



Entry 1 School Information

Created: 06/29/2016

Last updated: 07/29/2016

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

Page 1

a. SCHOOL NAME AND BEDS#

(Select name from the drop down menu)

SOUTHSIDE ACADEMY CS (REGENTS) 421800860845

b. CHARTER AUTHORIZER

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

Regents-Authorized Charter School

c. DISTRICT / CSD OF LOCATION

Syracuse

d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	2200 Onondaga Creek Blvd., Syracuse, NY 13207	315-476-3019	315-476-6639	44.rlarge@nhaschools.com

d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Ronald Large
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Title	Principal
Emergency Phone Number (###-###-####)	██████████

e. SCHOOL WEB ADDRESS (URL)

<https://www.nhaschools.com/schools/southside/en/pages/default.aspx>

f. DATE OF INITIAL CHARTER

01/2002

g. DATE FIRST OPENED FOR INSTRUCTION

09/2002

h1. 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.

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

KEY DESIGN ELEMENTS (Brief description)

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

	<p>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.</p>
Variable 3	<p>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.</p>
Variable 4	<p>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.</p>
Variable 5	<p>These four pillars serve as a framework for our educational program and drive school culture. Our approach combines everyday emphasis on student responsibility and character development with an unrelenting focus on academic excellence and strong parental partnerships. These commitments help us create a culture that is conducive to teaching and learning, and one where parents and educators become true collaborators in the learning process.</p>
Variable 6	(No response)
Variable 7	(No response)
Variable 8	(No response)
Variable 9	(No response)
Variable 10	(No response)

i. TOTAL ENROLLMENT ON JUNE 30, 2016

687

j. GRADES SERVED IN SCHOOL YEAR 2015-16

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5, 6, 7, 8
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k1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

Yes

k2. 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	[REDACTED]

Page 2

I1. FACILITIES

Does the school maintain or operate multiple sites?

No, just one site.

I2. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	2200 Onondaga Creek Blvd., Syracuse, NY 13207	315-476-3019	SYRACUSE CITY SD	K-8	Yes	Rent/Lease

Site 2						
Site 3						

l2a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Ron Large	[REDACTED]	[REDACTED]	[REDACTED]
Operational Leader	Todd McKee	[REDACTED]	[REDACTED]	[REDACTED]
Compliance Contact	Jason Starr	[REDACTED]	[REDACTED]	[REDACTED]
Complaint Contact	Jason Starr	[REDACTED]	[REDACTED]	[REDACTED]

m1. Is the school or are the school sites co-located?

No

Page 3

n1. Were there any revisions to the school’s charter during the 2015-16 school year? (Please include approved or pending material and non-material charter revisions).

No

o. Name and Position of Individual(s) Who Completed the 2015-16 Annual Report.

Joey Dreitzler, Board Relations Coordinator

p. Our signatures below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this

report is found to have been deliberately misrepresented, that will constitute grounds for the revocation of our charter. Check **YES** if you agree and then use the mouse on your PC or the stylist on your mobile device to sign your name).

Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature reads "Ronald B. Luegl" in a cursive script.

Signature, President of the Board of Trustees

A handwritten signature in black ink on a light gray background. The signature reads "Coral Hill" in a cursive script.

Date

2016/07/29

Thank you.



Entry 2 Link

Last updated: 07/22/2016

Page 1

1. NEW YORK STATE REPORT CARD

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

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

<http://data.nysed.gov/reportcard.php?year=2015&instid=800000040667>



Entry 3 Progress

Created: 07/26/2016

Last updated: 07/27/2016

Page 1

PROGRESS TOWARD CHARTER GOALS

The following tables reflect formatting in the online portal required for Board of Regents-authorized charter schools and NYCDOE-authorized charter schools only. Schools should list Progress Toward Charter Goals by August 1, 2016. If the goals are based on student performance data that the school will not have access to before August 1, 2016 (e.g., the NYS Assessment results), explain this in the "2015-2016 Progress Toward Attainment of Goal" column. The information can be updated when available. Please complete and submit no later than November 1, 2016.

1. ACADEMIC STUDENT PERFORMANCE GOALS

2015-16 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 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		
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	State Assessment		

	to the next.			
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		
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		
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		
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		
Academic Goal 7	The school will be designated as being in Good Standing.	State/Federal Designation		
Academic Goal 8	The school will meet (or exceed) achievement indicators for academic trends toward proficiency by achieving a performance level	State Assessment		

3 or higher.

2. Do have more academic goals to add?

No

3. Do have more academic goals to add?

No

Page 2

4. ORGANIZATIONAL GOALS

2015-16 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Partially 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
Org Goal 2	School leaders have 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	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

5. Do you have more organizational goals to add?

Yes

2015-16 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
	The school is demonstrating extensive good			

Org Goal 6	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 Goal 7	The school complies with applicable laws, regulations, and the provisions of its charter	The Board monitors these items on a regular basis with the assistance of Board counsel, management partner, and authorizer.	Not met. Did not administer ELL State Test.	We have created a corrective action plan to ensure this doesn't happen again.
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				

6. FINANCIAL GOALS

2015-16 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Partially 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				



Entry 4 Expenditures per Child

Last updated: 07/27/2016

Page 1

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 2015-16 Schedule of Functional Expenses) and divide by the year end FTE student enrollment. (Integers Only. No dollar signs or commas).

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

Line 1: Total Expenditures	9501665
Line 2: Year End FTE student enrollment	650
Line 3: Divide Line 1 by Line 2	14617

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 2015-16 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)	3497678
Line 2: Management and General Cost (Column)	2517593
Line 3: Sum of Line 1 and Line 2	6015271
Line 5: Divide Line 3 by the Year End FTE student enrollment	9254

Thank you.



Financial

School Name:

Date:

Latest Audit Period (through June 30):



Audit Supplemental Data Request Form

for Regents-Authorized Charter Schools

Southside Academy Charter School

June 30, 2016

2015

FILL IN GRAY CELLS

Southside Academy Charter School

STATEMENTS OF FINANCIAL POSITION

FOR THE YEARS ENDED JUNE 30,

	<u>2016</u>	<u>2015</u>
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$76,063	\$190,426
Grants and contracts receivable	-	-
Accounts receivables	1,746,132	271,759
Inventory	-	-
Prepaid Expenses	-	-
Contributions and other receivables	-	-
Other	-	-
TOTAL CURRENT ASSETS	<u>\$1,822,195</u>	<u>\$462,185</u>
OTHER ASSETS		
Investments	\$-	\$-
Property, Plant and Equipment, Net	-	78,445
Restricted Cash	-	-
OTHER ASSETS	<u>\$-</u>	<u>\$78,445</u>
TOTAL ASSETS	<u><u>\$1,822,195</u></u>	<u><u>\$540,630</u></u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable and accrued expenses	\$-	-
Accrued payroll and benefits	-	-
Refundable Advances	-	-
Dreferred Revenue	1,656	1,605
Current maturities of long-term debt	-	-
Short Term Debt - Bonds, Notes Payable	-	-
Other	<u>1,810,139</u>	<u>448,360</u>
TOTAL CURRENT LIABILITIES	<u>\$1,811,795</u>	<u>\$449,965</u>
LONG-TERM DEBT, net current maturities	<u>\$-</u>	<u>\$-</u>
TOTAL LIABILITIES	<u><u>\$1,811,795</u></u>	<u><u>\$449,965</u></u>
NET ASSETS		
Unrestricted	\$10,400	\$90,665
Temporarily restricted	-	-
TOTAL NET ASSETS	<u>\$10,400</u>	<u>\$90,665</u>
TOTAL LIABILITIES AND NET ASSETS	<u><u>\$1,822,195</u></u>	<u><u>\$540,630</u></u>

Check

-

-

FILL IN GRAY CELLS

Southside Academy Charter School

STATEMENTS OF ACTIVITIES

FOR THE YEARS ENDED JUNE 30,

	2016			2015
	Unrestricted	Temporarily Restricted	Total	Total
REVENUE, GAINS AND OTHER SUPPORT				
State & Local Operating Revenue	\$8,205,210	\$-	\$8,205,210	\$8,017,224
Federal - Title and IDEA	948,260	-	948,260	916,372
Federal - Other	-	-	-	-
State and City Grants	324,402	-	324,402	147,674
Contributions and private grants	-	-	-	-
After school revenue	-	-	-	-
Other	10,226	-	10,226	34,103
Food Service/Child Nutrition Program	-	-	-	-
TOTAL REVENUE, GAINS AND OTHER SUPPORT	\$9,488,098	\$-	\$9,488,098	\$9,115,373
EXPENSES				
Program Services				
Regular Education	\$6,628,257	\$-	\$6,628,257	\$6,135,477
Special Education	355,816	-	355,816	330,024
Other Programs	-	-	-	-
Total Program Services	\$6,984,073	\$-	\$6,984,073	\$6,465,501
Supporting Services				
Management and general	\$2,504,025	\$-	\$2,504,025	\$2,649,725
Fundraising	-	-	-	-
TOTAL OPERATING EXPENSES	\$9,488,098	\$-	\$9,488,098	\$9,115,226
SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS	\$-	\$-	\$-	\$147
Contributions				
Foundations	\$-	\$-	\$-	\$-
Individuals	-	-	-	-
Corporations	-	-	-	-
Fundraising	-	-	-	-
Interest income	-	-	-	-
Miscellaneous income	-	-	-	-
Net assets released from restriction	-	-	-	-
TOTAL SUPPORT AND OTHER REVENUE	\$-	\$-	\$-	\$-
CHANGE IN NET ASSETS	\$-	\$-	\$-	\$147
NET ASSETS BEGINNING OF YEAR	\$90,665	\$-	\$90,665	\$90,518
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
NET ASSETS - END OF YEAR	\$90,665	\$-	\$90,665	\$90,665

New York State Education Department

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

2015-16 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	Funding by School District information for all NYS School district is located on the State Aid website at https://stateaid.nysed.gov/charter/ . Refer to this website for per-pupil tuition funding for all school districts. Rows may be inserted in the worksheet to accomodate additional districts if necessary.
5	The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, please reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

Therapists & Counselors	2.65	174,238	-	-	-	-	174,238	Social Work, Speech, O/T	
Other	1.00	45,933	-	-	-	-	45,933	Student Family Liason	
TOTAL INSTRUCTIONAL	47	2,322,475	279,970				2,602,445		
NON-INSTRUCTIONAL PERSONNEL COSTS									
Nurse	-	-	-	-	-	-	-		
Librarian	1.00	57,709	-	-	-	-	57,709	Library Technology Specialist, Library tech aide	
Custodian	-	-	-	-	-	-	-		
Security	-	-	-	-	-	-	-		
Other	1.00	23,956	-	-	-	-	23,956	Recess Aides, bus liason	
TOTAL NON-INSTRUCTIONAL	2	81,665					81,665		
SUBTOTAL PERSONNEL SERVICE COSTS	55	2,908,851	279,970				3,188,821		
PAYROLL TAXES AND BENEFITS									
Payroll Taxes		248,804	24,107	-	-	-	272,911		
Fringe / Employee Benefits		461,346	30,801	-	-	-	492,147	Includes Tuition Reimbursement	
Retirement / Pension		-	-	-	-	-	-		
TOTAL PAYROLL TAXES AND BENEFITS		710,150	54,908				765,058		
TOTAL PERSONNEL SERVICE COSTS		3,619,001	334,878				3,953,879		
CONTRACTED SERVICES									
Accounting / Audit		11,135	-	-	-	386,059	397,194	Audit Fees and Accounting Services	
Legal		18,900	-	-	-	-	18,900		
Management Company Fee		-	-	-	-	-	-		
Nurse Services		-	-	-	-	-	-		
Food Service / School Lunch		-	-	-	-	-	-		
Payroll Services		-	-	-	-	-	-		
Special Ed Services		-	41,150	-	-	19,011	60,161	Contracted Services and Billed Services	
Titlement Services (i.e. Title I)		-	-	-	-	137,074	137,074	Intervention Services	
Other Purchased / Professional / Consulting		-	-	-	-	495,763	495,763	Human Resources, and General Support	
TOTAL CONTRACTED SERVICES		30,035	41,150			1,037,907	1,109,092		
SCHOOL OPERATIONS									
Board Expenses		-	-	-	-	-	-	Board Funds	
Classroom / Teaching Supplies & Materials		77,476	-	-	-	-	77,476		
Special Ed Supplies & Materials		-	4,041	-	-	-	4,041		
Textbooks / Workbooks		23,260	-	-	-	-	23,260		
Supplies & Materials other		16,500	-	-	-	-	16,500	Office Supplies	
Equipment / Furniture		-	-	-	-	-	-		
Telephone		5,168	-	-	-	-	5,168		
Technology		53,255	-	-	-	439,531	492,786	Software and Technology Services	
Student Testing & Assessment		24,934	-	-	-	145,973	170,907		
Field Trips		4,125	-	-	-	-	4,125		
Transportation (student)		-	-	-	-	-	-		
Student Services - other		-	-	-	-	-	-		
Office Expense		32,765	-	-	-	-	32,765	Printing, Copier Costs, Postage, Dues and Fees	
Staff Development		75,318	1,183	-	-	-	76,501	Training, Professional Development, Meetings and Meals	
Staff Recruitment		12,195	-	-	-	241,153	253,348		
Student Recruitment / Marketing		8,500	-	-	-	257,210	265,710	Advertising and Marketing, Business Development	
School Meals / Lunch		497,051	-	-	-	-	497,051	Food Services Costs	
Travel (Staff)		7,215	340	-	-	-	7,555		
Fundraising		-	-	-	-	-	-		
Other		17,320	-	-	-	944,949	962,269	Curriculum Development, School Quality, General Administrative Support.	
TOTAL SCHOOL OPERATIONS		855,082	5,564			2,028,816	2,889,462		
FACILITY OPERATION & MAINTENANCE									
Insurance		20,752	-	-	-	-	20,752	Liability, Property, and Board Insurance	
Janitorial		135,367	-	-	-	-	135,367		
Building and Land Rent / Lease		1,201,092	-	-	-	-	1,201,092	Includes Property Taxes	
Repairs & Maintenance		78,795	-	-	-	38,455	117,250		
Equipment / Furniture		91,500	-	-	-	-	91,500	Rental of Equipment and Furniture	
Security		3,121	-	-	-	-	3,121		
Utilities		92,497	-	-	-	-	92,497	Gas, Electric, Sewer & Water, Waste & Trash	
TOTAL FACILITY OPERATION & MAINTENANCE		1,623,124				38,455	1,661,579		
DEPRECIATION & AMORTIZATION									
		-	-	-	-	-	-		
DISSOLUTION ESCROW & RESERVES / CONTINGENCY									
		-	-	-	-	-	-		
TOTAL EXPENSES		6,127,242	381,592			3,105,178	9,614,012		
NET INCOME		3,238,538	(133,360)			(3,105,178)	-		
ENROLLMENT - *School Districts Are Linked To Above Entries*									
		REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED					
Syracuse City School District		605	75	680					
School District 2 (Enter Name)									

