



# Entry 1 School Information

Created: 07/27/2016

Last updated: 08/01/2016

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

## Page 1

### a. SCHOOL NAME AND BEDS#

(Select name from the drop down menu)

URBAN CHOICE CS (REGENTS) 261600860877

### b. CHARTER AUTHORIZER

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

Regents-Authorized Charter School

### c. DISTRICT / CSD OF LOCATION

Rochester

### d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	545 Humboldt Street Rochester, New York 14610	585-288-5702	585-654-9882	<a href="mailto:vgouveia@urbanchoicecharter.org">vgouveia@urbanchoicecharter.org</a>

### d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Vicki M. Gouveia
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Title	Principal
Emergency Phone Number (###-###-####)	██████████

**e. SCHOOL WEB ADDRESS (URL)**

[urbanchoicecharter.org](http://urbanchoicecharter.org)

**f. DATE OF INITIAL CHARTER**

01/2001

**g. DATE FIRST OPENED FOR INSTRUCTION**

09/2001

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

MISSION STATEMENT

The mission of the Urban Choice Charter School is to provide Rochester students with a safe, supportive, and intellectually challenging educational environment. The central philosophy is that strong student-teacher relationships are essential to student motivation, engagement, and achievement. This philosophy, combined with authentic efforts at family involvement and the effective teaching of rich, rigorous, and engaging curriculum, will enable students to build a strong foundation for college and career readiness, exceed state achievement standards and defy the demographic destiny of poverty.

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

KEY DESIGN ELEMENTS (Brief description)

Variable 1	Create a Supportive Educational Environment: Urban Choice invests heavily in making sure we are providing students with a learning environment that is uniquely suited to meet their individual needs. With a staff to student ratio of 7:1, students receive individualized instruction, differentiated to meet
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their zone of proximal development. Every 3-6 classroom has three teachers including a special education teacher. Students are homogeneously grouped and rotate through carefully designed learning stations that are aligned to their specific learning needs. Our 7-8 grades have a dedicated math and ELA teacher at each grade level. As a result, our middle schoolers receive a double block (180 minutes) of math and ELA twice a week. Our struggling students receive an additional 20-25 minutes of small group guided reading and math instruction per day in the form of an academic intervention tailored to meet them where they are and bring them up to grade level. We are able to provide these multi-tiered interventions in large part to the recent renovations to our facility. We now have the additional space to provide even more small group instructional space. But it is our staff that really make the difference, specifically our full-time Rtl teacher, school counselor, social worker, and intervention specialist. Our English language learners and students with disabilities thrive because we are able to provide a full-time English as a new language (ENL) teacher, SPED compliance coordinator, a nurse, and a speech therapist on-site. The ATS initiative makes sure that students experiencing behavioral challenges do not get left behind. The ATS teacher makes sure that class assignments are completed, progress gets monitored, assessments are given, and behavioral challenges are remediated. Lastly, there is Duncan. Duncan, our school therapy dog, lives with a staff member and comes to school every day. Having Duncan at school helps to sooth students in crisis, relieve student and adult stress levels, and calm anxiety prone students and family members.

Variable 2

Implement a Rigorous, Rich, Common Core Aligned, and Engaging Curriculum: At Urban Choice we believe that we are beginning to see the results of our efforts to design and implement a rigorous and engaging curriculum. As mentioned in previous sections, UCCS uses a well- documented curriculum that is based on Engage NY curricular modules and units for both ELA and math across all grades. We use MacMillan McGraw-Hill for 3-6 grade Science. In 7th grade we use Holt Science & Technology to teach Physical Science and McDougal-Little Biology (NYS Edition) and Prentice Hall Brief Review are used to teach the Living Environment in 8th grade. In Social Studies, 6-8 grades use McGraw-Hill The American Journey.

We believe, and research confirms, that a differentiated curriculum, one that allows students to participate in different or tiered activities based on

	<p>academic readiness, has a demonstrable impact on the level of student engagement. Using pacing strategies, to match students rate of learning, slowing down or accelerating when necessary; using wait time so that all students have the chance to participate are just a few ways that the we have worked to improve the quality of student learning over this charter term. Evidence of this can be found in the fact that our 8th grade students now have the opportunity to earn high school credits for Spanish and Science.</p>
<p>Variable 3</p>	<p>Offer Extended Learning Opportunities: At Urban Choice, students spend an additional 16,200 minutes per year or 7.5 hours a month more in school than their district peers. We offer a variety of extended learning opportunities including, free four-week long summer school, Saturday School, Center for Youth (CFY) sponsored after-school program, and Lego Robotics Club. The CFY after-school program provides our students' with academic enrichment and recreational opportunities. The program goals are to increase student's attendance rates and achievement levels while also decreasing the number of suspensions. We also want to make sure that the in-school time is being used efficiently, so that we are sure that we are getting the most out of the school day.</p>
<p>Variable 4</p>	<p>Support Authentic Family Involvement: The PTA is the primary way parents can get directly involved in the workings of Urban Choice. The PTA meets once per month to plan events and brainstorm ways for parents and students to stay informed and involved. Urban Choice holds Parent Forums at various intervals throughout the school year. Parent Forums present an opportunity for staff and families to meet and learn about each other and also a way for families to participate in the evolution of the school. The goal is to strengthen the union between home and school, and child care is provided. Most recently, in response to request from parents, teachers hosted a boot camp on common core math. Parents were able to learn the new methods and terminology so that they could better assist students with their homework.</p> <p>Class Dojo is a popular tool that we use to maintain school to home communication. Parents can download the Class Dojo app onto their cell phones and keep informed on how their student is performing throughout the day. Parents can view their child's behavior 'donut', a circle graph that shows the breakdown of behaviors for the chosen time period. Parents can communicate with teachers</p>

and staff via instant message through Class Dojo, too. Class Dojo also allows students to track their own behavior points, this closes the communication loop and allows students to take ownership of their own learning experience.

The PowerSchool Parent Portal is a tool that is integrated into the PowerSchool student information system and is specifically developed for parents and students, enabling them to get real-time information including attendance, grades, and detailed assignment descriptions, school bulletins and personal messages directly from the teacher.

The school's website, [www.urbanchoicecharter.org](http://www.urbanchoicecharter.org) is updated to provide parents with the most current information on the school. Information including, staff phone numbers and email addresses, as well as board meeting dates and monthly parent forum information is also posted. The website includes individual teacher pages, too, so that teachers can update parents on the day to day events in their classrooms. Finally, Board of Trustee meetings are open to all parents and/or community members who want to attend. We post board meeting dates, times, and locations on the website and notice is given to local new outlets within the required timeframe and our board has at least one parent representatives.

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, 2016**

399

**j. GRADES SERVED IN SCHOOL YEAR 2015-16**

Check all that apply

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

## MANAGEMENT ORGANIZATION?

No

## Page 2

### I1. FACILITIES

Does the school maintain or operate multiple sites?

No, just one site.

### I2. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	545 Humboldt Street Rochester, NY 14610	585-288-5702	ROCHESTER CITY SD	k-8	Yes	Rent/Lease
Site 2						
Site 3						

#### I2a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Edward J. Cavalier	[REDACTED]		[REDACTED]
Operational Leader	Lisa King	[REDACTED]		[REDACTED]
Compliance Contact	Vicki Gouveia	[REDACTED]		[REDACTED]
Complaint Contact	Edward J. Cavalier	[REDACTED]		[REDACTED]

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

No

Page 3

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

No

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

Nicole Berg, K-4 Principal; Vicki Gouveia, 5-8 Principal; Lisa King, Coordinator of Operations and Finance

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

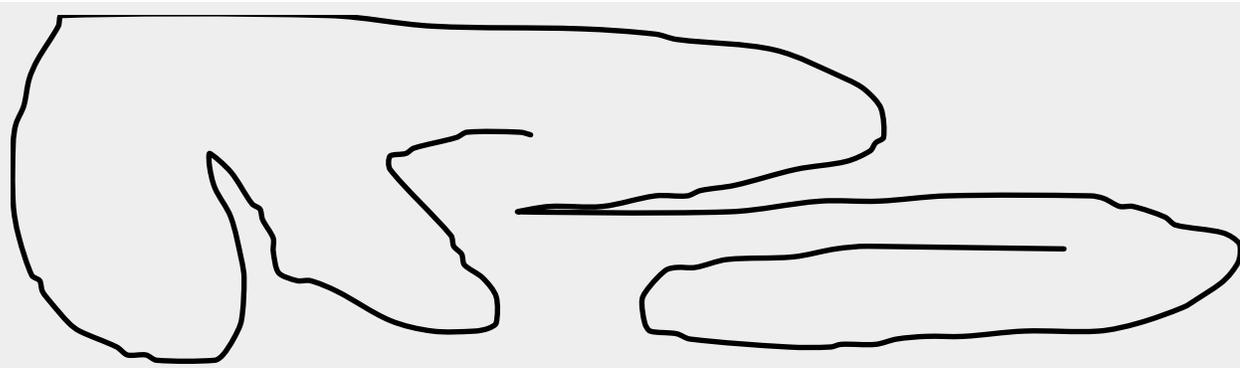
**Responses Selected:**

Yes

**Signature, Head of Charter School**

A handwritten signature in black ink on a light gray background. The signature is cursive and appears to read "Edward Gonzalez".

