

# I. SCHOOL INFORMATION AND COVER PAGE

Created Wednesday, July 17, 2013

Updated Friday, July 26, 2013

## Page 1

### 1. SCHOOL NAME

(Select School name from dropdown menu; BEDS # appears first)

310500860858 KIPP STAR COLLEGE PREP CS

### 2. CHARTER AUTHORIZER

Regents-Authorized Charter School

### 3. DISTRICT / CSD OF LOCATION

NYC CSD 5

### 4. SCHOOL INFORMATION

PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
433 W. 123rd St. New York, NY 10027	212-991-2650	212-661-4723	MWhitnall@kipstar.org

### 4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES   Contact Name	Stacy Johnson
4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES   Title	KIPP STAR Middle School Principal
4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES   Emergency Phone Number (###-###-####)	

### 5. SCHOOL WEB ADDRESS (URL)

<http://www.kippnyc.org/schools/middle-schools/kipp-star-middle-school>

### 6. DATE OF INITIAL CHARTER

2003-03-01 00:00:00

### 7. DATE FIRST OPENED FOR INSTRUCTION

2003-08-01 00:00:00

### 8. TOTAL NUMBER OF STUDENTS ENROLLED IN 2012-13 (as reported on BEDS Day)

485

### 9. GRADES SERVED IN SCHOOL YEAR 2012-13

Check all that apply

- 5
- 6
- 7
- 8
- 9
- 10
- 11
- 12

### 10. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

Yes/No	Name of CMO/EMO
Yes	KIPP NYC, LLC

### 10a. Please provide the name and contact information for each of the following individuals who are management level personnel associated with the CMO.

	Name	Work Phone	Alternate Phone	Email Address	Contact this individual also in emergencies
CEO (e.g., network superintendent)	Josh Zoia	[REDACTED]		[REDACTED]	
CFO (e.g., network CFO)	Charizma Williams	[REDACTED]		[REDACTED]	
Compliance Contact	Alicia Johnson	[REDACTED]		[REDACTED]	
Complaint Contact	Orpheus Williams	[REDACTED]		[REDACTED]	

## 11. FACILITIES

Will the School maintain or operate multiple sites?

Yes, 2 sites

## 12. SCHOOL SITES

Please list the sites where the school will operate in 2013-14.

	Physical Address	Phone Number	District/CS D	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	433 W. 123rd St. New York, NY 10027	212-991-2650	CSD 5	5-8	Yes	DOE space
Site 2	201 E 144th St Bronx, NY 10451	212-991-2626	CSD 7	9-12	No	Own
Site 3						

12a. Please provide the contact information for Site 1 (same as the primary site).

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Stacy Johnson	[REDACTED]		[REDACTED]
Operational Leader	Matt Whitnall	[REDACTED]		[REDACTED]
Compliance Contact	Alicia Johnson	[REDACTED]		[REDACTED]
Complaint Contact	Orpheus Williams	[REDACTED]		[REDACTED]

12b. Please provide the contact information for Site 2.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Natalie Webb	[REDACTED]		[REDACTED]
Operational Leader	Stephanie Ip	[REDACTED]		[REDACTED]
Compliance Contact	Alicia Johnson	[REDACTED]		[REDACTED]
Complaint Contact	Orpheus Williams	[REDACTED]		[REDACTED]

13. Are the School sites co-located?

Yes

13a. Please list the terms of your current co-location.

	Date School will leave current co-location	Is school working with NYCDOE to expand into current space?	If so, list year expansion will occur.	Is school working with NYCDOE to move to separate space?	If so, list the proposed space and year planned for move	School at Full Capacity at Site
Site 1 (primary site)	No Plan to Leave	No		No		Yes

Site 2	No Plan to Leave	No	No	Yes
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Site 3

14. Were there any revisions to the school's charter during the 2012-2013 school year? (Please include both those that required authorizer approval and those that did not require authorizer approval).

No

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

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• Yes

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Signature, Head of Charter School

A handwritten signature in black ink that reads "Johnson". The signature is written in a cursive style with a large, stylized 'J' and a trailing flourish.

Signature, President of the Board of Trustees

Thank you.

# Signature Page for President of Board of Trustees

Created Thursday, August 01, 2013

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Page 1

310500860858 KIPP STAR COLLEGE PREP CS

16. My signature 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 use the mouse on your PC or the stylist on your mobile device to sign your name).

(No response)

Signature, Board President

A handwritten signature in black ink, appearing to read "Debra M.", with a stylized, wavy line extending from the end.

Thank you.

# Appendix A: Progress Toward Goals

Created Wednesday, July 17, 2013

Updated Friday, November 01, 2013

## Page 1

Charter School Name: 310500860858 KIPP STAR COLLEGE PREP CS

### 1. NEW YORK STATE REPORT CARD

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

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

<https://reportcards.nysed.gov/files/2011-12/RC-2012-310500860858.pdf>

### 2. APPENDIX A: PROGRESS TOWARD CHARTER GOALS

#### 2a. ACADEMIC STUDENT PERFORMANCE GOALS

If the Progress Toward Charter Goals are based on student performance data that the school will not have access to by August 1, 2013 (e.g., the NYS Assessment results), please list goals and explain this in the "Progress Towards Attainment" column. This information can be updated for Appendix A when available but no later than November 1, 2013. Board of Regents-authorized charter schools that opened for instruction in the fall of 2012 or that were renewed in 2012-13 will be held to the same charter-specific academic goals. Board of Regents-authorized charter schools will also be held accountable to Student Performance Benchmark 1 of the Performance Framework.

#### 2012-13 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Academic Goal 1	Goal 1: Students will be Proficient readers, writers, listeners and speakers of the English language.  Absolute Measures (1)  K-2nd: Each year, 75 percent of K-2 students who have been enrolled at the school for at least two consecutive BEDS Days will perform at or above grade level in reading, as measured by the Fountas and Pinnell Assessment.	Fountas and Pinnell Assessment Results	NA: The STAR charter does not currently enroll grades K-2	NA

Academic Goal 2	Goal 1: Students will be Proficient readers, writers, listeners and speakers of the English language.	MAP Reading Assessment Results	NA: The STAR charter does not currently enroll grades K-2	NA
	Absolute Measures (2)			
	K-2nd: Each year, 75 percent of K-2 students will meet their expected annual growth goal on the MAP Reading assessment.			
Academic Goal 3	Goal 1: Students will be Proficient readers, writers, listeners and speakers of the English language.	NYS ELA exam	In 2012-2013 18% of students in 5th-8th grade scored at or above proficiency on the ELA exam	Did Not Achieve
	Absolute Measures (3)			
	3rd-8th: Each year, the percent of students performing at or above Level 3 on the State ELA exam in each tested school will meet our annual interim goals. For 2012-2013, this goal is 55%.			Similar to many schools across New York State, KIPP STAR saw substantial decreases in the percentage of students scoring at or above proficiency on the ELA exams in 2012-13 compared to 2011-12. We are committed to ensuring that students leave our schools equipped to succeed in college.
				We plan to continue our transition to a curriculum platform based on common core standards, coupled with regular interim assessments and data analysis. We have set ambitious goals to improve the proficiency of our students in ELA, and have implemented the following changes to our Middle School program for this year:
				<ul style="list-style-type: none"> <li>- Scholastic READ 180 reading intervention</li> <li>- Expanded guided reading program in grades 5-6</li> <li>- Intervention program in grades 5</li> <li>- Greater independent reading accountability through Accelerated Reader and expanded DEAR time in grades 5-8</li> <li>- Use of MAP test to measure interim progress towards goals</li> <li>- Additional professional development for staff and teachers</li> <li>- Continued implementation of the KIPP Framework for Excellent Teaching as a coaching and development tool</li> <li>- Continued implementation of shared data protocol to ensure that we use data more strategically and effectively</li> </ul>

Academic Goal 4	<p>Goal 1: Students will be Proficient readers, writers, listeners and speakers of the English language.</p> <p>Absolute Measures (4)</p> <p>9th-12th: Each year, 80 percent of the graduating cohort will have scored at least 75 on the New York State Regents examinations in ELA.</p>	NYS Regents ELA Examinations	94% of students in the 2009 accountability cohort passed an ELA Regents examination with at least a 75.	Achieved
Academic Goal 5	<p>Goal 1: Students will be Proficient readers, writers, listeners and speakers of the English language.</p> <p>Value-Added Measures</p> <p>K-12th: Each year, each constituent school will make Adequate Yearly Progress in ELA as measured by NCLB</p>	NCLB Status	Not available at time of reporting	Not available at time of reporting
Academic Goal 6	<p>Goal 1: Students will be Proficient readers, writers, listeners and speakers of the English language.</p> <p>Comparative Measures (1)</p> <p>K-2nd: Each year, at least 50% of students will perform at or above the national norm in MAP Reading.</p>	Map Reading Assessment Results	NA: The STAR charter does not currently enroll grades K-2	NA
Academic Goal 7	<p>Goal 1: Students will be Proficient readers, writers, listeners and speakers of the English language.</p> <p>Comparative Measures (2)</p> <p>3rd-8th: Each year, the percent of students performing at or above Level 3 on the State ELA exam in each tested grade will, in the majority of grades, exceed the average performance of students tested in the same grades of the Community School District in which the school is located and the statewide proficiency average.</p>	NYS ELA Exam	In 2012-2013 the percentage of students scoring at or above proficiency on the ELA exam exceeded that of the local CSD in 3 of the 4 tested grades, but exceeded the statewide percentage in only 1 of 4 tested grades. The target was only partially achieved.	Partially Achieved. See above Middle School ELA action plan.
Academic Goal 8	<p>Goal 1: Students will be Proficient readers, writers, listeners and speakers of the English language.</p> <p>Comparative Measures (3)</p>	NYS Regents ELA Examinations	94% of students in the 2009 accountability cohort passed an ELA Regents examination with at least a 75, as compared to 93%. Comparison data for the 2009 cohort scoring at least an	Achieved

9th-12th: Each year, the percent of students in the high school accountability cohort passing an ELA Regents exam with a score of 75 or above by the end of their fourth year will exceed that of students across New York State.

