



Entry 1 School Information and Cover Page

Created: 06/29/2018 • Last updated: 07/30/2018

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 URBAN CHOICE 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 Rochester

d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	545 Humboldt Street Rochester, New York 14610			

d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Lynn M. McCarthy
Title	CEO
Emergency Phone Number (###-###-####)	

e. SCHOOL WEB ADDRESS (URL) <http://urbanchoicecharter.org/>

f. DATE OF INITIAL CHARTER 01/2005

g. DATE FIRST OPENED FOR INSTRUCTION 09/2005

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, in combination with authentic efforts at family involvement, and the effective teaching of a 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 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	Urban Choice Charter School is dedicated to ensuring that positive student/teacher relationships are being formed. Every student’s unique needs are being met through a learning environment suited to their individual needs. We provide students with a staff to student ratio of 1:6. Every K-3 classroom has a full-time Teaching Assistant that remains with the class the entire day. The Grade 4, 5 and 6 classrooms share a Teaching Assistant throughout the day. Our Grades 7 and 8 have a dedicated ELA Teacher at each grade level. They have a double-block of ELA twice a week (150 minutes extra). Students in Grades 7 and 8 receive an additional 45 minute period twice a week for RTI. Urban Choice Charter School has a dedicated RTI teacher that works with our Tier 3 students throughout the week. We have four full-time special education teachers, a social worker, and counselor that provide mandated services and three intervention specialists that work with at-risk students. We employ a nurse, special education compliance coordinator, and a physical education coordinator. Our ENL teacher provides instruction both in the classroom and individually outside of the classroom. The staff at Urban Choice Charter School are one of the most important differences that makes us stand out.
Variable 2	Implementing a Rigorous, Rich, Common Core Aligned, and Engaging Curriculum: At Urban Choice we implemented the Success for All Reading program in our Grades K through 5.

This program from Johns Hopkins University is a well-researched and documented curriculum. It provides a 90 minute dedicated reading block. Students are grouped at their reading level and taught at their instructional level. Every eight weeks students are evaluated and move on to different groups. We believe that being able to read, addresses many of the issues that we see students struggling with in math and other core subjects. The SFA teachers include classroom teachers as well as special education, RTI and special area teachers. All of these teachers received two full days of training as well as on-going training throughout the year. Teachers meet every two weeks to review data from their students to make decisions on best strategies to implement. This allows our students to participate in activities based on academic readiness that has a demonstrable impact on the level of student engagement. Using pacing strategies to match students' rate of learning as well as other strategies have decreased the number of discipline issues. UCCS utilizes the Engage NY curricular modules and units for Math across all grades and the ELA in grades 6 through 8. The eighth grade students have the opportunity to earn high school credits in Spanish and Science. UCCS has a Math Coach and ELA Coach. Their role is to assure that teachers have the instructional support they need, as well as meeting with them to analyze student data to make informed decisions on strategies that need to be implemented.

Variable 3

Urban Choice Charter School believes that for students to make academic progress they need to be in school and in class. To support this we have implemented the "Help Zone." This allows students to have a spot, to go to, that is staffed with Behaviorists. Students can work through the issue that they are having in the classroom and come to a solution and go back to class. The immediacy of the return to class is the important piece of this program. Students will not miss as much academic instruction than they normally would, as well as the rest of the class. The Behaviorists can determine if the student needs a higher level of intervention and contact the appropriate resources. The Alternative to Suspension model is another strategy that Urban Choice utilizes. Students remain in school instead of being sent home for a behavioral incident. While in ATS students receive the same instruction that they would have received in the classroom by a certified teacher. There is no lag in academics for the student. As well as the academic piece, the student will receive a workshop delivered by a Crisis Intervention/Prevention Education Specialist. The emphasis of this program is on immediate crisis response, restorative practices, information and referrals. The primary focus is violence prevention. Urban Choice has also initiated the "Getting Along Together" program in Grades K through 6. The main focus of this program is self-regulation. Students are taught about

identifying their feelings, strategies to self-regulate as well as role playing these strategies. The lessons are taught throughout the school year. The common language is used throughout the school day by all teachers and staff. Another part of this program is student goal-setting. Each classroom sets weekly goals, as well as students setting an individual weekly goal.

Urban Choice has two therapy dogs. Duncan and Louie Armstrong live with staff members and they come to school each day. The dogs are used to calm students in crisis, as well as relieving both child and adult anxiety in families.

Variable 4

Urban Choice offered a four hour Saturday Academy for six weeks. We were able to offer cooking classes/nutrition education, robotics and Little Medical School. Students explored recipes from snacks and sauces to dips and desserts. They were the chefs and prepared the snacks themselves. They were able to learn how to work safely in the kitchen and had discussions around nutrition. The Little Medical School program aims to inspire children to aspire for careers in healthcare through demonstrations, crafts and games. Students learned how the body and organs work, as well as how to use instruments that real doctors use. Our robotics program allowed students to become critical thinkers, gain a deeper insight into science, engage in hands-on science exploration, analyze data, carry out investigations, solve real world problems and become creators of the future. UCCS offered a four week summer school program. This year's program focused on Language Arts, Math and Science. Language Arts was a 90 minute block and we continued with our Success For All reading program. Math and Science were each a 60 minute block. For the first time this year UCCS offered a wrap care program. Students from the morning academic piece could stay for the afternoon for activities and field trips. This allowed parents that work an opportunity for free child care. All students were provided breakfast and lunch.

The Center for Youth provides after-school care during the regular school year. UCCS and CFY work closely together to provide students' with academic enrichment and recreational opportunities. We also partner for PTA events at night throughout the school year. This year the CFY hosted a STEP Club. The students in this club performed at many events held at UCCS and off campus.

Variable 5

Urban Choice Charter School implemented Solution Teams this year. All teachers and teaching assistants signed up for one of five teams; Attendance, Cooperative Culture, Parent and Family Involvement, Community Connections and Intervention. All teams met once per month during the school year. Data pertinent to their team's goals were analyzed, solutions of issues were brainstormed, formalized and put into an action plan. Once per quarter a Solution Teams' meeting was held where each team reported out as

	to their team’s goals for the previous quarter, if they were met and how they are going to proceed for the next quarter. Monthly meeting notes are compiled and sent to the Solution Team Coordinator that made sure teams stayed on track and provided them with any missing data that they needed. The use of these teams allowed for shared decision making to occur at UCCS.
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 395

j. GRADES SERVED IN SCHOOL YEAR 2017-18

Check all that apply

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

k1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION? No

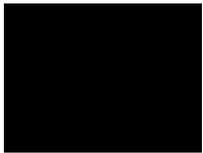
II. FACILITIES

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)	545 Humboldt Street Rochester, NY 14610		Rochester	K-8		
Site 2						
Site 3						

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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Lynn M. McCarthy			
Operational Leader	Lisa King			
Compliance Contact	Ann Schuhmann			
Complaint Contact	Lynn M. McCarthy			
DASA Coordinator	Carl Parris			

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)

(No response)

Site 1 Fire Inspection Report

(No response)

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)

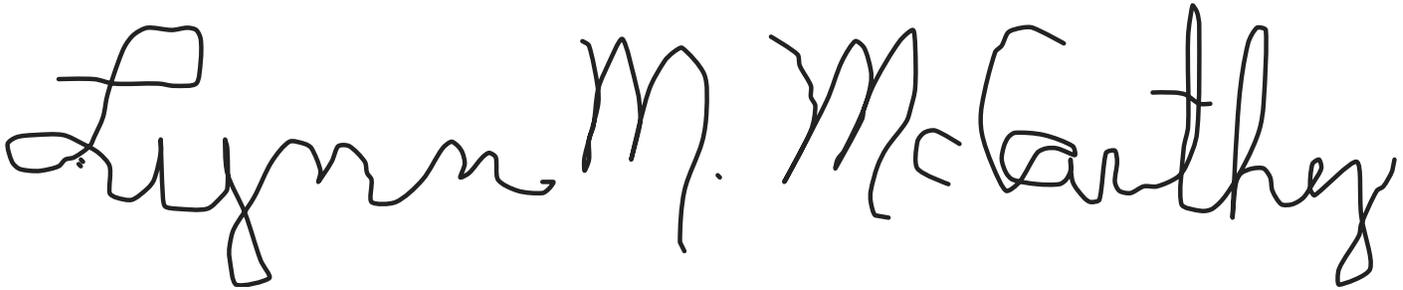
n1. Were there any revisions to the school's charter during the 2017-18 school year? (Please include approved or pending material and non-material charter revisions). No

o. Name and Position of Individual(s) Who Completed this Annual Report. Vicki Gouveia, Principal

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 "Lynn M. McCarthey". The signature is written in a cursive style with a large initial 'L' and 'M'.

Signature, President of the Board of Trustees

A handwritten signature in black ink, consisting of a large, stylized initial 'B' followed by a name that is difficult to decipher due to the cursive style.

Date

2018/07/25

Thank you.