**Signature, President of the Board of Trustees**



**Date**

(No response)

**Thank you.**



# Entry 2 Link

Last updated: 07/28/2016

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## Page 1

### **1. NEW YORK STATE REPORT CARD**

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

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

<http://www.p12.nysed.gov/psc/documents/UrbanCARCR.pdf>



# Entry 3 Progress

Last updated: 07/28/2016

## Page 1

### **PROGRESS TOWARD CHARTER GOALS**

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

### **1. ACADEMIC STUDENT PERFORMANCE GOALS**

#### **2015-16 Progress Toward Attainment of Academic Goals**

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 1	Grade 3 will exceed district of residence (Rochester City School District) NYS ELA Assessment scores and work towards achieving the NYS ELA Assessment state average.	NYS ELA Exam		
Academic Goal 2	Grade 4 will exceed district of residence (Rochester City School District) NYS ELA Assessment scores and work towards achieving the NYS ELA Assessment state average.	NYS ELA Exam		

Academic Goal 3	Grade 5 will exceed district of residence (Rochester City School District) NYS ELA Assessment scores and work towards achieving the NYS ELA Assessment state average.	NYS ELA Exam		
Academic Goal 4	Grade 6 will exceed district of residence (Rochester City School District) NYS ELA Assessment scores and work towards achieving the NYS ELA Assessment state average.	NYS ELA Exam		
Academic Goal 5	Grade 7 will exceed district of residence (Rochester City School District) NYS ELA Assessment scores and work towards achieving the NYS ELA Assessment state average.	NYS ELA Exam		
Academic Goal 6	Grade 8 will exceed district of residence (Rochester City School District) NYS ELA Assessment scores and work towards achieving the NYS ELA Assessment state average.	NYS ELA Exam		
Academic Goal 7	Grade 3 will exceed district of residence (Rochester City School District) NYS Math Assessment scores and work towards achieving the NYS Math Assessment state average.	NYS Math Exam		

Academic Goal 8	Grade 4 will exceed district of residence (Rochester City School District) NYS Math Assessment scores and work towards achieving the NYS Math Assessment state average.	NYS Math Exam		
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**2. Do have more academic goals to add?**

Yes

**2015-16 Progress Toward Attainment of Academic Goals**

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 9	Grade 5 will exceed district of residence (Rochester City School District) NYS Math Assessment scores and work towards achieving the NYS Math Assessment state average.	NYS Math Exam		
Academic Goal 10	Grade 6 will exceed district of residence (Rochester City School District) NYS Math Assessment scores and work towards achieving the NYS Math Assessment state average.	NYS Math Exam		
Academic Goal 11	Grade 7 will exceed district of residence (Rochester City School District) NYS Math Assessment scores and work towards achieving	NYS Math Exam		

	the NYS Math Assessment state average.			
Academic Goal 12	Grade 8 will exceed district of residence (Rochester City School District) NYS Math Assessment scores and work towards achieving the NYS Math Assessment state average.	NYS Math Exam		
Academic Goal 13				
Academic Goal 14				
Academic Goal 15				
Academic Goal 16				

### 3. Do have more academic goals to add?

(No response)

### 2015-16 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 17				
Academic Goal 18				
Academic Goal 19				
Academic Goal 20				
Academic Goal 21				
Academic Goal 22				
Academic Goal 23				
Academic Goal 24				
Academic Goal 25				
Academic Goal 26				

Academic Goal 27				
Academic Goal 28				
Academic Goal 29				
Academic Goal 30				

Page 2

**4. ORGANIZATIONAL GOALS**

**2015-16 Progress Toward Attainment of Organizational Goals**

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

**5. Do you have more organizational goals to add?**

(No response)

**2015-16 Progress Toward Attainment of Organizational Goals**

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

Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				

## 6. FINANCIAL GOALS

### 2015-16 Progress Toward Attainment of Financial Goals

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



# Entry 4 Expenditures per Child

Created: 07/27/2016

Last updated: 08/01/2016

## Page 1

### Financial Information

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

#### 1. Total Expenditures Per Child

To calculate '**Total Expenditures per Child**' take total expenditures (from the unaudited 2015-16 Schedule of Functional Expenses) and divide by the year end FTE student enrollment. (Integers Only. No dollar signs or commas).

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

Line 1: Total Expenditures	5747452
Line 2: Year End FTE student enrollment	399
Line 3: Divide Line 1 by Line 2	14405

#### 2. Administrative Expenditures per Child

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

1. Take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2015-16 Schedule of Functional Expenses)
2. Any contracted administrative/management fee paid to other organizations or corporations
3. Take the total from above and divide it by the year-end FTE enrollment. The relevant portion that

must be included in this calculation is defined as follows:

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

**Notes:**

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

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

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

Line 1: Relevant Personnel Services Cost (Row)	150000
Line 2: Management and General Cost (Column)	2090920
Line 3: Sum of Line 1 and Line 2	2240920
Line 5: Divide Line 3 by the Year End FTE student enrollment	5616

***Thank you.***



**Financial**

**School Name:**

**Date:**

**Latest Audit Period (through June 30):**



**Audit Supplemental Data Request Form**

*for Regents-Authorized Charter Schools*

**XYZ Charter School**

Enter Submission Date (mm/dd/yyyy)

2016

**FILL IN GRAY CELLS**

**Urban Choice Charter School**

STATEMENTS OF FINANCIAL POSITION

FOR THE YEARS ENDED JUNE 30, 2016

	<u>2016</u>	<u>2015</u>
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	\$1,059,768	\$1,642,293
Grants and contracts receivable	-	-
Accounts receivables	94,955	172,653
Inventory	2,966	2,966
Prepaid Expenses	-	-
Contributions and other receivables	-	-
Other	-	-
<b>TOTAL CURRENT ASSETS</b>	<b>\$1,157,689</b>	<b>\$1,817,912</b>
<b>OTHER ASSETS</b>		
Investments	\$-	\$-
Property, Plant and Equipment, Net	687,694	737,518
Restricted Cash	35,000	35,000
<b>OTHER ASSETS</b>	<b>\$722,694</b>	<b>\$772,518</b>
<b>TOTAL ASSETS</b>	<b>\$1,880,383</b>	<b>\$2,590,430</b>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT LIABILITIES</b>		
Accounts payable and accrued expenses	\$29,368	\$123,732
Accrued payroll and benefits	202,380	207,417
Refundable Advances	-	-
Dreferred Revenue	13,235	901,163
Current maturities of long-term debt	-	-
Short Term Debt - Bonds, Notes Payable	-	-
Other	-	-
<b>TOTAL CURRENT LIABILITIES</b>	<b>\$244,983</b>	<b>\$1,232,312</b>
<b>LONG-TERM DEBT, net current maturities</b>	<b>\$-</b>	<b>\$-</b>
<b>TOTAL LIABILITIES</b>	<b>\$244,983</b>	<b>\$1,232,312</b>
<b>NET ASSETS</b>		
Unrestricted	\$1,635,400	\$1,358,118
Temporarily restricted	-	-
<b>TOTAL NET ASSETS</b>	<b>\$1,635,400</b>	<b>\$1,358,118</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$1,880,383</b>	<b>\$2,590,430</b>