80 is not available at the state level. 38% of NY state students in the 2008 cohort passed an ELA exam with at least an 85, and 82% passed with at least a 65

## 2a1. Do have more academic goals to add?

Yes

### 2012-13 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Academic Goal 9	<p>Goal 2: Students will demonstrate knowledge and understanding of mathematics including application, practical and conceptual understanding, and problem solving.</p> <p>Absolute Measures (1)</p> <p>K-2nd: Each year, 75 percent of K-2 students who have been enrolled at the school for at least 2 consecutive years will perform at or above grade level in Mathematics, as measured by the MAP (Measure of Academic Progress) Exam.</p>	MAP Math Assessment Results	NA: The STAR charter does not currently enroll grades K-2	NA
Academic Goal 10	<p>Goal 2: Students will demonstrate knowledge and understanding of mathematics including application, practical and conceptual understanding, and problem solving.</p> <p>Absolute Measures (2)</p> <p>3rd-8th: Each year, the percent of students performing at or above Level 3 on the State Math exam in each tested school will meet our annual interim goals. For 2012-2013, this goal is 80%</p>	NYS Math exam	In 2012-2013 23% of students in 5th-8th grades scored at or above proficiency on the Math exam, thus not achieving the target.	<p>Did Not Achieve</p> <p>Similar to many schools across New York State, KIPP STAR saw substantial decreases in the percentage of students scoring at or above proficiency on the Math exams in 2012-13 compared to 2011-12. We are committed to ensuring that students leave our schools equipped to succeed in college.</p> <p>We plan to continue our transition to a curriculum platform based on common core standards, coupled with regular interim assessments and data analysis. We have set ambitious goals to improve the proficiency</p>

				<p>of our students in Math, and have implemented the following changes to our Middle School program for this year:</p> <ul style="list-style-type: none"> <li>- Increased math instructional time in grades 5-8</li> <li>- Use of Khan Academy and ST math computer programs in Grades 5-8</li> <li>- Intervention Program in grades 5-8</li> <li>- Use of MAP test to measure interim progress towards goals</li> <li>- Additional professional development for staff and teachers</li> <li>- Continued implementation of the KIPP Framework for Excellent Teaching as a coaching and development tool</li> <li>- Continued implementation of shared data protocol to ensure that we use data more strategically and effectively</li> </ul>
Academic Goal 11	<p>Goal 2: Students will demonstrate knowledge and understanding of mathematics including application, practical and conceptual understanding, and problem solving.</p> <p>Absolute Measures (3)</p> <p>9th-12th: Each year, 80% of the graduating cohort will have scored at least 75 on a New York State Regents examination in Math.</p>	NYS Regents Math Exams	94% of students in the 2009 accountability cohort passed a Mathematics Regents examination with at least a 75.	Achieved
Academic Goal 12	<p>Goal 2: Students will demonstrate knowledge and understanding of mathematics including application, practical and conceptual understanding, and problem solving.</p> <p>Value Added Measures</p> <p>K-12th: Each year, each constituent school will make Adequate Yearly Progress in Math as measured by NCLB.</p>	NCLB status	Not available at time of reporting	Not available at time of reporting
Academic Goal 13	<p>Goal 2: Students will demonstrate knowledge and understanding of mathematics including application, practical and conceptual understanding, and problem solving.</p>	MAP Math Assessment Results	NA: The STAR charter does not currently enroll grades K-2	NA

	<p>Comparative Measure (1)</p> <p>K-2nd: Each year, at least 50% of students will perform at or above the national norm in MAP Math.</p>			
Academic Goal 14	<p>Goal 2: Students will demonstrate knowledge and understanding of mathematics including application, practical and conceptual understanding, and problem solving.</p> <p>Comparative Measure (2)</p> <p>3rd-8th: Each year, the percent of students performing at or above Level 3 on the State Math exam in each tested grade will, in the majority of grades, exceed the average performance of students tested in the same grades of the Community School District in which the school is located and the statewide proficiency average.</p>	NYS Math Exam	In 2012-2013 the percentage of students scoring at or above proficiency on the Mathematics exam exceeded that of the local CSD in all 4 tested grades, and exceeded the statewide percentage in 2 of 4 tested grades. The target was partially achieved.	Partially Achieved. See above Middle School Math Action Plan.
Academic Goal 15	<p>Goal 2: Students will demonstrate knowledge and understanding of mathematics including application, practical and conceptual understanding, and problem solving.</p> <p>Comparative Measure (3)</p> <p>9th-12th: Each year, the percent of students in the high school accountability cohort passing a Math Regents exam with a score of 80 or above by the end of their fourth year will exceed that of the students across New York State.</p>	NYS Regents Math Exams	55% of students in the 2009 accountability cohort passed a Mathematics Regents examination with at least a score of 80. Comparison data for the 2009 cohort scoring at least an 80 is not available at the state level. 22% of NY state students in the 2008 cohort passed a math exam with at least an 85, and 82% passed with at least a 65.	Achieved
Academic Goal 16	<p>Goal 3: Students will demonstrate proficiency in the understanding and application of scientific reasoning</p> <p>Absolute Measure</p> <p>9th-12th: Each year, 80% of the graduating cohort will have scored at least 75 on a New York State Regents examination in Science (Living Environment, Chemistry, or other).</p>	NYS Regents Science Exams	85% of students in the 2009 accountability cohort passed a Science Regents examination with at least a 75.	Achieved

2a2. Do have more academic goals to add?

## 2012-13 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Academic Goal 17	<p>Goal 3: Students will demonstrate proficiency in the understanding and application of scientific reasoning</p> <p>Comparative Measure</p> <p>4th and 8th: Each year, the percent of students performing at or above Level 3 on the State Science exam in 4th and 8th grade will exceed the average performance of students tested in the same grades of the Community School District in which the school is located and the statewide proficiency average.</p>	NYS Science Exam	77% of students in 8th grade scored at or above Level 3 on the 8th grade NYS Science examination. KIPP STAR did not enroll 4th graders in 2012-13. In 2012 51% of tested students in CSD 6, and 69% in NY State scored at or above Level 3 (2013 data not yet available).	Achieved
Academic Goal 18	<p>Goal 4: Students will understand and be able to critically analyze World and United States History and Geography.</p> <p>Absolute Measure</p> <p>9th-12th: Each year, 80% of the graduating cohort will have scored at least 75 on the New York State Regents examinations in History (Global Studies and U.S. History)</p>	NYS Global Studies and U.S. History Regents Exams	88% of students in the 2009 accountability cohort passed both Regents examinations in History. Passing equates to scoring at or above 75 for the purposes of this goal.	Achieved
Academic Goal 19	<p>Goal 5: Each constituent school will make Adequate Yearly Progress as mandated by the No Child Left Behind Act</p> <p>Absolute Measure</p> <p>K-12th: Each year, the school will be deemed "In Good Standing" on the NYS Report Card.</p>	NYS Report Card	Data not available at time of reporting	Data not available at time of reporting
Academic Goal 20	<p>Goal 6: Students will demonstrate academic preparedness for college and careers</p> <p>Absolute Measure (1)</p>	HS Graduation rate	91% of students in the 2009 graduation cohort graduated from high school by the end of their 4th year.	Achieved

