



Entry 1 School Information and Cover Page

Created: 07/06/2018 • Last updated: 08/01/2018

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

a. SCHOOL NAME SOUTHSIDE ACAD CS (REGENTS)

(Select name from the drop down menu)

b. CHARTER AUTHORIZER (As of June 30th, 2018) Regents-Authorized Charter School

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

c. DISTRICT / CSD OF LOCATION Syracuse

d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	2200 Onondaga Creek Blvd., Syracuse, NY 13207			

d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Jeff White
Title	Principal
Emergency Phone Number (###-###-####)	000-000-0000

e. SCHOOL WEB ADDRESS (URL) https://www.nhaschools.com/schools/Southside_Academy_Charter_School/en

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

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

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

i. TOTAL ENROLLMENT ON JUNE 30, 2018 644

j. GRADES SERVED IN SCHOOL YEAR 2017-18

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	
CITY	
STATE	
ZIP CODE	
EMAIL ADDRESS	

l1. FACILITIES

Does the school maintain or operate multiple sites?

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

12. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades Served at Site (K-5, 6-9, etc.)	Receives Rental Assistance	Rental Assistance for Which Grades (write N/A if applicable)
Site 1 (same as primary site)	2200 Onondaga Creek Blvd., Syracuse, NY 13207		Syracuse	K-8	N/A	N/A
Site 2						
Site 3						

12a. Please provide the contact information for Site 1.

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

m1. Are any sites in co-located space? If yes, please proceed to the next question. No

IF LOCATED IN PRIVATE SPACE IN NYC OR DISTRICTS OUTSIDE NYC

m3. Upload a current Certificate of Occupancy (COO) for each school site that is located in private space in NYC or located outside of NYC. Except for schools in district space (co-location space), school must provide a copy of the annual fire inspection report.

Site 1 Certificate of Occupancy (COO)

<https://nysed-cso-reports.fluidreview.com/resp/17455007/yFPTXS6fVy/>

Site 1 Fire Inspection Report

<https://nysed-cso-reports.fluidreview.com/resp/17455007/nBjtmqxAKU/>

Site 2 Certificate of Occupancy

(No response)

Site 2 Fire Inspection Report

(No response)

Site 3 Certificate of Occupancy

(No response)

Site 3 Fire Inspection Report

(No response)

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

n2. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in Bylaws	1-Charter schools lend money, even if those funds come from private sources. 2-Employees cannot be on the Board 3-Regular meetings should be held monthly for a total of 12 meetings at minimum. 4-Actions taken by the Board can only be taken when a majority of the entire Board votes. 5-Need to add "but they cannot vote on any motions" Trustees calling in by phone only cannot vote 6-adding "in accordance with applicable laws" or "for cause"	06/26/2018	N/A
2				
3				
4				
5				

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

Sarah Ermatinger, Board Relations Coordinator

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

Yes

Signature, Head of Charter School

A handwritten signature in black ink that reads "Jeff White". The letters are cursive and fluid, with a large initial 'J' and 'W'.

Signature, President of the Board of Trustees

A handwritten signature in black ink that reads "Corral Hill". The letters are cursive and fluid, with a large initial 'C' and 'H'.

Date

2018/07/31

Thank you.

The University of the State of New York
THE STATE EDUCATION DEPARTMENT
Office of Facilities Planning - Room 1060 Education Building Annex
Albany, New York 12234

NONPUBLIC SCHOOL BUILDING FIRE SAFETY REPORT

(PLEASE PRINT)

All buildings which are owned, operated, or leased by nonpublic schools must be inspected annually for compliance with applicable sections of 8NYCRR155 Regulations of the Commissioner of Education and for compliance with the New York State Uniform Fire Prevention and Building Code (NYSUFPBC).

School Name

NATIONAL HERITAGE ACADEMY

Facility/Building Name

SOUTHSIDE ACADEMY CHARTER

Street Address (NO PO Box Numbers)

2200 ONONDAGA CREEK BLVD

City/Town/Village

Zip Code

SYRACUSE 13207

Name of Municipality Responsible for Local Code Enforcement

CITY OF SYRACUSE

Nonpublic School BEDS Code

INSTRUCTIONS

- Read the "Manual for New York State Nonpublic School Facility Fire Safety Inspections" prior to inspecting the facility.
- A separate report must be completed for each building and location.
- **Part I: General Information.** School officials must complete this section annually.
- **Part II-B Regulations of the Commissioner 155.25:** This section must be completed for schools with electrically operated partitions (Question 8, Non-Conformance Report Sheet) pursuant to the Fire Code and Property Maintenance Code of New York State.

Questions 9-26 on the Non-Conformance Report Sheet must be completed for all schools.

- **Part III Certifications.** To be completed by individuals as indicated.
- This form must be kept on file at the school for three years and must be available for public review.
- **Submitting the Report:** The final submission package includes a total of five pages. After the inspection, sign the Certifications page (Part III, p.5), staple the pages together, and mail to the address above.

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

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

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

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

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

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

Public Owned School Owned Other _____ (specify)

4. Indicate the ownership of this facility.

Leased Owned Other _____ (specify)

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

				5	0	5	4	2	

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

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

b) Average time to evacuate this facility:

				3		30	

Minutes Seconds

c) Arson and fire prevention instruction was provided in accordance with Section 808 of State Education Law; which requires every school in New York State to provide a minimum of 45 minutes of instructions in arson, fire prevention, injury prevention, and life safety during each month that school is in session.

Yes No

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

Yes No

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

Yes No

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

Yes _____

No X

If yes, indicate:

a) Number of fires

--	--

b) Total number of injuries

--	--

c) Total cost of property damage

\$

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

School Name National Heritage Academy Building Name Southside Academy Charter

Part II-B			Part II-B			Part II-B		
Item #	Non-Conformance	Date Corrected	Item #	Non-Conformance	Date Corrected	Item #	Non-Conformance	Date Corrected
08A-2			12O-2			19E-1		
08B-2			13A-2			19F-1		
08C-2			13B-2			19G-1		
08D-2			14A-2			19H-2		
08E-2			14B-2			20A-1		
09A-2			14C-2			20B-1		
09B-2			14D-1			20C-1		
09C-1			14E-1			21A-3		
09D-1			15A-2			22A-3		
09F-2			15B-1			22B-3		
09G-2			15C-2			22C-3		
10A-2			15D-2			23A-1		
10B-2			16A-2			23B-1		
10C-1			16B-2			23C-1		
10D-1			17A-3	✓	10/9/17	23D-2		
11A-2			17B-2			24A-3		
11B-1			17C-2			25A-3		
11C-2			17D-2					
11D-2			17E-1					
11E-1			17F-3					
12A-1			17G-1					
12B-3			17H-2					
12C-2			17I-2					
12D-2			17J-1					
12E-1			17K-1					
12F-1			17L-1					
12G-1			18A-2					
12H-1			18B-2					
12I-1			18C-2					
12J-1			18D-2					
12K-1			19A-3					
12L-1			19B-2					
12M-1			19C-1					
12N-1			19D-1					

If any additional non-conformances are observed, check item 25A-3 and list the Code section below.

Inspector
The inspector has been provided with a copy of the previous year's school fire safety report:
Yes No

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

Inspection:
Fire Safety Inspector:

Name Michael Raymic

Date 10/9/2017

Registry # 0417-0051

(26E-4)

Part III: Nonpublic School Certifications

Section III-A. Fire Inspector

The individual noted below inspected this building on 9 Oct. 2017 (date) and the information in this Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to Title 19 Part 434.5(a)(2).