Check

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**FILL IN GRAY CELLS**

**XYZ Charter School**  
**STATEMENTS OF ACTIVITIES**  
**FOR THE YEARS ENDED JUNE 30,**

	2016			2015	
	Unrestricted	Temporarily Restricted	Total	Total	
<b>REVENUE, GAINS AND OTHER SUPPORT</b>					
State & Local Operating Revenue	\$-	\$-	\$-	\$-	\$-
Federal - Title and IDEA	-	-	-	-	-
Federal - Other	-	-	-	-	-
State and City Grants	-	-	-	-	-
Contributions and private grants	-	-	-	-	-
After school revenue	-	-	-	-	-
Other	-	-	-	-	-
Food Service/Child Nutrition Program	-	-	-	-	-
<b>TOTAL REVENUE, GAINS AND OTHER SUPPORT</b>	\$-	\$-	\$-	\$-	\$-
<b>EXPENSES</b>					
Program Services					
Regular Education	\$-	\$-	\$-	\$-	\$-
Special Education	-	-	-	-	-
Other Programs	-	-	-	-	-
Total Program Services	\$-	\$-	\$-	\$-	\$-
Supporting Services					
Management and general	\$-	\$-	\$-	\$-	\$-
Fundraising	-	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	\$-	\$-	\$-	\$-	\$-
<b>SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS</b>	\$-	\$-	\$-	\$-	\$-
Contributions					
Foundations	\$-	\$-	\$-	\$-	\$-
Individuals	-	-	-	-	-
Corporations	-	-	-	-	-
Fundraising	-	-	-	-	-
Interest income	-	-	-	-	-
Miscellaneous income	-	-	-	-	-
Net assets released from restriction	-	-	-	-	-
<b>TOTAL SUPPORT AND OTHER REVENUE</b>	\$-	\$-	\$-	\$-	\$-
<b>CHANGE IN NET ASSETS</b>	\$-	\$-	\$-	\$-	\$-
NET ASSETS BEGINNING OF YEAR	\$-	\$-	\$-	\$-	\$-
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-	-
<b>NET ASSETS - END OF YEAR</b>	\$-	\$-	\$-	\$-	\$-

# New York State Education Department

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

### 2015-16 Budget & Cash Flow Template

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

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<b>1</b>	Complete ALL SIX columns in <b>BLUE</b>
<b>2</b>	Enter information into the <b>GRAY</b> cells
<b>3</b>	Cells containing <b>RED</b> triangles in the upper right corner in columns B through G contain guidance on that particular item
<b>4</b>	Funding by School District information for all NYS School district is located on the State Aid website at <a href="https://stateaid.nysed.gov/charter/">https://stateaid.nysed.gov/charter/</a> . Refer to this website for per-pupil tuition funding for all school districts. Rows may be inserted in the worksheet to accomodate additional districts if necessary.
<b>5</b>	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.

**URBAN CHOICE CHARTER SCHOOL**

**PROJECTED BUDGET FOR 2016-2017**

URBAN CHOICE CHARTER SCHOOL PROJECTED BUDGET FOR 2016-2017							Assumptions
July 1, 2016 to June 30, 2017							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
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	5,978,875	-	-	-	-	5,978,875	
Total Expenses	5,964,294	-	-	-	-	5,964,294	
Net Income	14,581	-	-	-	-	14,581	
Actual Student Enrollment	400	-	-	-	-	-	
Total Paid Student Enrollment	400	-	-	-	-	400	
	PROGRAM SERVICES			SUPPORT SERVICES			
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
<b>REVENUE</b>							
<b>REVENUES FROM STATE SOURCES</b>							
Per Pupil Revenue	CY Per Pupil Rate						
RCSD	\$12,590.00	4,973,050	-	-	-	4,973,050	
School District 2 (Enter Name)		-	-	-	-	-	
School District 3 (Enter Name)		-	-	-	-	-	
School District 4 (Enter Name)		-	-	-	-	-	
School District 5 (Enter Name)		-	-	-	-	-	
		4,973,050				4,973,050	
Special Education Revenue		200,000	-	-	-	200,000	
Grants							
Stimulus		-	-	-	-	-	
Other		-	-	-	-	-	
Other State Revenue		-	-	-	-	-	
<b>TOTAL REVENUE FROM STATE SOURCES</b>		<b>5,173,050</b>				<b>5,173,050</b>	
<b>REVENUE FROM FEDERAL FUNDING</b>							
IDEA Special Needs		24,000	-	-	-	24,000	
Title I		197,500	-	-	-	197,500	
Title Funding - Other		16,000	-	-	-	16,000	
School Food Service (Free Lunch)		410,000	-	-	-	410,000	
Grants							
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	
Other		5,000	-	-	-	5,000	
Other Federal Revenue		89,325	-	-	-	89,325	
<b>TOTAL REVENUE FROM FEDERAL SOURCES</b>		<b>741,825</b>				<b>741,825</b>	
<b>LOCAL and OTHER REVENUE</b>							
Contributions and Donations, Fundraising		19,000	-	-	-	19,000	
Erate Reimbursement		20,000	-	-	-	20,000	
Interest Income, Earnings on Investments,		25,000	-	-	-	25,000	
NYC-DYCD (Department of Youth and Community Developmt.)		-	-	-	-	-	
Food Service (Income from meals)		-	-	-	-	-	
Text Book		-	-	-	-	-	
Other Local Revenue		-	-	-	-	-	
<b>TOTAL REVENUE FROM LOCAL and OTHER SOURCES</b>		<b>64,000</b>				<b>64,000</b>	
<b>TOTAL REVENUE</b>		<b>5,978,875</b>				<b>5,978,875</b>	
<b>EXPENSES</b>							List exact titles and staff FTE's ( Full time equivalent)
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>	No. of Positions						
Executive Management	1.00	110,000	-	-	-	110,000	
Instructional Management	2.00	173,500	-	-	-	173,500	
Deans, Directors & Coordinators	-	-	-	-	-	-	
CFO / Director of Finance	1.00	72,800	-	-	-	72,800	
Operation / Business Manager	-	-	-	-	-	-	
Administrative Staff	1.00	55,620	-	-	-	55,620	
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>5</b>	<b>411,920</b>				<b>411,920</b>	
<b>INSTRUCTIONAL PERSONNEL COSTS</b>							
Teachers - Regular	30.50	1,460,119	-	-	-	1,460,119	
Teachers - SPED	3.50	174,860	-	-	-	174,860	
Substitute Teachers	-	37,700	-	-	-	37,700	
Teaching Assistants	-	-	-	-	-	-	

**URBAN CHOICE CHARTER SCHOOL**

**PROJECTED BUDGET FOR 2016-2017**

URBAN CHOICE CHARTER SCHOOL PROJECTED BUDGET FOR 2016-2017							Assumptions
July 1, 2016 to June 30, 2017							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
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		5,978,875	-	-	-	-	5,978,875
Total Expenses		5,964,294	-	-	-	-	5,964,294
Net Income		14,581	-	-	-	-	14,581
Actual Student Enrollment		400	-	-	-	-	-
Total Paid Student Enrollment		400	-	-	-	-	400
		PROGRAM SERVICES			SUPPORT SERVICES		
		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Specialty Teachers	8.00	340,000	-	-	-	-	340,000
Aides	8.00	172,276	-	-	-	-	172,276
Therapists & Counselors	3.00	130,685	-	-	-	-	130,685
Other	-	-	-	-	-	-	-
<b>TOTAL INSTRUCTIONAL</b>	<b>53</b>	<b>2,315,640</b>					<b>2,315,640</b>
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>							
Nurse	-	-	-	-	-	-	-
Librarian	1.00	43,621	-	-	-	-	43,621
Custodian	2.00	93,178	-	-	-	-	93,178
Security	-	-	-	-	-	-	-
Other	11.00	350,000	-	-	-	-	350,000
<b>TOTAL NON-INSTRUCTIONAL</b>	<b>14</b>	<b>486,799</b>					<b>486,799</b>
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>	<b>72</b>	<b>3,214,359</b>					<b>3,214,359</b>
<b>PAYROLL TAXES AND BENEFITS</b>							
Payroll Taxes		250,396	-	-	-	-	250,396
Fringe / Employee Benefits		838,779	-	-	-	-	838,779
Retirement / Pension		140,000	-	-	-	-	140,000
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>		<b>1,229,175</b>					<b>1,229,175</b>
<b>TOTAL PERSONNEL SERVICE COSTS</b>		<b>4,443,534</b>					<b>4,443,534</b>
<b>CONTRACTED SERVICES</b>							
Accounting / Audit		15,000	-	-	-	-	15,000
Legal		21,000	-	-	-	-	21,000
Management Company Fee		-	-	-	-	-	-
Nurse Services		-	-	-	-	-	-
Food Service / School Lunch		339,000	-	-	-	-	339,000
Payroll Services		7,000	-	-	-	-	7,000
Special Ed Services		-	-	-	-	-	-
Titlement Services (i.e. Title I)		-	-	-	-	-	-
Other Purchased / Professional / Consulting		55,000	-	-	-	-	55,000
<b>TOTAL CONTRACTED SERVICES</b>		<b>437,000</b>					<b>437,000</b>
<b>SCHOOL OPERATIONS</b>							
Board Expenses		5,000	-	-	-	-	5,000
Classroom / Teaching Supplies & Materials		19,000	-	-	-	-	19,000
Special Ed Supplies & Materials		-	-	-	-	-	-
Textbooks / Workbooks		6,500	-	-	-	-	6,500
Supplies & Materials other		16,000	-	-	-	-	16,000
Equipment / Furniture		5,000	-	-	-	-	5,000
Telephone		24,000	-	-	-	-	24,000
Technology		38,000	-	-	-	-	38,000
Student Testing & Assessment		22,000	-	-	-	-	22,000
Field Trips		23,000	-	-	-	-	23,000
Transportation (student)		17,000	-	-	-	-	17,000
Student Services - other		41,000	-	-	-	-	41,000
Office Expense		47,000	-	-	-	-	47,000
Staff Development		7,000	-	-	-	-	7,000
Staff Recruitment		1,500	-	-	-	-	1,500
Student Recruitment / Marketing		34,000	-	-	-	-	34,000
School Meals / Lunch		-	-	-	-	-	-
Travel (Staff)		1,000	-	-	-	-	1,000
Fundraising		2,500	-	-	-	-	2,500