	9th-12th: Each year, 85 percent of students in the high school Graduation Cohort will graduate after completion of their fourth year in the cohort.			
Academic Goal 21	<p>Goal 6: Students will demonstrate academic preparedness for college and careers</p> <p>Absolute Measure (2)</p> <p>9th-12th: Each year, 90 percent of students in the Graduation Cohort will complete the school's college placement program consisting of passing 3 of the following courses: Speech and Composition; Math and Verbal Reasoning; College Readiness; and Senior Research Institute College Counseling. (The program changed from 4 to 3 courses)</p>	College Placement Program Completion	94% of students in the 2009 graduation cohort completed the three of the courses in the college placement program.	Achieved
Academic Goal 22	<p>Goal 6: Students will demonstrate academic preparedness for college and careers</p> <p>Absolute Measure (3)</p> <p>9th-12th: Each year, 50 percent of students in the Graduation Cohort will successfully pass a high school AP exam.</p>	AP Exam Results	15% of students in the 2009 graduation cohort passed an AP exam (with a score of at least 3)	<p>Did Not Achieve</p> <p>We are working to increase the number of students successfully passing AP examinations within four years of beginning high school</p>
Academic Goal 23	<p>Goal 6: Students will demonstrate academic preparedness for college and careers</p> <p>Comparative Measure</p> <p>11th-12th: Each year, the average performance of students will exceed the citywide average on the SAT tests in Critical Reading and Mathematics. It is expected that the participation rate for this test will be 75% or greater.</p>	SAT Results	With 100% of students in the 12th grade being tested, the average score in Critical Reading was 450.0 and in Math was 477.5. The New York City average in 2012 (2013 comparison data not yet available) was 431 in Critical Reading and 461 in Math.	Achieved
Academic Goal 24	<p>Goal 6: Students will demonstrate academic preparedness for college and careers</p> <p>High School Graduation Rates</p>	High School Graduation	The initial cohort has not been out of middle school for 5 years.	In Progress

	95% of alumni will earn a high school diploma within 5 years of finishing 8th grade.			
Academic Goal 25	<p>Goal 6: Students will demonstrate academic preparedness for college and careers</p> <p>College Graduation Rates (1)</p> <p>50% of alumni will earn a bachelor's degree within 6 years of matriculation</p>	College Graduation	The initial cohort at KIPP STAR has not been out of HS for 6 years.	NA
Academic Goal 26	<p>Goal 6: Students will demonstrate academic preparedness for college and careers</p> <p>College Graduation Rates (2)</p> <p>100% of alumni who graduate from middle and high school will earn a bachelor's degree, an associate's degree, or complete a program that prepares them for careers through which they can achieve self-sufficiency.</p>	Post-High school Program completion	The initial cohort at KIPP STAR has not been out of HS for 6 years.	NA
Academic Goal 27	<p>Goal 6: Students will demonstrate academic preparedness for college and careers</p> <p>College Participation and Attendance (1)</p> <p>Each year, 85 percent of students in the Graduation Cohort will gain admission into a two and/or four year college.</p>	College Admission	100% of students in the 2009 graduation cohort were accepted into a 2 or 4 year college	Achieved
Academic Goal 28	<p>Goal 6: Students will demonstrate academic preparedness for college and careers</p> <p>College Participation and Attendance (2)</p> <p>Each year, 70 percent of students in the Graduation Cohort will enroll in a two and/or four year college.</p>	College Enrollment	82% of students in the 2009 graduation cohort matriculated to a 2 or 4 year college by September 2013. Data available 11/1	Achieved
Academic Goal 29	<p>Goal 6: Students will demonstrate academic preparedness for college and careers</p>	Daily Attendance	In 2012-2013 the average daily attendance rate was 95.8%	Achieved

Student Engagement (1)

Each year, the school will have an average daily student attendance rate of at least 95 percent.

Academic Goal 30

Goal 6: Students will demonstrate academic preparedness for college and careers

Re-Enrollment

94% of students enrolled on the last day of school returned in September 2013 (students graduating from 12th grade are not included)

Did Not Achieve

We are monitoring and discussing retention as a Principal-Managing Director leadership team on a weekly basis

Student Engagement (2)

Each year, 95 percent of all students enrolled on the last day of the school year will return the following September.

2b. ORGANIZATIONAL GOALS

2012-13 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Org Goal 1	Adherence to contract terms (1)  Each year, the school will comply with all applicable laws, rules, regulations and contract terms including, but not limited to, the New York Charter Schools Act, the New York Freedom of Information Law, the New York Open Meetings Law, the federal individuals with Disabilities Education Act, and federal Family Educational Rights and Privacy Act.	Compliance	The school complied with all relevant rules and regulations and contract terms.	Achieved.
Org Goal 2	Adherence to contract terms (2)  Each year, leadership will engage in strategic goal setting aligned to the organization's mission, beliefs, and long-term priorities. The school will accomplish 100% of its annual strategic goals.	Strategic Goal Setting	Each of the schools engaged in academic goal setting this year.	Achieved
Org Goal 3	Enrollment stability  Each year, student enrollment will be within 15% of full enrollment as defined in the school's contract. This will be measured each year by an analysis of student enrollment figures in ATS.	Enrollment	With 485 students enrolled in 2012-2013, adequate enrollment was maintained.	Achieved
Org Goal 4	Each of the constituent schools will target underserved populations in their communities of residence.  1. At least 80% of students will qualify for Free or Reduced Price Lunch.  2. The percent of students in the incoming class classified as English Language Learners will exceed that of the local CSD.  3. The percent of students in the incoming class who will receive	Enrollment	1. 81% of students qualified for Free or Reduced Price Lunch in 2012-13  2. 2.5% of students were classified as ELL in 2012-13 as compared with 11% of the local CSD  3. 18% of students had IEPs in 2012-13 as compared to 17% of the local CSD.	1. Achieved  2. KIPP NYC is committed to enrolling and retaining students classified as English Language Learners. Please see Appendix H for details about our activities to enroll and retain this population of students.  3. Achieved

	Special Education Services will exceed that of the local CSD.			
Org Goal 5	Each of the constituent schools will provide a safe learning environment where all stakeholders function as a team and a family.	Healthy Schools and Regions Surveys.	<p>1. On average, 72% of staff/teachers agreed or strongly agreed (scored &gt;4) with statements on the 2012-13 Healthy Schools Surveys.</p> <p>2. On average, 82% of parents agreed or strongly agreed (scored &gt;4) with statements on the 2012-13 Healthy Schools Surveys.</p> <p>3. On average, 54% of students agreed or strongly agreed (scored &gt;4) with statements on the 2012-13 Healthy Schools Surveys</p> <p>4. 89% of parents agreed or strongly agreed with the statement: "I would recommend KIPP to other families."</p> <p>5. 61% of staff/teachers agreed or strongly agreed with the statement "I would recommend KIPP to a friend as a place of employment."</p> <p>6. 44% of students agreed or strongly agreed with the statement "I would recommend KIPP to my family/friends."</p>	KIPP NYC schools are committed to providing a safe learning environment where all stakeholders function as a team and a family, and are consistently working towards increasing scores on the annual Healthy Schools and Regions Surveys across all stakeholders.
	1. % above 4.1 on annual Staff Healthy Schools Surveys will be 100%.			
	2. % above 4.1 on annual Parent Health Schools Surveys will be 100%			
	3. % above 4.1 on annual Student Healthy Schools Surveys will be 100%			
	4. 90% of parents will agree or strongly agree with the statement: "I would recommend KIPP to other families"			
	5.90% of staff will agree or strongly agree with the statement "I would recommend KIPP to a friend as a place of employment"			
	6. 90% of students will agree or strongly agree with the statement "I would recommend KIPP to my family/friends"			

2b.1 Do you have more organizational goals to add?

(No response)

2012-13 Progress Toward Attainment of Organizational Goals

Organizational Goal	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
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2c. FINANCIAL GOALS

2012-13 Progress Toward Attainment of Financial Goals

Financial Goals	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Financial Goal 1 Financial Compliance Upon completion of the school's first year of operation and every year thereafter, the	Financial Audit	The annual audit resulted in an unqualified opinion with no major findings	Achieved

school will undergo an independent financial audit that will result in an unqualified opinion and no major findings.

Financial  
Goal 2

Financial Viability

Budget

The school has maintained a balanced budget.

Achieved

Each year, the school will operate on a balanced budget and maintain a stable cash flow.

# KIPP STAR COLLEGE PREP CHARTER SCHOOL

## Consolidated

Fiscal Year 2012 - 2013

Unaudited Actuals

	<u>Elementary</u>	<u>Middle</u>	<u>High<sup>1</sup></u>	<u>TOTAL<sup>3</sup></u>
Total Enrollment	204	307	175	<b>686</b>
Total Expenditures	3,080,610	4,605,302	3,187,502	<b>10,873,413</b>
Average Expenditures Per Pupil	15,095	15,013	18,209	<b>15,853</b>
Total Administrative Expenditures	477,143	680,200	378,551	<b>1,535,894</b>
General Administration Salaries	179,150	181,827	108,721	<b>469,698</b>
General Administration Expenditures <sup>2</sup>	297,993	498,373	269,830	<b>1,066,196</b>
Average Administrative Expenditures Per Pupil	2,338	2,217	2,163	<b>2,239</b>

<sup>1</sup> Represents KIPP STAR's portion of KIPP NYC College Prep High School. Allocation is based on the number of KIPP STAR students relative to total high school enrollment.