Name: Michael Raymie Telephone #: (315) 448-4777
Title: Fire Inspector Registry # 0417-0051
(as designated by the NYS Fire Administrator)
Signature: Michael Raymie

Section III-B. Building Administrator or Designee

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

Name: STEVE STREETER Telephone #: (315) 532-5463
Title: BUILDING MGR

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

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

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

Name: Paul Lary Telephone #: (315) 476-3019
Title: Principal Signature: [Signature]

Section III-D. Local Municipal Code Enforcement Official

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

Name: Ken Towseley - Dir of Codes Telephone #: (315) 448-8695
City/Town/Village: Syracuse

SYRACUSE FIRE DEPARTMENT FIRE MARSHALL'S OFFICE

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

ADDRESS: <i>121 W. Montgomery St. Syracuse, NY 13201</i>	DATE: <i>12/17/2017</i>
BUSINESS NAME: <i>Small Bakery</i>	PHONE: <i>(315) 448-7777</i>
CONTACT NAME: <i>Tommy</i>	PHONE: <i>(315) 448-7777</i>
INSPECTION TYPE: <i>Annual NCCO Exp</i>	2 ND PHONE: <i>-----</i>
CONST. TYPE: <i>-----</i>	OCC. CLASS: <i>-----</i>
STORIES: <i>-----</i>	

	<i>1. All exits are clearly marked and unobstructed.</i>	
	<i>2. Fire extinguishers are present and accessible.</i>	
	<i>3. Fire alarm pull stations are present and accessible.</i>	
	<i>4. Fire alarm pull stations are present and accessible.</i>	
	<i>5. Fire alarm pull stations are present and accessible.</i>	
	<i>6. Fire alarm pull stations are present and accessible.</i>	
	<i>7. Fire alarm pull stations are present and accessible.</i>	
	<i>8. Fire alarm pull stations are present and accessible.</i>	
	<i>9. Fire alarm pull stations are present and accessible.</i>	
	<i>10. Fire alarm pull stations are present and accessible.</i>	
	<i>11. Fire alarm pull stations are present and accessible.</i>	
	<i>12. Fire alarm pull stations are present and accessible.</i>	
	<i>13. Fire alarm pull stations are present and accessible.</i>	
	<i>14. Fire alarm pull stations are present and accessible.</i>	
	<i>15. Fire alarm pull stations are present and accessible.</i>	
	<i>16. Fire alarm pull stations are present and accessible.</i>	
	<i>17. Fire alarm pull stations are present and accessible.</i>	
	<i>18. Fire alarm pull stations are present and accessible.</i>	
	<i>19. Fire alarm pull stations are present and accessible.</i>	
	<i>20. Fire alarm pull stations are present and accessible.</i>	

INSPECTOR:	<i>Michael J. ...</i>	<i>Michael J. ...</i>
	SIGNATURE	PRINT

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

2002 ONONDAGA CREEK BLVD CASE 239 CNY AFFORDABLE LAND DEV

2007-MJB-89 Address Permit# Property# Owner Construction Classification

82279 1366900101 5B

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

Jim Blahman Director Date
Michaela Bora Assistant Director 11-14-07
Date
11-14-07

APPROVED FOR CERTIFICATE OF OCCUPANCY

N/A Date 11/7/07
 SOCPA Date 11/7/07
Meve Gaults Date 11/7/07
 Dep. Chief Date 11/2/07
 Ken Towsley Date
 Elec. Insp. Date
 Elevator Insp. Date
Soc. Valentino Date
 HVAC Insp. Date

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

TO BE KNOWN IN THE FUTURE AS 2200 ONONDAGA CRK BL



Entry 2 NYS School Report Card Link

Last updated: 07/24/2018

SOUTHSIDE ACAD CS (REGENTS)

1. CHARTER AUTHORIZER (As of June 30th, 2018) REGENTS-Authorized Charter School

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

2. NEW YORK STATE REPORT CARD

<https://data.nysed.gov/reportcard.php?year=2017&instid=800000040667>

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

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



Entry 3 Progress Toward Goals

Created: 07/11/2018 • Last updated: 11/01/2018

PROGRESS TOWARD CHARTER GOALS

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

1. ACADEMIC STUDENT PERFORMANCE GOALS

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

2017-18 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met or Not Met	Indicate if data is not available. If/when available, Describe Efforts School Will Take If Goal Is Not Met
Academic Goal 1	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	Met	N/A
Academic Goal 2	At a minimum, 75% of individual students in each subgroup (ELL, SWD, Economically Disadvantaged, etc.) will maintain proficiency or trend toward proficiency from one year’s test administration to the next.	State Assessment	Not Met	This goal was partially met. Southside is trending toward proficiency in all subgroups and subjects except SWD in math. To improve academically within our subgroups, we have implemented the co-teaching model, the SIOP Model, and enhanced our approach to differentiated instruction, among other improvement

				efforts.
Academic Goal 3	The percent of students proficient on 3-8 state assessments for all students will meet (or exceed) the State Average.	State Assessment	Not Met	To improve academically, we have implemented instructional walk-throughs, increased the used of standards-based instruction, implemented progress monitoring, and have begun student self-tracking.
Academic Goal 4	The percent of students proficient on 3-8 state assessments for all accountable subgroups will meet (or exceed) the State Average.	State Assessment	Not Met	This goal was partially met. Southside met or exceeded the state average in 4 of 10 subgroups/subjects. To improve academically within our subgroups, we have implemented the co-teaching model, the SIOP Model, and enhanced our approach to differentiated instruction, among other improvement efforts.
Academic Goal 5	Comparison of the performance of all schools in NYS with the same grade configuration and similar population of students identified as Economically Disadvantaged, SWD, ELL, will be greater than one standard deviation above the mean.	State Assessment		Unable to Evaluate at this time.
				This goal was partially met. Southside met or exceeded the state average in two

Academic Goal 6	The percent of students proficient on 3-8 state assessments for all students by grade level will meet (or exceed) the State Average.	State Assessment	Not Met	grades in math. To improve academically, we have implemented instructional walk-throughs, increased the used of standards-based instruction, implemented progress monitoring, and have begun student self-tracking.
Academic Goal 7	The school will be designated as being in Good Standing.	State/Federal Designation	Not Met	We will improve our designation by continuing work on increasing the proficiency levels in grades 3-8.
Academic Goal 8	The school will meet (or exceed) achievement indicators for academic trends toward proficiency by achieving a performance level 3 or higher.	State Assessment	Met	N/A

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

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

4. ORGANIZATIONAL GOALS

2017-18 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
	School leaders have systems in place designed to cultivate shared			

Org Goal 1	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	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.	Annual assessment of enrollment and retention targets.	Met	N/A
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5. Do you have more organizational goals to add? Yes

2017-18 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Org Goal 6	The school is demonstrating extensive good faith efforts to attract, recruit, and retain students identified as SWD, ELL, and FRL.	Annual assessment of enrollment and retention targets.	Met	N/A
Org 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.	Met	N/A
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				

6. FINANCIAL GOALS

2017-18 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Financial Goal 1	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: 07/30/2018

SOUTHSIDE ACAD CS (REGENTS)Section Heading

Financial Information

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

1. Total Expenditures Per Child

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

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

Line 1: Total Expenditures	9823092
Line 2: Year End FTE student enrollment	643
Line 3: Divide Line 1 by Line 2	15276

2. Administrative Expenditures per Child

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

1. Take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2017-18 Schedule of Functional Expenses)
2. Any contracted administrative/management fee paid to other organizations or corporations
3. Take the total from above and divide it by the year-end FTE enrollment. The relevant portion that must be included in this calculation is defined as follows:

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

Notes:

The information on the Schedule of Functional Expenses on pages 41-43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations:

<http://www.p12.nysed.gov/psc/AuditGuide.html>.

Employee benefit costs or expenditures should not be reported in the above calculations.

Line 1: Relevant Personnel Services Cost (Row)	829687
Line 2: Management and General Cost (Column)	1974205
Line 3: Sum of Line 1 and Line 2	2803893
Line 5: Divide Line 3 by the Year End FTE student enrollment	4360

Thank you.

SOUTHSIDE ACADEMY CHARTER SCHOOL



Financial Statements, Additional
Information, and Federal Awards
Supplemental Information as of and for the
Year Ended June 30, 2018, and
Independent Auditor's Reports

SOUTHSIDE ACADEMY CHARTER SCHOOL

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Independent Auditor's Report

To the Board of Trustees
Southside Academy Charter School

Report on the Financial Statements

We have audited the accompanying financial statements of Southside Academy Charter School (the "School"), which comprise the statement of financial position as of June 30, 2018 and the related statements of activities and change 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, 2018 and the results of its operations and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

To the Board of Trustees
Southside Academy Charter School

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Southside Academy Charter School's financial statements. The schedule of expenditures of federal awards, as identified in the table of contents and as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the "Uniform Guidance"), and supplemental 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 directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the financial statements as a whole.

The supplemental 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 11, 2018 on our consideration of Southside Academy Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Southside Academy Charter School's internal control over financial reporting and compliance.



October 11, 2018

SOUTHSIDE ACADEMY CHARTER SCHOOL

STATEMENT OF FINANCIAL POSITION JUNE 30, 2018

ASSETS

CURRENT ASSETS:

Cash	\$	76,256
Due from governmental revenue sources		<u>341,473</u>
Total current assets		<u>417,729</u>

NON-CURRENT ASSETS:

Capital assets		117,723
Less accumulated depreciation		<u>(74,595)</u>
Total capital assets, net of accumulated depreciation		<u>43,128</u>

TOTAL	\$	<u>460,857</u>
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LIABILITIES AND NET ASSETS

LIABILITIES:

Deferred revenue	\$	247
Contracted service fee payable		<u>383,197</u>
Total liabilities		383,444

NET ASSETS:

Unrestricted and undesignated		<u>77,413</u>
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TOTAL	\$	<u>460,857</u>
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See notes to financial statements.