**URBAN CHOICE CHARTER SCHOOL**

**PROJECTED BUDGET FOR 2016-2017**

URBAN CHOICE CHARTER SCHOOL PROJECTED BUDGET FOR 2016-2017							Assumptions
July 1, 2016 to June 30, 2017							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
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	5,978,875	-	-	-	-	5,978,875	
Total Expenses	5,964,294	-	-	-	-	5,964,294	
Net Income	14,581	-	-	-	-	14,581	
Actual Student Enrollment	400	-	-	-	-	-	
Total Paid Student Enrollment	400	-	-	-	-	400	
	PROGRAM SERVICES			SUPPORT SERVICES			
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Other	8,260	-	-	-	-	8,260	
<b>TOTAL SCHOOL OPERATIONS</b>	<b>317,760</b>					<b>317,760</b>	
<b>FACILITY OPERATION &amp; MAINTENANCE</b>							
Insurance	105,000	-	-	-	-	105,000	
Janitorial	49,000	-	-	-	-	49,000	
Building and Land Rent / Lease	310,000	-	-	-	-	310,000	
Repairs & Maintenance	57,000	-	-	-	-	57,000	
Equipment / Furniture	-	-	-	-	-	-	
Security	5,000	-	-	-	-	5,000	
Utilities	45,000	-	-	-	-	45,000	
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	<b>571,000</b>					<b>571,000</b>	
DEPRECIATION & AMORTIZATION	195,000	-	-	-	-	195,000	
DISSOLUTION ESCROW & RESERVES / CONTIGENCY	-	-	-	-	-	-	
<b>TOTAL EXPENSES</b>	<b>5,964,294</b>					<b>5,964,294</b>	
<b>NET INCOME</b>	<b>14,581</b>					<b>14,581</b>	
<b>ENROLLMENT - *School Districts Are Linked To Above Entries*</b>	<b>REGULAR EDUCATION</b>	<b>SPECIAL EDUCATION</b>	<b>TOTAL ENROLLED</b>				
RCS D	400		400				
School District 2 (Enter Name)			-				
School District 3 (Enter Name)			-				
School District 4 (Enter Name)			-				
School District 5 (Enter Name)			-				
<b>TOTAL ENROLLMENT</b>	<b>400</b>		<b>400</b>				
<b>REVENUE PER PUPIL</b>	<b>14,947</b>						
<b>EXPENSES PER PUPIL</b>	<b>14,911</b>						

**URBAN CHOICE CHARTER SCHOOL**

**FINANCIAL STATEMENTS**

**For Years Ended June 30, 2016 and 2015**

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**Raymond F. Wager, CPA, P.C.**  
Certified Public Accountants

**Shareholders:**

Raymond F. Wager, CPA  
Thomas J. Lauffer, CPA  
Thomas C. Zuber, CPA

Members of  
American Institute of  
Certified Public Accountants  
and  
New York State Society of  
Certified Public Accountants

**Independent Auditors' Report**

To the Board of Trustees  
Urban Choice Charter School  
Rochester, New York

We have audited the accompanying financial statements of the Urban Choice Charter School, Rochester, New York, which comprise the statement of financial position as of June 30, 2016 and 2015 and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements.

***Management's Responsibility for the Financial Statements***

The School's 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from 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 School'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 School'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 Urban Choice Charter School, Rochester, New York as of June 30, 2016 and 2015, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

***Other Matters***

*Other Information*

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedule of functional expenses is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.



September 28, 2016

**URBAN CHOICE CHARTER SCHOOL**  
**Statement of Financial Position**  
**June 30, 2016 and 2015**

	<u>2016</u>	<u>2015</u>
<b><u>ASSETS:</u></b>		
<b>Current Assets</b>		
Cash and cash equivalents	\$ 559,769	\$ 1,567,293
Investment in Community Foundation	426,540	-
Grants receivable	63,704	123,350
Public school districts receivable	3,587	45,826
Prepaid items	1,963	2,966
<b>Total Current Assets</b>	<u>\$ 1,055,563</u>	<u>\$ 1,739,435</u>
<b>Non-Current Assets</b>		
Security deposit	\$ 35,000	\$ 35,000
Designated cash	75,000	75,000
Property and equipment, Net	679,302	739,989
<b>Total Non-Current Assets</b>	<u>\$ 789,302</u>	<u>\$ 849,989</u>
<b>TOTAL ASSETS</b>	<u><u>\$ 1,844,865</u></u>	<u><u>\$ 2,589,424</u></u>
<b><u>LIABILITIES:</u></b>		
<b>Current Liabilities</b>		
Accounts payable and accrued expenses	\$ 50,547	\$ 126,333
Accrued compensation	207,107	207,417
Unearned revenue	13,234	897,711
<b>TOTAL LIABILITIES</b>	<u>\$ 270,888</u>	<u>\$ 1,231,461</u>
<b><u>NET ASSETS:</u></b>		
<b>Unrestricted Net Assets</b>		
Fixed assets	\$ 679,302	\$ 739,989
Operating	894,675	617,974
<b>TOTAL NET ASSETS</b>	<u>\$ 1,573,977</u>	<u>\$ 1,357,963</u>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<u><u>\$ 1,844,865</u></u>	<u><u>\$ 2,589,424</u></u>

**URBAN CHOICE CHARTER SCHOOL**  
**Statement of Activities**  
**For Years Ended June 30, 2016 and 2015**

	<u>2016</u>	<u>2015</u>
	<u>Unrestricted</u>	<u>Unrestricted</u>
<b><u>OPERATING REVENUE:</u></b>		
Public School District -		
Resident student enrollment	\$ 4,941,225	\$ 4,944,199
Students with disabilities	225,062	143,908
Federal grants	241,489	279,293
Other grants	155,038	51,682
Federal food service	392,235	371,879
NYS food service	10,780	10,706
Contributions	8,210	20,231
Other income	25,862	14,786
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 5,999,901</b>	<b>\$ 5,836,684</b>
 <b><u>EXPENSES:</u></b>		
<b>Program Services</b>		
Regular education	\$ 3,838,945	\$ 3,618,594
Other	859,657	963,253
<b>Support Services</b>		
Management and general	1,085,285	1,161,205
<b>TOTAL EXPENSES</b>	<b>\$ 5,783,887</b>	<b>\$ 5,743,052</b>
<b>CHANGE IN NET ASSETS</b>	<b>\$ 216,014</b>	<b>\$ 93,632</b>
<b>NET ASSETS AT JULY 1</b>	<b>1,357,963</b>	<b>1,264,331</b>
<b>NET ASSETS AT JUNE 30</b>	<b>\$ 1,573,977</b>	<b>\$ 1,357,963</b>

(Note 3) **Changes in Fixed Assets:**

The school has invested in the following fixed assets.