Entry 2 NYS School Report Card Link

Last updated: 07/25/2018

URBAN CHOICE 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/profile.php?instid=800000058267>

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: 07/25/2018 • Last updated: 07/26/2018

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	Grade 3 will exceed district of residence (Rochester City School District) NYS ELA Assessment scores.	NYS ELA Exam		Results not available yet
Academic Goal 2	Grade 3 will move toward achieving the NYS ELA Assessment, average score.	NYS ELA Exam		Results not available yet
Academic Goal 3	Grade 4 will exceed district of residence (Rochester City School District) NYS ELA Assessment scores.	NYS ELA Exam		Results not available yet
Academic Goal 4	Grade 4 will move toward achieving the NYS ELA Assessment, average score.	NYS ELA Exam		Results not available yet
Academic Goal	Grade 5 will exceed district of residence (Rochester City School District) NYS	NYS ELA Exam		Results not available yet

5	ELA Assessment scores.			
Academic Goal 6	Grade 5 will move toward achieving the NYS ELA Assessment, average score.	NYS ELA Exam		Results not available yet
Academic Goal 7	Grade 6 will exceed district of residence (Rochester City School District) NYS ELA Assessment scores.	NYS ELA Exam		Results not available yet
Academic Goal 8	Grade 6 will move toward achieving the NYS ELA Assessment, average score.	NYS ELA Exam		Results not available yet

2. Do have more academic goals to add? Yes

2017-18 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 9	Grade 7 will exceed district of residence (Rochester City School District) NYS ELA Assessment scores.	NYS ELA Exam		Results not available yet
Academic Goal 10	Grade 7 will move toward achieving the NYS ELA Assessment, average score.	NYS ELA Exam		Results not available yet
Academic Goal 11	Grade 8 will exceed district of residence (Rochester City School District) NYS ELA Assessment scores.	NYS ELA Exam		Results not available yet
Academic Goal	Grade 8 will move toward achieving the NYS ELA Assessment,	NYS ELA Exam		Results not available yet

12	average score.			
Academic Goal 13	Grade 3 will exceed district of residence (Rochester City School District) NYS Math Assessment scores.	NYS Math Exam		Results not available
Academic Goal 14	Grade 3 will move toward achieving the NYS Math Assessment average scores.	NYS Math Exam		Results not available
Academic Goal 15	Grade 4 will exceed district of residence (Rochester City School District) NYS Math Assessment scores.	NYS Math Exam		Results not available
Academic Goal 16	Grade 4 will move toward achieving the NYS Math Assessment average scores.	NYS Math Exam		Results not available

3. Do have more academic goals to add? Yes

2017-18 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 17	Grade 5 will exceed district of residence (Rochester City School District) NYS Math Assessment scores.	NYS Math Exam		Results not available
Academic Goal 18	Grade 5 will move toward achieving the NYS Math Assessment average scores.	NYS Math Exam		Results not available
	Grade 6 will exceed			

Academic Goal 19	district of residence (Rochester City School District) NYS Math Assessment scores.	NYS Math Exam		Results not available
Academic Goal 20	Grade 6 will move toward achieving the NYS Math Assessment average scores.	NYS Math Exam		Results not available
Academic Goal 21	Grade 7 will exceed district of residence (Rochester City School District) NYS Math Assessment scores.	NYS Math Exam		Results not available
Academic Goal 22	Grade 7 will move toward achieving the NYS Math Assessment average scores.	NYS Math Exam		Results not available
Academic Goal 23	Grade 8 will exceed district of residence (Rochester City School District) NYS Math Assessment scores.	NYS Math Exam		Results not available
Academic Goal 24	Grade 8 will move toward achieving the NYS Math Assessment average scores.	NYS Math Exam		Results not available
Academic Goal 25				
Academic Goal 26				
Academic Goal 27				
Academic Goal 28				
Academ				

ic Goal 29				
Academ ic Goal 30				
Academ ic Goal 31				
Academ ic Goal 32				
Academ ic Goal 33				
Academ ic Goal 34				
Academ ic Goal 35				
Academ ic Goal 36				
Academ ic Goal 37				
Academ ic Goal 38				
Academ ic Goal 39				
Academ ic Goal 40				
Academ ic Goal 41				
Academ ic Goal 42				
Academ				

ic Goal 43				
Academ ic Goal 44				
Academ ic Goal 45				

4. ORGANIZATIONAL GOALS

2017-18 Progress Toward Attainment of Organizational Goals

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

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

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	Urban Choice Charter School will change the process for developing the Annual Budget. The CEO, Principal, and Director of Operations and Finance will all have input in creating the Annual Budget.	A day being set aside for the CEO, Principal and Director of Operations to go through the Annual Budget line by line and discuss each of the lines thoroughly. Each person had equal input into the budget.	Met	
Financial Goal 2	Urban Choice Charter School will monitor Purchase Requests more closely.	Purchase Requests are matched closely to invoices and scrutinized more carefully.	Met	
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				



Entry 4 Expenditures per Child

Last updated: 07/25/2018

URBAN CHOICE 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	5894290
Line 2: Year End FTE student enrollment	395
Line 3: Divide Line 1 by Line 2	14922

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)	2901213
Line 2: Management and General Cost (Column)	974281
Line 3: Sum of Line 1 and Line 2	3875494
Line 5: Divide Line 3 by the Year End FTE student enrollment	9811

Thank you.

URBAN CHOICE CHARTER SCHOOL

ROCHESTER, NEW YORK

AUDITED FINANCIAL STATEMENTS

REPORT REQUIRED BY
GOVERNMENT AUDITING STANDARDS

AND

INDEPENDENT AUDITOR'S REPORTS

JUNE 30, 2018

(With Comparative Totals for 2017)

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

CONTENTS

<u>AUDITED FINANCIAL STATEMENTS</u>	<u>PAGE</u>
Independent Auditor's Report	3
Statement of Financial Position	5
Statement of Activities and Changes in Net Assets	6
Statement of Functional Expenses	7
Statement of Cash Flows	8
Notes to Financial Statements	9
 <u>REPORT REQUIRED BY GOVERNMENT AUDITING STANDARDS</u>	
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	16

RAYMOND F. WAGER, CPA, P.C.

Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT

Board of Trustees
Urban Choice Charter School

Report on the Financial Statements

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

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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 as of June 30, 2018, and the changes in its net assets, its functional expenses, and its cash flows for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited Urban Choice Charter School's June 30, 2017 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated October 25, 2017. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2017 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated August 16, 2018 on our consideration of Urban Choice 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 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 Urban Choice Charter School's internal control over financial reporting and compliance.

Mengel, Metzger, Barz & Co. LLP

Rochester, New York
August 16, 2018

URBAN CHOICE CHARTER SCHOOL

STATEMENT OF FINANCIAL POSITION

JUNE 30, 2018

(With Comparative totals for 2017)

	<u>ASSETS</u>	<u>June 30,</u>	
		<u>2018</u>	<u>2017</u>
<u>CURRENT ASSETS</u>			
Cash		\$ 919,532	\$ 786,281
Investment in Community Foundation		758,299	472,855
Grants and other receivables		47,146	299,906
Prepaid expenses and other current assets		56,164	4,014
	TOTAL CURRENT ASSETS	1,781,141	1,563,056
<u>PROPERTY AND EQUIPMENT</u> , net		442,207	618,227
<u>OTHER ASSETS</u>			
Security deposit		35,000	35,000
Designated cash		75,000	75,000
	TOTAL ASSETS	<u>\$ 2,333,348</u>	<u>\$ 2,291,283</u>
<u>LIABILITIES AND NET ASSETS</u>			
<u>CURRENT LIABILITIES</u>			
Accounts payable and accrued expenses		\$ 58,715	\$ 73,464
Accrued payroll and benefits		242,523	245,987
Deferred revenue		-	20,812
	TOTAL CURRENT LIABILITIES	301,238	340,263
<u>NET ASSETS</u>			
Unrestricted:			
Fixed assets		442,207	618,227
Designated (non-renewal)		75,000	75,000
Operating		1,514,903	1,257,793
	TOTAL NET ASSETS	<u>2,032,110</u>	<u>1,951,020</u>
	TOTAL LIABILITIES AND NET ASSETS	<u>\$ 2,333,348</u>	<u>\$ 2,291,283</u>

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

URBAN CHOICE CHARTER SCHOOL

STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

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

	<u>Year ended June 30,</u>	
	<u>2018</u>	<u>2017</u>
Operating revenue and support:		
State and local per pupil operating revenue	\$ 5,405,679	\$ 5,224,327
Government grants	617,909	901,194
Private grants	24,673	152,859
Fundraising	11,605	8,037
Unrealized gain on investments	39,513	64,609
Other income	4,808	6,967
	<u>6,104,187</u>	<u>6,357,993</u>
TOTAL OPERATING REVENUE AND SUPPORT	6,104,187	6,357,993
Expenses:		
Program:		
Regular education	4,013,277	3,966,781
Special education	192,539	128,036
Other expenses	864,112	759,079
Management and general	953,169	1,127,054
	<u>6,023,097</u>	<u>5,980,950</u>
TOTAL EXPENSES	6,023,097	5,980,950
CHANGE IN NET ASSETS	81,090	377,043
Net assets at beginning of year	<u>1,951,020</u>	<u>1,573,977</u>
NET ASSETS AT END OF YEAR	<u>\$ 2,032,110</u>	<u>\$ 1,951,020</u>