SOUTHSIDE ACADEMY CHARTER SCHOOL

**STATEMENT OF ACTIVITIES AND CHANGE IN NET ASSETS
YEAR ENDED JUNE 30, 2018**

REVENUES, GAINS AND OTHER SUPPORT:

State aid	\$ 8,491,573
Other state sources	264,048
Federal sources	1,071,641
Private sources	<u>24,302</u>

Total revenues, gains and other support 9,851,564

EXPENSES:

Contracted service fee	9,823,093
Depreciation	<u>11,772</u>

Total expenses 9,834,865

CHANGE IN UNRESTRICTED NET ASSETS 16,699

NET ASSETS:

Beginning of year	<u>60,714</u>
End of year	<u><u>\$ 77,413</u></u>

See notes to financial statements.

SOUTHSIDE ACADEMY CHARTER SCHOOL

STATEMENT OF CASH FLOWS YEAR ENDED JUNE 30, 2018

CASH FLOWS PROVIDED BY (USED IN) OPERATING ACTIVITIES

State aid	\$	8,807,223
Other state sources		279,145
Federal sources		1,062,737
Private sources		19,563
Payments for services rendered		<u>(10,168,187)</u>

Net cash provided by operating activities 481

NET INCREASE IN CASH 481

CASH — Beginning of year 75,775

CASH — End of year \$ 76,256

RECONCILIATION OF CHANGE IN NET ASSETS TO NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES

Change in net assets	\$	16,699
Depreciation		11,772
Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities:		
Change in due from governmental revenue sources		321,843
Change in deferred revenue		(4,739)
Change in contracted service fee payable		<u>(345,094)</u>

NET CASH PROVIDED BY OPERATING ACTIVITIES \$ 481

See notes to financial statements.

SOUTHSIDE ACADEMY CHARTER SCHOOL

NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 2018

1. NATURE OF OPERATIONS

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

The School's primary source of revenue is provided by the State of New York and consists of an amount per student multiplied by weighted average student counts. The state revenue is recognized ratably over the school year and was funded through payments from July 2017 through May 2018 for the year ended June 30, 2018.

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

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting — The financial statements 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, 2018 represents bank deposits which are covered by federal depository insurance.

Deferred Revenue — Deferred revenue as of June 30, 2018 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 has elapsed) are reported as reclassifications between the applicable classes of net assets.
- Revenue is recorded when earned, regardless of the timing of related cash flows. Grants are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Income Taxes — The School operates as a nonprofit organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. The School has received notification from the Internal Revenue Service (IRS) that they are considered exempt from Federal income tax under Section 501(c)(3) of the internal revenue code.

Accordingly, no provision for federal income taxes has been made.

Recent Accounting Pronouncements — The Financial Accounting Standards Board (FASB) issued Accounting Standards Update (ASU) No. 2016-14, *Not-for-Profit Entities (Topic 958): Presentation of Financial Statements of Not-for-Profit Entities* in August 2016. ASU 2016-14 requires significant changes to the financial reporting model of organizations who follow FASB not-for-profit rules, including changing from three classes of net assets to two classes, net

assets with donor restrictions and net assets without donor restrictions. The ASU will also require changes in the way certain information is aggregated and reported by the School, including required disclosures about the liquidity and availability of resources. The new standard is effective for the School's year ending June 30, 2019 and thereafter and must be applied on a retrospective basis. The School believes the impact of this standard will not have a material effect on the financial statements.

In May 2014, the Financial Accounting Standards Board (FASB) issued Accounting Standards Update (ASU) No. 2014-09, *Revenue from Contracts with Customers (Topic 606)*, which will supersede the current revenue recognition requirements in Topic 605, Revenue Recognition. The ASU is based on the principle that revenue is recognized to depict the transfer of goods or services to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for those goods or services. The ASU also requires additional disclosure about the nature, amount, timing, and uncertainty of revenue and cash flows arising from customer contracts, including significant judgements and changes in judgements and assets recognized from costs incurred to obtain or fulfill a contract. The new guidance will be effective for the School's year ending June 30, 2020. The ASU permits application of the new revenue recognition guidance to be applied using one of two retrospective application methods. The School has not yet determined which application method it will use. The School is in the process of evaluating potential effects of the new standard on the financial statements.

In February 2016, the Financial Accounting Standards Board (FASB) issued ASU No. 2016-02, *Leases*, which will supersede the current lease requirements in ASC 840. The ASU requires lessees to recognize a right-of-use asset and related lease liability for all leases, with a limited exception for short-term leases. Leases will be classified as either finance or operating, with the classification affecting the pattern of expense recognition in the Statement of Operations. Currently, leases are classified as either capital or operating, with only capital leases recognized on the balance sheet. The reporting of lease-related expenses in the Statements of Operations and Cash Flows will be general consistent with the current guidance. The new lease guidance will be effective for the Academy's year ending June 30, 2020 and will be applied using a modified retrospective transition method to the beginning of the earliest period presented. The effect of applying the new lease guidance on the financial statements has not yet been determined, but is expected to have minimal impact when adopted.

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 2018 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
Less accumulated depreciation — equipment	<u>62,823</u>	<u>11,772</u>	<u>-</u>	<u>74,595</u>
Total capital asset activity, net	<u>\$ 54,900</u>	<u>\$ (11,772)</u>	<u>\$ -</u>	<u>\$ 43,128</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, 2017 through June 30, 2018. Annual rental payments required by the lease were \$823,259 payable in twelve monthly payments of \$68,605. This lease is automatically renewed on a year-to-year basis unless a notice of non-renewal is provided by either the School or NHA.

The School subsequently renewed the sublease with NHA for the period of July 1, 2018 through June 30, 2019 at the same rental 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	\$ 7,177,948
Special education	670,940
Supporting services — management and general	<u>1,974,205</u>
Total contracted service fee	9,823,093
Depreciation expense	<u>11,772</u>
Total Expenses	<u>\$ 9,834,865</u>

8. SUBSEQUENT EVENTS

Events or transactions for the year ended June 30, 2018 have been evaluated through October 11, 2018, the date the financial statements were available to be issued. The financial statements and the notes thereto do not reflect events or transactions after this date.

* * * * *

ADDITIONAL INFORMATION

SOUTHSIDE ACADEMY CHARTER SCHOOL

**SCHEDULE OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2018**

	2018									
	No. of Positions	Program Services				Supporting Services			Total	
		Regular Education	Special Education	Other Education	Total	Fund-raising and General	Management	Total		
Personnel Services Costs										
Administrative Staff Personnel	-	\$ 597,144	\$ -	\$ -	\$ 597,144	\$ -	\$ -	\$ -	\$ 597,144	
Instructional Personnel	-	2,734,523	503,044	-	3,237,567	-	-	-	3,237,567	
Non-Instructional Personnel	-	232,544	-	-	232,544	-	-	-	232,544	
Total Salaries and Staff	-	3,564,211	503,044	-	4,067,255	-	-	-	4,067,255	
Fringe Benefits & Payroll Taxes		865,218	120,572	-	985,790	-	-	-	985,790	
Retirement		73,772	12,036	-	85,808	-	-	-	85,808	
Management Company Fees		-	-	-	-	-	-	-	-	
Legal Service		3,762	-	-	3,762	-	-	-	3,762	
Accounting / Audit Services		11,600	-	-	11,600	-	-	-	11,600	
Other Purchased / Professional / Consulting Services		9,008	33,901	-	42,909	-	234,645	234,645	246,245	
Building and Land Rent / Lease		1,041,179	-	-	1,041,179	-	654,881	654,881	697,790	
Repairs & Maintenance		303,764	-	-	303,764	-	16,804	16,804	1,041,179	
Insurance		22,146	-	-	22,146	-	-	-	320,568	
Utilities		76,531	-	-	76,531	-	-	-	22,146	
Supplies / Materials		322,334	-	-	322,334	-	-	-	76,531	
Equipment / Furnishings		97,527	-	-	97,527	-	-	-	322,334	
Staff Development		151,456	110	-	151,566	-	-	-	97,527	
Marketing / Recruitment		25,869	-	-	25,869	-	68,812	68,812	220,378	
Technology		79,239	-	-	79,239	-	302,562	302,562	328,431	
Food Service		463,963	-	-	463,963	-	310,935	310,935	390,174	
Student Services		32,342	-	-	32,342	-	97,071	97,071	463,963	
Office Expense		34,027	-	-	34,027	-	8,980	8,980	129,413	
Depreciation		11,772	-	-	11,772	-	-	-	43,007	
Other		-	1,277	-	1,277	-	-	-	11,772	
Total Expenses		\$ 7,189,720	\$ 670,940	\$ -	\$ 7,860,660	\$ -	\$ 1,974,205	\$ 1,974,205	\$ 280,792	
									\$ 9,834,865	

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

Independent Auditor's Report

To Management and the Board of Trustees
Southside Academy Charter School

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Southside Academy Charter School (the "School"), which comprise the statement of financial position as of June 30, 2018 and the related statements of activities and change 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 11, 2018.