October 18, 2016

To the Board of Directors
Southside Academy Charter School

We have audited the financial statements of Southside Academy Charter School (the "School") as of and for the year ended June 30, 2016 and have issued our report thereon dated October 18, 2016. Professional standards require that we provide you with the following information related to our audit.

Our Responsibility Under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated March 23, 2016, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities. Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

As part of our audit, we considered the internal control of Southside Academy Charter School. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

Our audit of Southside Academy Charter School's financial statements has also been conducted in accordance with *Government Auditing Standards*, issued by the Comptroller General of the United States. Under *Government Auditing Standards*, we are obligated to communicate certain matters that come to our attention related to our audit to those responsible for the governance of Southside Academy Charter School, including compliance with certain provisions of laws, regulations, contracts, grant agreements, certain instances of error or fraud, illegal acts applicable to government agencies, and significant deficiencies in internal control that we identify during our audit. Toward this end, we issued a separate letter dated October 18, 2016 regarding 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, and grant agreements.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our letter about planning matters dated June 1, 2016.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by Southside Academy Charter School are described in Note 2 to the financial statements.

No new accounting policies were adopted and the application of existing policies was not changed during 2016.

We noted no transactions entered into by the School during the year for which there is a lack of authoritative guidance or consensus.

We noted no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The most sensitive estimate affecting the financial statements was the accounts receivable balance due from the state of New York. Management's estimate of the accounts receivable balance due from the state of New York is \$154,575 which is based on NYS Senate Resolution 3049, which indicates that the state education department shall pay directly to each New York State charter school an amount equal to \$225 per pupil. We evaluated the key factors and assumptions used to develop the accounts receivable balance due from the state of New York in determining this receivable is reasonable in relation to the financial statements taken as a whole.

The disclosures in the financial statements are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Disagreements with Management

For the purpose of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report.

We are pleased to report that no such disagreements arose during the course of our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management.

The attached schedule summarizes uncorrected misstatements of the financial statements which were requested to be recorded. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Significant Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, business conditions affecting the School, and business plans and strategies that may affect the risks of material misstatement with management each year prior to our retention as the School's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition of our retention.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated October 18, 2016.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the School's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

This information is intended solely for the use of the board of directors and management of Southside Academy Charter School and is not intended to be and should not be used by anyone other than these specified parties.

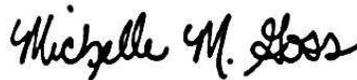
We welcome any questions you may have regarding the following communications and we would be willing to discuss any of these or other questions that you might have at your convenience.

Very truly yours,

Plante & Moran, PLLC



Michael A. Lamfers, CPA
Partner



Michelle M. Goss, CPA
Partner

Attachment

Client: **Southside Academy Charter School**
 Y/E: **6/30/2016**

SUMMARY OF UNRECORDED POSSIBLE ADJUSTMENTS

The pretax effect of misstatements and classification errors identified would be to decrease the reported amounts in the financial statement categories identified below:

Ref. #	Description of Misstatement	Current Assets	Long-term Assets	Current Liabilities	Long-term Liabilities	Equity	Revenue	Expenses	Net Income Statement Impact
FACTUAL MISSTATEMENTS:									
AI	To adjust due from state - other sources. Revenue was originally recorded as \$225 per FTE and the actual amount received after year end was \$215.125 per FTE	\$ (6,784)		\$ (6,784)			\$ (6,784)	\$ (6,784)	
JUDGMENTAL ADJUSTMENTS:									
BI	None								
PROJECTED ADJUSTMENTS:									
CI	None								
Total		<u>\$ (6,784)</u>	<u>\$ -</u>	<u>\$ (6,784)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (6,784)</u>	<u>\$ (6,784)</u>	<u>\$ -</u>
PASSED DISCLOSURES:									
DI	None								

SOUTHSIDE ACADEMY CHARTER SCHOOL



Financial Statements, Additional
Information, and Federal Awards
Supplemental Information as of and
for the Year Ended June 30, 2016,
and Independent Auditor's Reports

SOUTHSIDE ACADEMY CHARTER SCHOOL

TABLE OF CONTENTS

	Page
INDEPENDENT AUDITOR'S REPORT	1–2
FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 2016:	
Statement of Financial Position	3
Statement of Activities and Change in Net Assets	4
Statement of Cash Flows	5
Notes to Financial Statements	6–9
ADDITIONAL INFORMATION —	10
Schedule of Functional Expenses	11
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	12-13
SUPPLEMENTAL INFORMATION —	14
REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM; REPORT ON INTERNAL CONTROL OVER COMPLIANCE	15–16
Schedule of Expenditures of Federal Awards	17
Notes to Schedule of Expenditure of Federal Awards	18
Schedule of Findings and Questioned Costs	19

Independent Auditor's Report

To the Board of Directors
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, 2016 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, 2016 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 Directors
Southside Academy Charter School

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise Southside Academy Charter School's financial statements. The schedule of expenditures of federal awards, 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"), as identified in the table of contents, and supplemental schedule of functional expenses, as identified in the table of contents, are presented for the purpose of additional analysis and are not a required part of the financial statements.

The schedule of expenditures of federal awards is the responsibility of management and was derived from and relates 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 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 18, 2016 on our consideration of the Southside Academy Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Southside Academy Charter School's internal control over financial reporting and compliance.

Plante & Moran, PLLC

October 18, 2016

SOUTHSIDE ACADEMY CHARTER SCHOOL

STATEMENT OF FINANCIAL POSITION JUNE 30, 2016

ASSETS

CURRENT ASSETS:

Cash	\$ 76,063
Due from governmental revenue sources	<u>1,735,732</u>

Total current assets 1,811,795

NON-CURRENT ASSETS:

Capital assets	117,723
Less accumulated depreciation	<u>(51,051)</u>

Total capital assets, net of accumulated depreciation 66,672

TOTAL \$ 1,878,467

LIABILITIES AND NET ASSETS

LIABILITIES:

Deferred revenue	\$ 1,661
Contracted service fee payable	<u>1,799,740</u>

Total liabilities 1,801,401

NET ASSETS:

Unrestricted and undesignated	<u>77,066</u>
-------------------------------	---------------

TOTAL \$ 1,878,467

See notes to financial statements.

SOUTHSIDE ACADEMY CHARTER SCHOOL

STATEMENT OF ACTIVITIES AND CHANGE IN NET ASSETS YEAR ENDED JUNE 30, 2016

REVENUES, GAINS, AND OTHER SUPPORT:

State aid	\$ 8,205,210
Other state sources	324,402
Federal sources	948,260
Private sources	<u>10,226</u>

Total revenues, gains, and other support 9,488,098

EXPENSES:

Contracted service fee	9,489,924
Depreciation	<u>11,773</u>

Total expenses 9,501,697

CHANGE IN UNRESTRICTED NET ASSETS (13,599)

NET ASSETS:

Beginning of year 90,665

End of year \$ 77,066

See notes to financial statements.

SOUTHSIDE ACADEMY CHARTER SCHOOL

STATEMENT OF CASH FLOWS YEAR ENDED JUNE 30, 2016

CASH FLOWS PROVIDED BY (USED IN) OPERATING ACTIVITIES	
State aid	\$ 6,814,037
Other state sources	324,754
Federal sources	875,108
Private sources	10,282
Payments for services rendered	<u>(8,138,544)</u>
Net cash used in operating activities	<u>(114,363)</u>
NET DECREASE IN CASH	(114,363)
CASH — Beginning of year	<u>190,426</u>
CASH — End of year	<u><u>\$ 76,063</u></u>
RECONCILIATION OF CHANGE IN NET ASSETS TO NET CASH (USED IN) PROVIDED BY OPERATING ACTIVITIES	
Change in net assets	\$ (13,599)
Depreciation	11,773
Adjustments to reconcile change in net assets to net cash (used in) provided by operating activities:	
Change in due from governmental revenue sources	(1,463,973)
Change in deferred revenue	56
Change in contracted service fee payable	<u>1,351,380</u>
NET CASH USED IN OPERATING ACTIVITIES	<u><u>\$ (114,363)</u></u>

See notes to financial statements.

SOUTHSIDE ACADEMY CHARTER SCHOOL

NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 2016

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 State Education Department, which is responsible for oversight of the School's operations. The charter expires June 30, 2017 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 2015 through May 2016 for the year ended June 30, 2016.

The Board of Directors 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 have been prepared in accordance with Section 2851 of the Education Law of the State of New York which requires such statements to be 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, 2016 represents bank deposits which are covered by federal depository insurance.

Deferred Revenue — Deferred revenue as of June 30, 2016 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:

- *Unrestricted Net Assets* — 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 period 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.

The School has evaluated its position regarding the accounting for uncertain income tax positions and does not believe that it has any material uncertain tax positions. The School recognizes the effect of income tax positions only if the positions are more likely than not of being sustained. Recognized income tax positions are recorded at the largest amount that is greater than 50% likely of being realized upon settlement with a taxing authority that has full knowledge of all relevant information. The determination of whether or not a tax position has met the more-likely-than-not recognition threshold considers the facts, circumstances and

other information available at the reporting date and is subject to management's judgment. Changes in the recognition or measurement are reflected in the period in which the change in judgment occurs. The School is subject to routine audits by taxing jurisdictions; however, there are currently no audits for any tax periods in progress. Management believes it is no longer subject to income tax examinations prior to June 30, 2013.

3. 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 2016, and claims did not exceed coverage less retained risk deductible amounts in the past fiscal year.

4. 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.

5. 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
Total capital assets at historical cost	<u>117,723</u>	<u>-</u>	<u>-</u>	<u>117,723</u>
Less accumulated depreciation — equipment	<u>39,278</u>	<u>11,773</u>	<u>-</u>	<u>51,051</u>
Total accumulated depreciation	<u>39,278</u>	<u>11,773</u>	<u>-</u>	<u>51,051</u>
Total capital asset activity, net	<u>\$ 78,445</u>	<u>\$ (11,773)</u>	<u>\$ -</u>	<u>\$ 66,672</u>

6. 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, 2015 through June 30, 2016. Annual rental payments required by the lease are \$984,636 payable in twelve monthly payments of \$82,053. 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, 2016 through June 30, 2017, at the same rate.