<sup>2</sup> General Administration Expenditures represents CMO fees.

<sup>3</sup> For FY2013, KIPP STAR was composed of STAR ES, STAR MS-Harlem, and STAR's portion KIPP NYC College Prep High School.



## Financial Audit Supplemental Data Request Form

*for Regents-Authorized Charter Schools*

**School Name:** [KIPP STAR COLLEGE PREP CHARTER SCHOOL](#)

**Date:** [8/1/2013](#)

**School Fiscal Contact Name:** [Charizma Williams](#)  
**School Fiscal Contact Email:** [REDACTED]  
**School Fiscal Contact Phone:** [REDACTED]  
**District of Location:** [CSD 5](#)  
**Authorizer:** [NY SED](#)  
**Years of Operation:** [Summer 2003-Present](#)  
**Facility:** [Public](#)  
**Grades Currently Served:** [K-1, 5-12 for the 2012-2013 school year](#)  
**Planned Grades at Full Capacity:** [K-12](#)  
**Enrollment:** [686 for the 2012-2013 school year](#)  
**Max Enrollment:** [1000](#)  
**Year of Most Recent Data:** [2013](#)  
**School Fiscal Contact Phone:** [REDACTED]

**School Audit Firm Name:** [CliftonLarsonAllen LLP](#)  
**School Audit Contact Name:** [David Sekerak](#)  
**School Audit Contact Email:** [David.sekerak@cliftonlarsonallen.com](mailto:David.sekerak@cliftonlarsonallen.com)  
**School Audit Contact Phone:** [\(267\) 419-1635](#)

**Latest Audit Period (through June 30):** [2012](#)

**Do Not Use this Box** [KIPP STAR COLLEGE PREP CHARTER SCHOOL2012](#)

Note:

For FY2012 and FY2013, KIPP STAR was composed of STAR ES, STAR MS-Harlem, and STAR's portion KIPP NYC College Prep High School.

**FILL IN GRAY CELLS**

**KIPP STAR COLLEGE PREP CHARTER SCHOOL**

STATEMENTS OF FINANCIAL POSITION

FOR THE YEARS ENDED JUNE 30,

	<u>2013</u>	<u>2012</u>
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	\$ 541,025	\$ 778,068
Grants and contracts receivable	20,973	107,019
Accounts receivables	1,200,390	937,240
Inventory	-	-
Prepaid Expenses	184,804	73,676
Contributions and other receivables	-	-
Other	-	-
<b>TOTAL CURRENT ASSETS</b>	<b>\$ 1,947,192</b>	<b>\$ 1,896,003</b>
<b>OTHER ASSETS</b>		
Investments	\$ -	\$ -
Property, Plant and Equipment, Net	407,772	150,023
Restricted Cash	-	-
<b>OTHER ASSETS</b>	<b>\$ 407,772</b>	<b>\$ 150,023</b>
<b>TOTAL ASSETS</b>	<b>\$ 2,354,964</b>	<b>\$ 2,046,026</b>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT LIABILITIES</b>		
Accounts payable and accrued expenses	\$ 30,884	\$ 132,640
Accrued payroll and benefits	-	-
Refundable Advances	-	-
Dreferred Revenue	-	-
Current maturities of long-term debt	-	-
Short Term Debt - Bonds, Notes Payable	-	-
Other	-	2,376
<b>TOTAL CURRENT LIABILITIES</b>	<b>\$ 30,884</b>	<b>\$ 135,016</b>
<b>LONG-TERM DEBT, net current maturities</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL LIABILITIES</b>	<b>\$ 30,884</b>	<b>\$ 135,016</b>
<b>NET ASSETS</b>		
Unrestricted	\$ 2,232,516	\$ 1,908,317
Temporarily restricted	91,564	2,693
<b>TOTAL NET ASSETS</b>	<b>\$ 2,324,080</b>	<b>\$ 1,911,010</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$ 2,354,964</b>	<b>\$ 2,046,026</b>
<i>Check</i>	-	-

Note:

For FY2012 and FY2013, KIPP STAR was composed of STAR ES, STAR MS-Harlem, and STAR's portion KIPP NYC College Prep High School.

**FILL IN GRAY CELLS**

**KIPP STAR COLLEGE PREP CHARTER SCHOOL**

**STATEMENTS OF ACTIVITIES**

FOR THE YEARS ENDED JUNE 30,

	2013			2012
	Unrestricted	Temporarily Restricted	Total	Total
<b>REVENUE, GAINS AND OTHER SUPPORT</b>				
State & Local Operating Revenue	\$ 10,259,243	\$ -	\$ 10,259,243	\$ 7,927,372
Federal - Title and IDEA	355,336	-	355,336	241,348
Federal - Other	117,328	-	117,328	72,553
State and City Grants	-	-	-	2,686
Contributions and private grants	-	-	-	-
After school revenue	-	-	-	-
Other	-	-	-	-
Food Service/Child Nutrition Program	-	-	-	-
<b>TOTAL REVENUE, GAINS AND OTHER SUPPORT</b>	<b>\$ 10,731,907</b>	<b>\$ -</b>	<b>\$ 10,731,907</b>	<b>\$ 8,243,959</b>
<b>EXPENSES</b>				
Program Services				
Regular Education	\$ 8,725,528	\$ -	\$ 8,725,528	\$ 6,463,768
Special Education	1,081,688	-	1,081,688	1,029,952
Other Programs	-	-	-	-
Total Program Services	\$ 9,807,217	\$ -	\$ 9,807,217	\$ 7,493,720
Supporting Services				
Management and general	\$ 1,066,196	\$ -	\$ 1,066,196	\$ 894,848
Fundraising	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 10,873,413</b>	<b>\$ -</b>	<b>\$ 10,873,413</b>	<b>\$ 8,388,568</b>
<b>SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS</b>	<b>\$ (141,506)</b>	<b>\$ -</b>	<b>\$ (141,506)</b>	<b>\$ (144,609)</b>
Contributions				
Foundations	\$ 387,137	\$ 88,871	\$ 476,008	\$ 424,227
Individuals	3,968	-	3,968	26,445
Corporations	24,395	-	24,395	16,103
Fundraising	-	-	-	-
Interest income	20	-	20	244
Miscellaneous income	50,185	-	50,185	55,938
Net assets released from restriction	-	-	-	297,143
<b>TOTAL SUPPORT AND OTHER REVENUE</b>	<b>\$ 465,705</b>	<b>\$ 88,871</b>	<b>\$ 554,576</b>	<b>\$ 820,100</b>
<b>CHANGE IN NET ASSETS</b>	<b>\$ 324,199</b>	<b>\$ 88,871</b>	<b>\$ 413,070</b>	<b>\$ 675,491</b>
NET ASSETS BEGINNING OF YEAR	\$ 1,908,317	\$ 2,693	\$ 1,911,010	\$ 1,235,519
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
<b>NET ASSETS - END OF YEAR</b>	<b>\$ 2,232,516</b>	<b>\$ 91,564</b>	<b>\$ 2,324,080</b>	<b>\$ 1,911,010</b>

Note:

For FY2012 and FY2013, KIPP STAR was composed of STAR ES, STAR MS-Harlem, and STAR's portion KIPP NYC College Prep High School.

# Audited Financial Statement Checklist

Created Friday, November 01, 2013

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## Page 1

Charter School Name:

1. Please check each item that is included in the 2012-13 Audited Financial Statement submitted for your charter school.

	Yes	No	NA
Audited Financial Statements (including report on compliance and report on internal control over financial reporting)	True	False	False
Single Audit (if applicable)	False	False	True
CSP Agreed Upon Procedures (if applicable)	False	False	True
Management Letter	True	False	False
Report on Extracurricular Student Activity Accounts (if applicable)	False	False	True
Corrective Action Plans for any Findings	False	False	True

2. Please indicated if there is a finding(s) noted in any of the following sections of your charter school's 2012-13 Audited Financial Statement.

	Yes	No
Report on Compliance	False	True
Report on Internal Control over Financial Reporting	False	True
Single Audit	False	True
CSP Agreed Upon Procedures Report	False	True
Management Letter	False	True

Thank you Christine .