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

URBAN CHOICE CHARTER SCHOOL

STATEMENT OF FUNCTIONAL EXPENSES

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

	No. of Positions	Program Services				Management and General	Total	
		Regular Education	Special Education	Other Expenses	Sub-total		2018	2017
Personnel services costs:								
Administrative staff personnel	11	\$ 38,800	\$ -	\$ -	\$ 38,800	\$ 561,927	\$ 600,727	\$ 712,659
Instructional personnel	55	1,964,695	111,418	299,095	2,375,208	-	2,375,208	2,300,283
Non-instructional personnel	7	113,697	-	108,160	221,857	-	221,857	210,991
Total salaries and wages	73	2,117,192	111,418	407,255	2,635,865	561,927	3,197,792	3,223,933
Fringe benefits and payroll taxes		673,693	35,463	129,622	838,778	178,852	1,017,630	1,007,243
Occupancy		270,024	9,100	6,784	285,908	31,768	317,676	311,506
Retirement		88,788	4,674	17,083	110,545	23,572	134,117	133,025
Legal service		-	-	-	-	12,567	12,567	17,055
Accounting/Audit services		-	-	-	-	13,650	13,650	15,000
Other Purchased/Professional/Consulting Services		71,316	-	1,296	72,612	25,342	97,954	122,865
Repairs and maintenance		94,612	-	5,287	99,899	10,574	110,473	125,427
Insurance		41,321	-	-	41,321	6,287	47,608	44,857
Supplies/Materials		168,169	31,884	-	200,053	-	200,053	89,068
Equipment/Furnishings		557	-	3,710	4,267	1,758	6,025	18,922
Staff development		63,635	-	-	63,635	-	63,635	9,208
Marketing/Recruitment		7,500	-	-	7,500	7,236	14,736	31,163
Technology		54,132	-	-	54,132	-	54,132	34,278
Food service		-	-	280,300	280,300	-	280,300	335,758
Student services		116,788	-	-	116,788	649	117,437	129,266
Office expense		28,377	-	-	28,377	20,684	49,061	55,020
Depreciation		172,420	-	10,142	182,562	20,285	202,847	187,853
Utilities		44,753	-	2,633	47,386	5,265	52,651	68,987
Other		-	-	-	-	32,753	32,753	20,516
		<u>\$ 4,013,277</u>	<u>\$ 192,539</u>	<u>\$ 864,112</u>	<u>\$ 5,069,928</u>	<u>\$ 953,169</u>	<u>\$ 6,023,097</u>	<u>\$ 5,980,950</u>

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

URBAN CHOICE CHARTER SCHOOL

STATEMENT OF CASH FLOWS

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

	<u>Year ended June 30,</u>	
	<u>2018</u>	<u>2017</u>
<u>CASH FLOWS - OPERATING ACTIVITIES</u>		
Change in net assets	\$ 81,090	\$ 377,043
Adjustments to reconcile change in net assets to net cash provided from operating activities:		
Depreciation	202,847	187,853
Unrealized gain on investments	(39,513)	(64,609)
Changes in certain assets and liabilities affecting operations:		
Grants and other receivables	252,760	(232,615)
Prepaid expenses and other current assets	(52,150)	(2,051)
Accounts payable and accrued expenses	(14,749)	66,413
Accrued payroll and benefits	(3,464)	-
Deferred revenue	(20,812)	7,578
NET CASH PROVIDED FROM OPERATING ACTIVITIES	406,009	339,612
<u>CASH FLOWS - INVESTING ACTIVITIES</u>		
Purchases of property and equipment	(26,827)	(126,790)
Purchase of investment in Community Foundation	(263,373)	13,690
Proceeds from sale of investment in Community Foundation	17,442	-
NET CASH USED FOR INVESTING ACTIVITIES	(272,758)	(113,100)
NET INCREASE IN CASH	133,251	226,512
Cash at beginning of year	786,281	559,769
CASH AT END OF YEAR	<u>\$ 919,532</u>	<u>\$ 786,281</u>

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

URBAN CHOICE CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2018

(With Comparative Totals for 2017)

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

The Charter School

Urban Choice Charter School (the "Charter School") is an independent public school established under the provisions of the New York State Charter School Act of 1998, enacted as Article 56 of the Education Law. The Charter School was chartered by the Board of Regents of the New York State Education Department (NYSED) in 2005 and its current charter has been renewed through June 2020.

It is the school's mission to provide students in Rochester, New York with a safe, supportive, and intellectually engaging educational environment. The central philosophy of the Charter School is that strong student-teacher relationships are essential to student motivation and achievement. The Charter School is designed to strengthen these bonds and assist students in overcoming the demographic destiny of poverty and exceed state achievement standards. The 2017-18 school year represents the Charter School's thirteenth year of operation. During this academic year, the Charter School provided educational instruction to students in kindergarten through eighth grade.

Financial Statement presentation

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

These classes of net assets are defined as follows:

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

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

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

URBAN CHOICE CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2018

(With Comparative Totals for 2017)

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

New Accounting Pronouncement

In May 2015, the FASB issued Accounting Standards Update 2015-07, "Fair Value Measurement: Disclosures for Investments in Certain Entities That Calculate Net Asset Value per Share (or Its Equivalent)". The amendments apply to reporting entities that elect to measure the fair value of an investment using the net asset value ("NAV") per share (or its equivalent) practical expedient. The amendments remove the requirement to categorize within the fair value hierarchy all investments for which fair value is measured using the NAV practical expedient. The amendments also remove the requirement to make certain disclosures for all investments that are eligible to be measured at fair value using NAV per share practical expedient. Rather, those disclosures are limited to investments for which the entity has elected to measure the fair value using that practical expedient. ASU 2015-07 is effective for nonpublic business entities in fiscal years beginning after December 15, 2016. The Organization has applied the amendments in this update retrospectively to all periods presented. As the Organization measures certain investments using the NAV practical expedient, upon adoption of ASU 2015-07, the fair value of these investments have been removed from the fair value hierarchy in all periods presented in the Organization's financial statements. The Organization will continue to disclose information on these investments for which fair value is measured at NAV as a practical expedient.

Revenue and support recognition

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

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

Reclassifications

Certain prior year amounts have been reclassified to conform with current year presentation.

Contributions

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

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

Cash

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

URBAN CHOICE CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2018

(With Comparative Totals for 2017)

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

Designated cash

The Charter School maintains designated cash in accordance with the terms of its charter agreement for potential school close-out expenses.

Grants and other receivables

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

Property and equipment

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

Contributed services

Volunteers have donated significant amounts of time in support of the Charter School's activities. However, the value of these services is not reflected in the accompanying statements, as they do not meet the criteria for recognition as set forth under generally accepted accounting principles.

Tax exempt status

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

The Charter School files Form 990 tax returns in the U.S. federal jurisdiction. The tax returns for the years ended June 30, 2015 through June 30, 2018 are still subject to potential audit by the IRS. Management of the Charter School believes it has no material uncertain tax positions and, accordingly it will not recognize any liability for unrecognized tax benefits.

Marketing costs

The Charter School expenses marketing costs as they are incurred. Total marketing and recruiting costs totaled \$14,736 and \$31,163 for the years ended June 30, 2018 and 2017, respectively.

Deferred revenue

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

Use of estimates in the preparation of financial statements

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

URBAN CHOICE CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2018

(With Comparative Totals for 2017)

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

Cont'd

Subsequent events

The Charter School has conducted an evaluation of potential subsequent events occurring after the statement of financial position date through August 16, 2018, which is the date the financial statements are available to be issued. No subsequent events requiring disclosure were noted.

NOTE B: PROPERTY AND EQUIPMENT

Property and equipment consisted of the following:

	<u>June 30,</u>	
	<u>2018</u>	<u>2017</u>
Leasehold improvements	\$ 1,553,762	\$ 1,526,935
Furniture and fixtures	40,738	40,738
Office equipment	167,251	167,251
Computer equipment	<u>370,013</u>	<u>370,013</u>
	2,131,764	2,104,937
Less accumulated depreciation	<u>1,689,557</u>	<u>1,486,710</u>
	<u>\$ 442,207</u>	<u>\$ 618,227</u>

NOTE C: SCHOOL FACILITY

The Charter School signed a lease for its facility from a third party commencing July 16, 2008 through July 15, 2019. Rent expense totaled \$275,400 for the year ended June 30, 2018. Future expected minimum payment for this lease is \$281,000 for the year ended June 30, 2019.

NOTE D: CONTINGENCY

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

NOTE E: CONCENTRATIONS

The Charter 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 changes in net assets. This funding is received on a per pupil basis and was approximately 89% and 83% of the Charter School's total revenue for the years ended June 30, 2018 and 2017, respectively.

URBAN CHOICE CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2018

(With Comparative Totals for 2017)

NOTE F: RETIREMENT PLAN

The Charter 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 Charter School will automatically contribute an amount equal to 1% of an employee's annual base salary to the 403(b) plan, regardless of the employee's contribution. The School will also match, dollar for dollar, up to an additional 3% of an employee's annual base salary and for every five (5) years of consecutive service. The Charter School recognized retirement plan expense related to its contributions to the Plan totaling \$134,117 and \$133,025, during the years ended June 30, 2018 and 2017, respectively.

NOTE G: LINE OF CREDIT

The Charter School has an available line of credit of \$200,000 with a bank that is renewable on an annual basis, requiring monthly payments of interest at prime plus .50% (an effective rate of 5.50% at June 30, 2018). There were no borrowings against the line of credit at June 30, 2018 and 2017, respectively.

NOTE H: INVESTMENTS

The Charter School utilizes information received from Rochester Area Community Foundation (RACF) regarding the composition of the investment funds and the value of securities held in the funds. RACF values the securities in the funds based on quoted market prices, when available. RACF also holds partnership interests which are valued based on securities held by each partnership. RACF estimates fair value of these investments based on information received from the investment custodian, including inputs used by the custodian's pricing service (benchmark yields, reported trades, broker/dealer quotes, issuer spreads, benchmark securities, bids, offers, and reference data including market research publications). The appraisals that result from these inputs do not necessarily reflect net results obtainable in the event of actual liquidation.