7. FUNCTIONAL EXPENSES

The School provides a comprehensive education programs to enrolled students. Expenses incurred for these programs and other expenses are as follows:

Program services:	
Regular education	\$ 6,616,486
Special education	355,846
Supporting services — management and general	<u>2,517,592</u>
Total contracted service fee	\$ 9,489,924
Depreciation Expense	<u>\$ 11,773</u>
Total Expenses	<u>\$ 9,501,697</u>

8. SUBSEQUENT EVENTS

Events or transactions for the year ended June 30, 2016 have been evaluated through October 18, 2016, 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

CHARTER SCHOOL

EXPENSES

		2016							
		Program Services				Supporting Services			
No. of	Positions	Regular Education	Special Education	Other Education	Total	Fund-raising	Management and General	Total	Total
Staff Personnel	-	\$ 628,318	\$ -	\$ -	\$ 628,318	\$ -	\$ -	\$ -	\$ 628,318
Personnel	-	2,506,885	266,490	-	2,773,375	-	-	-	2,773,375
Personnel	-	95,985	-	-	95,985	-	-	-	95,985
	-	3,231,188	266,490	-	3,497,678	-	-	-	3,497,678
es		760,500	32,789	-	793,289	-	-	-	793,289
		63,452	7,093	-	70,545	-	-	-	70,545
		-	-	-	-	-	-	-	-
		15,409	-	-	15,409	-	-	-	15,409
		10,836	-	-	10,836	-	300,729	300,729	311,565
al / Consulting Services		563	39,856	-	40,419	-	656,864	656,864	697,283
e		1,223,634	-	-	1,223,634	-	-	-	1,223,634
		234,795	-	-	234,795	-	33,189	33,189	267,984
		20,359	-	-	20,359	-	-	-	20,359
		84,334	-	-	84,334	-	-	-	84,334
		126,831	4,511	-	131,342	-	-	-	131,342
		106,601	-	-	106,601	-	-	-	106,601
		138,083	5,077	-	143,160	-	19,758	19,758	162,918
		11,025	-	-	11,025	-	98,856	98,856	109,881
		33,685	-	-	33,685	-	306,803	306,803	340,488
		482,133	-	-	482,133	-	-	-	482,133
		35,193	-	-	35,193	-	135,986	135,986	171,179
		35,663	30	-	35,693	-	48,141	48,141	83,834
		11,773	-	-	11,773	-	-	-	11,773
		2,202	-	-	2,202	-	917,266	917,266	919,468
		\$ 6,628,259	\$ 355,846	\$ -	\$ 6,984,105	\$ -	\$ 2,517,592	\$ 2,517,592	\$ 9,501,697

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 Directors
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, 2016 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 18, 2016.

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 Directors
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.

Plante & Moran, PLLC

October 18, 2016

SUPPLEMENTAL INFORMATION

Report on Compliance for Each Major Federal Program;
Report on Internal Control Over Compliance
Independent Auditor's Report

To the Board of Directors
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, 2016. 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 the requirements of laws, regulations, contracts, and grants 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.

To the Board of Directors
Southside Academy Charter School

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, 2016.

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 a 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.

Plante & Moran, PLLC

October 18, 2016

SOUTHSIDE ACADEMY CHARTER SCHOOL

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS YEAR ENDED JUNE 30, 2016

Federal Grantor/Pass-Through Grantor/ Program or Cluster Title	Federal CFDA Number	State/Pass- through Grantor's Number	Expenditures
Clusters -			
Child Nutrition Cluster -			
U.S. Department of Agriculture -			
Direct Program:			
National School Breakfast Program	10.553		\$ 164,333
National School Lunch Program	10.555		<u>301,559</u>
Total U.S. Department of Agriculture			465,892
U.S. Department of Education:			
Passed through New York State Education Department:			
Title I, Grants to Local Educational Agencies	84.010	0021154182	66,773
		0021164182	<u>287,198</u>
Total Title I, Grants to Local Educational Agencies			353,971
Title II, Improving Teacher Quality	84.367	0147154182	9,831
		0147164182	<u>17,334</u>
Total Title II, Improving Teacher Quality			27,165
Passed through Syracuse City School District -			
IDEA Cluster - IDEA, Part B	84.027	2016	<u>101,232</u>
Total U.S. Department of Education			<u>482,368</u>
TOTAL FEDERAL ASSISTANCE			<u>\$ 948,260</u>

Southside Academy Charter School

Notes to Schedule of Expenditures of Federal Awards Year Ended June 30, 2016

Note 1 - Basis of Presentation and Significant Accounting Policies

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal grant activity of Southside Academy Charter School under programs of the federal government for the year ended June 30, 2016. The information in this 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 Southside Academy Charter School, it is not intended to and does not present the financial position, changes in net position, or cash flows, if applicable, of Southside Academy Charter School.

Expenditures reported on the Schedule are reported on the same basis of accounting as the basic financial statements. Such expenditures are recognized following, as applicable, either the cost principles in OMB Circular A-87, or the Uniform Guidance, 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. Southside Academy Charter School had no funds transferred to subrecipients during the year ended June 30, 2016. Southside Academy Charter School has not elected to use the 10 percent *de minimus* indirect cost rate to recover indirect costs as allowed under the Uniform Guidance.

Note 2 - 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, 2016

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 No

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:

<u>CFDA Numbers</u>	<u>Name of Federal Program or Cluster</u>
10.553, 10.555	Child Nutrition Cluster

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

None

Section III - Federal Program Audit Findings

None

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

Trustee Name:

James Duah-Agyeman

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

Southside Academy Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).
Secretary 5/21/14-Present
Trustee 3-17-09-5/20/14

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

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

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

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

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

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

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

Trustee Name:

Carol Hill

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

Southside Academy Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).
 President 5/21/14-Present
 Vice President 3/20/02-5/20/14

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

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

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

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

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

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

None	None	None	None
------	------	------	------

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

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

Carol Hill 7/22/2016
 Signature Date

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

Business Telephone: _____
Business Address: _____
E-mail Address: _____
Home Telephone: _____
Home Address: _____

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

Trustee Name:

Tracy Miller

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

Southside Academy Charter School

- List all positions held on the education corporation board (e.g., president, treasurer, parent representative).
 Vice President 5/13/15-Present
 Treasurer 5/21/14-6/30/15
 Secretary 6/17/08-5/20/14
- Is the trustee an employee of any school operated by the Education Corporation?
 Yes **No**

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

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

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

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

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

None	None	None	None
------	------	------	------

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

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

Tracy Miller 7/22/2016
 Signature Date

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

Business Telephone: _____
Business Address: _____
E-mail Address: _____
Home Telephone: _____
Home Address: _____

None	None	None	None
------	------	------	------

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

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

Leonese Nelson 7/22/2016
 Signature Date

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

Business Telephone: _____
Business Address: _____
E-mail Address: _____
Home Telephone: _____
Home Address: _____

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

Trustee Name:

Anthony Ortega

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

Southside Academy Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).
Treasurer 5/13/15-Present
Trustee 11/11/14-5/12/15

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

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

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

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

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

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

None	None	None	None
------	------	------	------

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

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

Anthony Ortega 7/22/2016
 Signature Date

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

Business Telephone: _____
Business Address: _____
E-mail Address: _____
Home Telephone: _____
Home Address: _____



Entry 9 BOT Table

Last updated: 07/27/2016

Page 1

1. Current Board Member Information

	Trustee Name	Email Address	Position on the Board	Committee Affiliations	Voting Member? (Y/N)	Area of Expertise, and/or Additional Role at School (parent, staff member, etc.)	Number of Terms Served and Length of Each (Include election date and term expiration)
1	Dr. James Duah-Agyeman	[REDACTED]	Secretary		Yes		Number of terms served: 3 Length of each term: 3 - Three year terms Date of Election: March 2009 Expiration of Term: June 2018
2	Carol Hill	[REDACTED]	Chair/Board President		Yes		Number of terms served: 6 Length of each term: 5 - Three year terms and 1 - Two year term Date of Election: March 2002 Expiration of Term: June 2019

3	Tracy Miller		Vice Chair/Vice President		Yes		Number of terms served: 4 Length of each term: 2 - three year terms, 1 - two year term, 1 - one year term Date of Election: April 2008 Expiration of Term: June 2017
4	Dr. Leonese Nelson		Vice Chair/Vice President		Yes		Number of terms served: 5 Length of each term: 3 - three year terms, 2 - one year term Date of Election: June 2006 Expiration of Term: June 2017
5	Anthony Ortega		Treasurer		Yes		Number of Terms Served: 1 Length of each Term: 1 - three year term Date of Election: November 2014 Expiration of Term: June 2017
6							
7							
8							

9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							

2. Total Number of Members on June 30, 2015

5

3. Total Number of Members Joining the Board 2015-16 School Year

0

4. Total Number of Members Departing the Board during the 2015-16 School Year

0

5. Number of Voting Members 2015-16, as set by the by-laws, resolution or minutes

7

6. Number of Board Meetings Conducted in the 2015-16 School Year

12

7. Number of Board Meetings Scheduled for the 2016-17 School Year

10

Thank you.

SOUTHSIDE ACADEMY CHARTER SCHOOL
Board Meeting Minutes
Tuesday, July 21, 2015 at 4 p.m.

Special Meeting held at:
 Southside Academy Charter School
 2200 Onondaga Creek Blvd.
 Syracuse, NY 13207

BOARD OF TRUSTEES:	PRESENT	UNABLE TO ATTEND	TERM EXPIRATIONS
Dr. James Duah-Agyeman – Secretary	X		June 2018
Carol Hill – President	X		June 2016
Tracy Miller – Second Vice President	X		June 2016
Dr. Leonese Nelson – Vice President	X		June 2016
Anthony Ortega – Treasurer	X		June 2018

Non-Board Members Attending:

1. John Kelepurovski, Jr. – Board Legal Counsel
2. Joe Thienes – Proposed Interim Principal (via phone)
3. Verone Kennedy – DSQ (via phone)
4. Andrew Gayle – NHA

1. CALL TO ORDER

Dr. Leonese Nelson called the meeting to order at 4:05 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Anthony Ortega and seconded by Dr. James Duah-Agyeman to approve the agenda as submitted. The motion was approved unanimously.

*SOUTHSIDE ACADEMY CHARTER SCHOOL
Board Meeting Minutes
Tuesday, July 21, 2015 at 4 p.m.*

4. MANAGEMENT REPORTS

Principal Report/School Leadership Team Report

Joe Thienes presented the Principal Report/School Leadership Team Report.

Highlights included:

- Interviews and onboarding of new staff members are continuing
- Eight teachers will attend NHA's New Teacher Orientation
- Joe Thienes and the school's leadership team attended an NHA Leadership Summit
- Approximately 128 students registered for summer school which began on July 7, 2015 and will end on August 6, 2015

i. Status of the Academic Improvement Plan

The Status of the Academic Improvement Plan was not presented.

ii. School Performance Report Dashboard Suite

The School Performance Report Dashboard Suite was presented.

a. The Parent Satisfaction Survey Results were reviewed by the Board. Verone Kennedy indicated that the school will focus on solutions to improve teacher and parent engagement. The Board requested the following:

- Parent comments provided as part of the Parent Satisfaction Survey
- Survey data for the past five years
- Establishing a goal of having at least 300 parent responses for future surveys

School Improvement Committee Report

The School Improvement Committee Report was not presented.

Monthly Financial Statements

The Monthly Financial Statements were discussed and reviewed by the Board. The Board requested additional information regarding what is included in the miscellaneous line item under the budget category of "Office of the Principal."

5. DISCUSSION ITEMS

- a. Discussion of Joe Thienes as Interim Principal – The Board discussed Joe Thienes' appointment as Interim Principal due to the resignation of Delvin Vick. Joe Thienes is impressed with the hard work of the school's leadership team and understands the importance of building relationships with staff and parents.
- b. Overview of Principal Search – Verone Kennedy indicated a local and national search is being conducted to identify a permanent Principal candidate. The potential candidate would work along with Joe Thienes in the short term. In terms of timeline, the goal is to identify a candidate by December.

SOUTHSIDE ACADEMY CHARTER SCHOOL

Board Meeting Minutes

Tuesday, July 21, 2015 at 4 p.m.

- c. Auditor Planning Communication – The Board reviewed the Auditor Planning Communication, which describes the scope of the proposed audit.

6. ACTION ITEMS

Approval of the June 9, 2015 Board Meeting Minutes

A motion was made by Anthony Ortega and seconded by Dr. James Duah-Agyeman to approve the June 9, 2015 Board Meeting Minutes as submitted. The motion was approved unanimously.

Approval of Joe Thienes as Principal of Southside Academy Charter School

A motion was made by Dr. James Duah-Agyeman and seconded by Anthony Ortega to approve Joe Thienes as Principal of Southside Academy Charter School. The motion was approved unanimously.

Approval of the Revised 2015-2016 School Calendar

A motion was made by Carol Hill and seconded by Tracy Miller to approve the Revised 2015-2016 School Calendar as submitted. The motion was approved unanimously.

Approval of the Personnel Hires

A motion was made by Tracy Miller and seconded by Carol Hill to approve the Personnel Hires of:

- Constance Quinones as a Transitional Teacher
- Emily Eisenson as a Transitional Teacher
- Chaz-Lit Doyle as a 6th Grade Math
- Amanda Eisenson as a Transitional Teacher

with the necessary support to assist in their growth. The motion was approved unanimously.

7. NEW BUSINESS

- Verone Kennedy announced that the grades 3-5 Dean, Kate Moulton, has resigned from her position. Verone Kennedy proposed that staff member Krista Jones serve as a new Dean to replace Kate Moulton while the Dean of Intervention, Nicole Moss, would become the Middle School Dean.
- The Board requested to review the resumes of the candidates who have been considered for the Middle School Dean.
- The Board will identify a date for the September Board Retreat.