Internal Control Over Financial Reporting

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

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

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

To Management and the Board of Trustees
Southside Academy Charter School

Compliance and Other Matters

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

Purpose of this Report

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

Alante Morsu, PC

October 11, 2018

SUPPLEMENTAL INFORMATION

Report on Compliance For Each Major Federal Program;
Report on Internal Control Over Compliance

Independent Auditor's Report

To the Board of Trustees
Southside Academy Charter School

Report on Compliance for Each Major Federal Program

We have audited Southside Academy Charter School's (the "School") compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Compliance Supplement that could have a direct and material effect on its major federal program for the year ended June 30, 2018. Southside Academy Charter School's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

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

Auditor's Responsibility

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

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

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

Opinion on Each Major Federal Program

In our opinion, Southside Academy Charter School complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2018.

To the Board of Trustees
Southside Academy Charter School

Report on Internal Control Over Compliance

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

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or 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, PC

October 11, 2018

SOUTHSIDE ACADEMY CHARTER SCHOOL

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS YEAR ENDED JUNE 30, 2018

<u>Program Title/Project Number/Subrecipient Name</u>	<u>Grant/Project Number</u>	<u>CFDA Number</u>	<u>Expenditures</u>	<u>Current Year Cash Transferred to Subrecipients</u>
Clusters:				
Child Nutrition Cluster - U.S. Department of Agriculture - Passed through the New York State Department of Education:				
National School Lunch Program 2017-18	181960	10.555	\$ 309,943	\$ -
National School Breakfast Program 2017-18	181970	10.553	<u>168,652</u>	<u>-</u>
Total Child Nutrition Cluster			478,595	-
Special Education Cluster - U.S. Department of Education - Passed through the New York State Department of Education:				
IDEA Flowthrough 1718	N/A	84.027	<u>101,530</u>	<u>-</u>
Total Special Education Cluster			101,530	-
Other Federal Awards:				
U.S. Department of Education - Passed through the New York State Department of Education:				
Title I Part A:				
Title I Part A 1617	0021174182	84.010	85,341	-
Title I Part A 1718	0021184182	84.010	<u>291,980</u>	<u>-</u>
Total Title I Part A		84.010	377,321	-
Title II Part A - Improving Teacher Quality:				
Title II Part A 1617	0147174182	84.367	8,703	-
Title II Part A 1718	0147184182	84.367	<u>105,492</u>	<u>-</u>
Total Title II Part A		84.367	<u>114,195</u>	<u>-</u>
Total noncluster programs passed through the New York State Department of Education			<u>491,516</u>	<u>-</u>
Total Federal Awards			<u>\$ 1,071,641</u>	<u>\$ -</u>

SOUTHSIDE ACADEMY CHARTER SCHOOL

Notes to the Schedule of Expenditures of Federal Awards June 30, 2018

Note 1 - Basis of Presentation

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal grant activity of Southside Academy Charter School (the "Academy") under programs of the federal government for the year ended June 30, 2018. The information in the Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the "Uniform Guidance"). Because the Schedule presents only a selected portion of the operations of the Academy, it is not intended to and does not present the financial position, changes in net position, or cash flows of the Academy.

Note 2 - Summary of Significant Accounting Policies

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

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

Note 3 - Grant Auditor Report

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

SOUTHSIDE ACADEMY CHARTER SCHOOL

**Schedule of Findings and Questioned Costs
Year Ended June 30, 2018**

Section I - Summary of Auditor's Results

Financial Statements

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

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

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

Federal Awards

Internal control over major programs:

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

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

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

Identification of major programs:

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

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

Auditee qualified as low-risk auditee? X Yes No

Section II - Financial Statement Audit Findings

Reference Number	Finding
Current Year None	

Section III - Federal Program Audit Findings

Reference Number	Finding	Questioned Costs
Current Year None		



Annual Financial Statement Audit Report

School Name:	Southside Academy Charter School
Date (Report is due Nov. 1):	November 1, 2018
Primary District of Location (If NYC select NYC DOE):	Syracuse City School District
If located in NYC DOE select CSD:	-
School Fiscal Contact Name:	Jacqueline Holder
School Fiscal Contact Email:	
School Fiscal Contact Phone:	
School Audit Firm Name:	Plante Moran, PC
School Audit Contact Name:	Michelle Goss, CPA
School Audit Contact Email:	
School Audit Contact Phone:	
Audit Period:	2017-18
Prior Year:	2016-17

The following items are required to be included:

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

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

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

Southside Academy Charter School
Statement of Financial Position
as of June 30

	2018	2017
<u>CURRENT ASSETS</u>		
Cash and cash equivalents	\$ 76,256	\$ 75,775
Grants and contracts receivable	341,473	663,316
Accounts receivables	-	-
Prepaid Expenses	-	-
Contributions and other receivables	-	-
Other current assets	-	-
TOTAL CURRENT ASSETS	417,729	739,091
<u>NON-CURRENT ASSETS</u>		
Property, Building and Equipment, net	\$ 43,128	\$ 54,900
Restricted Cash	-	-
Security Deposits	-	-
Other Non-Current Assets	-	-
TOTAL NON-CURRENT	43,128	54,900
TOTAL ASSETS	460,857	793,991
<u>CURRENT LIABILITIES</u>		
Accounts payable and accrued expenses	\$ -	\$ -
Accrued payroll, payroll taxes and benefits	-	-
Current Portion of Loan Payable	-	-
Due to Related Parties	-	-
Refundable Advances	-	-
Deferred Revenue	247	4,986
Other Current Liabilities	<u>383,197</u>	<u>728,291</u>
TOTAL CURRENT	383,444	733,277
<u>LONG-TERM LIABILITIES</u>		
Loan Payable; Due in More than One Year	\$ -	\$ -
Deferred Rent	-	-
Due to Related Party	-	-
Other Long-Term Liabilities	-	-
TOTAL LONG-TERM	-	-
TOTAL LIABILITIES	383,444	733,277

NET ASSETS

Unrestricted	\$ 77,413	\$ 60,714
Temporarily restricted	-	-
Permanently restricted	-	-
TOTAL NET ASSETS	<u>77,413</u>	<u>60,714</u>
TOTAL LIABILITIES AND NET ASSETS	<u><u>460,857</u></u>	<u><u>793,991</u></u>

**Southside Academy Charter School
Statement of Activities
as of June 30**

	2018			2017
	Unrestricted	Temporarily Restricted	Total	Total
OPERATING REVENUE				
State and Local Per Pupil Revenue - Reg. Ed	\$ 8,505,357	\$ -	\$ 8,505,357	\$ 8,620,549
State and Local Per Pupil Revenue - SPED	250,264	-	250,264	384,641
State and Local Per Pupil Facilities Revenue	-	-	-	-
Federal Grants	593,046	-	593,046	416,425
State and City Grants	-	-	-	-
Other Operating Income	24,302	-	24,302	33,194
Food Service/Child Nutrition Program	478,595	-	478,595	488,796
TOTAL OPERATING REVENUE	9,851,564	-	9,851,564	9,943,605
EXPENSES				
Program Services				
Regular Education	\$ 7,189,720	\$ -	\$ 7,189,720	\$ 7,043,469
Special Education	670,940	-	670,940	626,260
Other Programs	-	-	-	-
Total Program Services	7,860,660	-	7,860,660	7,669,729
Management and general	1,974,205	-	1,974,205	2,290,228
Fundraising	-	-	-	-
TOTAL EXPENSES	9,834,865	-	9,834,865	9,959,957
SURPLUS / (DEFICIT) FROM OPERATIONS	16,699	-	16,699	(16,352)
SUPPORT AND OTHER REVENUE				
Interest and Other Income	\$ -	\$ -	\$ -	\$ -
Contributions and Grants	-	-	-	-
Fundraising Support	-	-	-	-
Investments	-	-	-	-
Donated Services	-	-	-	-
Other Support and Revenue	-	-	-	-
TOTAL SUPPORT AND OTHER REVENUE	-	-	-	-
Net Assets Released from Restrictions / Loss on Disposal	\$ -	\$ -	\$ -	\$ -
CHANGE IN NET ASSETS	16,699	-	16,699	(16,352)
NET ASSETS - BEGINNING OF YEAR	\$ 60,714	\$ -	\$ 60,714	\$ 77,066
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-