Fair value, cost and unrealized appreciation of the Charter School's investments are as follows:

	<u>Fair Value</u>	<u>Cost</u>	<u>Unrealized appreciation</u>
<u>June 30, 2018</u>			
Funds held by RACF:			
Investment pools	\$ 758,299	\$ 675,000	\$ 83,299
<u>June 30, 2017</u>			
Funds held by RACF:			
Investment pools	\$ 472,771	\$ 425,000	\$ 47,771

Investment securities are exposed to various risks, such as interest rate, market and credit risk. Due to the risks associated with the investment securities and the uncertainty related to changes in the fair value of investment securities, it is at least reasonably possible that changes in risk could materially affect the Charter School's financial statements.

URBAN CHOICE CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2018

(With Comparative Totals for 2017)

NOTE I: FAIR VALUE MEASUREMENTS

Accounting principles generally accepted in the United States of America ("GAAP") establishes a framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements). The three levels of the fair value hierarchy are described below:

Level 1 - Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets.

Level 2 - Inputs to the valuation methodology include:

- Quoted prices for similar assets or liabilities in active markets;
- Quoted prices for identical or similar assets or liabilities in inactive markets;
- Inputs other than quoted prices that are observable for the asset or liability;
- Inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the Level 2 input must be observable for substantially the full term of the asset or liability.

Level 3 - Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset's or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

Certain investments that are measured at fair value using the net asset value per share (or its equivalent) practical expedient have not been categorized in the fair value hierarchy. The fair value amounts presented in this table are intended to permit reconciliation of the fair value hierarchy to the amounts presented in the balance sheet.

URBAN CHOICE CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2018

(With Comparative Totals for 2017)

NOTE I: FAIR VALUE MEASUREMENTS, Cont'd

The investments by the School at year end are managed by The Rochester Area Community Foundation. This Fund typically maintains approximately 65% of its investments in Level 1 and 35% in Level 2. We have provided an allocation of funds between Level 1 and 2 based upon these percentages. The actual breakdown by Level 1 and 2 is not currently available from the Foundation.

	<u>Assets at Fair Value</u>		
	<u>Level 1 (est)</u>	<u>Level 2 (est)</u>	<u>Total</u>
<u>June 30, 2018</u>			
Investments:			
Funds held by RACF, at NAV	<u>\$ 492,894</u>	<u>\$ 265,405</u>	<u>\$ 758,299</u>
<u>June 30, 2017</u>			
Investments:			
Funds held by RACF, at NAV	<u>\$ 307,301</u>	<u>\$ 165,470</u>	<u>\$ 472,771</u>

The Charter School uses the Net Asset Value (NAV) to determine fair value of all the underlying investments which: (a) do not have a readily determinable fair value and (b) prepare their investees' financial statements consistent with the measurement principles of an investment company or have the attributes of an investment company. The NAV of these funds was \$758,299 and \$472,771 at December 31, 2018 and 2017, respectively, and there were no unfunded commitments. Any redemptions from the fund require a two thirds vote of the Organization's Board of Directors.

The preceding methods described may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while the Charter School believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

URBAN CHOICE CHARTER SCHOOL

REPORT REQUIRED BY GOVERNMENT AUDITING STANDARDS

RAYMOND F. WAGER, CPA, P.C.

Certified Public Accountants

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

Board of Trustees
Urban Choice Charter School

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Urban Choice Charter School, which comprise the statement of financial position as of June 30, 2018 and the related statements of activities and changes in net assets, functional expenses and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated August 16, 2018.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Urban Choice 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 Urban Choice Charter School's internal control. Accordingly, we do not express an opinion on the effectiveness of Urban Choice Charter School's internal control.

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

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

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Urban Choice 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*.

We noted certain other matters that we have reported to management of Urban Choice Charter School in a separate letter dated August 16, 2018.

Purpose of This Report

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

Mengel, Metzger, Barw & Co. LLP

Rochester, New York
August 16, 2018

URBAN CHOICE CHARTER SCHOOL

ADVISORY COMMENT LETTER

JUNE 30, 2018

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

RAYMOND F. WAGER, CPA, P.C.

Certified Public Accountants

August 16, 2018

Board of Trustees
Urban Choice Charter School

In planning and performing our audit of the financial statements of Urban Choice Charter School (the "Charter School") as of and for the year ended June 30, 2018, in accordance with auditing standards generally accepted in the United States of America, we considered the Charter School's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Charter School's internal control. Accordingly, we do not express an opinion on the effectiveness of the Charter School's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A reasonable possibility exists when the likelihood of an event occurring is either reasonably possible or probable as defined as follows:

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

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

During the course of our audit of the financial statements of Urban Choice Charter School as of and for the year ended June 30, 2018, we observed the Charter School's significant accounting policies and certain business, financial and administrative practices. As a result of our observations, we noted the following, which we do not consider to be a significant deficiency or material weakness:

- 1 -

Bank Reconciliations and Statements

During our audit, we noted one instance where a bank reconciliation was not initialed by the Director of Operations and Finance and a member of the Finance Committee to indicate their respective preparation and review as required by the Internal Control Policies. We also noted one instance where the bank statement was not initialed by a member of the Finance Committee to indicate the balance on the bank statement agreed to the monthly financial report or bank reconciliation.

Recommendation

We recommend the Director of Operations and Finance and a member of the Finance Committee initial each bank reconciliation after their respective preparation and review as required by the Internal Control Policies. We also recommend the bank statements are initialed by a member of the Finance Committee to indicate that the balance on each account agrees to the monthly financial report or bank reconciliation as required by the Internal Control Policies.

Vacation Accrual

During our audit, we noted that there was no management review of accrued vacation balances or the rate of accrual for the applicable employees.

Recommendation

We recommend the Charter School implement a process to review accrued vacation balances to ensure balances are correct and employees are earning vacation at the proper rates.

Other Items

The following item is not considered to be a deficiency in internal control; however, it is an item which we would like to communicate to you as follows:

Maintaining separate finance committee minutes of meetings have recently started. We suggest this be continue for all future meetings as an indication of good governance.

Status of matters included in our letter as of June 30, 2017, dated October 25, 2017

Cash Disbursements

We are pleased to report prior year recommendations were implemented and there were no instances where selected payments were not supported by a completed requisition and/or a documented receiving signature.

* * * * *

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

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

Very truly yours,

Mengel, Metzger, Barr & Co. LLP

MENGEL, METZGER, BARR & CO. LLP

URBAN CHOICE CHARTER SCHOOL

REPORT TO THE BOARD OF TRUSTEES

JUNE 30, 2018

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

RAYMOND F. WAGER, CPA, P.C.
Certified Public Accountants

August 16, 2018

Board of Trustees
Urban Choice Charter School

We have audited the financial statements of Urban Choice Charter School as of and for the year ended June 30, 2018, and have issued our report thereon dated August 16, 2018. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated June 25, 2018, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of its respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing 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 over financial reporting. Accordingly, as part of our audit, we considered the internal control of Urban Choice Charter School solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our comments regarding control deficiencies and other matters noted during our audit in a separate letter to you dated August 16, 2018.

- 1 -

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, and our firm have complied with all relevant ethical requirements regarding independence.

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by Urban Choice Charter School is included in Note A to the financial statements. As disclosed in Note A to the financial statements, during the year, the Organization adopted Financial Accounting Standards Board Accounting Standards Update (ASU) 2015-07, "Fair Value Measurement: Disclosures for Investments in Certain Entities that Calculate Net Asset Value per Share (or Its Equivalent)". The Organization retroactively adopted the amendments of ASU 2015-07 for all periods presented. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

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

The most sensitive accounting estimates affecting the financial statements are the allocations of operating expenses to program expenses, management and other expenses, and the collectability of grants receivable. We evaluated the key factors and assumptions used to develop the estimates and determined that they are reasonable in relation to the basic financial statements taken as a whole.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting Urban Choice Charter School's financial statements relate to revenue and support recognition, which is referred to in the notes of the financial statements.

Significant Difficulties Encountered During the Audit

We are pleased to report we encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of our audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

Disagreements with Management

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

Representations Requested from Management

We have requested certain written representations from management, which are included in the management representation letter.

Management’s Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings or Issues

In the normal course of our professional association with Urban Choice Charter School, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, business conditions affecting the entity, and business plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as Urban Choice Charter School’s auditors.

* * * * *

Should you desire further information concerning these matters, Ray Wager or Caitlin Langmead will be happy to meet with you at your convenience.