SOUTHSIDE ACADEMY CHARTER SCHOOL
Board Meeting Minutes
Tuesday, July 21, 2015 at 4 p.m.

8. PUBLIC COMMENT

None was given.

9. ADJOURNMENT

The meeting was adjourned at 5:48 p.m.

**Next Meeting:
August 11, 2015 at 4 p.m.**

OFFICER OF THE BOARD

SIGNATURE

Carl Hill

*Southside Academy Charter School
Board Meeting Minutes
Tuesday, August 11, 2015 at 4 p.m.*

Meeting held at:

Southside Academy Charter School, 2200 Onondaga Creek Blvd, Syracuse, NY 13207

BOARD OF DIRECTORS:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Carol Hill President	X		June 30, 2016
Leonese Nelson Vice President	X		June 30, 2016
Tracy Miller Vice President	X		June 30, 2016
James Duah-Agyeman Secretary	X		June 30, 2018
Anthony Ortega Treasurer	X		June 30, 2017

NON-BOARD MEMBERS ATTENDING:

1. John Kelepurovski, Jr. – Board Legal Counsel
2. Joe Thienes – Proposed Interim Principal
3. Andrew Gayle – NHA
4. Dr. Ronald Large – Principal Candidate
5. Eric Nelson – Senior Director of School Quality

1. CALL TO ORDER

Carol Hill called the meeting to order at 4:08 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Tracy Miller and seconded by Leonese Nelson to approve the agenda as submitted. The motion was approved unanimously.

4. MANAGEMENT REPORTS

a. Principal Report

Joe Thienes presented the Principal Report.

Highlights included:

- There are a number of changes to the staff including six new teachers in grades 3-8, two new special education teachers, a new social worker, and a new music teacher.
- New staff members have participated in new Teacher Orientation sessions during August.
- There will be a school-wide Open House for students and parents on August 27, 2015.
- All staff members will report for professional development activities during the period of August 25-September 2, 2015.

I. Status of the Academic Improvement Plan

The Status of the Academic Improvement Plan was presented. Additional information regarding the Academic Improvement Plan will be presented following the release of the 2014-2015 New York State Assessment results.

II. School Performance Report Dashboard Suite

The School Performance Report Dashboard Suite was presented.

1. Proficiency & Growth – NWEA fall to spring and spring to spring results were reviewed by the Board.

b. School Improvement Committee Report

Joe Thienes presented the School Improvement Committee Report. The lead teacher from each grade level as well as the Deans will be members of the School Improvement Committee. The members of the committee have met during the summer to review data and will continue to meet every six weeks. Results of the committee meetings will be shared with the Board.

5. COMMITTEE REPORTS

a. Finance Committee Report

Anthony Ortega spoke with NHA's Director of Financial Operations regarding the expenditure of funds in the miscellaneous line item under the office of the Principal. The committee will meet to review school budget submissions.

*Southside Academy Charter School
Board Meeting Minutes
Tuesday, August 11, 2015 at 4 p.m.*

Approval of the National Charter Schools Conference

A motion was made by Leonese Nelson and seconded by James Duah-Agyeman to approve the reimbursement of funds to Anthony Ortega for an amount not to exceed the amount of \$166.83 for the cost of the National Charter Schools Conference as submitted. The motion was approved unanimously.

b. Governance Committee Report

The New York State Education Department recently sent a Corrective Action Plan letter to the school. A response to the concerns listed in the letter must be provided by September 7, 2015. The Board will request an extension of the submission deadline. The Board plans to meet for its retreat on October 3, 2015.

c. Personnel Committee Report

- The committee reviewed the resumes of individuals being considered for transitional teacher, social worker, and middle school Dean. The committee has recommended that job postings for school positions be expanded to include the Syracuse University School of Education, Syracuse.com, and the Syracuse Post Standard. In addition, the committee also requested to know how many more transitional teachers will be hired and the specific grades that these teachers will be working with.
- The committee also had an opportunity to meet with Dr. Ronald Large, a candidate for the school's Principal position, who expressed a number of promising ideas regarding the role of Principal. As part of Dr. Ronald Large's meeting with the full Board in which he was asked multiple questions about his career, he indicated that he has previous experience working with schools similar to Southside in terms of grade composition, demographics, and sense of urgency. Dr. Ronald Large has also worked with a number of turnaround schools as a Principal.

d. Parent & Community Relations Committee Report

The Parent and Community Relations Committee recently received Parent Survey data from 2011-2015 along with parent comments from the 2014-2015 survey. The committee will review and assess this data.

e. Student Academic Achievement Committee Report

The Student Academic Achievement Committee plans to review and assess the results of the 2014-2015 New York State Assessments with the school's leadership team.

6. DISCUSSION ITEMS

- a. 2014-2015 Annual Report – The initial submission of the 2014-2015 Annual Report was made on July 31, 2015. Additional information, such as student assessment results, will be submitted by November 1, 2015.

7. ACTION ITEMS

a. Approval of the July 21, 2015 Board Meeting Minutes

A motion was made by Leonese Nelson and seconded by James Duah-Agyeman to approve the July 21, 2015 Board Meeting Minutes as submitted. The motion was approved unanimously.

b. Approval of the 2015 Compliance with Children's Internet Protection Act (CIPA)

A motion was made by Anthony Ortega and seconded by James Duah-Agyeman to approve the 2015 Compliance with Children's Internet Protection Act (CIPA) as submitted. The motion was approved unanimously.

c. Approval of the 2016 Letter of Agency for E-rate Funding

A motion was made by Anthony Ortega and seconded by Leonese Nelson to approve the 2016 Letter of Agency for E-rate Funding as submitted. The motion was approved unanimously.

d. Approval of the Personnel Hires – Teachers and Social Worker

A motion was made by Leonese Nelson and seconded by Tracy Miller to approve the Personnel Hires of:

- Shannon Mulvaney as a Transitional Teacher
- Kim Bender as a Social Worker
- Cristin Engineri as a Transitional Teacher

The motion was approved unanimously.

e. Approval of the Personnel Hire – Middle School Dean

A motion was made by James Duah-Agyeman and seconded by Anthony Ortega to approve the Personnel Hire of:

- Nicole Moss as a Middle School Dean

The motion was approved unanimously.

f. Approval of the Personnel Hire – Principal

A motion was made by Tracy Miller and seconded by Leonese Nelson to approve the Personnel Hire of:

- Dr. Ronald Large as Principal

The motion was approved unanimously.

*Southside Academy Charter School
Board Meeting Minutes
Tuesday, August 11, 2015 at 4 p.m.*

8. NEW BUSINESS

The Board will continue to explore the need for a Charter revision to reflect the addition of the position of Dean of Intervention.

9. PUBLIC COMMENT

None was given.

10. ADJOURNMENT

The meeting was adjourned at 6:08 p.m.

**NEXT MEETING:
Tuesday, September 15, 2015 at 4 p.m.**

OFFICER OF THE BOARD

SIGNATURE



A handwritten signature in black ink, appearing to read "Kenna", is written over a horizontal line. The signature is stylized and includes a large flourish at the end.

Southside Academy Charter School
Board Meeting Minutes
Tuesday, September 15, 2015 at 4 p.m.

Meeting held at:

Southside Academy Charter School, 2200 Onondaga Creek Blvd, Syracuse, NY 13207

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Carol Hill President		X	June 30, 2016
Leonese Nelson Vice President	X		June 30, 2016
Tracy Miller Vice President	X		June 30, 2016
James Duah-Agyeman Secretary	X		June 30, 2018
Anthony Ortega Treasurer	X		June 30, 2017

NON-BOARD MEMBERS ATTENDING:

1. Dr. Ronald Large – Principal Candidate
2. Andrew Gayle – NHA

1. CALL TO ORDER

Anthony Ortega called the meeting to order at 4:09 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Tracy Miller and seconded by James Duah-Agyeman to approve the agenda as submitted. The motion was approved unanimously.

4. MANAGEMENT REPORTS

a. Principal Report

Dr. Ronald Large presented the Principal Report.

Highlights included:

- There are currently 681 students enrolled at the school.
- Assemblies were held for Kindergarten through second grade, third through fifth grade, and sixth through eighth grade. At each of these assemblies, Dr. Ronald Large discussed student expectations and responsibilities.
- Southside has implemented What I Need (WIN) Invention Blocks. Information from the New York State Education Department's data warehouse is used to drive and create these intervention blocks.
- Dr. Ronald Large has initiated Coffee with the Principal as an opportunity to meet and speak with parents. During the initial meeting, parents discussed ways to enhance communication with the Southside community. Dr. Ronald Large will provide weekly newsletters and phone messages.
- Southside will have a Meet the Teacher event which will enable parents to discuss the school's vision for the academic year with teachers and Dr. Ronald Large.
- Southside's leadership team has placed a strong emphasis on clarifying expectations, increasing relational capacity, and differentiating instruction.

b. Monthly Financial Statements

The Monthly Financial Statements were presented and discussed.

5. COMMITTEE REPORTS

a. Finance Committee Report

Anthony Ortega presented the Finance Committee Report. Anthony Ortega has contacted NHA's Director of Financial Operations regarding a number of line item variances in the financial statements.

b. Governance Committee Report

Anthony Ortega presented the Governance Committee Report. Anthony Ortega and Carol Hill have met to discuss Board member recruitment. The Committee will explore Board candidates in the legal and financial fields as well as a parent representative. The Committee has proposed holding a Board Retreat on October 13, 2015 at 12 p.m. at the home of Anthony Ortega.

c. Personnel Committee Report

Leonese Nelson presented the Personnel Committee Report. The Committee will review a number of candidate resumes for various positions.

d. Parent & Community Relations Committee Report

James Duah-Agyeman presented the Parent & Community Relations Committee Report. The Committee reviewed the results of recent Parent Surveys. The Surveys indicate that parents are pleased overall with the offerings provided by Southside.

e. Student Academic Achievement Committee Report

James Duah-Agyeman presented the Student Academic Achievement Committee Report. With Dr. Ronald Large, the Committee will review the Corrective Action Plan developed by SED to identify how Southside is meeting the Common Core Learning Standards.

6. DISCUSSION ITEMS

- a. The Fourth Quarter Financial Statements were reviewed by the Finance Committee.

7. ACTION ITEMS

a. Approval of the August 11, 2015 Board Meeting Minutes

A motion was made by Anthony Ortega and seconded by Tracy Miller to approve the August 11, 2015 Board Meeting Minutes as submitted. The motion was approved unanimously.

b. Approval of the Personnel Hires – TABLED

Tabled.

8. NEW BUSINESS

None was presented.

9. PUBLIC COMMENT

None was given.

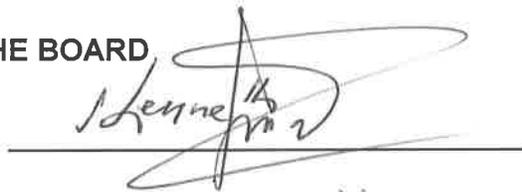
10. ADJOURNMENT

The meeting was adjourned at 5:07 p.m.

NEXT MEETING:
Tuesday, October 13, 2015 at 4 p.m.

OFFICER OF THE BOARD

SIGNATURE



A handwritten signature in black ink, appearing to read "J. Henne", is written over a horizontal line. The signature is stylized and includes a large, sweeping flourish that extends upwards and to the right.

*Southside Academy Charter School
Board Meeting Minutes
Tuesday, October 13, 2015 at 2 p.m.*

Meeting held at:

Anthony Ortega's House, 5121 Greenbank Drive, Jamesville, NY 13078

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Carol Hill President	X		June 30, 2016
Leonese Nelson Vice President	X		June 30, 2016
Tracy Miller Vice President	X		June 30, 2016
James Duah-Agyeman Secretary	X		June 30, 2018
Anthony Ortega Treasurer	X		June 30, 2017

NON-BOARD MEMBERS ATTENDING:

1. Andrew Gayle – NHA

1. CALL TO ORDER

Carol Hill called the meeting to order at 2:05 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Leonese Nelson and seconded by James Duah-Agyeman to approve the agenda as submitted. The motion was approved unanimously.