	<b>Balance</b> <b>7/1/2015</b>	<b>Additions</b>	<b>Deletions</b>	<b>Balance</b> <b>6/30/2016</b>
Leasehold improvements	\$ 1,344,033	\$ 152,918	\$ -	\$ 1,496,951
Furniture & Equipment	481,207	-	-	481,207
Work in Progress	6,453	-	(6,453)	-
Less Accumulated Depreciation	(1,091,704)	(207,152)	-	(1,298,856)
<b>Total Fixed Assets</b>	<b>\$ 739,989</b>	<b>\$ (54,234)</b>	<b>\$ (6,453)</b>	<b>\$ 679,302</b>

(Note 4) **Investments:**

Investments in marketable securities with readily determinable fair values and all investments in debt securities are reported at their fair values in the statement of financial position. Unrealized gains and losses are included in the change in net assets. If investment income and gains are restricted by a donor, they are reported as increases in unrestricted net assets if the restrictions are met (either by passage of time or by use) in the reporting period in which the income and gains are recognized.

The Foundation adopted the provisions of FASB ASC 820-10 (formally SFAS No. 157, *Fair Value Measurements*), which establishes a fair value hierarchy that defines three discrete "levels" of valuation techniques to determine the fair value of investments. Level 1 inputs consist of quoted (unadjusted) prices in active markets for identical assets at the measurement date, Level 2 inputs are inputs other than individual quoted prices that are observable either directly or indirectly, and Level 3 inputs are unobservable inputs and are to be used only if observable inputs are not available.

The Foundation values investments in securities listed on a national securities exchange or reported on the NASDAQ national market at their last sales price as of the last business day of the year. All investments are managed by the Rochester Area Community Foundation (RACF).

**Fair Value Measurement –**

The Foundation's investments are recorded at fair value and the following table presents information about the Foundation's equity investments as of June 30, 2016:

<b>June 30, 2016</b>	<b>Quoted Prices</b> <b>From (RACF)</b> <b>(Level 1)</b>
The Rochester Area Community Foundation Pooled Investments	\$ 426,540

**(Note 5)      Line of Credit:**

The School has a \$200,000 line of credit agreement with a bank that is renewable on an annual basis. There were no outstanding amounts at June 30, 2016.

**(Note 6)      Retirement Plan:**

The School sponsors a tax sheltered annuity 403(b) retirement savings plan (the Plan) for all employees. Employees are eligible to participate if they are at least 21 years of age and have to be scheduled to work at least 500 hours of service annually. The School matches 3% of the employees' contributions to the Plan for 1-4 years of service. The percentage increases thereafter. The School recognized retirement plan expense related to its contributions to the Plan of \$126,589 during the year ended June 30, 2016.

**(Note 7)      Commitments:**

The School leases its facilities under the terms of an operating lease agreement through July 2017. Future minimum rental payments under terms of this agreement are \$21,708 monthly.

Rent expense recognized under the terms of this agreement was approximately \$260,500 for the year ended June 30, 2016.

**(Note 8)      Concentrations:**

The School's primary source of funding is obtained from the Rochester City School District and is reported as resident student enrollment revenue in the accompanying statement of activities and change in net assets. This funding is received on a per pupil basis and was approximately 83% of the School's total revenue for the year ended June 30, 2016.

**(Note 9)      Evaluation of Subsequent Events**

The organization has evaluated subsequent events through September 28, 2016, the date which the financial statements were available.

**URBAN CHOICE CHARTER SCHOOL**  
Schedule of Functional Expenses  
For the Year Ended June 30, 2016 (with comparative totals for 2015)

	2016			
	Program Services		Supporting Services	
	<u>Regular Education</u>	<u>Other</u>	<u>Management and General</u>	<u>2015 Total</u>
Salaries -				
Faculty and administration	\$ 2,106,139	\$ 247,384	\$ 650,536	\$ 3,004,059
Cafeteria	-	90,416	-	90,416
Employee benefits and payroll taxes	710,992	145,136	217,703	1,073,831
Food and supplies	-	337,414	-	337,414
Occupancy	323,662	19,039	38,078	380,779
Contracted services	97,555	387	34,001	131,943
Repairs and maintenance	92,813	5,387	10,774	108,974
Instructional supplies	196,719	-	-	196,719
Professional fees	-	-	47,390	47,390
Travel and meetings	32,846	-	1,114	33,960
Equipment purchase and rental	35,230	4,136	6,307	45,673
Staff development	8,697	-	-	8,697
Special activities	21,554	-	500	22,054
Insurance	36,659	-	7,380	44,039
Office supplies	-	-	15,792	15,792
Marketing	-	-	21,848	21,848
Postage	-	-	5,572	5,572
Other	-	-	7,575	7,575
<b>OPERATING EXPENSES BEFORE DEPRECIATION</b>	<b>\$ 3,662,866</b>	<b>\$ 849,299</b>	<b>\$ 1,064,570</b>	<b>\$ 5,576,735</b>
Depreciation	176,079	10,358	20,715	207,152
<b>TOTAL EXPENSES</b>	<b>\$ 3,838,945</b>	<b>\$ 859,657</b>	<b>\$ 1,085,285</b>	<b>\$ 5,783,887</b>

**URBAN CHOICE CHARTER SCHOOL**

**LETTER OF COMMUNICATION**

**For Year Ended June 30, 2016**

**Raymond F. Wager, CPA, P.C.**  
**Certified Public Accountants**

**Shareholders:**

**Raymond F. Wager, CPA**  
**Thomas J. Lauffer, CPA**  
**Thomas C. Zuber, CPA**

Members of  
American Institute of  
Certified Public Accountants  
and  
New York State Society of  
Certified Public Accountants

September 28, 2016

To the Board of Trustees  
Urban Choice Charter School  
Rochester, New York

We have audited the financial statements of the Urban Choice Charter School for the year ended June 30, 2016, and have issued our report thereon dated September 28, 2016. Professional standards require that we provide you with the following information related to our audit.

**A. Our Responsibility Under U.S. Generally Accepted Auditing Standards**

As stated in our engagement letter dated June 17, 2016, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are presented fairly, in all material respects, in accordance with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

**B. Planned Scope and Timing of the Audit**

We performed the audit according to the planned scope and timing previously communicated to management and the Board in our engagement letter dated June 17, 2016.

**C. Significant Audit Findings**

*Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Urban Choice Charter School are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2016. We noted no transactions entered into by the organization during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the proper period.

**To the Board of Trustees  
Urban Choice Charter School  
Rochester, New York**

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events effecting them may differ significantly from those expected. Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. There were no individually sensitive disclosures affecting the financial statements.

**D. Difficulties Encountered in Performing the Audit**

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

**E. Corrected and Uncorrected Misstatements**

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

**F. Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

**G. Management Representations**

We have requested certain representations from management that are included in the management representation letter dated September 28, 2016.

**H. Management Consultations with Other Independent Accountants**

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

To the Board of Trustees  
Urban Choice Charter School  
Rochester, New York

**I. Other Audit Findings or Issues**

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the organization's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

**J. Other Information in Documents Containing Audited Financial Statements**

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

\*

\*

\*

This information is intended solely for the use of the Board and management of the Urban Choice Charter School and is not intended to be and should not be used by anyone other than these specified parties.

*Raymond F. Wozniak, CPA, PC*

September 28, 2016

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

Trustee Name:

Joan Moorehead

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

Urban Choice Charter School

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

*member*

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

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

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

Yes  No *N/A*

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

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

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

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

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

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

*Edward Javalice*  
Signature

*8/1/2016*  
Date

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

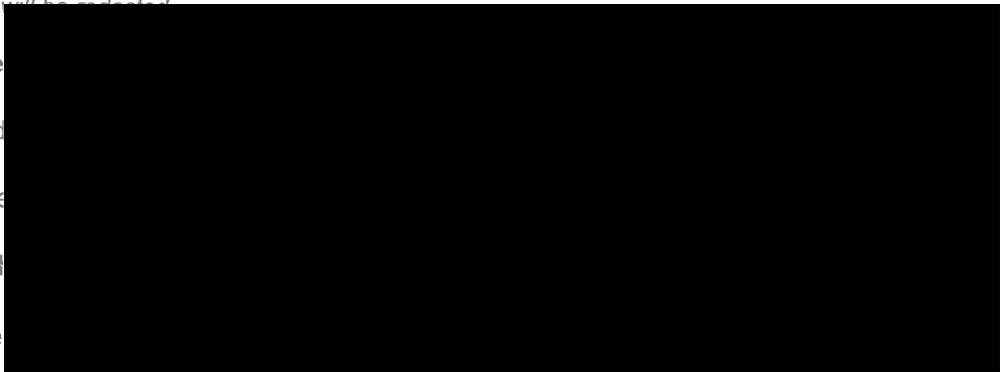
Business Telephone

Business Address

E-mail Address

Home Telephone

Home Address



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

Trustee Name:

Augustin Melendez

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

Urban Choice Charter School

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

*member*

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

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

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

\_\_\_ Yes \_\_\_ No *N/A*

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

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

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

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

*None*

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

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*Edward Cavalier, CEO*  
 Signature

*8/1/2016*  
 Date

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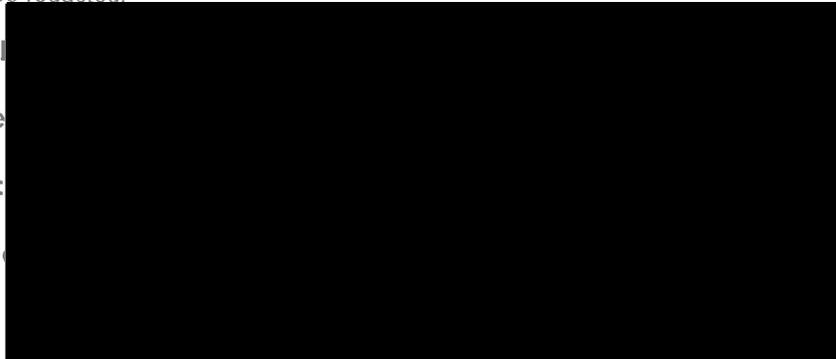
Business Telephone: \_\_\_\_\_

Business Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Home Address: \_\_\_\_\_



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

Trustee Name:

Natosha McDonald

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

Urban Choice Charter School

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

*member*

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

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

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

Yes  No *N/A*

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.

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<p>Please write "None" if applicable. Do not leave this space blank.</p> <p style="text-align: center;"><i>None</i></p>				

*Edward Cavalier, CEO*

Signature

*8/1/2016*

Date

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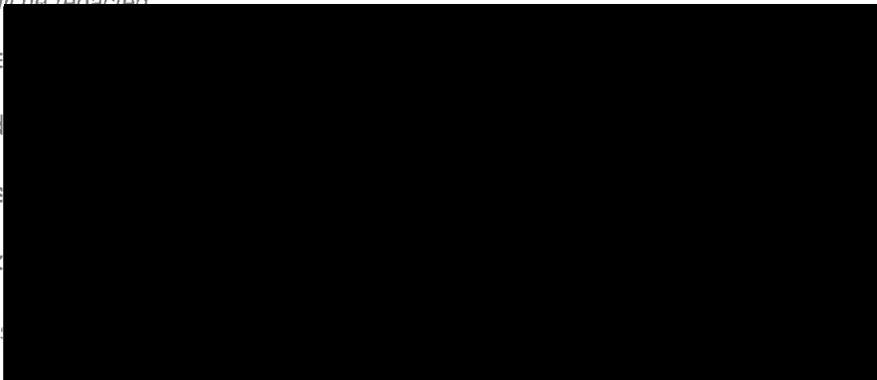
Business Telephone

Business Address

E-mail Address

*cell*  
Home Telephone

Home Address



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

Trustee Name:

Megan Bosco

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

UrbanChoice Charter School

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

*Governance Chair - parent*

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 *N/A*

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.

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<p>Please write "None" if applicable. Do not leave this space blank.</p> <p style="text-align: center;"><i>None</i></p>				

*Edward Cavalieri, CEO*  
 Signature

*8/1/2016*  
 Date

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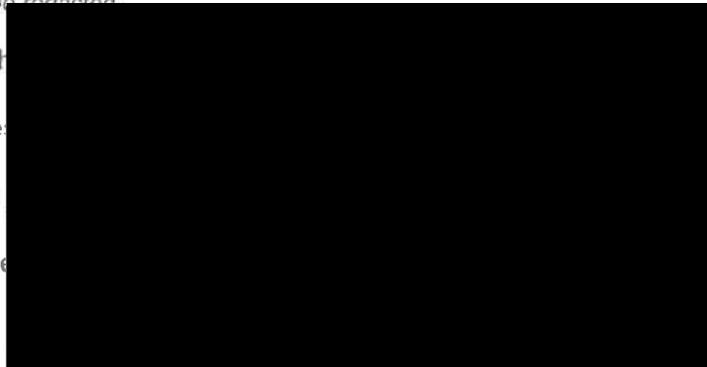
Cell  
 Business Telephone: \_\_\_\_\_

Business Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Home Address: \_\_\_\_\_



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

Trustee Name:

Jason Mellen

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

UrbanChoice Charter School

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

Treasurer

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 N/A

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

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



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

Trustee Name:

John Page

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

Urban Choice Charter School

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

Secretary

2. Is the trustee an employee of any school operated by the Education Corporation?  
 Yes  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 N/A

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

Trustee Name:

Gladys Pedraza-Burgos

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

Urban Choice Charter School

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

*Vice-Chair*

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

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

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

Yes  No *N/A*

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.

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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**.

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<p>Please write "None" if applicable. Do not leave this space blank.</p> <p style="text-align: center;">None</p>				

Signature Edward Cavalier, CEO Date 8/1/2016

Please note that this document is considered a public record and as such, may be made available to members of the public. If you have any questions or need contact information provided below will be helpful.

Business Telephone: \_\_\_\_\_

Business Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Cell Telephone: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Home Address: \_\_\_\_\_

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

Trustee Name:

*Nelson Blish*

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

*Urban Choice Charter School*

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

*Chair 2015-16*

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 *N/A*

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





# Entry 9 BOT Table

Last updated: 07/28/2016

## Page 1

### 1. Current Board Member Information

	Trustee Name	Email Address	Position on the Board	Committee Affiliations	Voting Member? (Y/N)	Area of Expertise, and/or Additional Role at School (parent, staff member, etc.)	Number of Terms Served and Length of Each (Include election date and term expiration)
1	Nelson Blish	[REDACTED]	Chair/Board President	Executive Committee	Yes	Retired Lawyer, Law, Community Involvement	2 terms, June 30, 2018 term expires
2	Gladys Pedraza-Burgos	[REDACTED]	Vice Chair/Vice President	Executive Committee, Governance Committee	Yes	COO Community Organization, Former Rochester City School Employee	1 term, June 30 2017 term expires
3	Joan Moorehead	[REDACTED]	Secretary	Executive Committee, Parent Involvement Committee	Yes	Higher Education, Community Activist	2 terms, June 30, 2018 term expires
4	Jason Mellen	[REDACTED]	Treasurer	Executive Committee, Chair of Finance Committee	Yes	COO of a Charter School, Finance	1 term, June 30, 2017 term expires
5	Tracy R. Armstrong	[REDACTED]	Trustee/Member		Yes	Public Relations, Planning	1 term, June 30, 2018 term expires

6	Megan Bosco		Trustee/Member	Chair of Governance Committee	Yes	Parent, city employee	1 term, June 30, 2017 term expired
7	Natosha McDondald		Trustee/Member		Yes	Human Resources	1 term, June 30, 2017 term expires
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							

**2. Total Number of Members on June 30, 2015**

11

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

1

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

9

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

9

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

11

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

11

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**Thank you.**

Board Minutes Link for Urban Choice Charter School

<http://www.urbanchoicecharter.org/archives/>

## Urban Choice Charter School Enrollment and Retention Efforts

Urban Choice will adhere to the provisions of §2854 (2) of the state Education Law to guide the admission policies and procedures. As per §2854(2)(a) and (b), the school will be open to any student who is qualified under the laws of New York for admission to a public school. Admission of students will not be limited on the basis of intellectual ability, measures of achievement or aptitude, athletic ability, disability, race, creed, gender, national origin, religion, ancestry, proficiency in English or any other ground that would be unlawful. In short, there will be no admission requirements and no tests of any sort will be given to determine whether or not admission will be granted.

Every student will be enrolled who submits a timely application, space permitting. If the number of applications exceed the school's capacity per grade level or building-wide, the applicants will be selected on the basis of an open lottery. Preference will be given to students residing in the Rochester City School District, to siblings of students already enrolled in the UCCS, and to students returning to the school in any subsequent years of operation.

Based on the feedback received from NYSED we, with the help of an outside marketing agency, created a more strategic student recruitment plan for next year. The new plan is specifically designed to attract, recruit, enroll, and retain a greater number of students representing the sub-group populations-students with disabilities, English language learners, and economically disadvantaged.