**KIPP STAR COLLEGE PREP CHARTER SCHOOL**

**FINANCIAL STATEMENTS**

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**YEARS ENDED JUNE 30, 2013 AND 2012**

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**KIPP STAR COLLEGE PREP CHARTER SCHOOL  
TABLE OF CONTENTS  
YEARS ENDED JUNE 30, 2013 AND 2012**

<b>INDEPENDENT AUDITORS' REPORT</b>	<b>1</b>
<b>FINANCIAL STATEMENTS</b>	
<b>STATEMENTS OF FINANCIAL POSITION</b>	<b>3</b>
<b>STATEMENTS OF ACTIVITIES</b>	<b>4</b>
<b>STATEMENTS OF FUNCTIONAL EXPENSES</b>	<b>5</b>
<b>STATEMENTS OF CASH FLOWS</b>	<b>6</b>
<b>NOTES TO FINANCIAL STATEMENTS</b>	<b>7</b>
<b>INDEPENDENT AUDITORS' 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</b>	<b>13</b>

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CliftonLarsonAllen

CliftonLarsonAllen LLP  
www.cliftonlarsonallen.com

## INDEPENDENT AUDITORS' REPORT

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### Board of Trustees

KIPP STAR College Prep Charter School  
New York, New York

### Report on the Financial Statements

We have audited the accompanying financial statements of KIPP STAR College Prep Charter School (a nonprofit organization), which comprise the statements of financial position as of June 30, 2013 and 2012, and the related statements of activities, functional expenses and cash flows for the years 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.

### *Auditors' Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits 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 auditors' 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.

Board of Directors  
KIPP STAR College Prep Charter School

***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of KIPP STAR College Prep Charter School as of June 30, 2013 and 2012, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

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**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated October 28, 2013, on our consideration of KIPP STAR College Prep Charter School 's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the result 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 KIPP STAR College Prep Charter School's internal control over financial reporting and compliance.



**CliftonLarsonAllen LLP**

Plymouth Meeting, Pennsylvania  
October 28, 2013

**KIPP STAR COLLEGE PREP CHARTER SCHOOL  
STATEMENTS OF FINANCIAL POSITION  
JUNE 30, 2013 AND 2012**

	2013	2012
<b>ASSETS</b>		
Cash and cash Equivalents	\$ 716,621	\$ 778,068
Grants and Contracts Receivable	193,433	107,019
Due from Related Parties	1,109,537	937,240
Prepaid Expenses and Other Assets	111,170	73,676
Property and Equipment	375,539	150,023
Total Assets	\$ 2,506,300	\$ 2,046,026
<b>LIABILITIES AND NET ASSETS</b>		
<b>LIABILITIES</b>		
Accounts Payable and Accrued Expenses	\$ 161,411	\$ 132,640
Refundable Advances	11,954	-
Capital Lease Obligations	-	2,376
Total Liabilities	173,365	135,016
<b>NET ASSETS</b>		
Unrestricted	2,318,221	1,908,317
Temporarily Restricted	14,714	2,693
Total Net Assets	2,332,935	1,911,010
Total Liabilities and Net Assets	\$ 2,506,300	\$ 2,046,026

See accompanying Notes to Financial Statements.

**KIPP STAR COLLEGE PREP CHARTER SCHOOL  
STATEMENTS OF ACTIVITIES  
YEARS ENDED JUNE 30, 2013 AND 2012**

	2013		2012	
	Unrestricted	Temporarily Restricted	Unrestricted	Temporarily Restricted
<b>OPERATING REVENUE</b>				
State and Local Per Pupil Operating Revenue	\$ 10,288,455	\$ -	\$ 7,999,982	\$ -
Government Grants and Contracts	515,077	-	243,977	-
Total Operating Revenue	10,803,532	-	8,243,959	-
<b>OPERATING EXPENSES</b>				
Program Services	10,017,266	-	7,544,262	-
Supporting Services	1,098,857	-	844,306	-
Total Operating Expenses	11,116,123	-	8,388,568	-
School Operating Deficit	(312,591)	-	(144,609)	-
Other Revenue:				
Contributions and Other Grants	349,659	192,064	466,515	297,403
Interest and Other Income - Net	61,053	-	56,182	-
Donated Goods and Services	128,534	-	-	-
Special Event Revenue	3,206	-	-	-
Total Other Revenue	542,452	192,064	522,697	297,403
Net Assets Released from Restrictions	180,043	(180,043)	297,143	(297,143)
<b>CHANGE IN NET ASSETS</b>				
Net Assets - Beginning of Year	409,904	12,021	675,231	260
Net Assets - End of Year	1,908,317	2,693	1,233,086	2,433
<b>NET ASSETS - END OF YEAR</b>	<b>\$ 2,318,221</b>	<b>\$ 14,714</b>	<b>\$ 1,908,317</b>	<b>\$ 2,693</b>
				<b>\$ 1,911,010</b>

See accompanying Notes to Financial Statements.

**KIPP STAR COLLEGE PREP CHARTER SCHOOL  
STATEMENTS OF FUNCTIONAL EXPENSES  
YEARS ENDED JUNE 30, 2013 AND 2012**

	2013			2012		
	Program Services	Supporting Services	Total Expenses	Program Services	Supporting Services	Total Expenses
	School Operations	Management & General		School Operations	Management & General	
Salaries	\$ 6,711,143	\$ -	\$ 6,711,143	\$ 5,225,526	\$ -	\$ 5,225,526
Payroll Taxes and Employee Benefits	1,285,144	-	1,285,144	1,000,487	-	1,000,487
Technology	247,389	-	247,389	166,947	-	166,947
Professional Fees	226,029	19,705	245,734	76,890	24,827	101,717
Field Lessons	218,158	-	218,158	197,736	-	197,736
Staff Development	202,084	-	202,084	90,067	-	90,067
Instructional Materials and Supplies	195,943	-	195,943	159,526	-	159,526
Academic Programming	170,422	-	170,422	162,587	-	162,587
Donated Goods and Services	128,534	-	128,534	-	-	-
Telephone and Internet	114,628	-	114,628	42,106	-	42,106
Insurance	92,527	-	92,527	66,875	-	66,875
Equipment and Maintenance	81,316	-	81,316	88,563	-	88,563
Depreciation and Amortization	70,767	-	70,767	35,676	-	35,676
Licensing and Management Fees	65,066	1,079,152	1,144,218	50,542	819,475	870,017
Occupancy	43,565	-	43,565	12,692	-	12,692
Contracted Services - Other	41,890	-	41,890	74,466	-	74,466
Student Events	41,458	-	41,458	20,941	-	20,941
Miscellaneous	40,986	-	40,986	53,950	4	53,954
Student Transportation	36,755	-	36,755	18,685	-	18,685
Bad Debt Expense	3,462	-	3,462	-	-	-
<b>Total Functional Expenses</b>	<b>\$ 10,017,266</b>	<b>\$ 1,098,857</b>	<b>\$ 11,116,123</b>	<b>\$ 7,544,262</b>	<b>\$ 844,306</b>	<b>\$ 8,388,568</b>

See accompanying Notes to Financial Statements.

**KIPP STAR COLLEGE PREP CHARTER SCHOOL  
STATEMENTS OF CASH FLOWS  
YEARS ENDED JUNE 30, 2013 AND 2012**

	2013	2012
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Change in Net Assets	\$ 421,925	\$ 675,491
Adjustments to Reconcile Change in Net Assets to Net Cash Provided (Used) by Operating Activities:		
Depreciation and Amortization	70,767	35,676
Increase in Assets:		
Grants and Contracts Receivable	(86,414)	(63,342)
Prepaid Expenses and Other Assets	(37,494)	(37,771)
Due from Related Parties	(172,297)	(705,072)
Increase (Decrease) in Liabilities:		
Accounts Payable and Accrued Expenses	28,771	77,507
Refundable Advances	11,954	(23,924)
Net Cash Provided (Used) by Operating Activities	237,212	(41,435)
 <b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Purchases of Property and Equipment	(296,283)	(160,687)
 <b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
Principal Payments on Capital Lease Obligations	(2,376)	(11,529)
 <b>NET DECREASE IN CASH AND CASH EQUIVALENTS</b>	(61,447)	(213,651)
Cash and Cash Equivalents - Beginning of Year	778,068	991,719
 <b>CASH AND CASH EQUIVALENTS - END OF YEAR</b>	\$ 716,621	\$ 778,068
 <b>Supplemental Disclosure of Cash Flow Information:</b>		
Cash Paid for Interest	\$ 1,009	\$ 699

See accompanying Notes to Financial Statements.

**KIPP STAR COLLEGE PREP CHARTER SCHOOL**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2013 AND 2012**

**NOTE 1      SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Nature of Operations**

KIPP STAR College Prep Charter School (the "School") is an education corporation that operates as a charter school in the borough of Manhattan (Harlem), New York City. On March 25, 2003, the Board of Regents of the University of the State of New York for and on behalf of the State Education Department granted the School a provisional charter valid for a term of five years from the effective date of March 25, 2003 and renewable upon expiration. After a review process on March 11, 2008, the charter was renewed for a full five-year term expiring on March 25, 2013. (See Note 10 for information regarding the renewal in March 2013).