4. DISCUSSION ITEMS

- a. Academic Concerns – The Board discussed a number of areas that it would like to explore related to academic concerns:
 - At each Board meeting, have one of the grade level Deans discuss how their respective grades are doing and provide any concerns they may have
 - Have Southside's Director of School Quality (DSQ) provide an update to the Board on the status of the school

*Southside Academy Charter School
Board Meeting Minutes
Tuesday, October 13, 2015 at 2 p.m.*

- Ask Deans to discuss some of the topic areas that students are learning
 - Have Deans/teachers discuss how academic concerns are being addressed in the classroom
 - As part of the Principal's Report, indicate staff departures and a general reason for the departure
 - Determine how the DSQ can be better involved in communicating the school's performance to the Board
 - Ensure that the school leadership and teachers can articulate how they are delivering the common core curriculum
 - Explore how additional learning time can be incorporated at the school through the use of an extended school day or year:
 - Determine how the Board can evaluate the need for additional learning time
 - Explore other school models in terms of extended school day and year
 - Offer a survey to parents or speak to a subset of parents to get their opinion on an extended school day or year
 - Identify if other NHA partner schools have explored an extended school day or year
- b. Fiscal Concerns – The Board discussed a number of areas that it would like to explore related to fiscal concerns:
- Anthony Ortega discussed his ongoing conversations with NHA regarding indirect and direct costs
 - The Board's Finance Committee will explore how much the Syracuse City School District spends per student in similar expenditure categories
 - The Finance Committee will also look to compare Southside's expenses to a similar NHA partner school such as Buffalo United Charter School
 - The Board is working with its Board legal counsel to identify Lease amounts and life expectancy for similar buildings
- c. Operational/Management Concerns – The Board discussed a number of areas that it would like to explore related to operational/management concerns:
- The Board will determine a month in which it will conduct an annual review of the Management agreement
 - The Board will meet with Southside's principal to discuss his performance
 - The Board will meet with the DSQ to review his evaluation of the Principal
 - The Board will identify members of the local business community and parents who would consider joining the Board
 - The Board could visit other schools to discuss common concerns
 - A parent can be asked to provide a report at each Board meeting
- d. How do we evaluate NHA's performance? The Board will evaluate the performance of NHA during another meeting.
- e. How do we evaluate the Board's performance? The Board will evaluate its performance during another meeting.
- f. Professional Development for Board Members – The Board will explore the use of webinars, local groups that offer services to nonprofits, and paid service providers. In addition, members of Syracuse University's School of Education could be invited to discuss educational practices and teacher development.

5. NEW BUSINESS

None was presented.

*Southside Academy Charter School
Board Meeting Minutes
Tuesday, October 13, 2015 at 2 p.m.*

6. PUBLIC COMMENT

None was given.

7. ADJOURNMENT

The meeting was adjourned at 2:55 p.m.

**NEXT MEETING:
Tuesday, October 13, 2015 at 4 p.m.**

OFFICER OF THE BOARD

SIGNATURE



*Southside Academy Charter School
Board Meeting Minutes
Tuesday, October 13, 2015 at 4 p.m.*

Meeting held at:

Anthony Ortega's House, 5121 Greenbank Drive, Jamesville, NY 13078

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Carol Hill President	X		June 30, 2016
Leonese Nelson Vice President	X		June 30, 2016
Tracy Miller Vice President		X	June 30, 2016
James Duah-Agyeman Secretary	X		June 30, 2018
Anthony Ortega Treasurer	X		June 30, 2017

NON-BOARD MEMBERS ATTENDING:

1. Dr. Ronald Large – Principal
2. Andrew Gayle – NHA

1. CALL TO ORDER

Carol Hill called the meeting to order at 4:06 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Leonese Nelson and seconded by James Duah-Agyeman to approve the agenda as submitted. The motion was approved unanimously.

4. MANAGEMENT REPORTS

a. Principal Report

Dr. Ronald Large presented the Principal Report.

Highlights included:

- There are currently 685 students enrolled at Southside Academy Charter School.
- Staff received professional development, which focused on higher order thinking strategies.
- Board members were invited to attend and speak at an upcoming staff meeting.
- Three full time substitute teachers were hired. Two additional substitute teachers will be hired along with four paraprofessionals.
- An afterschool tutoring program will be offered to students.
- Recent NWEA results were reviewed.

I. 2015-2016 Staff Roster

The 2015-2016 Staff Roster was provided to the Board for its information.

II. School Performance Report Dashboard Suite

The School Performance Report Dashboard Suite was presented.

1. Proficiency Counts & Percents – The Board reviewed Southside's results based on the 2014-2015 New York State assessments.
2. District & State Historical Comparisons – The Board reviewed Southside's proficiency results based on the 2014-2015 New York State assessments. In addition, comparisons to district and state historical data were reviewed.

b. Monthly Financial Statements

The Monthly Financial Statements were presented and discussed.

5. COMMITTEE REPORTS

a. Finance Committee Report

Anthony Ortega presented the Finance Committee Report. The Committee reviewed the monthly financial statements as of August 31, 2015.

Approval of the Reimbursement for the Board Strategic Planning Meeting

A motion was made by James Duah-Agyeman and seconded by Leonese Nelson to approve the expenditure not to exceed the amount of \$54.96 for the cost of the Reimbursement for the Board Strategic Planning Meeting, to be paid to Anthony Ortega as submitted. The motion was approved unanimously.

*Southside Academy Charter School
Board Meeting Minutes
Tuesday, October 13, 2015 at 4 p.m.*

b. Governance Committee Report

Carol Hill presented the Governance Committee Report. The Committee is reviewing the resume of a potential Board member in addition to the Management and Lease agreements.

c. Personnel Committee Report

Leonese Nelson presented the Personnel Committee Report. The Committee reviewed a number of candidate resumes for various positions.

d. Parent & Community Relations Committee Report

The Parent & Community Relations Committee Report was not presented.

e. Student Academic Achievement Committee Report

Leonese Nelson presented the Student Academic Achievement Committee Report. Using the ideas developed during the Board's Strategic Planning retreat, the Committee will continue to seek ways to assess student achievement at the school.

6. DISCUSSION ITEMS

- a. The 2014-2015 Board Satisfaction Survey Follow-up data was reviewed by the Board.

7. ACTION ITEMS

a. Approval of the September 15, 2015 Board Meeting Minutes

A motion was made by James Duah-Agyeman and seconded by Anthony Ortega to approve the September 15, 2015 Board Meeting Minutes as amended. The motion was approved unanimously.

Amendment:

Call to Order: Replace Anthony Ortega with Leonese Nelson as the Board member who called the meeting to order.

Southside Academy Charter School
Board Meeting Minutes
Tuesday, October 13, 2015 at 4 p.m.

b. Approval of the Personnel Hires

A motion was made by Leonese Nelson and seconded by Anthony Ortega to approve the Personnel Hires of:

- Calvin Carter-Behavior as an Achievement Specialist
- Amy Terpening as a Special Education Teacher
- Aaron Joshua as a 7th/8th Grade Social Studies Teacher
- Matthew Micheletti as a 6th Grade Science/Social Studies Teacher
- Ben Nabewaniec as a 4th Grade Teacher
- Diane Ralyea as a 4th Grade Teacher
- Sarah Gray as a K-8 Music Teacher
- Krista Jones as a 3-5 Dean

The motion was approved unanimously.

8. NEW BUSINESS

None was presented.

9. PUBLIC COMMENT

None was given.

10. ADJOURNMENT

The meeting was adjourned at 5:33 p.m.

NEXT MEETING:
Tuesday, November 10, 2015 at 4 p.m.

OFFICER OF THE BOARD

SIGNATURE



Meeting held at:

Southside Academy Charter School, 2200 Onondaga Creek Blvd, Syracuse, NY 13207

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Carol Hill President	X		June 30, 2016
Leonese Nelson Vice President	X		June 30, 2016
Tracy Miller Vice President	X		June 30, 2016
James Duah-Agyeman Secretary	X		June 30, 2018
Anthony Ortega Treasurer	X		June 30, 2017

NON-BOARD MEMBERS ATTENDING:

1. David King – Director of School Quality
2. Dr. Ronald Large – Principal
3. Andrew Gayle – NHA
4. Nicole Moss – Dean
5. Krista Jones – Dean
6. Shannon Mulvaney – 5th Grade Teacher

1. CALL TO ORDER

Carol Hill called the meeting to order at 4:08 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Leonese Nelson and seconded by Tracy Miller to approve the agenda as submitted. The motion was approved unanimously.

4. MANAGEMENT REPORTS

a. Principal Report

Dr. Ronald Large, Nicole Moss, Krista Jones, and David King presented the Principal Report.

Highlights included:

- A Blended Learning Model has been incorporated into the school's curriculum and the Master Calendar will be revised to reflect its inclusion.
- iReady will be used as a tool to identify student improvement areas. Members of the Southside staff will receive professional development at a school that is currently utilizing iReady.
- Additional paraprofessionals will be added to the staff, bringing the school's total to twelve.
- Data from the recent interim assessment will be used to further analyze student performance.
- A Routine and Procedures group was created to provide additional assistance to students who struggle with mastering standard school procedures.
- Approximately ten Chromebooks will be used in each classroom.
- As part of the peer mentorship program, new teachers are meeting with their mentors every week to identify improvement areas.
- Parents have indicated that they would like to volunteer at Southside.
- Southside is looking to hire a Middle School Dean as the current Dean transitions to the Dean of Intervention and Special Education.

I. 2014-2015 Charter Contract Goals Progress Report

Andrew Gayle presented the 2014-2015 Charter Contract Goals Progress Report.

II. Behavior Management System

Nicole Moss provided an overview of the Behavior Management System and described the six-level behavior system. The Board suggested that it would be helpful to parents to clarify each level of the behavior system within the Parent Student Handbook.

III. NWEA Proficiency & Growth Update

The NWEA Proficiency & Growth Update was presented.

IV. Special Populations Enrollment and Retention (Re-enrollment) Efforts

Andrew Gayle presented the Special Populations Enrollment and Retention (Re-enrollment) Efforts.

5. COMMITTEE REPORTS

a. Finance Committee Report

Anthony Ortega presented the Finance Committee Report. The Committee is continuing its work by analyzing the fiscal issues listed in the State Education Department's renewal report. Spending comparisons will be made between Southside Academy Charter School, Buffalo United Charter School, and the Syracuse City School District.

b. Governance Committee Report

Carol Hill presented the Governance Committee Report. In collaboration with the Board's legal counsel, the Committee will review the Lease Agreement with National Heritage Academies. The Committee will also meeting with a prospective Board member.

c. Personnel Committee Report

Leonese Nelson presented the Personnel Committee Report. The Committee reviewed a number of candidate resumes for various positions.

d. Parent & Community Relations Committee Report

The Parent & Community Relations Committee Report was not presented.

e. Student Academic Achievement Committee Report

James Duah-Agyeman presented the Student Academic Achievement Committee Report. The Committee will meet with Dr. Ronald Large to discuss the academic improvements that have been made to date.

6. DISCUSSION ITEMS

- a. The 2014-2015 Regular & A-133 Audit Report was reviewed by the Board. There were no materials weaknesses or significant deficiencies identified.
- b. Future Annual Board Development and Evaluation planning was discussed by the Board. Information related to annual Board evaluations, an evaluation of NHA, an evaluation of the Principal, and opportunities for various forms of professional development were discussed. The Board requested to be notified of targeted staff professional development that can be utilized by the Board.
- c. The First Quarter Financial Statements for the period ending September 30, 2015 were reviewed by the Board.

7. ACTION ITEMS

a. Approval of the October 13, 2015 Board Meeting Minutes

A motion was made by Leonese Nelson and seconded by James Duah-Agyeman to approve the October 13, 2015 Board Meeting Minutes as submitted. The motion was approved unanimously.

b. Approval of the October 13, 2015 Board Retreat Meeting Minutes

A motion was made by Anthony Ortega and seconded by Leonese Nelson to approve the October 13, 2015 Board Retreat Meeting Minutes as submitted. The motion was approved unanimously.

c. Approval of the Annual Board Development and Evaluation

Tabled.

d. Approval of the 2015-2016 Amended Budget

After due consideration and discussion, a motion was made by Anthony Ortega and seconded by James Duah-Agyeman to approve the 2015-2016 Amended Budget as submitted. The motion was approved unanimously.

e. Approval of the Personnel Hires

A motion was made by Leonese Nelson and seconded by James Duah-Agyeman to approve the Personnel Hires of:

- David Cook as a Substitute Teacher, not to be used in the Transitional Teacher role
- Tiferet Zimmern-Kahan as a 7th Grade Science Teacher, with all the necessary mentorship and professional development support
- Timothy Kaigler as a Substitute Teacher, not to be used in the Transitional Teacher role
- Joshua Mathews as a Substitute Teacher, not to be used in the Transitional Teacher role
- Chelsea Way as a Special Education Teacher
- Tashalee Spence-Newman as a Substitute Teacher, not to be used in the Transitional Teacher role
- Jonathan Mangram as a Substitute Teacher, not to be used in the Transitional Teacher role

The motion was approved unanimously.

8. NEW BUSINESS

None was presented.

9. PUBLIC COMMENT

None was given.

10. ADJOURNMENT

The meeting was adjourned at 5:45 p.m.

NEXT MEETING:
Tuesday, February 9, 2016 at 4 p.m.