We will develop and build additional programs in support of the following key strategies:

- **Student Recruitment Team:** UCCS will strategically select and identify staff members to serve on a Student Recruitment Team (SRT) which will be tasked with the responsibility of engaging in year-round, targeted recruitment activities. Team members will set team and individual goals and be held accountable for achieving specified targets pertaining to general student recruitment and sub-group student recruitment. The SRT will fall jointly under the purview of the parent and community Engagement Coordinator, and the coordinator of operations and finance who reports to the CEO.
- **Urban Choice Ambassadors:** The leadership team, in collaboration with the SRT, will strategically select and invite parents and/or staff members, both instructional and non-instructional, to serve as "Urban Choice Ambassadors". Ambassadors will be selected for their commitment to the school's' mission and purpose as well as their connection to local immigrant or refugee communities in Rochester. Ambassadors will be invited to participate in a celebratory kick-off breakfast, may receive a modest stipend, receive t-shirts designating them as Ambassadors in a language they choose, and be given a place of distinction among staff, leaders, the board, and the community. Ambassadors will be strategically deployed at the school choice and charter school fairs, and throughout the community on a year-long basis. Ambassadors will set team and individual goals and be held accountable for achieving specified targets pertaining to general student recruitment with a special emphasis placed on subgroup student recruitment.
- **Increased Budget Allocation:** Next year, Urban Choice will substantially increase the recruitment and retention budget beyond marketing and advertising. A line item will be added to the community and family engagement budget to support the work of the SRT and

Ambassadors. In addition, funds will be repurposed or reallocated so that the program leaders will have administrative support.

- **Robust Social Media and Online Presence:** Urban Choice has already begun to develop a more robust and multi-lingual presence on various social media outlets including Facebook, Twitter, and Instagram. The school's website already includes translation tabs available in Spanish and work has begun to develop translation tabs in Punjabi, Bosnian, and Amharic. School leaders have also hired a production company to produce eighteen-minute-long videos to be distributed on social media as well as a three-minute video for the Urban Choice web site.

**Describe how the school maintains sufficient enrollment demand for the school to meet or come close to meeting the enrollment plan outlined in the charter.**

By being an active and engaged community member, we are confident that we will meet enrollment demand going forward. Parents searching for alternatives to traditional district schools will be attracted to UCCS because of our highly differentiated instructional program, our extended learning opportunities, the ATS initiative, the opportunity for 8<sup>th</sup> grade students to earn high school credit in Spanish and Science, and our robust science and robotics programs. In addition, there are aspects that are uniquely Urban Choice which set us apart from the other charter schools in Rochester and will, we believe, attract all families especially families of at-risk students, they include:

- 3 Teacher Model
- Low student teacher ratio (7:1)
- Full-time therapy dog
- Tail Wag & Tutors Partnership
- Summer school
- Saturday School
- Lego Robotics Program
- Community wide celebrations (Flag Day, Celebration of the Arts Day, Fall Open House, and music concerts)
- Technology access (Smartboards, tech labs, Chromebooks, iPads)
- Student achievement levels outperforming Rochester School as well as other charter schools
- Every Person Influences Children (EPIC) partnership
- Commitment to English language learners
- Connection to Bosnian, Ethiopian, and Indian immigrant communities
- Staff members fluent in Punjabi, Amharic, Spanish, and Bosnian

**Describe the recruitment strategies and program services implemented to attract and retain students with disabilities, English language learners, and students who are eligible for free and reduced priced lunch.**

Urban Choice has already implemented a number of effective recruitment strategies to attract and retain students with disabilities, English language learners, and economically disadvantaged students. Below is a comprehensive articulation of the specific recruitment, enrollment and retention (RER) efforts by sub-group.

**Recruitment & Enrollment**

- Students with Disabilities:
  - ✓ Sent 250 applications to multiple Head Start programs in Rochester
  - ✓ Distributed school information at the Public Market and all city libraries
  - ✓ Sent flyers and information to Head Start programs and UPK providers
    - ✓ Advertised with local radio stations in English and Spanish, emphasis on reaching urban demographics
    - ✓ Attended Charter School Fair
  
- English Language Learners:
  - ✓ Sent 250 applications to multiple Head Start programs in Rochester
  - ✓ Sent flyers and information to Head Start programs and UPK providers
  - ✓ Distributed flyers and pamphlets about the school at the Puerto Rican Festival
  - ✓ Advertised with local radio stations in English and Spanish, emphasis on reaching urban demographics
  - ✓ Advertised with local Spanish Station (WEPL)
  - ✓ Sent staff members to BOCES training on ELL process and assessment
  - ✓ Established professional relationship with BOCES ELL department
  - ✓ Distribute school information at the Public Market and all city libraries in English and Spanish
  - ✓ Partnered with representatives from local refugee organizations
  - ✓ Send English and Spanish posters local urban churches and stores
  
- Economically Disadvantaged Students:
  - ✓ Sent 250 applications to multiple Head Start programs in Rochester
  - ✓ Advertised with local radio stations in English and Spanish, emphasis on reaching urban demographics
  - ✓ Advertised through billboards located in different spots in Rochester
  - ✓ Hosted open houses, school tours, and information sessions
  - ✓ Participated in Rochester City School District School Choice Expo
  - ✓ Developed school website in English with translation tab available in several other languages
  - ✓ Advertised in City Newspaper
  - ✓ Utilized Facebook, Twitter, and Instagram in English and Spanish
  - ✓ Sent postcards to 2,300 4 go 5 year olds in anticipation of Kindergarten enrollment
  - ✓ Participated in community meetings at Head Start
  - ✓ Increased budget allocation in Advertising and Marketing
  - ✓ Distributed school information at the Public Market and all city libraries
  - ✓ Attended Charter School Fair

**Retention**

- Students with Disabilities:

- ✓ Providing high-quality special education and intervention services enabling students to remain at UCCS
- ✓ Providing frequent opportunities for collaborative meetings between general education teachers, special education teachers and families to ensure needs are met and communication is open and clear
- ✓ Hire a Coordinator of Special Education
- ✓ Involve families early regarding any academic or behavior concerns
- ✓ Providing high-quality Rtl services
- English Language Learners:
  - ✓ Hired an ELL teacher
  - ✓ Created an ELL program once students were identified as ELL students
  - ✓ Created ELL screening process as part of our Kindergarten screening
  - ✓ Providing high-quality ELL services to students
  - ✓ Providing professional development to staff in areas of ELL instruction
  - ✓ Providing translators
  - ✓ Providing high-quality Rtl services
- Economically Disadvantaged Students:
  - ✓ Partnered with EPIC (Every Person Influences Children)
  - ✓ Hosted numerous parent and family involvement events (Kindergarten welcoming morning, Celebration of the Arts, Open House, Black History Celebration, Mother's and Father's Day celebrations, Honor Roll Ceremonies (Quarterly), 8<sup>th</sup> grade Graduation, Kindergarten Moving Up Ceremony, Flag Day Celebration, etc.
  - ✓ Administered student and family surveys
  - ✓ Hold parent/family conferences (twice a year)
  - ✓ Provided high-quality Rtl services
  - ✓ Committed to Alternative to Suspension initiative



# Entry 12 Teacher and Administrator Attrition

Last updated: 07/28/2016

Report changes in teacher and administrator staffing.

Page 1

## Instructions for completing the Teacher and Administrator Attrition Tables

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

### 2015-16 Teacher Attrition Table

	FTE Teachers on June 30, 2015	FTE Teachers Departed 7/1/15 - 6/30/16	FTE Teachers Filling Vacant Positions 7/1/15 - 6/30/16	FTE Teachers Added in New Positions 7/1/15-6/30/16	FTE of Teachers on June 30, 2016
	39.8	10	10	2.8	42.6

### 2015-16 Administrator Position Attrition Table

	FTE Administrative Positions on June 30, 2015	FTE Administrators Departed 7/1/15 - 6/30/16	FTE Administrators Filling Vacant Positions 7/1/15 - 6/30/16	FTE Administrators Added in New Positions 7/1/15-6/30/16	FTE Administrative Positions on June 30, 2016
	3	0	0	0	3

**Thank you**



# Entry 13 Uncertified Teachers

Created: 07/28/2016

Last updated: 08/01/2016

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**The table below is reflective of the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Enter the relevant full time equivalent (FTE) count of teachers in each column. For example, a school with 20 full time teachers and 5 half time teachers would have an FTE count of 22.5. If more than one column applies to a particular teacher, please select one column for the FTE count.**