The School's mission is to equip students with the academic and character skills necessary to succeed in high school, college and the competitive world beyond.

In fiscal year 2012, the School operated for students in kindergarten and grades five through eleven. In fiscal year 2013, the School added grades one and twelve.

The major source of revenue and support for the School is from state and local funding on per pupil basis. The New York City Department of Food Services provides free and reduced-price lunches and the New York City Department of Transportation provides transportation vouchers directly to a majority of the School's students. Amounts with respect to these items are not included in these financial statements.

**Financial Statement Presentation**

The financial statements of the School have been prepared on the accrual basis of accounting in accordance with established accounting standards for not for profit entities. The School is required to report information regarding its financial position and activities in accordance with three classes of net assets: unrestricted net assets, temporarily restricted net assets and permanently restricted net assets.

Unrestricted net assets are not restricted by donors or the donor-imposed restrictions have expired. Temporarily restricted net assets contain donor-imposed restrictions that permit the School to use or expend the assets as specified. The restrictions are satisfied either by the passage of time or by action of the School. Permanently restricted net assets contain donor-imposed restrictions that stipulate the resources be maintained permanently but permit the School to use or expend part or all of the income derived from the restricted assets for either specified or unspecified purposes. The School only has unrestricted and temporarily restricted net assets.

**Use of Estimates**

The preparation of financial statements in conformity with U.S. generally accepted accounting principles 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 revenues and expenses during the reporting period. Actual results could differ from those estimates.

KIPP STAR COLLEGE PREP CHARTER SCHOOL  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2013 AND 2012

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Cash and Cash Equivalents**

Cash and cash equivalents consist of demand deposits.

**Grants and Contract Receivables**

Grants and contract receivables primarily consist of amounts due from the New York Department of Education for federal and state subsidy programs and private grants. Grants and contract receivables are stated at the amount management expects to collect from outstanding balances. As of June 30, 2013 an allowance of \$2,641 was established. As of June 30, 2012, no allowance for doubtful accounts was deemed warranted based on historical experience.

**Governmental Funding**

Revenue from the state and local governments resulting from the School's charter status and based on the number of students enrolled is recorded when services are performed in accordance with the charter agreement. Federal and state funds are recognized by the School when expenditures are incurred and billable.

Revenue from other government grants to which the School is entitled is recognized mostly on student enrollment. Some grants are provided for specific educational endeavors which are not based on student enrollment and are recorded when related expenditures are incurred by the School.

Federal and state funds received prior to the services provided or the related expenditures being incurred are deferred and recorded as refundable advances.

**Contributions**

The School reports gifts of cash and other assets 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 time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

**Donated Goods and Services**

Donated goods and services are recorded at their fair value when such services are rendered or goods are donated. Contributed services are recognized as contributions if the services: (a) create or enhance nonfinancial assets or (b) required specialized skills and are performed by people with those skills and would otherwise be purchased by the School and (c) are measurable.

A number of volunteers have made a contribution of their time to the School. These in-kind contributions have not been reflected in the financial statements since they do not meet the criteria for recognition under accounting standards for contributions.

KIPP STAR COLLEGE PREP CHARTER SCHOOL  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2013 AND 2012

**NOTE 1      SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Equipment, Improvements, Depreciation and Amortization**

Property and equipment is recorded at cost. The School capitalizes purchases of equipment in excess of \$2,500. Depreciation is computed using the straight-line method over the estimated useful lives of the respective assets. Property and equipment acquired with certain government contract funds are recorded as expenses when the grantor retains title.

Equipment acquired under capital leases are recorded in equipment with corresponding obligations carried in liabilities. The amount capitalized is the lower of the present value of the minimum lease payments or the fair value of the leased asset. Amortization on assets leased under capital leases is recorded on a straight-line basis over the estimated useful life of the asset or the term of the lease, depending on the criteria used to capitalize the lease. Improvements to the facility are amortized over the useful life as there is no set lease term for the school building.

**Expense Allocation**

The costs of providing services have been summarized on a functional basis in the statement of activities and in the statement of functional expenses. Accordingly, certain costs have been allocated to the program and support services benefited.

**Concentration of Credit Risk**

The School maintains its cash in bank deposit accounts which, at times, may exceed federally insured limits.

**Income Taxes**

The School is exempt from Federal income taxes under Section 501(c)(3) of the Internal Revenue Service Code and applicable income tax regulations of the State of New York. No provision for income taxes has been established, as the School has no unrelated business activity.

The School follows the guidance in the income tax standard regarding the recognition and measurement of uncertain tax positions. The guidance clarifies the accounting for uncertainty in income taxes recognized in an entity's financial statements. The guidance further prescribes recognition and measurement of tax provisions taken or expected to be taken on a tax return that are not certain to be realized. This standard had no impact on the School's financial statements. The School's tax returns for the years 2010, 2011, and 2012 are open for federal and state tax examinations.

**Reclassification**

Certain accounts in the prior year information have been reclassified to conform to the presentation in the current year financial statements.

**Subsequent Events**

In preparing these financial statements, the School has evaluated events and transactions for potential recognition or disclosure through October 28, 2013, the date the financial statements were available to be issued.

**KIPP STAR COLLEGE PREP CHARTER SCHOOL  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2013 AND 2012**

**NOTE 2 RELATED PARTY TRANSACTIONS**

The Knowledge is Power Program Foundation ("KIPP Foundation") is a national, nonprofit organization that trains school leaders to open and run academically rigorous public schools. The School is a member of KIPP Foundation's KIPP Network of Schools and, as such, is eligible for a range of benefits and fee-based services. See Note 7 for additional information about the license fee agreement.

KIPP NYC, LLC ("LLC") is the sole member of KIPP New York, Inc. ("KNYI"). The School received grants from KNYI in the amounts of \$0 and \$745,883 for the years ended June 30, 2013 and 2012, respectively. Amounts due to and from related parties represent short-term timing differences of grants received and expenses incurred on behalf of the School that have not been paid or received as of the financial statement date.

LLC is considered a related party due to the usage of the LLC shared services team who handles the back-office functions for the School. In July 2009, the School entered into a shared services fee agreement with LLC for the back-office functions. The management fee is 10% of the revenue as defined in the shared services agreement. The School incurred a management fee to LLC in the amount of \$1,079,152 and \$819,475 for the years ended June 30, 2013 and 2012, respectively.

KTC NYC, LLC ("KTC") is the sole member of KIPP New York, Inc. ("KNYI"). Amounts due to and from related parties represent short-term timing differences of grants received and expenses incurred on behalf of the School that have not been paid or received as of the financial statement date.

KTC is considered a related party due to the services they provide to the KIPP New York charter schools and school alumni to prepare them for college. The services KTC provides are college advisory, counseling and placement, transition programs, collage scholars and career preparation.

The School, KIPP Academy Charter School, KIPP AMP Academy Charter School, KIPP Infinity Charter School, and KIPP Washington Heights Charter School share minimal common membership on their Board of Directors (maximum of two shared members per school).

**NOTE 3 EQUIPMENT AND IMPROVEMENTS**

Equipment and Improvements consists of the following:

	<u>2013</u>	<u>2012</u>
Furniture and Fixtures	\$ 40,525	\$ 40,525
Technology	561,682	387,836
Equipment	62,390	62,390
Leasehold Improvements	238,069	115,632
Total	<u>902,666</u>	<u>606,383</u>
Less: Accumulated Depreciation and Amortization	<u>(527,127)</u>	<u>(456,360)</u>
Total Property and Equipment	<u>\$ 375,539</u>	<u>\$ 150,023</u>

**KIPP STAR COLLEGE PREP CHARTER SCHOOL  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2013 AND 2012**

**NOTE 4 RESTRICTIONS ON NET ASSET BALANCES**

Temporarily restricted net assets at June 30, 2013 and 2012 were available for the following purposes:

	2013	2012
Athletic Programs	\$ 2,803	\$ 2,693
Music Programs	9,451	-
Academic Programs	2,460	-
	\$ 14,714	\$ 2,693

**NOTE 5 PENSION EXPENSE**

Due to a cost sharing arrangement for high school employees the School incurs expenses for a defined benefit pension plan provided by KIPP Infinity Charter School. The amount charged to the School's operations for contributions to this Plan amounted to \$75,599 and \$51,172 for the years ended June 30, 2013 and 2012, respectively.

The School is part of the KIPP NYC 403(b) Retirement Plan, a multiemployer defined contribution plan, under Section 403(b) of the Internal Revenue Code which employees of the School can elect to contribute. Employees, who choose this plan, can contribute up to the level set by the IRS. The Employer match is a discretionary contribution. The employer contributions to this Plan amounted \$118,596 and \$77,952, for the years ended June 30, 2013 and 2012, respectively.