OFFICER OF THE BOARD

SIGNATURE



*Southside Academy Charter School
Board Meeting Minutes
Tuesday, February 9, 2016 at 4 p.m.*

Meeting held at:

Southside Academy Charter School, 2200 Onondaga Creek Blvd, Syracuse, NY 13207

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Carol Hill President	X		June 30, 2016
Leonese Nelson Vice President	X		June 30, 2016
Tracy Miller Vice President	X		June 30, 2016
James Duah-Agyeman Secretary	X		June 30, 2018
Anthony Ortega Treasurer	X		June 30, 2017

NON-BOARD MEMBERS ATTENDING:

1. Dr. Ronald Large – Principal
2. Andrew Gayle – NHA
3. Nicole Moss – Dean
4. Krista Jones – Dean
5. Tammy Curry – Dean
6. Brian Luciani – Dean
7. John Kelepurovski – Board Legal Counsel
8. Aidan Cleghorn – Bell Tenant Champions
9. Greg Cleghorn – Bell Tenant Champions
10. Mark Bethmann – Bell Tenant Champions
11. Rick Hangge – NHA

1. CALL TO ORDER

Carol Hill called the meeting to order at 4:07 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Anthony Ortega and seconded by James Duah-Agyeman to approve the agenda as submitted. The motion was approved unanimously.

4. MANAGEMENT REPORTS

a. Principal Report

Dr. Ronald Large presented the Principal Report.

Highlights included:

- Tammy Curry explained that students in Kindergarten through second grade will focus on a healthy heart project. Students will also receive take-home NWEA packets.
- Krista Jones explained that students in grades three through five recently completed mock ELA and math assessments. Recognition rallies were held for students who experienced an increase in proficiency and growth. During the February break, tutoring will be offered to students in third through eighth grade.
- Brian Luciani explained that new teachers in sixth through eighth grades are being acclimated to the school culture. Middle school students recently completed mock testing.
- Nicole Moss, Dean of Intervention and Special Education, explained that Southside is currently participating in an annual review with the Syracuse City School District. The school district complimented Southside on its knowledge of the students that it is serving. A newsletter was recently developed to provide parents with educational tips which can be used at home.
- Southside will have an afterschool Title I program for approximately 75 students for three days per week.
- Recent interim mock assessments were reviewed.

i. School Performance Report Dashboard Suite

The School Performance Report Dashboard Suite was presented.

1. Proficiency & Growth – The Board reviewed the fall 2015 NWEA assessment results related to student rate of growth, percentage meeting typical growth, and fall grade level.
2. Enrollment & Attendance – The Board reviewed student enrollment, attendance, and attrition data.

b. Monthly Financial Statements

The Monthly Financial Statements were presented and discussed.

5. COMMITTEE REPORTS

a. Finance Committee Report

Anthony Ortega presented the Finance Committee Report. The Committee conducted a per-pupil spending analysis of NHA's partner schools in New York. The Committee will seek to compare Southside's per-pupil spending to the Syracuse City School District and other local charter schools. Additional information was requested from NHA regarding spending for a number of budget line items.

b. Governance Committee Report

Carol Hill and Anthony Ortega presented the Governance Committee Report. The Board has initiated discussions with the Bell Tenant Champions to analyze the building lease with NHA. Bell Tenant Champions will submit a contract proposal for review by the Board. The Committee has identified a number of prospective Board members.

c. Personnel Committee Report

Leonese Nelson presented the Personnel Committee Report. The Committee reviewed a number of candidate resumes for various positions.

d. Parent & Community Relations Committee Report

The Parent & Community Relations Committee Report was not presented.

e. Student Academic Achievement Committee Report

The Student Academic Achievement Committee Report was not presented.

6. DISCUSSION ITEMS

- a. Board Development – The Board reviewed information related to annual Board evaluations, an evaluation of NHA, an evaluation of the principal, and opportunities for various forms of professional development.
- b. The 2016 National Charter Schools Conference was discussed by the Board. The conference will be held in Nashville, Tennessee from June 26-29, 2016.
- c. The Personal Profile Update Forms were provided to Board members for review of their contact information.
- d. Form 990 – The Board reviewed the proposed Form 990 for the school. The Form 990 is an information return and describes the mission of the organization, governance of the organization, and displays the financial activities of the organization as reported in the organization's books and financial statements.
- e. The 2016-2017 Board Meetings Calendar was discussed by the Board.
- f. The Second Quarter Financial Statements were discussed by the Board.

7. ACTION ITEMS

a. Approval of the November 10, 2015 Board Meeting Minutes

A motion was made by Leonese Nelson and seconded by Tracy Miller to approve the November 10, 2015 Board Meeting Minutes as submitted. The motion was approved unanimously.

b. Approval of the Annual Board Development and Evaluation

Tabled.

c. Appointment of the 2015-2016 Audit Firm

Tabled.

d. Approval of the 2016-2017 Offered Seats Schedule

A motion was made by James Duah-Agyeman and seconded by Tracy Miller to approve the 2016-2017 Offered Seats Schedule as presented. The motion was approved unanimously.

e. Reappointment of Carol Hill

Tabled.

f. Reappointment of Tracy Miller

Tabled.

g. Reappointment of Leonese Nelson

Leonese Nelson will not seek a reappointment to the Board.

h. Approval of the Personnel Hires

A motion was made by Leonese Nelson and seconded by James Duah-Agyeman to approve the Personnel Hires of:

- Candace Johnson as a 6th Grade Teacher
- Chrystal as a Middle School Language Arts Teacher
- Darla Chase as a Paraprofessional
- Erin Rushford as a Paraprofessional
- Jamie Mast as a Paraprofessional
- Jennifer Clark as a Paraprofessional
- Jenny Colon as a Paraprofessional
- Jill May as a Substitute Teacher
- Latoya Finch as a Paraprofessional
- Lonnie Johnson as a Paraprofessional
- Peter Brunetta as a 6th Grade ELA Teacher
- Shaniece Clark as a Paraprofessional

The motion was approved unanimously.

8. NEW BUSINESS

The Personnel Committee will meet with Interim Dean Brian Luciani.

In conjunction with its Board Legal Counsel and independent audit firm Plante Moran, the Governance Committee is developing a response to the audit concerns expressed by the New York State Education Department's Charter School Office.

9. PUBLIC COMMENT

None was given.

10. ADJOURNMENT

The meeting was adjourned at 6:02 p.m.

**NEXT MEETING:
Tuesday, March 8, 2016 at 4 p.m.**

OFFICER OF THE BOARD

SIGNATURE

Carl Hill

Southside Academy Charter School
 Board Meeting Minutes
 Tuesday, March 8, 2016 at 4 p.m.

Meeting held at:

Southside Academy Charter School, 2200 Onondaga Creek Blvd, Syracuse, NY 13207

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Carol Hill President	X		June 30, 2019
Leonese Nelson Vice President		X	June 30, 2016
Tracy Miller Vice President	X		June 30, 2017
James Duah-Agyeman Secretary	X		June 30, 2018
Anthony Ortega Treasurer	X		June 30, 2017

NON-BOARD MEMBERS ATTENDING:

1. Dr. Ronald Large – Principal
2. Chip Hurlburt – President and Chief Executive Officer, NHA
3. Andrew Gayle – NHA
4. Nicole Moss – Dean
5. Krista Jones – Dean
6. Brian Luciani – Dean
7. John Kelepurovski – Board Legal Counsel
8. Aidan Cleghorn – Bell Group

1. CALL TO ORDER

Carol Hill called the meeting to order at 4:07 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Tracy Miller and seconded by Anthony Ortega to approve the agenda as amended. The motion was approved unanimously.

Amendments:

- Addition of Discussion item 6e.: Lease Rate Analysis by the Bell Group
- Addition of Action item 6h.: Approval of the Appointment of the Bell Group to Conduct a Lease Rate Analysis

4. MANAGEMENT REPORTS

a. Principal Report

Dr. Ronald Large presented the Principal Report.

Highlights included:

- Southside hosted a chess tournament, in which more than 100 chess players from various schools participated.
- On behalf of Dean Tammy Curry, Dean Brian Luciani indicated that teachers in the lower elementary grades are grouping students based on the results of the NWEA assessment.
- Dean Krista Jones indicated that based on results of the second mock assessment, there has been student growth in grades three through five. Teachers are also using the "What I Need" intervention block.
- Dean Brian Luciani is using the recent mock assessment to enhance student instruction. The middle school will also implement "Crosswalk to High School" to prepare students for high school.
- Dean Nicole Moss indicated that 79 percent of special education students demonstrated growth based on the recent mock assessment.
- Dr. Ronald Large indicated that overall growth for students increased by 17 percent from the first mock assessment to the second.
- Chip Hurlburt, President and Chief Executive Officer of NHA thanked the Board for its guidance.
- Chip Hurlburt noted the improvement in employee engagement, as well as student academic growth based on the recent mock assessment.
- Chip Hurlburt described the curriculum, personnel, and technology enhancements, which have been implemented at Southside.
- Chip Hurlburt also indicated that he would attend an upcoming Board meeting to discuss the school's lease rate.

I. 2016-2017 Academic School Improvement Plan Goals

Dr. Ronald Large presented the 2016-2017 Academic School Improvement Plan goals.

II. Wellness Policy Review

Dr. Ronald Large presented and discussed the Wellness Policy process, goals and objectives, and feedback gathered.

III. School Performance Report Dashboard Suite

The School Performance Report Dashboard Suite was presented.

1. Interim Assessment Report – The Board reviewed the results of the Interim Assessment for the school.

b. Monthly Financial Statements

The Monthly Financial Statements were presented and discussed.

5. COMMITTEE REPORTS

a. Finance Committee Report

Anthony Ortega presented the Finance Committee Report. Anthony Ortega indicated that he recently received financial data from the Syracuse City School District. The use of this data will allow the Finance Committee to compare the district's financial allocations to that of Southside. The Finance Committee will also explore budget proposals of other schools.

b. Governance Committee Report

Carol Hill presented the Governance Committee Report. The Governance Committee has explored two potential Board members, one a Southside parent and the other a local member of the community. Due to other commitments, the community member removed himself from consideration for membership on the Board. The Board will also use the Gifford Foundation as a resource to identify potential Board members.

c. Personnel Committee Report

Andrew Gayle presented the Personnel Committee Report on behalf of Leonese Nelson and Tracy Miller. The Committee reviewed a candidate resume for a special education teaching position. The Committee also met with the Middle School Dean to discuss his previous teaching experience and current duties at Southside.

d. Parent & Community Relations Committee Report

The Parent & Community Relations Committee Report was not presented.

e. Student Academic Achievement Committee Report

The Student Academic Achievement Committee Report was not presented.

6. DISCUSSION ITEMS

- a. The 2015-2016 Board Satisfaction Survey will be issued to the Board in March. The survey provides an opportunity for Board members to share their reflections and experiences.
- b. The 2016 NHA Board Symposium will be held on October 5, 2016 in Grand Rapids, Michigan. The Symposium will be a one-day learning event for NHA partner Board members.
- c. Administrative Professionals Week will be celebrated April 25-29, 2016. This is an opportunity to celebrate the work and effort of the school's office staff.
- d. Teacher Appreciation Week will be celebrated May 2-6, 2016. This is an opportunity to celebrate the work and effort of the school's teachers and their impact on students.
- e. Lease Rate Analysis Conducted by the Bell Group – Aidan Cleghorn, of the Bell Group, discussed the proposal between his organization and the Southside Academy Charter School Board to provide a written analysis and opinion of the market lease rate for the school building. The Governance Committee reviewed the proposal drafted by the Bell Group and recommended approval.

7. ACTION ITEMS

a. Approval of the February 9, 2016 Board Meeting Minutes

A motion was made by Anthony Ortega and seconded by James Duah-Agyeman to approve the February 9, 2016 Board Meeting Minutes as submitted. The motion was approved unanimously.

b. Approval of the 2016-2017 Board Meetings Calendar

A motion was made by James Duah-Agyeman and seconded by Anthony Ortega to approve the 2016-2017 Board Meetings Calendar as submitted. The motion was approved unanimously.

c. Approval of the Annual Board Development and Evaluation

Tabled.

d. Appointment of the 2015-2016 Audit Firm

A motion was made by Anthony Ortega and seconded by James Duah-Agyeman to appoint Plante Moran as the 2015-2016 Audit Firm. The motion was approved unanimously.

e. Reappointment of Carol Hill

A motion was made by Anthony Ortega and seconded by James Duah-Agyeman to Reappoint Carol Hill to Serve an Additional Three-year Term on the Southside Academy Charter School Board of Trustees to Expire in June of 2019. The motion was approved unanimously.

f. Reappointment of Tracy Miller

A motion was made by Anthony Ortega and seconded by James Duah-Agyeman to Reappoint Tracy Miller to Serve an Additional One-year Term on the Southside Academy Charter School Board of Trustees to Expire in June of 2017. The motion was approved unanimously.

g. Approval of the Personnel Hire

A motion was made by James Duah-Agyeman and seconded by Anthony Ortega to approve the Personnel Hire of:

- Patrina Thomas as a Special Education Teacher

The motion was approved unanimously.

h. Approval of the Appointment of the Bell Group to Conduct a Lease Rate Analysis

A motion was made by Anthony Ortega and seconded by James Duah-Agyeman to approve the Appointment of the Bell Group to provide a written analysis and opinion of the market lease rate for the school building at a cost of \$9,500.00. The motion was approved unanimously.