NET ASSETS - END OF YEAR

\$ 77,413 \$ - \$ 77,413 \$ 60,714

**Southside Academy Charter School
Statement of Cash Flows**

as of June 30

	2018	2017
CASH FLOWS - OPERATING ACTIVITIES		
Increase (decrease) in net assets	\$ 16,699	\$ (16,352)
Revenues from School Districts	-	-
Accounts Receivable	-	-
Due from School Districts	-	-
Depreciation	11,772	11,772
Grants Receivable	321,843	1,072,416
Due from NYS	-	-
Grant revenues	-	-
Prepaid Expenses	-	-
Accounts Payable	-	-
Accrued Expenses	-	-
Accrued Liabilities	-	-
Contributions and fund-raising activities	-	-
Miscellaneous sources	-	-
Deferred Revenue	(4,739)	3,325
Interest payments	-	-
Contracted Service Fee Payable	(345,094)	(1,071,449)
Other	-	-
NET CASH PROVIDED FROM OPERATING ACTIVITIES	\$ 481	\$ (288)
CASH FLOWS - INVESTING ACTIVITIES	\$ -	\$ -
Purchase of equipment	-	-
Other	-	-
NET CASH PROVIDED FROM INVESTING ACTIVITIES	\$ -	\$ -
CASH FLOWS - FINANCING ACTIVITIES	\$ -	\$ -
Principal payments on long-term debt	-	-
Other	-	-
NET CASH PROVIDED FROM FINANCING ACTIVITIES	\$ -	\$ -
NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS	\$ 481	\$ (288)
Cash at beginning of year	75,775	76,063
CASH AND CASH EQUIVALENTS AT END OF YEAR	\$ 76,256	\$ 75,775

**Southside Academy Charter School
Statement of Functional Expenses
as of June 30**

		2018						
		Program Services				Supporting Services		
	No. of Positions	Regular	Special	Other	Total	Fundraising	Management and General	Total
		Education	Education	Education				
		\$	\$	\$	\$	\$	\$	\$
Personnel Services Costs								
Administrative Staff Personnel	8.00	597,144	-	-	597,144	-	-	-
Instructional Personnel	60.00	2,734,523	503,044	-	3,237,567	-	-	-
Non-Instructional Personnel	2.00	232,544	-	-	232,544	-	-	-
Total Salaries and Staff	70.00	3,564,211	503,044	-	4,067,255	-	-	-
Fringe Benefits & Payroll Taxes		865,218	120,572	-	985,790	-	-	-
Retirement		73,772	12,036	-	85,808	-	-	-
Management Company Fees		-	-	-	-	-	-	-
Legal Service		3,762	-	-	3,762	-	-	-
Accounting / Audit Services		11,600	-	-	11,600	-	234,645	234,645
Other Purchased / Professional / Consulting Services		9,008	33,901	-	42,909	-	654,881	654,881
Building and Land Rent / Lease		1,041,179	-	-	1,041,179	-	-	-
Repairs & Maintenance		303,764	-	-	303,764	-	16,804	16,804
Insurance		22,146	-	-	22,146	-	-	-
Utilities		76,531	-	-	76,531	-	-	-
Supplies / Materials		322,334	-	-	322,334	-	-	-
Equipment / Furnishings		97,527	-	-	97,527	-	-	-
Staff Development		151,456	110	-	151,566	-	68,812	68,812
Marketing / Recruitment		25,869	-	-	25,869	-	302,562	302,562
Technology		79,239	-	-	79,239	-	310,935	310,935
Food Service		463,963	-	-	463,963	-	-	-
Student Services		32,342	-	-	32,342	-	97,071	97,071
Office Expense		34,027	-	-	34,027	-	8,980	8,980
Depreciation		11,772	-	-	11,772	-	-	-
OTHER		-	1,277	-	1,277	-	279,515	279,515
Total Expenses		\$ 7,189,720	\$ 670,940	\$ -	\$ 7,860,660	\$ -	\$ 1,974,205	\$ 1,974,205

	2017
Total	
\$	\$
597,144	613,244
3,237,567	3,027,206
232,544	380,657
4,067,255	4,021,107
985,790	933,671
85,808	83,296
-	-
3,762	14,311
246,245	295,955
697,790	818,948
1,041,179	1,038,431
320,568	335,135
22,146	21,866
76,531	72,756
322,334	169,746
97,527	112,456
220,378	197,963
328,431	383,164
390,174	371,444
463,963	508,213
129,413	183,237
43,007	53,864
11,772	11,772
<u>280,792</u>	<u>332,622</u>
\$ 9,834,865	\$ 9,959,957



Entry 5c Additional Financial Docs

Last updated: 10/24/2018

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

Section Heading

1. Management Letter

(No response)

Explanation for not uploading the Management Letter. A written management letter was not issued.

2. Form 990

<https://nysed-cso-reports.fluidreview.com/resp/19989631/FINDqRIBTE/>

Explanation for not uploading the Form 990. Requested extension, see attached form 8868.

3. Federal Single Audit

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

(No response)

Explanation for not uploading the Federal Single Audit. The Federal Single Audit is included in the Audit Report as a supplemental schedule.

4. CSP Agreed Upon Procedure Report

(No response)

Explanation for not uploading the procedure report. This is included as part of the audit report.

5. Evidence of Required Escrow Account

<https://nysed-cso-reports.fluidreview.com/resp/19989631/pN6H0Nalce/>

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

6. Corrective Action Plan

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

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

(No response)

Explanation for not uploading the Corrective Action Plan. Not Applicable



Tel: 616-774-7000
Fax: 616-778-3680

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

Tel: 269-382-0170
Fax: 269-345-1666
www.bdo.com

211 East Water Street, Suite 300
Kalamazoo, MI 49007

SOUTHSIDE ACADEMY CHARTER SCHOOL
Instructions for Filing
Form 990
8868 Application for Extension of Time to File
for the year ended June 30, 2018

We have electronically filed your extension.

There is no tax due with the application.

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

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

▶ **File a separate application for each return.**
▶ Information about Form 8868 and its instructions is at www.irs.gov/form8868.

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

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

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

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

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

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

ANNE SHERMAN

• The books are in the care of ▶ _____

Telephone No. ▶ _____ Fax No. ▶ _____

• If the organization does not have an office or place of business in the United States, check this box

• If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) _____. If this is for the whole group, check this box . If it is for part of the group, check this box and attach a list with the names and EINs of all members the extension is for.

1 I request an automatic 6-month extension of time until 05/15, 2019, to file the exempt organization return for the organization named above. The extension is for the organization's return for:

▶ calendar year 20____ or
▶ tax year beginning 07/01, 2017, and ending 06/30, 2018.