**NOTE 6 SCHOOL FACILITY**

The School occupies 24,000 square feet of space in its original facility since inception. The School has an agreement with the New York City Department of Education for this dedicated and shared space at P.S. 125, a New York City public school, located at West 123rd Street, New York City, New York. The School is responsible for any overtime-related costs for services provided beyond regular opening hours in both facilities. These costs have been included in contracted services in the accompanying statement of functional expenses.

**NOTE 7 TRADEMARK LICENSE AGREEMENT**

The School has entered into a trademark license agreement with KIPP Foundation subject to a license fee of 1% per pupil operating revenue not to exceed \$30,000 per elementary school, middle school or high school. The School incurred licensing fees amounting to \$65,066 and \$50,542 for the years ended June 30, 2013 and 2012, respectively.

**KIPP STAR COLLEGE PREP CHARTER SCHOOL**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2013 AND 2012**

**NOTE 8 OPERATING EXPENSES**

Operating expenses are presented in the statement of functional expenses classified according to the significant program activity related to the purpose for which the school exists or supporting service.

The significant activities are:

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**School Operations**

This represents work (time and materials) that is specifically related to or necessary for the programming aspects of the School. The activities and related costs directly affecting students or parents fall under this program.

The significant supporting services are:

**Management and General**

Time and materials relating to operating the non-programmatic/back-end operational functions of the School are reflected as management and general expenses. These expenses include, but are not limited to, human resources, finance, and technology activities.

**Fundraising**

Represents work (time and materials) associated with the School's fund-raising program including but not limited to annual mailings, donor meeting and events. The fundraising expenses were incurred by KIPP NYC, LLC.

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**NOTE 9 CONTINGENCY**

Certain grants and contracts may be subject to audit by the funding sources. Such audits might result in disallowances of costs submitted for reimbursement. Management is of the opinion that such cost 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 10 SUBSEQUENT EVENT**

At the March 2013 meeting of the Board of Regents of the State University of New York, an application to consolidate KIPP NYC College Prep Charter School and KIPP NYC Washington Heights Academy Charter School was approved. As of July 1, 2013, the charter schools consolidated their financial books and records and ceased operating as two separate entities. The consolidated charter school will operate under the provisional charter of KIPP NYC Washington Heights Academy Charter School and will be renamed to KIPP NYC Public Charter Schools.



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**INDEPENDENT AUDITORS' 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

KIPP STAR College Prep Charter School  
New York, New York

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of KIPP STAR College Prep Charter School, which comprise the statement of financial position as of June 30, 2013, and the related statements of activities, 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 October 28, 2013.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered KIPP STAR College Prep 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 KIPP STAR College Prep Charter School's internal control. Accordingly, we do not express an opinion on the effectiveness of KIPP STAR College Prep 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 was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether KIPP Infinity 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*.

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**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 result 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.



**CliftonLarsonAllen LLP**

Plymouth Meeting, Pennsylvania  
October 28, 2013

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## CliftonLarsonAllen

The Board of Directors  
KIPP STAR College Prep Charter School  
New York, New York

We have audited the financial statements of KIPP STAR College Prep Charter School for the year ended June 30, 2013, and have issued our report thereon dated October 28, 2013. We have previously communicated to you information about our responsibilities under auditing standards generally accepted in the United States of America and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. Professional standards also require that we communicate to you the following information related to our audit.

### Significant audit findings

#### *Qualitative aspects of accounting practices*

##### Accounting policies

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by KIPP STAR College Prep Charter School are described in Note 1 to the financial statements.

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

We noted no transactions entered into by the entity during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

##### Accounting estimates

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

- Management's estimate of the due from New York State Education Department is based on amounts anticipated to be received from the state for various aid entitlements for fiscal 2012-2013. The most significant of these is the Title funds. Because of the timing of the review and approval of the reimbursements, the actual reimbursement may differ from the estimate. Management expects any differences between estimated and actual amounts will be insignificant.
- Management's estimate of useful lives for depreciable assets is based on historical information, vendor information, and other sources. The useful life of a depreciable asset determines the amount of depreciation that will be recorded in any given reporting period as well as the amount of accumulated depreciation that is reported at the end of a reporting period.
- Management's estimate of the functional allocation of expenses shared between programs, management and general, and fundraising is based on a reasonable and consistent basis using factors

such as direct payroll allocation and percentage breakdown for certain programs. We evaluated the key factors and assumptions used to develop the allocation in determining that it is reasonable in relation to the financial statements taken as a whole.

#### Financial statement disclosures

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. There were no particularly sensitive financial statement disclosures.

The financial statement disclosures are neutral, consistent, and clear.

#### ***Difficulties encountered in performing the audit***

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

#### ***Uncorrected misstatements***

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management did not identify and we did not notify them of any uncorrected financial statement misstatements.

#### ***Corrected misstatements***

None of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

#### ***Disagreements with management***

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. No such disagreements arose during our audit.

#### ***Management representations***

We have requested certain representations from management that are included in the management representation letter dated October 28, 2013.

#### ***Management consultations with other independent accountants***

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

#### ***Significant issues discussed with management prior to engagement***

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

***Other audit findings or issues***

We have provided a separate letter to you dated October 28, 2013, communicating internal control related matters identified during the audit.

Our auditors' opinion, the audited financial statements, and the notes to financial statements should only be used in their entirety. Inclusion of the audited financial statements in a document you prepare, such as an annual report, should be done only with our prior approval and review of the document.

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\* \* \*

The purpose of this communication is solely to provide you with information about findings or issues arising from the audit that are significant and relevant to your responsibility to oversee the financial reporting process and compliance. This communication is an integral part of an audit performed in accordance with *Government Auditing Standards*. This communication is not suitable for any other purpose.



**CliftonLarsonAllen LLP**

Plymouth Meeting, Pennsylvania  
October 28, 2013

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**KIPP NYC PUBLIC CHARTER SCHOOL<sup>1</sup>**  
**Consolidated**