8. NEW BUSINESS

None was presented.

9. PUBLIC COMMENT

None was given.

10. ADJOURNMENT

The meeting was adjourned at 5:35 p.m.

**NEXT MEETING:
Tuesday, April 12, 2016 at 4 p.m.**

OFFICER OF THE BOARD

SIGNATURE



Meeting held at:

Southside Academy Charter School, 2200 Onondaga Creek Blvd, Syracuse, NY 13207

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Carol Hill President	X		June 30, 2019
Leonese Nelson Vice President		X	June 30, 2016
Tracy Miller Vice President	X		June 30, 2017
James Duah-Agyeman Secretary	X		June 30, 2018
Anthony Ortega Treasurer		X	June 30, 2017

NON-BOARD MEMBERS ATTENDING:

1. Dr. Ronald Large – Principal
2. Andrew Gayle – NHA
3. Brian Luciani – Dean

1. CALL TO ORDER

Carol Hill called the meeting to order at 4 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Tracy Miller and seconded by James Duah-Agyeman to approve the agenda as amended. The motion was approved unanimously.

Amendments:

- Addition of Action item 7e.: Approval of the Personnel Hire

4. MANAGEMENT REPORTS

a. Principal Report

Dr. Ronald Large presented the Principal Report.

Highlights included:

- Students recently completed the ELA state assessment and will begin the math assessment during the week of April 11, 2016.
- Dr. Ronald Large recently attended a teacher recruitment drive at SUNY Cortland. A number of potential teacher applicants were interviewed.
- There will be a Parent Engagement event on May 5, 2016 from 6-8 p.m.
- Southside Academy Charter School will offer a poetry slam on April 20, 2016. Board member James Duah-Agyeman suggested that there is a member of the Syracuse University staff who would be willing to assist students in their understanding of poetry.

l. School Performance Report Dashboard Suite

The School Performance Report Dashboard Suite was presented.

1. The Board reviewed student demographics for Southside Academy Charter School.

b. Monthly Financial Statements

The Monthly Financial Statements were presented and discussed.

5. COMMITTEE REPORTS

a. Finance Committee Report

Carol Hill presented the Finance Committee Report. The 2015-2016 Audit Guide issued by the New York State Education Department was shared with NHA's Audit department as well as the auditors of Plante Moran.

b. Governance Committee Report

Carol Hill presented the Governance Committee Report. The Bell Group has begun its analysis and comparison of the lease rate for the school.

c. Personnel Committee Report

Tracy Miller presented the Personnel Committee Report. The Committee reviewed the resume of Brian Luciani for the permanent middle school Dean position.

d. Parent & Community Relations Committee Report

The Parent & Community Relations Committee Report was tabled.

e. Student Academic Achievement Committee Report

The Student Academic Achievement Committee Report was tabled.

6. DISCUSSION ITEMS

There were no discussion items.

7. ACTION ITEMS

a. Approval of the March 8, 2016 Board Meeting Minutes

A motion was made by James Duah-Agyeman and seconded by Tracy Miller to approve the March 8, 2016 Board Meeting Minutes as submitted. The motion was approved unanimously.

b. Approval of the Annual Board Development and Evaluation

A motion was made by Tracy Miller and seconded by James Duah-Agyeman to schedule the Board Development and Evaluation on June 14, 2016 at 6 p.m. at a location to be determined. The motion was approved unanimously.

c. Approval of the 2016-2017 Student Code of Conduct

A motion was made by Tracy Miller and seconded by James Duah-Agyeman to approve the 2016-2017 Student Code of Conduct as presented and to authorize the principal to finalize the Student Code of Conduct with the understanding that any substantial changes shall be presented to the Board for approval. The motion was approved unanimously.

d. Approval of the Schools Against Violence in Education (SAVE) Plan

A motion was made by James Duah-Agyeman and seconded by Tracy Miller to approve the Schools Against Violence in Education (SAVE) Plan as submitted. The motion was approved unanimously.

e. Approval of the Personnel Hire

A motion was made by Tracy Miller and seconded by James Duah-Agyeman to approve the Personnel Hire of:

- Brian Luciani as the permanent Middle School Dean

The motion was approved unanimously.

8. NEW BUSINESS

None was presented.

9. PUBLIC COMMENT

None was given.

10. ADJOURNMENT

The meeting was adjourned at 5:06 p.m.

**NEXT MEETING:
Thursday, April 28, 2016 at 5:30 p.m.**

OFFICER OF THE BOARD

SIGNATURE



Southside Academy Charter School
 Board Meeting Minutes
 Thursday, April 28, 2016 at 5:30 p.m.

Meeting held at:
 500 SOUTH FRANKLIN STREET, SYRACUSE, NY 13202

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Carol Hill President	X		June 30, 2019
Leonese Nelson Vice President		X	June 30, 2016
Tracy Miller Vice President		X	June 30, 2017
Anthony Ortega Treasurer	X		June 30, 2017
James Duah-Agyeman Secretary	X		June 30, 2018

NON-BOARD MEMBERS ATTENDING:

1. Matthew Maguire – Eric Mower & Associates
2. Heather Lentine -- NHA
3. Liz Belliel -- NHA
4. Andrew Gayle -- NHA

1. CALL TO ORDER

Carol Hill called the meeting to order at 6:29 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Anthony Ortega and seconded by James Duah-Agyeman to approve the agenda as submitted. The motion was approved unanimously.

4. EXECUTIVE SESSION

A motion was made by Anthony Ortega and seconded by James Duah-Agyeman to enter executive session in order to discuss contract issues.

The motion was approved in a roll call vote.

Carol Hill voted yes

James Duah-Agyeman voted yes

Anthony Ortega voted yes

EXECUTIVE SESSION

A motion was made by Anthony Ortega and seconded by James Duah-Agyeman to re-enter open session.

The motion was approved in a roll call vote.

Carol Hill voted yes

James Duah-Agyeman voted yes

Anthony Ortega voted yes

5. ACTION ITEMS

a. Approval of the April 12, 2016 Board Meeting Minutes

A motion was made by James Duah-Agyeman and seconded by Carol Hill to approve the April 12, 2016 Board Meeting Minutes as submitted. The motion was approved unanimously.

6. NEW BUSINESS

None was presented.

7. PUBLIC COMMENT

None was given.

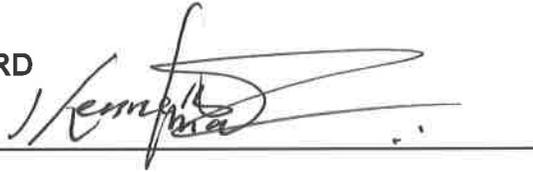
8. ADJOURNMENT

The meeting was adjourned at 8:22 p.m.

NEXT MEETING:
Tuesday, May 10, 2016 at 4:00 p.m.

OFFICER OF THE BOARD

SIGNATURE _____

A handwritten signature in black ink, appearing to read "Kempster", is written over a horizontal line. The signature is stylized and cursive.

Southside Academy Charter School
 Board Meeting Minutes
 Tuesday, May 10, 2016 at 4:00 p.m.

Meeting held at:
 2200 ONONDAGA CREEK BLVD, SYRACUSE, NY 13207

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Carol Hill President	X		June 30, 2019
Leonese Nelson Vice President	X		June 30, 2017
Tracy Miller Vice President		X	June 30, 2017
Anthony Ortega Treasurer	X		June 30, 2017
James Duah-Agyeman Secretary	X		June 30, 2018

NON-BOARD MEMBERS ATTENDING:

1. Dr. Ronald Large – Principal _____
2. Andrew Gayle – NHA _____
3. Brian Luciani – Dean _____
4. Dr. Patricia Marino – Prospective Board Member, Maple Street Charter School _____

1. CALL TO ORDER

Carol Hill called the meeting to order at 4:08 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Anthony Ortega and seconded by James Duah-Agyeman to approve the agenda as amended. The motion was approved unanimously.

Amendment:

- Addition of Action item e.: Reappointment of Leonese Nelson

4. MANAGEMENT REPORTS

a. Principal Report

Dr. Ronald Large presented the Principal Report.

Highlights included:

- Brian Luciani announced that 7th and 8th grade students have recently completed their NWEA ELA assessments and will begin the math assessments.
- There will be a Kindergarten Graduation. The 8th grade Graduation will be held at Hendricks Chapel at Syracuse University.
- The statewide science assessment will be offered to 4th and 8th grade students.
- A summer program will be offered to Southside students three to four days per week.
- The Southside track team is being led by a former Olympian.

5. COMMITTEE REPORTS

a. Finance Committee Report

Anthony Ortega presented the Finance Committee Report. The Committee reviewed the Third Quarter Financial Statements and contacted NHA's Director of Financial Operations and Accounting, Jeff Ratuszny, with questions regarding a number of line item categories. NHA's Chief Financial Officer, Steve Conley, plans to attend the June Board meeting to meet with the Board.

b. Governance Committee Report

Carol Hill presented the Governance Committee Report. The Bell Tenant Champions will provide the Board with a draft report of their analysis of the Southside Academy Charter School Lease Agreement. The Committee has also contacted two accounting firms to identify if there are individuals interested in serving on the Southside Board. Southside parents are also being considered for Board positions.

c. Personnel Committee Report

The Personnel Committee Report was not presented.

d. Parent & Community Relations Committee Report

The Parent & Community Relations Committee Report was not presented.

e. Student Academic Achievement Committee Report

The Student Academic Achievement Committee Report was not presented.

6. DISCUSSION ITEMS

- a. The Third Quarter Financial Statements were reviewed by the Finance Committee.
- b. Dignity for All Students Act (DASA) Update – Procedures related to the Dignity for All Students Act (DASA) are being followed by the staff of Southside Academy Charter School and all required training has taken place.

7. ANNUAL MEETING ACTION ITEMS

a. Approval of the Election of Officers

A motion was made by Leonese Nelson and seconded by James Duah-Agyeman to approve the officers as listed below. The motion was approved unanimously.

Name	Position
Carol Hill	President
Tracy Miller	Vice President
Anthony Ortega	Treasurer
James Duah-Agyeman	Secretary

b. Appointment of the Board Legal Counsel

A motion was made by Anthony Ortega and seconded by Leonese Nelson to appoint John Kelepurovski, Jr. of Barclay Damon as the Board Legal Counsel. The motion was approved unanimously.

c. Appointment of the AHERA Contact

A motion was made by James Duah-Agyeman and seconded by Anthony Ortega to appoint the NHA Director of Construction as the AHERA Contact. The motion was approved unanimously.

d. Appointment of the Title VI, Title IX, and Section 504 Contact

A motion was made by Anthony Ortega and seconded by James Duah-Agyeman to appoint the School Principal as the Title VI, Title IX, and Section 504 Contact. The motion was approved unanimously.

e. Appointment of the Whistleblower Compliance Officer

A motion was made by Leonese Nelson and seconded by Anthony Ortega to appoint the School Principal as the Whistleblower Compliance Officer. The motion was approved unanimously.

8. ACTION ITEMS

- a. Approval of the April 28, 2016 Board Meeting Minutes
A motion was made by Anthony Ortega and seconded by Leonese Nelson to approve the April 28, 2016 Board Meeting Minutes as submitted. The motion was approved unanimously.
- b. Approval of the Revised 2015-2016 School Calendar
A motion was made by Anthony Ortega and seconded by Leonese Nelson to approve the Revised 2015-2016 School Calendar as submitted. The motion was approved unanimously.
- c. Approval of the 2016-2017 School Calendar
Tabled.
- d. Approval of the 2016-2017 Initial Budget Proposal
Tabled.
- e. Reappointment of Leonese Nelson
A motion was made by Anthony Ortega and seconded by James Duah-Agyeman to Reappoint Leonese Nelson to Serve an Additional One-year Term on the Southside Academy Charter School Board of Trustees to Expire in June of 2017. The motion was approved unanimously.

9. NEW BUSINESS

None was presented.

10. PUBLIC COMMENT

None was given.

11. ADJOURNMENT

The meeting was adjourned at 5:16 p.m.

NEXT MEETING:
Tuesday, June 14, 2016 at 4:00 p.m.

OFFICER OF THE BOARD

SIGNATURE



Meeting held at:

2200 ONONDAGA CREEK BLVD, SYRACUSE, NY 13207

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Carol Hill President	X		June 30, 2019
Tracy Miller Vice President		X	June 30, 2017
Anthony Ortega Treasurer	X		June 30, 2017
James Duah-Agyeman Secretary	X		June 30, 2018
Leonese Nelson Trustee		X	June 30, 2017

NON-BOARD MEMBERS ATTENDING:

1. Dr. Ronald Large – Principal
2. Andrew Gayle – NHA
3. Brian Luciani – Dean
4. Nicole Moss – Dean
5. Mark Bethmann – Bell Tenant Champions
6. Aidan Cleghorn – Bell Tenant Champions
7. John Kelepurovski – Board Legal Counsel
8. Tammy Curry – Dean
9. Steve Conley – Chief Financial Officer, NHA

1. CALL TO ORDER

Carol Hill called the meeting to order at 4:12 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by James Duah-Agyeman and seconded by Anthony Ortega to approve the agenda as amended. The motion was approved unanimously.