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

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

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

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

Premium Business Money Market

PNC Bank



For the Period 06/01/2018 to 06/29/2018

Primary Account Number: [REDACTED]

Page 1 of 1

Number of enclosures: 0

SOUTHSIDE ACADEMY CHARTER SCHOOL
RESERVE ACCOUNT
3850 BROADMOOR AVE SE STE 201
GRAND RAPIDS MI 49512-3975

For 24-hour banking sign on to
 PNC Bank Online Banking on pnc.com
FREE Online Bill Pay

For customer service call 1-800-669-1518
Monday - Friday: 7:30 AM - 8 PM ET
Saturday & Sunday: CLOSED

Para servicio en español, 1-877-BUS-BNKG

Moving? Please contact your local branch

Write to: Customer Service
PO Box 609
Pittsburgh, PA 15230-9738

Visit us at PNC.com/treasury

TDD terminal: 1-800-531-1648
For hearing impaired clients only

Premium Business Money Market Summary

Southside Academy Charter School
Reserve Account

Account number: [REDACTED]

Balance Summary

Beginning balance	Deposits and other additions	Checks and other deductions	Ending balance
75,921.88	48.26	.00	75,970.14
		Average ledger balance	Average collected balance
		75,923.54	75,923.54

Interest Summary

Annual Percentage Yield Earned (APYE)	Number of days in interest period	Average collected balance for APYE	Interest paid this period	Interest paid year-to-date
0.80	29	75,923.54	48.26	284.52

Deposits and Other Additions

Description	Items	Amount
Other Additions	1	48.26
Total	1	48.26

Checks and Other Deductions

Description	Items	Amount
Total	0	.00

Daily Balance

Date	Ledger balance	Date	Ledger balance
06/01	75,921.88	06/29	75,970.14

Activity Detail

Deposits and Other Additions

Other Additions

Date posted	Amount	Transaction description	Reference number
06/29	48.26	Interest Payment	[REDACTED]



Entry 5d Financial Services Contact Information

Last updated: 10/24/2018

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

SOUTHSIDE ACAD CS (REGENTS)Section Heading

1. School Based Fiscal Contact Information

School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
Jeff White		

2. Audit Firm Contact Information

School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
Michelle Goss			6

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

Firm Name	Contact Person	Mailing Address	Email	Phone	Years with Firm
National Heritage Academies	Jeff Rauszny				9

New York State Education Department

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

2018-19 Budget & Cash Flow Template

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

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

Southside Academy Charter School -

PROJECTED BUDGET FOR 2018-2019 -

July 1, 2018 to June 30, 2019 -

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

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	9,863,557	415,665	-	-	-	10,279,222
Total Expenses	7,043,216	753,264	-	-	2,469,384	10,265,864
Net Income	2,820,341	(337,599)	-	-	(2,469,384)	13,358
Actual Student Enrollment	595	65				-
Total Paid Student Enrollment						-

	PROGRAM SERVICES			SUPPORT SERVICES		
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL

REVENUE

REVENUES FROM STATE SOURCES

Per Pupil Revenue

CY Per Pupil Rate

Syracuse City School District

\$13,318.00

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

8,787,816	-	-	-	-	-	8,787,816
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
8,787,816						8,787,816

Special Education Revenue

-	314,135	-	-	-	-	314,135
---	---------	---	---	---	---	---------

Grants

- Stimulus
- Other

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

Other State Revenue

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

TOTAL REVENUE FROM STATE SOURCES

8,787,816	314,135					9,101,951
------------------	----------------	--	--	--	--	------------------

REVENUE FROM FEDERAL FUNDING

IDEA Special Needs

-	101,530	-	-	-	-	101,530
---	---------	---	---	---	---	---------

Title I

393,187	-	-	-	-	-	393,187
---------	---	---	---	---	---	---------

Title Funding - Other

129,102	-	-	-	-	-	129,102
---------	---	---	---	---	---	---------

School Food Service (Free Lunch)

503,668	-	-	-	-	-	503,668
---------	---	---	---	---	---	---------

Grants

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

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

Other Federal Revenue

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

TOTAL REVENUE FROM FEDERAL SOURCES

1,025,957	101,530					1,127,487
------------------	----------------	--	--	--	--	------------------

LOCAL and OTHER REVENUE

Contributions and Donations, Fundraising

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

Erate Reimbursement

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

Interest Income, Earnings on Investments,

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

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

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

Food Service (Income from meals)

13,984	-	-	-	-	-	13,984
--------	---	---	---	---	---	--------

Text Book

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

Other Local Revenue

35,800	-	-	-	-	-	35,800
--------	---	---	---	---	---	--------

TOTAL REVENUE FROM LOCAL and OTHER SOURCES

49,784						49,784
---------------	--	--	--	--	--	---------------

TOTAL REVENUE

9,863,557	415,665					10,279,222
------------------	----------------	--	--	--	--	-------------------

EXPENSES

ADMINISTRATIVE STAFF PERSONNEL COSTS

No. of Positions

Executive Management

-

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

Instructional Management

1.00

149,450	-	-	-	-	-	149,450
---------	---	---	---	---	---	---------

Deans, Directors & Coordinators

5.00

418,695	-	-	-	-	-	418,695
---------	---	---	---	---	---	---------

Southside Academy Charter School

PROJECTED BUDGET FOR 2018-2019

July 1, 2018 to June 30, 2019

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

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	9,863,557	415,665	-	-	-	10,279,222
Total Expenses	7,043,216	753,264	-	-	2,469,384	10,265,864
Net Income	2,820,341	(337,599)	-	-	(2,469,384)	13,358
Actual Student Enrollment	595	65				-
Total Paid Student Enrollment						-

PROGRAM SERVICES

SUPPORT SERVICES

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

CFO / Director of Finance	-	-	-	-	-	-
Operation / Business Manager	-	-	-	-	-	-
Administrative Staff	2.38	98,973	-	-	-	98,973
TOTAL ADMINISTRATIVE STAFF	8	667,118				667,118
INSTRUCTIONAL PERSONNEL COSTS						
Teachers - Regular	28.00	1,792,821	-	-	-	1,792,821
Teachers - SPED	7.00	-	453,596	-	-	453,596
Substitute Teachers	-	34,320	-	-	-	34,320
Teaching Assistants	-	-	-	-	-	-
Specialty Teachers	11.00	668,536	-	-	-	668,536
Aides	10.00	272,151	-	-	-	272,151
Therapists & Counselors	2.78	55,404	123,728	-	-	179,132
Other	-	-	-	-	-	-
TOTAL INSTRUCTIONAL	59	2,823,232	577,324			3,400,556
NON-INSTRUCTIONAL PERSONNEL COSTS						
Nurse	-	-	-	-	-	-
Librarian	-	-	-	-	-	-
Custodian	-	-	-	-	-	-
Security	-	-	-	-	-	-
Other	2.42	92,870	-	-	-	92,870
TOTAL NON-INSTRUCTIONAL	2	92,870				92,870
SUBTOTAL PERSONNEL SERVICE COSTS	70	3,583,220	577,324			4,160,544
PAYROLL TAXES AND BENEFITS						
Payroll Taxes		286,045	46,012	-	-	332,057
Fringe / Employee Benefits		502,282	74,535	-	-	576,817
Retirement / Pension		63,433	9,698	-	-	73,131
TOTAL PAYROLL TAXES AND BENEFITS		851,760	130,245			982,005
TOTAL PERSONNEL SERVICE COSTS		4,434,980	707,569			5,142,549
CONTRACTED SERVICES						
Accounting / Audit		11,755	-	-	264,311	276,066
Legal		15,000	-	-	-	15,000
Management Company Fee		-	-	-	-	-
Nurse Services		-	-	-	-	-
Food Service / School Lunch		-	-	-	-	-
Payroll Services		-	-	-	-	-
Special Ed Services		-	41,019	-	-	41,019
Titlement Services (i.e. Title I)		-	-	-	83,185	83,185
Other Purchased / Professional / Consulting		900	-	-	794,946	795,846
TOTAL CONTRACTED SERVICES		27,655	41,019		1,142,442	1,211,116

SCHOOL OPERATIONS

Southside Academy Charter School

PROJECTED BUDGET FOR 2018-2019

July 1, 2018 to June 30, 2019

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

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	9,863,557	415,665	-	-	-	10,279,222
Total Expenses	7,043,216	753,264	-	-	2,469,384	10,265,864
Net Income	2,820,341	(337,599)	-	-	(2,469,384)	13,358
Actual Student Enrollment	595	65				-
Total Paid Student Enrollment						-

PROGRAM SERVICES

SUPPORT SERVICES

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Board Expenses	-	-	-	-	-	-
Classroom / Teaching Supplies & Materials	128,499	-	-	-	-	128,499
Special Ed Supplies & Materials	-	2,725	-	-	-	2,725
Textbooks / Workbooks	29,805	-	-	-	-	29,805
Supplies & Materials other	15,115	-	-	-	-	15,115
Equipment / Furniture	64,620	-	-	-	-	64,620
Telephone	3,014	-	-	-	-	3,014
Technology	76,869	-	-	-	380,976	457,845
Student Testing & Assessment	21,410	-	-	-	111,292	132,702
Field Trips	22,150	-	-	-	-	22,150
Transportation (student)	250	-	-	-	-	250
Student Services - other	-	-	-	-	-	-
Office Expense	34,810	-	-	-	10,683	45,493
Staff Development	190,173	1,626	-	-	79,640	271,439
Staff Recruitment	19,160	-	-	-	175,088	194,248
Student Recruitment / Marketing	24,907	-	-	-	198,596	223,503
School Meals / Lunch	504,294	-	-	-	-	504,294
Travel (Staff)	6,295	325	-	-	-	6,620
Fundraising	-	-	-	-	-	-
Other	-	-	-	-	324,636	324,636
TOTAL SCHOOL OPERATIONS	1,141,371	4,676			1,280,911	2,426,958
FACILITY OPERATION & MAINTENANCE						
Insurance	22,683	-	-	-	-	22,683
Janitorial	137,593	-	-	-	-	137,593
Building and Land Rent / Lease	1,041,849	-	-	-	-	1,041,849
Repairs & Maintenance	129,734	-	-	-	46,031	175,765
Equipment / Furniture	22,380	-	-	-	-	22,380
Security	2,187	-	-	-	-	2,187
Utilities	82,784	-	-	-	-	82,784
TOTAL FACILITY OPERATION & MAINTENANCE	1,439,210				46,031	1,485,241
DEPRECIATION & AMORTIZATION						
DISSOLUTION ESCROW & RESERVES / CONTIGENCY						
TOTAL EXPENSES	7,043,216	753,264			2,469,384	10,265,864
NET INCOME	2,820,341	(337,599)			(2,469,384)	13,358