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

Very truly yours,

Mengel, Metzger, Barr & Co. LLP

MENGEL, METZGER, BARR & CO. LLP

0
Statement of Activities
as of June 30, 2018
Urban Choice Charter School

	<u>0</u> <u>2018</u>	<u>0</u> <u>2017</u>
OPERATING REVENUE		
State and Local Per Pupil Revenue - Reg. Ed	\$ 5,405,679	\$5,224,327
Government Grants	617,909	901,194
Private Grants	24,673	152,859
Fundraising	11,605	8,037
Unrealized gain on investments	39,513	64,609
Other Income	4,808	6,967
TOTAL OPERATING REVENUE	6,104,187	6,357,993
EXPENSES		
Program Services		
Regular Education	\$ 4,013,277	\$3,966,781
Special Education	192,539	128,036
Other Expenses	864,112	759,079
Management and general	<u>953,169</u>	<u>1,127,054</u>
TOTAL EXPENSES	6,023,097	5,980,950
Change in Net Assets	81,090	377,043
NET ASSETS - BEGINNING OF YEAR	\$ 1,951,020	\$1,573,977
NET ASSETS - END OF YEAR	<u>\$ 2,032,110</u>	<u>\$1,951,020</u>

Urban Choice Charter School

Statement of Cash Flows

as of June 30, 2018

	2018	2017
CASH FLOWS - OPERATING ACTIVITIES		
Increase (decrease) in net assets	\$ 81,090	\$ 377,043
Depreciation	202,847	187,853
Unrealized Gain on Investments	(39,513)	(64,609)
	-	-
Grants Receivable	252,760	(232,615)
Prepaid Expenses	(52,150)	(2,051)
Accounts Payable & Accrued Exp	(14,749)	66,413
Accrued Payroll & Benefits	(3,464)	-
Deferred Revenue	(20,815)	7,578
NET CASH PROVIDED FROM OPERATING ACTIVITIES	\$ 406,006	\$ 339,612
CASH FLOWS - INVESTING ACTIVITIES	\$	\$
Purchase of equipment	(26,827)	(126,790)
Purchase of investment in Community Foundation	(263,373)	13,690
Proceeds from sale of investment in Community	17,442	
NET CASH PROVIDED FROM INVESTING ACTIVITIES	\$ (272,758)	\$ (113,100)
NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS	\$ 133,248	\$ 226,512
Cash at beginning of year	786,281	559,769
CASH AND CASH EQUIVALENTS AT END OF YEAR	\$ 919,529	\$ 786,281

0
Statement of Financial Position
as of June 30, 2018

	<u>2018</u>	<u>2017</u>
<u>CURRENT ASSETS</u>		
Cash and cash equivalents	\$ 919,532	\$ 786,281
Investment in Community Foundation	758,299	472,855
Grants & Other Receivables	47,146	299,906
Prepaid Expenses	56,164	4,014
TOTAL CURRENT ASSETS	1,781,141	1,563,056
<u>NON-CURRENT ASSETS</u>		
Property, Building and Equipment, net	\$ 442,207	\$ 618,227
Security Deposits	35,000	35,000
Designated Cash]	75,000	75,000
TOTAL NON-CURRENT ASSETS	552,207	728,227
TOTAL ASSETS	<u>2,333,348</u>	<u>2,291,283</u>
<u>CURRENT LIABILITIES</u>		
Accounts payable and accrued expenses	\$ 58,715	\$ 73,464
Accrued payroll, payroll taxes and benefits	242,523	245,987
Deferred Revenue	-	20,812
TOTAL CURRENT LIABILITIES	301,238	340,263
<u>NET ASSETS</u>		
Unrestricted	\$ 442,207	\$ 618,227
Temporarily restricted	75,000	75,000
Permanently restricted	<u>1,514,903</u>	<u>1,257,793</u>
TOTAL NET ASSETS	<u>2,032,110</u>	<u>1,951,020</u>
TOTAL LIABILITIES AND NET ASSETS	<u>2,333,348</u>	<u>2,291,283</u>

		Urban Choice Charter School					-	
		Program Services						
	No. of Positions	Regular Education	Special Education	Other Education	Sub-total	Management and General	2018	2017
		\$	\$	\$	\$	\$	\$	\$
Personnel Services Costs								
Administrative Staff Personnel	11	38,800	-	-	38,800	561,927	600,727	712,659
Instructional Personnel	55	1,964,695	111,418	299,095	2,375,208	-	2,375,208	2,300,283
Non-Instructional Personnel	7	113,697	-	108,160	221,857	-	221,857	210,991
Total Salaries and Staff	73	2,117,192	111,418	407,255	2,635,865	561,927	3,197,792	3,223,933
Fringe Benefits & Payroll Taxes		673,693	35,463	129,622	838,778	178,852	1,017,630	1,007,243
Occupancy		270,024	9,100	6,784	285,908	31,768	317,676	311,506
Retirement		88,788	4,674	17,083	110,545	23,572	134,117	133,025
Legal Service		-	-	-	-	12,567	12,567	17,055
Accounting / Audit Services		-	-	-	-	13,650	13,650	15,000
Other Purchased / Professional / Consulting Services		71,316	-	1,296	72,612	25,342	97,954	122,865
Repairs & Maintenance		94,612	-	5,287	99,899	10,574	110,473	125,427
Insurance		41,321	-	-	41,321	6,287	47,608	44,857
Supplies/Materials		168,169	31,884	-	200,053	-	200,053	89,068
Equipment / Furnishings		557	-	3,710	4,267	1,758	6,025	18,922
Staff Development		63,635	-	-	63,635	-	63,635	9,208
Marketing / Recruitment		7,500	-	-	7,500	7,236	14,736	31,163
Technology		54,132	-	-	54,132	-	54,132	34,278
Food Service		-	-	280,300	280,300	-	280,300	335,758
Student Services		116,788	-	-	116,788	649	117,437	129,266
Office Expense		28,377	-	-	28,377	20,684	49,061	55,020
Depreciation		172,420	-	10,142	182,562	20,285	202,847	187,853
Utilities		44,753	-	2,633	-	5,265	5,265	68,987
Other		-	-	-	-	32,753	32,753	20,516
Total Expenses		\$4,013,277	\$ 192,539	\$ 864,112	\$5,069,928	\$953,169	\$6,023,097	\$5,980,950



Entry 5c Additional Financial Docs

Created: 10/18/2018 • Last updated: 10/30/2018

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

Section Heading

1. Management Letter

<https://nysed-cso-reports.fluidreview.com/resp/19836231/8mMlunnVv3/>

Explanation for not uploading the Management Letter. attached

2. Form 990

(No response)

Explanation for not uploading the Form 990. It is not completed

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. Income was below the threshold

4. CSP Agreed Upon Procedure Report

(No response)

Explanation for not uploading the procedure report. Not Applicable

5. Evidence of Required Escrow Account

<https://nysed-cso-reports.fluidreview.com/resp/19836231/pN6H0Nalce/>

Explanation for not uploading the Escrow evidence. attached

6. Corrective Action Plan

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

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

(No response)

Explanation for not uploading the Corrective Action Plan. Not applicable

URBAN CHOICE CHARTER SCHOOL

ADVISORY COMMENT LETTER

JUNE 30, 2018

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

August 16, 2018

Board of Trustees
Urban Choice Charter School

In planning and performing our audit of the financial statements of Urban Choice Charter School (the “Charter School”) as of and for the year ended June 30, 2018, in accordance with auditing standards generally accepted in the United States of America, we considered the Charter School’s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Charter School’s internal control. Accordingly, we do not express an opinion on the effectiveness of the Charter School’s internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented, or detected and corrected, on a timely basis. A reasonable possibility exists when the likelihood of an event occurring is either reasonably possible or probable as defined as follows:

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

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

During the course of our audit of the financial statements of Urban Choice Charter School as of and for the year ended June 30, 2018, we observed the Charter School’s significant accounting policies and certain business, financial and administrative practices. As a result of our observations, we noted the following, which we do not consider to be a significant deficiency or material weakness:

Bank Reconciliations and Statements

During our audit, we noted one instance where a bank reconciliation was not initialed by the Director of Operations and Finance and a member of the Finance Committee to indicate their respective preparation and review as required by the Internal Control Policies. We also noted one instance where the bank statement was not initialed by a member of the Finance Committee to indicate the balance on the bank statement agreed to the monthly financial report or bank reconciliation.

Recommendation

We recommend the Director of Operations and Finance and a member of the Finance Committee initial each bank reconciliation after their respective preparation and review as required by the Internal Control Policies. We also recommend the bank statements are initialed by a member of the Finance Committee to indicate that the balance on each account agrees to the monthly financial report or bank reconciliation as required by the Internal Control Policies.

Vacation Accrual

During our audit, we noted that there was no management review of accrued vacation balances or the rate of accrual for the applicable employees.

Recommendation

We recommend the Charter School implement a process to review accrued vacation balances to ensure balances are correct and employees are earning vacation at the proper rates.

Other Items

The following item is not considered to be a deficiency in internal control; however, it is an item which we would like to communicate to you as follows:

Maintaining separate finance committee minutes of meetings have recently started. We suggest this be continue for all future meetings as an indication of good governance.

Status of matters included in our letter as of June 30, 2017, dated October 25, 2017

Cash Disbursements

We are pleased to report prior year recommendations were implemented and there were no instances where selected payments were not supported by a completed requisition and/or a documented receiving signature.

* * * * *

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

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

Very truly yours,

Mengel, Metzger, Barr & Co. LLP

MENGEL, METZGER, BARR & CO. LLP

Urban Choice Charter School
Account Reconciliation
As of Jun 30, 2018
10810 - Dissolution -Community Foundat
Bank Statement Date: June 30, 2018

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance	90,839.16
Add: Cash Receipts	
Less: Cash Disbursements	
Add (Less) Other	
Ending GL Balance	<u>90,839.16</u>
Ending Bank Balance	
Add back deposits in transit	<u> </u>
Total deposits in transit	
(Less) outstanding checks	<u> </u>
Total outstanding checks	
Add (Less) Other	<u> </u>
Total other	
Unreconciled difference	<u>90,839.16</u>
Ending GL Balance	<u>90,839.16</u>



THE COMMUNITY FOUNDATION

Urban Choice Charter School Dissolution Fund

Fund Activity Statement April 01, 2017 through March 31, 2018

Endowment Account	Fourth Quarter	Year To Date
	<u>Jan - Mar 18</u>	<u>Apr - Mar 18</u>
Beginning Balance	\$ 91,040.02	\$ 80,280.39
Charitable Contributions *	0.00	3,978.39
Non-Charitable Contributions	0.00	0.00
Gain/(Loss) on Gift Transactions	0.00	0.00
Net Investment Return	26.81	9,585.23
Distributions to Grantmaking Account	(1,072.48)	(3,181.23)
Administrative Fee	(227.67)	(896.10)
Other Activity *	0.00	0.00
Ending Balance	<u>\$ 89,766.68</u>	<u>\$ 89,766.68</u>

Grantmaking Account	Fourth Quarter	Year To Date
	<u>Jan - Mar 18</u>	<u>Apr - Mar 18</u>
Beginning Balance	\$ 1,064.00	\$ 2,933.64
Charitable Contributions *	0.00	0.00
Non-Charitable Contributions	0.00	0.00
Returned Grants	0.00	0.00
Gain/(Loss) on Gift Transactions	0.00	0.00
Distributions from Endowment	1,072.48	3,181.23
Grants *	(1,064.00)	(5,042.39)
Other Activity *	0.00	0.00
Ending Balance	<u>\$ 1,072.48</u>	<u>\$ 1,072.48</u>

*Transaction detail attached

90839.16

Review Community Foundation investment results anytime at www.racf.org/Financials.