Amendment:

- Addition of an Executive Session

4. MANAGEMENT REPORTS

a. Principal Report

Dr. Ronald Large presented the Principal Report.

Highlights included:

- Dean Tammy Curry stated that students in Kindergarten through second grade participated in two walking field trips. Teachers are conducting assessments of students as part of planning for the 2016-2017 school year.
- On behalf of the third through fifth grade Dean Krista Jones, Dean Nicole Moss indicated that testing for the New York State science assessment was a success. Students are participating in a number of project-based science activities. For the upcoming school year, classes will be grouped by ability to differentiate instruction.
- Middle School Dean Brian Luciani stated that eighth grade students participated in a successful trip to Darien Lake. For the upcoming school year, classes will be grouped by ability to differentiate instruction. The eighth grade graduation will be held on the Syracuse University campus.
- Dean of Special Education and Intervention, Nicole Moss, stated that the special education team recently participated in a rating rubric and received 16 exemplary ratings. There will be a special education achievement breakfast for students.
- In planning for next year, Dr. Ronald Large will enhance communication with parents through newsletters and various parent events. Other areas of focus for the 2016-2017 school year will include the retention of good teachers, continued improvement of the school climate, systematic intervention, and corrective reading.

i. Whistleblower Report

Dr. Ronald Large presented the Whistleblower Report. There were no complaints received during the 2015-2016 school year.

b. Monthly Financial Statements

The Monthly Financial Statements were presented and discussed.

5. COMMITTEE REPORTS

a. Finance Committee Report

Anthony Ortega presented the Finance Committee Report. The Committee reviewed the monthly financial statements for the ten months ending on April 30, 2016.

b. Governance Committee Report

Carol Hill presented the Governance Committee Report. The Committee, with consultation from it's legal counsel, continues to review the Lease Agreement. Steve Conley, NHA's Chief Financial Officer, is attending the current meeting to discuss Southside's Lease Agreement. Members of the Bell Tenant Champions, who were retained by the Board, are also in attendance to discuss the Southside Lease Agreement.

c. Personnel Committee Report

The Personnel Committee Report was not presented.

d. Parent & Community Relations Committee Report

The Parent & Community Relations Committee Report was not presented.

e. Student Academic Achievement Committee Report

The Student Academic Achievement Committee Report was presented. Information regarding student academic achievement was provided by Dr. Ronald Large and the school's deans.

6. DISCUSSION ITEMS

No Discussion items were presented.

7. ACTION ITEMS

a. Approval of the May 10, 2016 Board Meeting Minutes

A motion was made by Anthony Ortega and seconded by James Duah-Agyeman to approve the May 10, 2016 Board Meeting Minutes as submitted. The motion was approved unanimously.

b. Approval of the 2016-2017 School Calendar

A motion was made by Anthony Ortega and seconded by James Duah-Agyeman to approve the 2016-2017 School Calendar, subject to the calendar matching the Syracuse City School District calendar as closely as possible. The motion was approved unanimously.

c. Approval of the 2016-2017 Initial Budget Proposal

A motion was made by James Duah-Agyeman and seconded by Anthony Ortega to approve the 2016-2017 Initial Budget Proposal as submitted. The motion was approved unanimously.

- d. Approval of the 2016 Compliance with Children's Internet Protection Act (CIPA) Form
A motion was made by James Duah-Agyeman and seconded by Anthony Ortega to approve the 2016 Compliance with Children's Internet Protection Act (CIPA) Form as submitted. The motion was approved unanimously.
- e. Approval of the 2017 Letter of Agency for E-rate Funding
A motion was made by Anthony Ortega and seconded by James Duah-Agyeman to approve the 2017 Letter of Agency for E-rate Funding as submitted. The motion was approved unanimously.
- f. Approval of the Personnel Hires
Tabled.

8. EXECUTIVE SESSION

A motion was made by Anthony Ortega and seconded by James Duah-Agyeman to enter Executive Session in order to discuss the leasing of the school facility.

The motion was approved in a roll call vote.

Carol Hill voted yes
Anthony Ortega voted yes
James Duah-Agyeman voted yes

EXECUTIVE SESSION

A motion was made by James Duah-Agyeman and seconded by Anthony Ortega to re-enter open session.

The motion was approved in a roll call vote.

Carol Hill voted yes
Anthony Ortega voted yes
James Duah-Agyeman voted yes

9. NEW BUSINESS

None was presented.

10. PUBLIC COMMENT

None was given.

11. ADJOURNMENT

The meeting was adjourned at 6:18 p.m.

**NEXT MEETING:
Tuesday, July 26, 2016 at 5:30 p.m.**

OFFICER OF THE BOARD

SIGNATURE _____

Southside Academy Charter School Enrollment and Retention Efforts

Southside Academy understands the need to enroll and retain specific student populations in numbers comparable to the Syracuse City School District. With full enrollment and a waiting list, meeting the targets for students with disabilities (SWD), English language learners (ELL) and students who qualify for free and reduced price lunch (FRL) is a challenge.

ELL Recruitment Efforts

In order to make progress toward our ELL enrollment targets, we have implemented the following strategies, which will continue in the coming school year:

- Advertisements and notifications have been placed in the following publications: CNY Latino, American Oggi, V Novom Svete, 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, and English to families throughout the community. Distribution sites included daycare centers, grocery stores, community centers, and churches. These fliers invited families to attend the Enrollment Information Meeting.
- 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 ELL Program and its ability to meet the needs of ELL students was provided. We provided ELL families with strategies to help their children in school, specific English Language Development (ELD) strategies for such parents.
- To ensure the retention of accepted students, and in compliance with federal requirements to identify potential ELL 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 ELL and Special Education programs available in English 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 Language Learners.

FRL and SWD Recruitment Efforts

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 Student Recruitment Specialist 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.

All special needs students (FRL, ELL, 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.

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.

Retention Efforts – All Special Student Populations

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 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
 - 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.
 - 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.
 - 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.
 - 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.
 - 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.



Entry 12 Teacher and Administrator Attrition

Last updated: 07/27/2016

Report changes in teacher and administrator staffing.

Page 1

Instructions for completing the Teacher and Administrator Attrition Tables

The following tables reflect formatting in the online portal required for Regents authorized charter schools. Schools should provide, for teachers and administrators only, the full time equivalent (FTE) of staff on June 30, 2015; the FTE for added staff from July 1, 2015 through June 30, 2016; and the FTE for any departed staff from July 1, 2015 through June 30, 2016 using the two tables provided.

2015-16 Teacher Attrition Table

	FTE Teachers on June 30, 2015	FTE Teachers Departed 7/1/15 - 6/30/16	FTE Teachers Filling Vacant Positions 7/1/15 - 6/30/16	FTE Teachers Added in New Positions 7/1/15-6/30/16	FTE of Teachers on June 30, 2016
	40	21	17	0	57

2015-16 Administrator Position Attrition Table

	FTE Administrative Positions on June 30, 2015	FTE Administrators Departed 7/1/15 - 6/30/16	FTE Administrators Filling Vacant Positions 7/1/15 - 6/30/16	FTE Administrators Added in New Positions 7/1/15-6/30/16	FTE Administrative Positions on June 30, 2016
	4	4	4	0	4

Thank you



Entry 13 Uncertified Teachers

Last updated: 07/26/2016

Page 1

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.

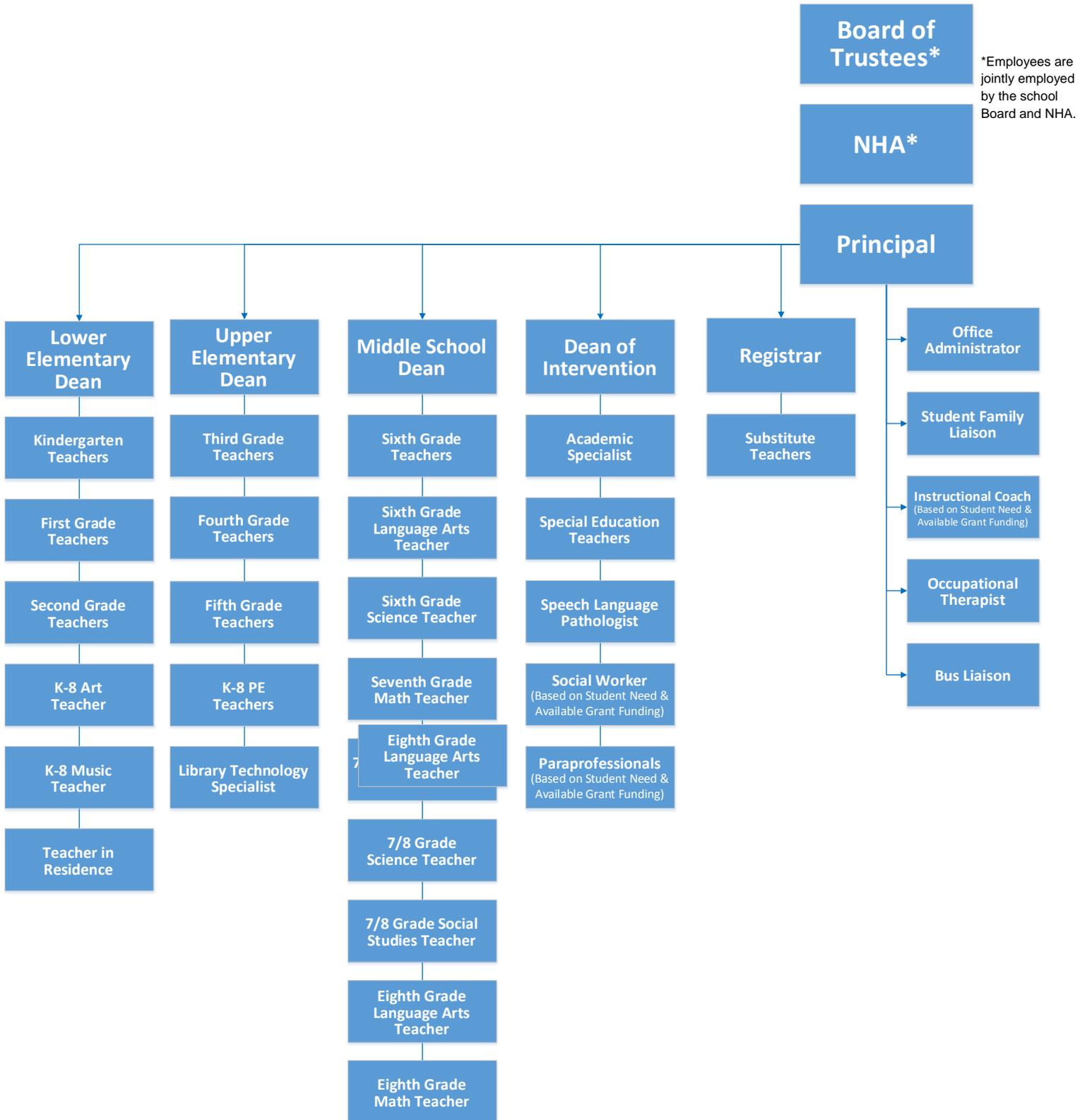
Staff Qualifications (June 30, 2016)

Note: Columns should sum to the FTE count of Teachers on June 30, 2016, and each teacher should be in only one column.

1. FTE Count of Uncertified Teachers (6-30-15)	9
2. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (6-30-15)	1
3. FTE count of uncertified teachers who are tenured or tenure track college faculty (6-30-15)	0
4. FTE count of uncertified teachers with two years of Teach for America experience (6-30-15)	0
5. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (6-30-15)	8
6. FTE count of uncertified teachers who do not fit into any of the prior four categories	0
Total	18.0

Thank you.

Southside Academy Charter School
Organizational Chart
2015-16



Southside Academy Charter School

2016-17 School Year

June 20-24, Content Leader Training Option 1

July 11-15 Content Leader Training Option 2

July 25-28 NHA Leadership Summit

2nd-5th NTO

23rd-26th Staff PD

29th Staff PD; 30th Regional PD; 31st Staff PD

1st End of 2nd Quarter

9th Report Cards

17th Regional PD

20th-24th Mid Winter Break

27th School Resumes

9th-10th PT Conferences

14th-15th Principals Mtg

28th-30th NY State Tesing

5th End of 3rd Quarter

14th Good Friday

17th-21st Spring Break

24th School Resumes

2nd-4th NY State Tesing

29th Memorial Day

23rd Last Day of School; End of 4th Quarter

If necessary, make up days:
June 26, 27, 28

Last Update: 5/18/2016

181 School Days

8:15am -3:45pm School Hours

8:15am - 11:30am (half)

1077 Instructional
Hours

August						
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			

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	

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					

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			

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

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				

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				

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	

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						

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			

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	

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					

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

Board Approved: 6/14/16