ENROLLMENT - *School Districts Are Linked To Above Entries*

	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED
Syracuse City School District	595	65	660
School District 2 (Enter Name)			-
School District 3 (Enter Name)			-
School District 4 (Enter Name)			-
School District 5 (Enter Name)			-

Southside Academy Charter School

PROJECTED BUDGET FOR 2018-2019

July 1, 2018 to June 30, 2019

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

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	9,863,557	415,665	-	-	-	10,279,222
Total Expenses	7,043,216	753,264	-	-	2,469,384	10,265,864
Net Income	2,820,341	(337,599)	-	-	(2,469,384)	13,358
Actual Student Enrollment	595	65				-
Total Paid Student Enrollment		-				-

PROGRAM SERVICES

SUPPORT SERVICES

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
TOTAL ENROLLMENT	595	65	660			
REVENUE PER PUPIL	16,582	6,395	-			
EXPENSES PER PUPIL	11,840	11,589	-			

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

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

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

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

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

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).

Vice President 2018- Current
Secretary 2014-2018
Trustee 2009-2014

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

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

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

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

Trustee Name:

Regina McArthur

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 2018-Current
Trustee 2017-2018

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
M&T Bank	Financial Institution	0	Regina McArthur Employee	Accounts Closed



 Signature

7-10-18

 Date

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

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

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).
Trustee 2018-Current
Vice President 2015-2018
Treasurer 2014-2015
Secretary 2008-2014

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

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

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

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

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

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

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

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


7-24-18

Signature Date

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



Entry 8 BOT Table

Created: 07/06/2018 • Last updated: 07/16/2018

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

	Trustee Name and Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2017-18
1	Carol Hill	Chair	Finance Committee Governance Committee	Yes	6	02/19/2002	06/30/2019	10
2	James Duah-Agyeman	Vice Chair	Personnel Committee	Yes	4	03/17/2009	06/30/2021	7
3	Anthony Ortega	Treasurer	Finance Committee Governance Committee	Yes	2	05/12/2015	06/30/2020	9
4	Regina McArthur	Secretary	Finance Committee Governance Committee	Yes	2	08/08/2017	06/30/2021	8
5	Tracy Miller	Trustee/Member	Personnel Committee	Yes	6	06/17/2008	06/30/2019	9
6								
7								
8								
9								

- | | |
|---|----|
| 1a. Are there more than 9 members of the Board of Trustees? | No |
| 2. Total number of members on June 30, 2018 | 5 |
| 3. Total number of members joining the Board during the 2017-18 school year | 1 |
| 4. Total number of members departing the Board during the 2017-18 school year | 0 |
| 5. Number of voting members in 2017-18, as set by the by-laws, resolution or minutes | 5 |
| 6. Number of Board meetings conducted during the 2017-18 School Year | 10 |
| 7. Number of Board meetings scheduled for the coming 2018-19 school year | 11 |

Thank you.



Entry 9 - Board Meeting Minutes

Last updated: 07/16/2018

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

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

SOUTHSIDE ACAD CS (REGENTS)

Are all monthly BOT meeting minutes posted, which should match the number of meetings held during 2017-18 school year, on the charter school's website?

Yes

the charter school's website.

A. Provide if posted on the charter school's website a URL link to the Monthly Board Meeting Minutes, which should match the number of meetings held during the 2017-18 school year.

<https://www.nhaschools.com/schools/southside-academy-charter-school/en/board-documents>



Entry 10 Enrollment and Retention of Special Populations

Created: 07/06/2018 • Last updated: 08/01/2018

Instructions for Reporting Enrollment and Retention Strategies

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

SOUTHSIDE ACAD CS (REGENTS)Section Heading

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2017-18	Describe Recruitment Plans in 2018-19)
	<p>Brochures that describe our special education programming have been distributed throughout the community. In order to reach the families of special needs students, we utilize many networks that already exist in the community. Southside Academy’s 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.</p> <p>All special needs students (FRL, EL, and SWD) are made aware of our school’s programs through open meetings during the</p>	<p>We will continue the 2017-2018 initiatives. In addition, we will implement the following:</p> <ul style="list-style-type: none"> • Enlist the help of current families to reach additional families of students with disabilities by providing planning meeting, materials for them to distribute, and to serve as host for school meetings and during the

Economically Disadvantaged

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

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

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

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

first days of school

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

- Advertisements and notifications have been placed in the following publications: CNY Latino, American Oggi, and Onondaga County Area Resource & Relocation Guide. In these publications we specifically mentioned that the school provides services to students for whom English is their second language.
- Fliers were distributed in Italian, Spanish, and English to families throughout the community. Distribution sites included daycare centers, grocery stores, community centers, and churches. These fliers informed families of the school's Open House days and

We will continue the 2017-2018 initiatives. In addition, we will implement the following: The NHA admissions department and the school's Admissions Representative will roll out a new initiative designed to more closely

English
Language
Learners

times.

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

target our ELL community. Some of the elements of this plan are:

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

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

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

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

The Admissions Representative works closely

We will continue the 2017-2018 initiatives. In addition, we will implement the following:

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

Student
s with
Disabilit
ies

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

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2017-18	Describe Retention Plans in 2018-19)
Economically Disadvantaged	<p>We believe several core elements of our school culture function as linchpins of our recruitment and retention strategy for our special needs students. These elements include the high-quality educational program that we provide, the caring culture that we have established, and our many parent involvement initiatives.</p> <ul style="list-style-type: none"> • Culture and Climate: We have a school climate and culture that focus purposefully on caring for each student as a family cares for its children. We believe our school-wide behavior and classroom management practices –which we refer to as Behave with Care – help attract and retain special needs students. Our Behave with Care program is built on research-based programs for reinforcing positive behaviors, setting clear expectations, and building teacher-student relationships and peer relationships. • Parent Involvement: To ensure that our families feel connected to the school, we have implemented several parent involvement strategies, including: <ul style="list-style-type: none"> o Newsletters: Regular newsletters from the principal and teachers are distributed to parents. Important information regarding school-wide performance, initiatives, and programs is included in the newsletter. o Social media: We have an excellent website, which gives parents quick and easy access to general information on the school as well as specific information about their children. In addition, we make cautious, appropriate use of Facebook and other social media sites to form connections between school leaders and parents. Parents without access to the internet can use the computer and internet available at the school. o Classroom Communication: Teachers frequently send home communications for parents so that they know about everything 	<p>We believe several core elements of our school culture function as linchpins of our recruitment and retention strategy for our special needs students. These elements include the high-quality educational program that we provide, the caring culture that we have established, and our many parent involvement initiatives.</p> <ul style="list-style-type: none"> • Culture and Climate: We have a school climate and culture that focus purposefully on caring for each student as a family cares for its children. We believe our school-wide behavior and classroom management practices –which we refer to as Behave with Care – help attract and retain special needs students. Our Behave with Care program is built on research-based programs for reinforcing positive behaviors, setting clear expectations, and building teacher-student relationships and peer relationships. • Parent Involvement: To ensure that our families feel connected to the school, we have implemented several parent involvement strategies, including: <ul style="list-style-type: none"> o Newsletters: Regular newsletters from the principal and teachers are distributed to parents. Important information regarding school-wide performance, initiatives, and programs is included in the newsletter. o Social media: We have an excellent website, which gives parents quick and easy access to general information on the school as well as specific information about their children. In addition, we make cautious, appropriate use of Facebook and other social media sites to form connections between school leaders and parents. Parents without access to the internet can use the computer and internet available at the school. o Classroom Communication: Teachers frequently send home communications for parents so that they know about everything

from weekly schedules to educational goals for students. Teachers also share regular progress reports – via letter, online communication via the school’s AtSchool gradebook system, phone calls, and/or in-person meetings. These communications focus on each student's academic progress and performance.