Contributions to the Urban Choice Charter School Dissolution Fund

05/11/2017	Urban Choice Charter School Dissolution Fund - Fund of RACF	2,933.64
10/30/2017	Urban Choice Charter School Dissolution Fund - Fund of RACF	1,044.75
<u>Total Contributions:</u>		<u>\$3,978.39</u>

Grants from the Urban Choice Charter School Dissolution Fund

05/11/2017	Urban Choice Charter School Dissolution Fund - Fund of RACF	(2,933.64)
10/30/2017	Urban Choice Charter School Dissolution Fund - Fund of RACF	(1,044.75)
01/29/2018	Urban Choice Charter School Dissolution Fund - Fund of RACF	(1,064.00)
<u>Total Grants:</u>		<u>\$(5,042.39)</u>

If you see the "#" sign, the donor has requested that their name(s) NOT be listed in any publication.



Entry 5d Financial Services Contact Information

Last updated: 10/30/2018

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.

URBAN CHOICE 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
	Lisa King	[REDACTED]	[REDACTED]

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Raymond Wager	[REDACTED]	[REDACTED]	3

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

New York State Education Department

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

2015-16 Budget & Cash Flow Template

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

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

**URBAN CHOICE CHARTER SCHOOL -
PROJECTED BUDGET FOR 2018-19 -**

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	6,104,940	244,000	20,000	14,000	-	6,382,940
Total Expenses	4,386,659	210,166	695,264	-	1,091,069	6,420,658
Net Income	1,718,281	33,834	(675,264)	14,000	(1,091,069)	(37,718)
Actual Student Enrollment	400	-	-	-	-	-
Total Paid Student Enrollment	400	-	-	-	-	400

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

RCSD

\$13,684.00

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

5,479,440	-	-	-	-	5,479,440
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
5,479,440					5,479,440

Special Education Revenue

Grants

Stimulus

Other

Other State Revenue

	210,000	-	-	-	210,000
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-

TOTAL REVENUE FROM STATE SOURCES

5,479,440	210,000				5,689,440
------------------	----------------	--	--	--	------------------

REVENUE FROM FEDERAL FUNDING

IDEA Special Needs

Title I

Title Funding - Other

School Food Service (Free Lunch)

Grants

Charter School Program (CSP) Planning & Implementation

Other

Other Federal Revenue

	34,000	-	-	-	34,000
200,000	-	-	-	-	200,000
50,000	-	-	-	-	50,000
370,000	-	-	-	-	370,000
-	-	-	-	-	-
-	-	-	-	-	-
5,000	-	-	-	-	5,000
-	-	-	-	-	-

TOTAL REVENUE FROM FEDERAL SOURCES

625,000	34,000				659,000
----------------	---------------	--	--	--	----------------

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)

Text Book

Other Local Revenue

	-	-	14,000	-	14,000
	-	20,000	-	-	20,000
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
500	-	-	-	-	500

TOTAL REVENUE FROM LOCAL and OTHER SOURCES

500		20,000	14,000		34,500
------------	--	---------------	---------------	--	---------------

TOTAL REVENUE

6,104,940	244,000	20,000	14,000		6,382,940
------------------	----------------	---------------	---------------	--	------------------

EXPENSES

ADMINISTRATIVE STAFF PERSONNEL COSTS

No. of Positions

Executive Management

Instructional Management

Deans, Directors & Coordinators

1.00
1.00
2.50

	-	-	-	103,000	103,000
92,700	-	-	-	-	92,700
	20,000	-	-	112,485	132,485

URBAN CHOICE CHARTER SCHOOL

PROJECTED BUDGET FOR 2018-19

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	6,104,940	244,000	20,000	14,000	-	6,382,940
Total Expenses	4,386,659	210,166	695,264	-	1,091,069	6,420,658
Net Income	1,718,281	33,834	(675,264)	14,000	(1,091,069)	(37,718)
Actual Student Enrollment	400	-	-	-	-	-
Total Paid Student Enrollment	400	-	-	-	-	400

PROGRAM SERVICES

SUPPORT SERVICES

		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
CFO / Director of Finance	1.00		-	-	-	82,384	82,384
Operation / Business Manager			-	-	-	-	-
Administrative Staff	3.00		-	-	-	136,292	136,292
TOTAL ADMINISTRATIVE STAFF	9	92,700	20,000			434,161	546,861
INSTRUCTIONAL PERSONNEL COSTS							
Teachers - Regular	26.00	1,216,125	-	-	-	-	1,216,125
Teachers - SPED	4.00		188,966	-	-	-	188,966
Substitute Teachers	-	74,545	-	-	-	-	74,545
Teaching Assistants	10.00	257,644	-	-	-	-	257,644
Specialty Teachers	9.50	455,467	-	-	-	-	453,717
Aides			-	-	-	-	-
Therapists & Counselors	2.00	93,604	-	-	-	-	93,604
Other	-	19,750	-	-	-	-	-
TOTAL INSTRUCTIONAL	52	2,117,135	188,966				2,284,601
NON-INSTRUCTIONAL PERSONNEL COSTS							
Nurse	-	-	-	-	-	-	-
Librarian	1.00	45,274	-	-	-	-	45,274
Custodian	2.00		-	98,616	-	-	98,616
Security	-	-	-	-	-	-	-
Other	11.00		-	392,648	-	-	392,648
TOTAL NON-INSTRUCTIONAL	14	45,274		491,264			536,538
SUBTOTAL PERSONNEL SERVICE COSTS	74	2,255,109	208,966	491,264		434,161	3,368,000
PAYROLL TAXES AND BENEFITS							
Payroll Taxes		259,350	-	-	-	-	259,350
Fringe / Employee Benefits		760,000	-	-	-	-	744,000
Retirement / Pension		145,000	-	-	-	-	145,000
TOTAL PAYROLL TAXES AND BENEFITS		1,164,350					1,148,350
TOTAL PERSONNEL SERVICE COSTS		3,419,459	208,966	491,264		434,161	4,516,350
CONTRACTED SERVICES							
Accounting / Audit			-	-	-	16,000	16,000
Legal			-	-	-	20,000	20,000
Management Company Fee		-	-	-	-	-	-
Nurse Services		-	-	-	-	-	-
Food Service / School Lunch		306,100	-	-	-	-	306,100
Payroll Services		-	-	-	-	17,000	17,000
Special Ed Services		-	-	-	-	-	-
Titlement Services (i.e. Title I)		-	-	-	-	-	-
Other Purchased / Professional / Consulting		82,000	-	-	-	-	82,000
TOTAL CONTRACTED SERVICES		388,100				53,000	441,100

SCHOOL OPERATIONS

URBAN CHOICE CHARTER SCHOOL

PROJECTED BUDGET FOR 2018-19

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	6,104,940	244,000	20,000	14,000	-	6,382,940
Total Expenses	4,386,659	210,166	695,264	-	1,091,069	6,420,658
Net Income	1,718,281	33,834	(675,264)	14,000	(1,091,069)	(37,718)
Actual Student Enrollment	400	-	-	-	-	-
Total Paid Student Enrollment	400	-	-	-	-	400

	PROGRAM SERVICES			SUPPORT SERVICES		TOTAL
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	
Board Expenses		-	4,000	-	-	4,000
Classroom / Teaching Supplies & Materials	85,000	-	-	-	-	85,000
Special Ed Supplies & Materials	-	-	-	-	-	-
Textbooks / Workbooks	3,500	-	-	-	-	3,500
Supplies & Materials other	29,500	1,200	-	-	-	30,700
Equipment / Furniture	8,000	-	-	-	-	8,000
Telephone	28,000	-	-	-	-	28,000
Technology	70,500	-	-	-	-	70,500
Student Testing & Assessment	20,000	-	-	-	-	20,000
Field Trips	33,000	-	-	-	-	33,000
Transportation (student)	28,000	-	-	-	-	28,000
Student Services - other	11,500	-	-	-	-	11,500
Office Expense	37,000	-	-	-	-	37,000
Staff Development	19,500	-	-	-	-	19,500
Staff Recruitment	-	-	-	-	-	-
Student Recruitment / Marketing	13,500	-	-	-	-	13,500
School Meals / Lunch	-	-	-	-	-	-
Travel (Staff)	6,000	-	-	-	-	6,000
Fundraising	3,500	-	-	-	-	3,500
Other	148,600	-	-	-	-	148,600
TOTAL SCHOOL OPERATIONS	545,100	1,200	4,000			550,300
FACILITY OPERATION & MAINTENANCE						
Insurance		-	-	-	95,000	95,000
Janitorial		-	-	-	52,000	52,000
Building and Land Rent / Lease		-	-	-	334,908	334,908
Repairs & Maintenance		-	-	-	48,000	48,000
Equipment / Furniture	34,000	-	-	-	-	34,000
Security		-	-	-	20,000	20,000
Utilities		-	-	-	54,000	54,000
TOTAL FACILITY OPERATION & MAINTENANCE	34,000				603,908	637,908
DEPRECIATION & AMORTIZATION			200,000			200,000
DISSOLUTION ESCROW & RESERVES / CONTINGENCY						75,000
TOTAL EXPENSES	4,386,659	210,166	695,264		1,091,069	6,420,658
NET INCOME	1,718,281	33,834	(675,264)	14,000	(1,091,069)	(37,718)