### **Staff Qualifications (June 30, 2016)**

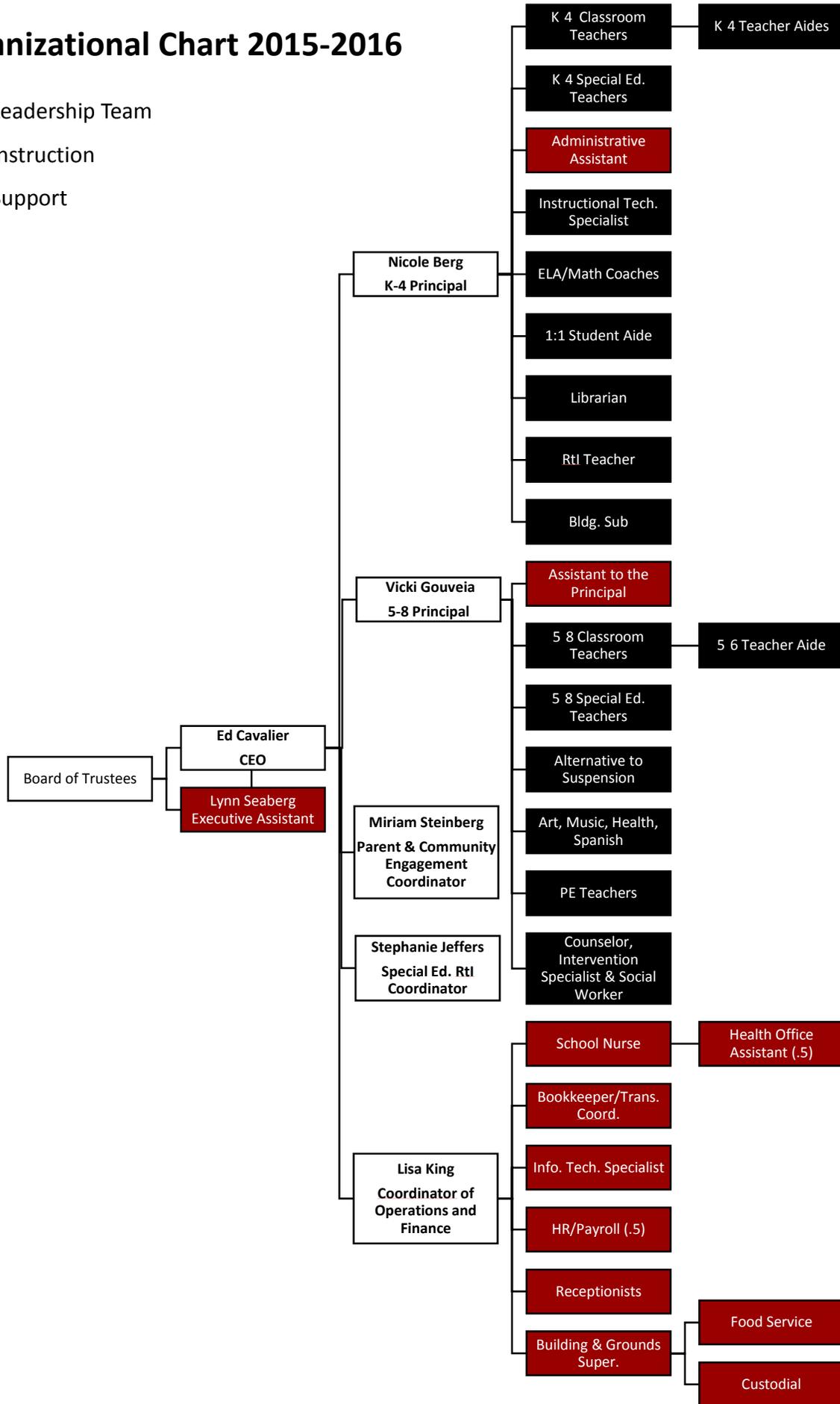
**Note: Columns should sum to the FTE count of Teachers on June 30, 2016, and each teacher should be in only one column.**

1. Total FTE Count of Uncertified Teachers (6-30-16)	5
2. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (6-30-16)	1
3. FTE count of uncertified teachers who are tenured or tenure track college faculty (6-30-16)	0
4. FTE count of uncertified teachers with two years of Teach for America experience (6-30-16)	0
5. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (6-30-16)	0
6. FTE count of uncertified teachers who do not fit into any of the prior four categories (6-30-16)	4

**Thank you.**

# Organizational Chart 2015-2016

- Leadership Team
- Instruction
- Support



**URBAN CHOICE CHARTER SCHOOL: 2016-2017 SCHOOL CALENDAR**

- First/Last Days of School*
- No School for Students, Professional Development and/or Parent Conferences*
- Holiday/Recess*

Total Days for Students 178  
Total Days for Teachers 188

**JULY 2016** 3/0

S	M	T	W	T	F	S
					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						

- 4 Independence Day - Holiday - No School

~ No Board of Trustees Meeting this Month

**AUGUST 2016** 3/0

S	M	T	W	T	F	S
	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			

- 4 Board of Trustees Meeting
- 29-31 Professional Development

**SEPTEMBER 2016** 20/18

S	M	T	W	T	F	S
				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	

- 1 Professional Development - No School
- 5 Labor Day - Holiday - No School
- 6 Professional Development - No School
- 7 First Day of School
- 8 Board of Trustees Meeting
- 27 Staff Meeting - 8:00am

**OCTOBER 2016** 20/19

S	M	T	W	T	F	S
						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					

- 3 School Photos
- 6 Board of Trustees Meeting
- 7 Professional Development - No School
- 10 Columbus Day - Holiday - No School
- 11 Progress Reports Go Home
- 13 Open House
- 25 Staff Meeting

**NOVEMBER 2016** 18/17

S	M	T	W	T	F	S
		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			

- 3 Board of Trustees Meeting
- 4 Marking Period Ends
- 7 Report Cards Due to Principals
- 7 School Photos - Retakes
- 10 Parent Conf./Report Cards Pick Up - No School
- 11 Veterans Day - Holiday - No School
- 23-25 Thanksgiving Holiday/Recess - No School
- 29 Staff Meeting - 8:00 a.m.

**DECEMBER 2016** 17/17

S	M	T	W	T	F	S
				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

- 8 Board of Trustees Meeting
- 12 Progress Reports Go Home
- 20 Staff Meeting - 8:00am
- 26-30 Winter Holiday/Recess - No School

**JANUARY 2017** 20/20

S	M	T	W	T	F	S
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				

- 2 New Year's Holiday/Recess - No School
- 3 Students Return from Winter Break
- 5 Board of Trustees Meeting
- 16 Martin Luther King, Jr. Day - No School
- 27 Marking Period Ends
- 30 Report Cards to Principals
- 31 Staff Meeting - 8:00am

**FEBRUARY 2017** 15/14

S	M	T	W	T	F	S
			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				

- 2 Board of Trustees Meeting
- 3 Parent Conf./Report Cards Pick Up - No School
- 20-24 Presidents Day/ Feb. Recess - No School
- 28 Staff Meeting - 8:00am

**MARCH 2017** 23/23

S	M	T	W	T	F	S
			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	

- 2 Board of Trustees Meeting
- 6 Progress Reports Go Home
- 28 Staff Meeting - 8:00 a.m.
- 28-30 ELA - Grades 3-8

**APRIL 2017** 14/13

S	M	T	W	T	F	S
						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						

- 3-5 ELA Grades 3-8 Make Up
- 6 Board of Trustees Meeting
- 6 Marking Period Ends
- 7 Professional Development - No School - ELA Scoring
- 8 Admissions Lottery - 10:00am
- 10 Report Cards to Principals
- 13 Report Cards Go Home
- 14-21 Spring Recess - No School
- 25 Staff Meeting - 8 a.m.

**MAY 2017** 21/21

S	M	T	W	T	F	S
	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			

- 2-4 Math Grades 3-8
- 4 Board of Trustees Meeting
- 6 Math Scoring
- 8-10 Math Grades 3-8 Make Up
- 22 Progress Reports Go Home
- 24-31 Grades 4 & 8 Science Performance
- 26-29 Memorial Day Holiday/Recess - No School
- 30 Staff Meeting - 8:00 a.m.

**JUNE 2017** 17/16

S	M	T	W	T	F	S
				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	

- 1-2 Grades 4 & 8 Science Performance
- 5 Grade 4 & 8 Written Science Test
- 6-7 Science Make Ups
- 7 Celebration of the Arts
- 8 Board of Trustees Meeting
- 16 Living Environment - Regents Exam (a.m.)
- 19 End of Year Celebration
- 21 8th Grade Graduation - 4:30pm
- 22 End of Marking Period
- 22 Report Cards to Principals
- 22 Last Day of School for K-8
- 23 Prof. Development - Last Day for 10-Month Staff
- 26 Report Cards Mailed Home
- 26-27 Kindergarten Screening