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

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

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Students with Disabilities

A major key to student retention is effective communication and relationship building with all stakeholders. There are multiple points throughout the year that Brooklyn Dreams keeps families informed and solicits feedback in order to improve. The dean of special education schedule individual transfer review meetings to take place within 72 hours of enrollment with the parents of every student that enters the school with an IEP. In this meeting, the dean reviews the program mandates, needs, and implementation plan for services. Parents are encouraged to bring input (questions, concerns, etc.) to this meeting to ensure a strong initial connection is made with these families and that their needs are immediately addressed. This connection continues to be built up throughout the year through additional communication measures such as quarterly IEP progress reports. In addition, parents are also invited at least once a year for an IEP review with the full IEP team. They are invited initially with a letter about a month before the meeting and then again are called by the special education teacher between a week and a day before as a reminder. Along with the invitation letter, the special education dean also sends a parent input form to help parents prepare for the review meeting and gather information from home. Following the meetings, parents are provided a post-IEP survey so that the deans can gather data to reflect and make improvements utilizing this feedback.

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Entry 11 Classroom Teacher and Administrator Attrition

Created: 07/09/2018 • Last updated: 07/20/2018

Report changes in teacher and administrator staffing.

Instructions for completing the Classroom Teacher and Administrator Attrition Tables

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

1. Classroom Teacher Attrition Table

FTE Classroom Teachers on 6/30/17	FTE Classroom Teachers Departed 7/1/17 - 6/30/18	FTE Classroom Teachers Filling Vacant Positions 7/1/17 - 6/30/18	FTE Classroom Teachers Added in New Positions 7/1/17 - 6/30/18	FTE of Classroom Teachers on 6/30/18
28.2	8.00	2.00	0.00	28.15

2. Administrator Position Attrition Table

FTE Administrative Positions on 6/30/17	FTE Administrators Departed 7/1/17 - 6/30/18	FTE Administrators Filling Vacant Positions 7/1/17 - 6/30/18	FTE Administrators Added in New Positions 7/1/17 - 6/30/18	FTE Administrative Positions on 6/30/18
5.00	0.00	1.00	0.00	5.00

3. Tell your school's story

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

(No response)

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

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

Yes

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

Yes

Thank you



Entry 12 Uncertified Teachers

Created: 07/09/2018 • Last updated: 07/20/2018

**FTE Count of All Teachers 43
(Certified and Uncertified) as of
6/30/18**

**FTE Count of All Certified 33
Teachers as of 6/30/18**

Instructions for Reporting Percent of Uncertified Teachers

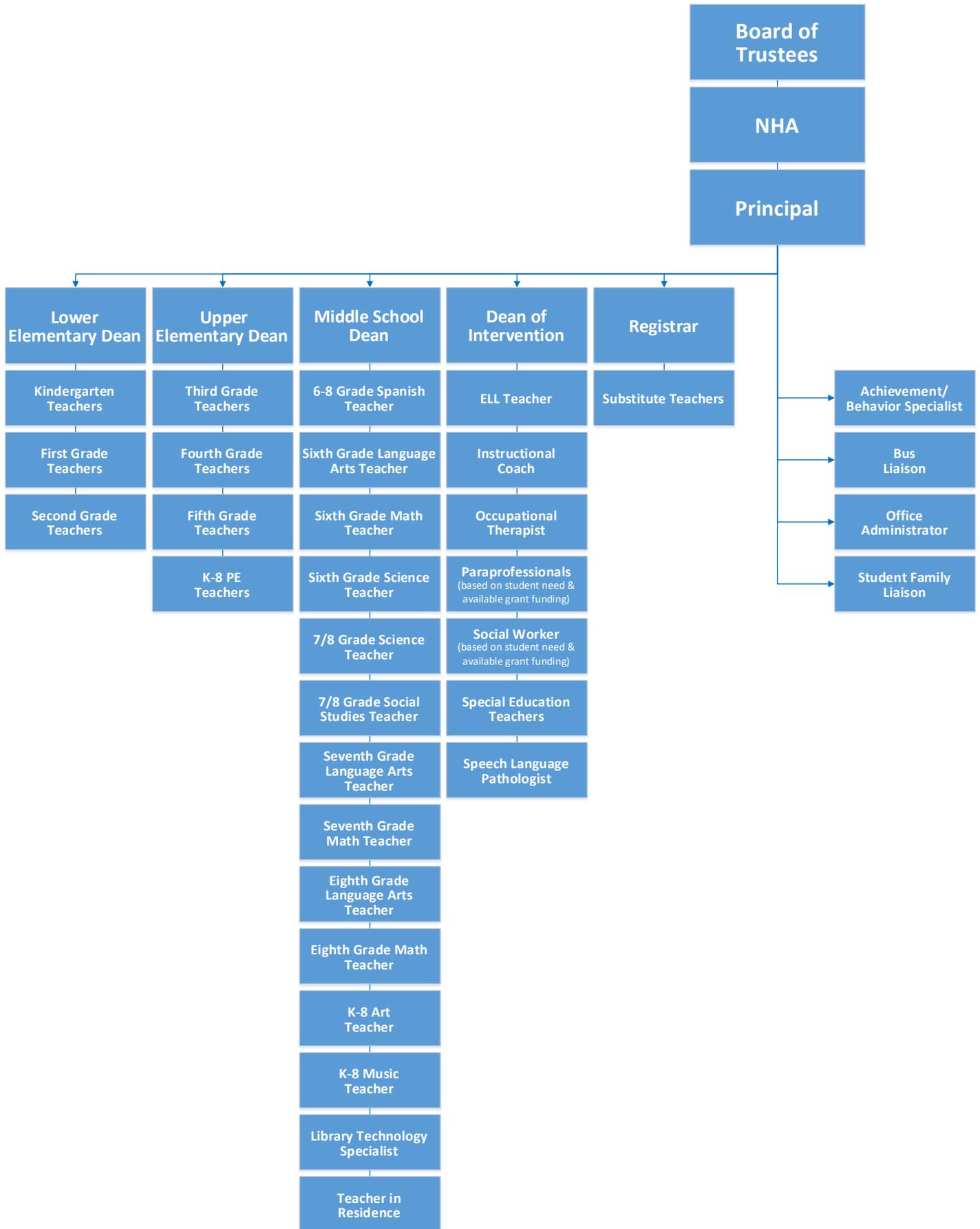
The table below is reflective of the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Enter the relevant full time equivalent (FTE) count of teachers in each column. For example, a school with 20 full time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

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

	FTE Count
1. Total FTE count of uncertified teachers (6-30-18)	10.0
2. FTE count of uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience (6-30-18)	5.0
3. FTE count of uncertified teachers who are tenured or tenure track college faculty (6-30-18)	0
4. FTE count of uncertified teachers with two years of Teach for America experience (6-30-18)	0
5. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (6-30-18)	5.0
6. FTE count of uncertified teachers who do not fit into any of the prior four categories (6-30-18)	0

Thank you.

Southside Academy Charter School Organizational Chart



Southside Academy Charter School 2018-19 School Year

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

July 16-19 - NHA Leadership Summit

July 20 - NHA New Principal Training

27th-29th Staff PD; 30th Regional PD; 31st Staff P

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						

3rd Labor Day

4th-5th Teacher Prep; 6th First Day of School

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

5th Staff PD

8th Columbus Day; 10th Dean Series: Year 2

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	

5th End Q1; 6th Regional PD; 8th PT Conferences

12th Veterans Day

21st-23rd Thanksgiving Break

26th School Resumes; 28th SPED Admin PD

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					

6th Dean Series: Year 1

24th- January 1st Winter Break

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

1st New Year's Day; 2nd School Resumes

21st MLK Day

28th End of Q2

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		

18th-22nd Mid Winter Recess

25th School Resumes

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

11th PT Conferences

19th-20th Principals Mtg; 22nd Regional PD

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				

2nd-4th NYS ELA

15th-19th Spring Break

22nd Schools Resumes; End of Q3

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

1st-3rd NYS Math

24th Contingent Day

27th Memorial Day

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						

3rd NYS Science 4 & 8

25th Last Day of School; End of Q4

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			

4th of July

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

Board Approved: 6/26/18

Last Update: 5/29/2018
 181 School Days
 8:15am-3:45pm School Hours
 8:15am-11:30pm (half)
 1261 Instructional Hours