ENROLLMENT - *School Districts Are Linked To Above Entries*

	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED
RCSD	400		400
School District 2 (Enter Name)			-
School District 3 (Enter Name)			-
School District 4 (Enter Name)			-
School District 5 (Enter Name)			-

URBAN CHOICE CHARTER SCHOOL

PROJECTED BUDGET FOR 2018-19

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	6,104,940	244,000	20,000	14,000	-	6,382,940
Total Expenses	4,386,659	210,166	695,264	-	1,091,069	6,420,658
Net Income	1,718,281	33,834	(675,264)	14,000	(1,091,069)	(37,718)
Actual Student Enrollment	400	-				-
Total Paid Student Enrollment	400	-				400

PROGRAM SERVICES

SUPPORT SERVICES

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
TOTAL ENROLLMENT	400		400			
REVENUE PER PUPIL	15,262	-	50			
EXPENSES PER PUPIL	10,967	-	1,738			

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

Trustee Name:

Dr. Miriam Miranda-Jurado

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

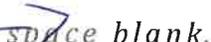
2. Is the trustee an employee of any school operated by the Education Corporation?
 Yes No

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

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
<p align="center">  Please write "None" applicable. Do not leave this space blank.  </p>			

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

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
<i>None Please write "None" if applicable. Do not leave this space blank.</i>			

--	--	--	--

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
<i>Please write "None" if applicable. Do not leave this space blank.</i>				

Nelson Blish  20180725
 Signature Date

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

Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____



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

Trustee Name:

Jason Mellen

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). 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

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
<p><u>None</u> write "None" if applicable. Do not leave this space blank.</p>			

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). **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**

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
		<i>NONE</i>	

--	--	--	--

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		

Jan Moorehead
Signature

7/25/18
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.

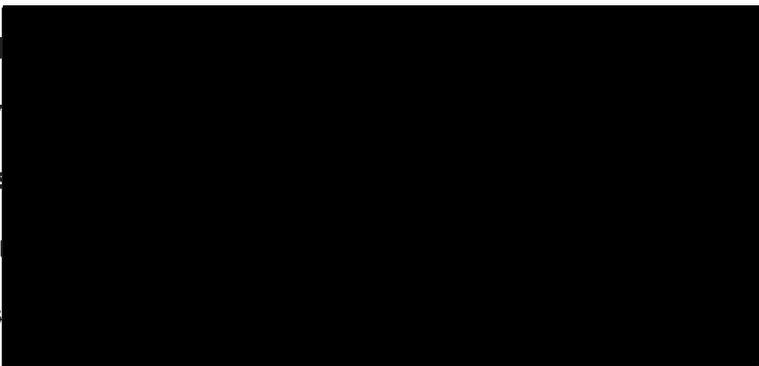
Business Telephone

Business Address

E-mail Address

Home Telephone

Home Address



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

Trustee Name:

Tracy R. Armstrong

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

Urban Choice Charter

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

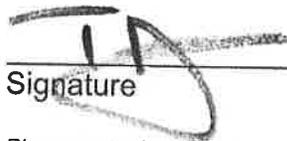
If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

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
<i>Please write "None" if applicable. Do not leave this space blank.</i>				


Signature

7/30/18
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.

Business Telep

Business Addr

E-mail Address

Home Telephon

Home Address:



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

Trustee Name:

Julia M. Boland

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).

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		

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				

Julia M Boland

Signature _____ Date 7/25/18

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.

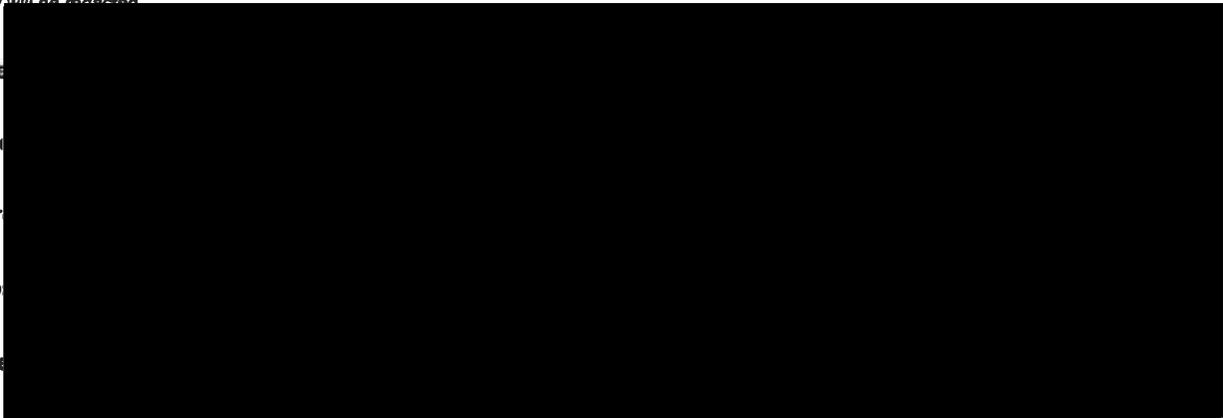
Business Telephone

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:

Kathleen Hurley Wiecek

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

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
<u>NONE</u>			
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

07/27/2018 10:45 0583

PAGE 02

--	--	--	--

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
<p><i>NONE</i> <i>Please write "None" if applicable. Do not leave this space blank.</i></p>				

Kathleen Anticorek
 Signature

7/27/2018
 Date

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

Business 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:
Bliss E. Owen

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).

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

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		

--	--	--	--

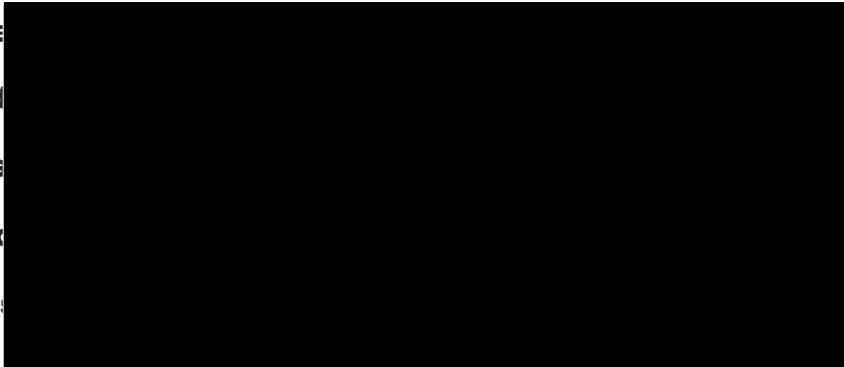
5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed 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
<p>NONE</p> <p><i>Please write "None" if applicable. Do not leave this space blank.</i></p>				

Bliss E. Owe 7/30/18
 Signature Date

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

Business Tele
Business Add
E-mail Address
Home Telepho
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):

Urban Choice Charter School

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

Board member, Governance committee Chair

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

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

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

Yes No

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

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

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

--	--	--	--

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
<p>NONE</p> <p><i>Please write "None" if applicable. Do not leave this space blank.</i></p>				

Megan Bosco
Signature

7/27/18
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.

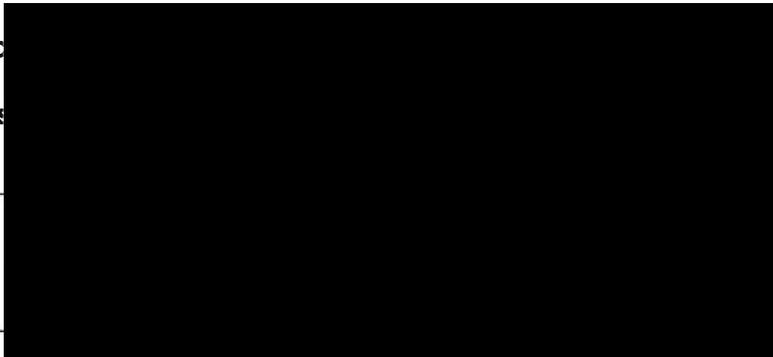
Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____





Entry 8 BOT Table

Created: 07/25/2018 • Last updated: 07/26/2018

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	Nelson Blish [Redacted]	Chair	Executive	Yes	1	05/07/2015	06/03/2018	12
2	Kathleen Hurley Wicorek [Redacted]	Vice Chair	Executive Governance	Yes	1	10/06/2016	6/30/2019	9
3	Joan Moorehead [Redacted]	Secretary	Executive	Yes	2	5/07/2015	06/30/2018	9
4	Jason Mellen [Redacted]	Treasurer	Executive Finance	Yes	2	05/04/2017	06/30/2020	9
5	Tracy Armstrong [Redacted]	Trustee/Member	Building	Yes	1	02/04/2016	06/30/2018	5 or less
6	Julie Boland [Redacted]	Parent Rep	Governance	Yes	1	02/02/2017	06/30/2019	12

7	Megan Bosco	Trustee/Member	Governance	Yes	2	05/04/2017	06/30/2020	10
8	Miriam Miranda-Jurado	Trustee/Member	Building	Yes	1	09/07/2017	06/30/2020	7
9	Bliss Owen	Trustee/Member	Finance	Yes	1	09/07/2017	06/30/2020	7

1a. Are there more than 9 members of the Board of Trustees? No

2. Total number of members on June 30, 2018 9

3. Total number of members joining the Board during the 2017-18 school year 2

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 9

6. Number of Board meetings conducted during the 2017-18 School Year 13

7. Number of Board meetings 11
scheduled for the coming 2018-
19 school year

Thank you.



Entry 9 - Board Meeting Minutes

Last updated: 07/25/2018

[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.

URBAN CHOICE 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.

<http://urbanchoicecharter.org/board-of-trustees/>



Entry 10 Enrollment and Retention of Special Populations

Created: 07/25/2018 • Last updated: 07/27/2018

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.

URBAN CHOICE CS (REGENTS)Section Heading

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2017-18	Describe Recruitment Plans in 2018-19)
Economically Disadvantaged	UCCS is already meeting targets in this area.	UCCS will continue to meet the targets in this area by using similar marketing tools.
English Language Learners	UCCS participated in the common application process. Our application is dual-language. Through this process flyers and postcards were sent to residents in all the Rochester zip codes. Billboards were also rented in high trafficked and low-income areas of the city. Radio advertisements and charter school fairs were also used. Our website has an option to change the language to other multiple languages.	UCCS will continue with the common application process and the efforts from 2017-18 but also add additional efforts of our own. These include visits to community centers, churches, and festivals in areas of high population of immigrant and refugee families. Additionally, in the upcoming lottery ELL students will be given a statistical advantage.
Students with Disabilities	Our students with disabilities percent remains about the same in comparison with last school year. UCCS participated in the common application process. Our application is dual-language. Through this process flyers and postcards were sent to residents in all the Rochester zip codes. Billboards were also rented in high trafficked and low-income areas of the city. Radio advertisements and charter school fairs were also used.	UCCS will continue with current efforts in hopes to increase our students with disabilities percentage.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2017-18	Describe Retention Plans in 2018-19)
Economically Disadvantaged	UCCS continued to provide a safe and welcoming learning environment which provided students a consistent place to be successful. We had family events, PTA, open house and various student celebrations throughout the year which provided the opportunity for families to come into the school and be a part of our community.	UCCS will continue to provide a safe learning environment, opportunities for our students to be successful and provide events for our families to be part of our school community and celebrate with their students.
English Language Learners	UCCS provided ENL services throughout the year and a welcoming environment for our ENL students as well as their families. We made connections with some of our ENL communities and offered translators to any families or students that needed.	UCCS will continue to provide ENL services and reach out to our ENL families and communities as much as possible.
Students with Disabilities	Almost all of our students with IEPs have shown some growth during the school year with the help of our staff and the learning environment provided by the school.	UCCS will continue to provide a safe learning environment to ensure all IEPs are met and students have the opportunity to succeed.



Entry 11 Classroom Teacher and Administrator Attrition

Created: 07/25/2018 • Last updated: 07/27/2018

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
41	20	14	0	35

2. Administrator Position Attrition Table

FTE Administrative Positions on 6/30/17	FTE Administrators Departed 7/1/17 - 6/30/18	FTE Administrators Filling Vacant Positions 7/1/17 - 6/30/18	FTE Administrators Added in New Positions 7/1/17 - 6/30/18	FTE Administrative Positions on 6/30/18
3	2	1	0	2

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.

UCCS did not have any movement of teachers to administrative positions nor any teachers to other charter schools.

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: 07/25/2018 • Last updated: 07/27/2018

**FTE Count of All Teachers 35
(Certified and Uncertified) as of
6/30/18**

**FTE Count of All Certified 26
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)	9
2. FTE count of uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience (6-30-18)	1
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)	2
6. FTE count of uncertified teachers who do not fit into any of the prior four categories (6-30-18)	6

Thank you.

2017 – 2018 DUTIES AND RESPONSIBILITIES CHART

BOARD OF TRUSTEES

CEO

PARENT AND COMMUNITY ENGAGEMENT COORDINATOR	KINDERGARTEN THROUGH SIXTH GRADE PRINCIPAL	SEVENTH AND EIGHTH GRADE PRINCIPAL	COORDINATOR OF OPERATIONS AND FINANCE
	<p>Staff: K-6 Instructional 14 K-6 Teacher Aides 10 ELA and Math Coaches 2 ENL Teacher 1 RTI Teacher 1 Building Sub 1 ATS Program Teacher 1 Total 31</p>	<p>Staff: 7-8 Instructional 6 Special Education Teachers 4 ATS Program Teacher 1 Art and Music Teacher 3 Health Teacher 1 Physical Education Teachers 2 School Counselor 1 School Intervention Specialist 1 School Social Worker 1 Spanish Teacher 1 Assistant to the Principal 1</p>	<p>Staff:</p>
	<p>Duties: K-6 Instruction K-6 Discipline K-6 Observations & Evaluations</p>		

<p>PARENT AND COMMUNITY ENGAGEMENT COORDINATOR</p>	<p>K-6 PLC Coordination K-6 RTI Implementation K-7 Summer School K-8 Substitutes</p> <p>KINDERGARTEN THROUGH SIXTH GRADE PRINCIPAL</p>	<p>22</p> <p><u>Duties:</u> 7-8 Instruction 7-8 Discipline 7-8 Observations & Evaluations 7-8 PLC Coordination 7-8 RTI Implementation K-7 Summer School</p> <p>SEVENTH AND EIGHTH GRADE PRINCIPAL</p> <p>K-8 Assessment K-8 Special Education Compliance Coordinator Sports Program Coordinator</p>	<p>COORDINATOR OF OPERATIONS AND FINANCE</p>
--	--	--	--

URBAN CHOICE CHARTER SCHOOL 2018/19 CALENDAR

	First/Last Days of School
	No School for Students, Professional Development and/or Parent Conferences
	Half Day of School
	Holiday/Recess
	New York State Testing

JULY 2018

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
- 9 Summer School Begins
- ~ No Board of Trustees Meeting

AUGUST 2018

4/0

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	

- 3 Summer School Ends
- 9 Board of Trustees Meeting
- 27 New Staff Orientation/PD
- 28-30 All Staff PD
- 31 Teaching Staff Off

SEPTEMBER 2018

19/18

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						

- 3 Labor Day Holiday - No School
- 4 PD - No School for Students
- 5 First Day of School
- 13 Board of Trustees Meeting
- 27 Open House

OCTOBER 2018

22/21

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			

- 4 Progress Reports Due to Principal
- 5 PD - No School For Students
- 8 Holiday-No School
- 11 Board of Trustees Meeting
- 12 Progress Reports Go Home

NOVEMBER 2018

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	

- 6 PD-No School For Students
- 8 Board of Trustees Meeting
- 9 Marking Period Ends
- 12 Veterans Day Holiday - No School
- 14 Report Cards Due to Principal
- 15 Family Night
- 21-23 Thanksgiving Holiday/Recess - No School
- 30 Parent Conf/Report Card Pick up-Half Day

DECEMBER 2018

14/14

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	29
30	31					

- 12 PD - Half Day
- 13 Board of Trustees Meeting
- 14 Progress Reports Due to Principal
- 20 Progress Reports Go Home
- 21-31 Winter Holiday/Recess - No School

JANUARY 2019

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		

- 1 New Year's Day Holiday - No School
- 2 Students Return from Winter Recess
- 9 PD - Half Day
- 10 Board of Trustees Meeting

FEBRUARY 2019

15/15

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		

- 13 Parent Conf/Report Card Pick up-Half Day
- 14 Board of Trustees Meeting
- 18-22 February Recess - No School

MARCH 2019

21/20

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

- 8 Progress Reports Due to Principal
- 14 Board of Trustees Meeting
- 15 Progress Reports Go Home
- 22 PD - No School for Students

- 21 Martin Luther King Holiday - No School
- 25 Marking Period Ends
- 29 Family Night
- 30 Report Cards Due to Principal

28 Family Night

APRIL 2019 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				

- 3-4 ELA Grades 3-8
- 5 Lottery Day
- 10 PD - Half Day
- 11 Board of Trustees Meeting
- 12 Marking Period Ends
- 15-19 Spring Recess - No School
- 24 Report Cards Due to Principal
- 24 Volunteer Appreciation
- 30 Open Enrollment Day

MAY 2019 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	

- 1 Report Cards Go Home
- 1-2 Math Grades 3-8
- 8 PD - Half Day
- 9 Board of Trustees Meeting
- 22 Family Night
- 23 Celebration of the Arts
- 23 Progress Reports Due to Principal
- 24-27 Memorial Day Holiday - No School
- 29 4th Grade Science Perf
- 30 8th Grade Science Perf
- 31 Progress Reports Go Home

JUNE 2019 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 Grades 4 & 8 Science Written Test
- 13 Board of Trustees Meeting
- 14 Flag Day Performance K-2
- 20 8th Grade Graduation
- 21 Report Cards Due to Principal
- 24 K-7 Moving Up Ceremonies
- 25 Last Day of School for Students
- 26 Report Cards Mailed Home
- 26 Last Day for Staff

Total Days: Teacher = 190, Students = 181