Board-Approved Budget  
Fiscal Year 2013-2014

	<u>STAR ES - Harlem</u>	<u>STAR MS - Harlem</u>	<u>STAR ES - Wash Heights</u>	<u>Wash Heights MS</u>	<u>High<sup>2</sup></u>	<u>TOTAL</u>
Total Enrollment & Alumni	-	333	300	192	207	<b>1,032</b>
Total FT & PTS <sup>3</sup>	1.0	34.4	34.9	17.9	27.9	<b>116.1</b>
<b>REVENUES:</b>						
Per Pupil Revenue - Regular	-	4,414,401	3,976,938	2,545,240	2,744,087	<b>13,680,667</b>
Per Pupil Revenue - SPED	-	916,398	168,012	449,729	262,587	<b>1,796,726</b>
Federal Funding	-	314,330	298,764	308,731	166,062	<b>1,087,886</b>
CSP Funding - KIPP Foundation	-	-	-	247,000	-	<b>247,000</b>
State & City Grants	-	-	-	-	-	-
Other Income	-	-	-	15,000	21,347	<b>36,347</b>
Revenue Elimination	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	-	<b>5,645,129</b>	<b>4,443,714</b>	<b>3,565,700</b>	<b>3,194,083</b>	<b>16,848,625</b>
<b>PERSONNEL SERVICE EXPENDITURES (PS):</b>						
Instructional Salaries, Stipends & Bonuses	-	1,923,678	1,725,490	858,984	1,325,208	<b>5,833,360</b>
Non-Instructional Salaries, Stipends & Bonuses	21,250	823,330	829,019	565,166	879,688	<b>3,118,452</b>
Potential Increase in Teacher Pay <sup>4</sup>	-	43,359	42,362	20,802	34,017	<b>140,540</b>
Health Insurance	1,115	231,245	161,621	116,826	170,091	<b>680,898</b>
Retirement Benefits	350	48,792	48,364	25,214	139,855	<b>262,575</b>
Payroll Taxes	1,698	217,573	203,332	109,847	174,521	<b>706,971</b>
Miscellaneous Benefits	372	50,263	43,945	23,305	37,709	<b>155,595</b>
<b>TOTAL PS EXPENDITURES</b>	<b>24,785</b>	<b>3,338,239</b>	<b>3,054,133</b>	<b>1,720,144</b>	<b>2,761,089</b>	<b>10,898,390</b>
<b>OTHER THAN PERSONNEL SERVICE EXPENDITURES (OTPS):</b>						
<u>Classroom Instruction</u>						
Equipment & Repairs	-	3,250	28,000	81,000	21,347	<b>133,597</b>
Instructional Supplies & Materials	-	37,270	55,149	17,940	37,725	<b>148,084</b>
Student Supplies & Materials	-	24,886	36,000	22,900	37,519	<b>121,305</b>
Academic Programming	-	25,028	86,500	20,950	103,371	<b>235,849</b>
Total Classroom Instruction	-	90,434	205,649	142,790	199,962	<b>638,835</b>
<u>Instructional Support Services</u>						
Local Field Lessons	-	4,800	6,000	8,000	12,937	<b>31,738</b>
Out of State Field Lessons	-	138,920	-	40,000	19,406	<b>198,326</b>
Performances & Special Events	-	28,650	5,180	7,680	48,868	<b>90,378</b>
Staff & Board Development	4,000	35,500	83,580	26,150	44,857	<b>194,087</b>
Technology Equipment & Services	-	235,271	232,805	294,873	130,721	<b>893,670</b>
Total Instructional Support Services	4,000	443,141	327,565	376,703	256,789	<b>1,408,198</b>
<u>Professional Services</u>						
Consultants/Prof. Services - Instructional	-	45,414	42,000	1,000	21,994	<b>110,408</b>
Consultants/Prof. Services - Non-Instructional	-	7,200	-	4,000	46,575	<b>57,775</b>
KIPP Licensing Fee	-	30,000	30,000	25,452	7,763	<b>93,215</b>
Legal Fees	-	-	-	-	-	-
Audit Fees	-	8,457	7,699	4,852	5,358	<b>26,366</b>
CC Processing & Bank Fees	-	-	-	-	647	<b>647</b>
Payroll Fees	-	7,013	7,541	4,096	5,496	<b>24,146</b>
Total Professional Services	-	98,084	87,240	39,401	87,833	<b>312,557</b>
<u>Building Services</u>						
Building Permits & Rent	-	25,000	40,000	20,000	-	<b>85,000</b>
Building Contractors & Prof. Services	-	4,000	20,000	65,000	157,838	<b>246,838</b>
Building Supplies & Aesthetics	-	6,100	10,000	7,500	102,206	<b>125,806</b>
Utilities	-	-	-	-	177,891	<b>177,891</b>
Debt Service	-	-	-	-	-	-
Insurance	-	48,035	45,097	24,139	57,076	<b>174,347</b>
Total Building Services	-	83,135	115,097	116,639	495,010	<b>809,881</b>
<u>Support &amp; Administration</u>						
Shared Services Fee	-	612,827	480,671	354,330	345,088	<b>1,792,917</b>
Miscellaneous Expenses	-	-	-	-	1,294	<b>1,294</b>
Depreciation	-	29,520	19,215	29,005	4,603	<b>82,343</b>
Expense Eliminations	-	-	-	-	-	-
Total Support & Administration	-	642,347	499,886	383,335	350,985	<b>1,876,553</b>
<b>TOTAL OTPS EXPENDITURES</b>	<b>4,000</b>	<b>1,357,141</b>	<b>1,235,438</b>	<b>1,058,868</b>	<b>1,390,578</b>	<b>5,046,025</b>
<b>TOTAL PS &amp; OTPS EXPENDITURES</b>	<b>28,785</b>	<b>4,695,380</b>	<b>4,289,571</b>	<b>2,779,012</b>	<b>4,151,667</b>	<b>15,944,415</b>
<b>Surplus/(Deficit):</b>	<b>(28,785)</b>	<b>949,749</b>	<b>154,144</b>	<b>786,688</b>	<b>(957,584)</b>	<b>904,211</b>
Cost per Student:	-	14,100	14,299	14,474	20,056	<b>15,450</b>
<b>CASH FLOW ADJUSTMENTS:</b>						
Operating Activities	-	29,520	19,215	29,005	4,603	<b>82,343</b>
Capital Investment Activities	-	(3,000)	(222,088)	(224,150)	(28,462)	<b>(477,700)</b>
Financing Activities	-	-	-	-	-	-
<b>TOTAL CASH FLOW ADJUSTMENTS</b>	-	<b>26,520</b>	<b>(202,873)</b>	<b>(195,145)</b>	<b>(23,860)</b>	<b>(395,357)</b>
<b>Net Surplus/(Deficit):</b>	<b>(28,785)</b>	<b>976,269</b>	<b>(48,729)</b>	<b>591,543</b>	<b>(981,444)</b>	<b>508,854</b>

Footnotes:

<sup>1</sup> The KIPP STAR and KIPP Wash. Heights charters were merged beginning with the 2013-2014 school year. The merged entity includes the STAR feeder pattern (STAR MS) and the WHA feeder pattern (STAR ES and Washington Heights MS). 100% of the students associated with the merged charter at the High School are aligned with the STAR feeder pattern.

<sup>2</sup> Represents KIPP NYC Charter School's portion of KIPP NYC College Prep High School. Allocation is based on the number of KIPP NYC Charter students relative to total high school enrollment.

<sup>3</sup> Fractional staff are due to the sharing of FTEs across KIPP NYC schools and programs.

<sup>4</sup> Instructor salaries are based on the UFT contract with New York City, which expired on October 31, 2009. The city and the UFT are still in negotiations for a new contract, which could increase instructor salaries by an estimated 7%.

# Appendix E: Disclosure of Financial Interest Form

Created Tuesday, July 23, 2013

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Page 1

310500860858 KIPP STAR COLLEGE PREP CS

An Appendix E: Disclosure of Financial Interest Form must be completed for each active Trustee who served on the charter school's Board of Trustees during the 2012-13 school year. Trustees are at times difficult to track down in the summer months. Trustees may complete and submit at their leisure (but before the deadline) their individual form at: <http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/>.

Trustees who are technologically advanced may complete the survey using their smartphones or other mobile devices by downloading the this bar code link to the survey <http://fluidsurveys.com/account/surveys/210748/publish/qrcode/>. (Make sure you have the bar code application reader on your phone).

If a Trustee is unable to complete the form by the deadline (i.e, out of the country), the school is responsible for submitting the information required on the form for that individual trustee.

Just send the links via email today to your Trustees requesting that they each complete their form as soon as possible.

Thank you.

Yes, each member of the school's Board of Trustees has received a link to the Disclosure of Financial Interest Form.

Yes

Thank you.

# Appendix F: BOT Membership Table

Created Wednesday, July 17, 2013

Updated Thursday, August 01, 2013

## Page 1

310500860858 KIPP STAR COLLEGE PREP CS

### 1. Current Board Member Information

	Full Name of Individual Trustees	Position on Board (Officer or Rep).	Voting Member	Area of Expertise &/or Additional Role	Terms Served & Length (include date of election and expiration)	Committee affiliations
1	David Massey	Chair/President	Yes	Law	September 2000-Present	Audit Committee
2	Rafael Mayer	Member	Yes	Finance	June 2006-Present	Audit Committee, Development Committee
3	Girish Bhakoo	Treasurer	Yes	Finance	June 2006-Present	Audit Committee
4	Carrie Gennuso	Member	Yes	Retail	September 2004-Present	Audit Committee
5	Jackie Adams	Member	Yes	Public Relations	March 2003-Present	NA
6	Thomas Lehrman	Member	Yes	Finance	September 2010-Present	NA
7	Andrew Paul	Member	Yes	Finance	January 2005-Present	NA
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						

### 2. Total Number of Members Joining Board during the 2012-13 school year

0

### 3. Total Number of Members Departing the Board during the 2012-13 school year

0

4. According to the School's by-laws, what is the maximum number of trustees that may comprise the governing board?

25

5. How many times did the Board meet during the 2012-13 school year?

4

6. How many times will the Board meet during the 2013-14 school year?

4

Thank you.

## **KIPP STAR College Prep Charter School Board of Trustees**

### **Minutes of November 5, 2012 Meeting**

The KIPP STAR College Prep Charter School Board of Trustees met on November 5, 2012 at Hunter College with the following trustees in attendance: David Massey, Rafael Mayer, Girish Bhakoo, Jacqueline Adams, Thomas Lehrman, Andrew Paul, and Carrie Gennuso. (Carrie Gennuso and Girish Bhakoo attended via phone due to complications surrounding Hurricane Sandy.) Also present were Whitney Tilson, Rafael Mayer, Joe Negron, Jane Martinez Dowling, Dawn Palo, Brian Zied, Kelly Coffey, Frank Corcoran, Joseph Reece, Larry Robbins, Amy Griffin, Josh Zoia, Dave Levin, Jack Chorowsky, Lisa Blau, Deborah Dauman, Charizma Williams, Stephanie Adams, Natalie Webb, Alicia Johnson and Vicki Zubovic.

#### **Opening of Meeting**

The board voted unanimously to run the meeting concurrently with the meetings of the Boards of KIPP Academy, KIPP NYC Washington Heights, KIPP Infinity, KIPP AMP, and the Joint High School Committee due to the commonality of issues.

#### **Board Business**

The board opened the meeting to public comments. There were no comments.

The board voted to approve the minutes of its June 18, 2012 meeting.

The board reviewed and voted to approve new staff assignments.

The board voted to approve the appointment of Stacy Johnson as Principal of KIPP STAR Middle School.

Charizma Williams, Managing Director of Finance, provided a financial update and discussed the favorable outcome of the annual audit.

Jack Chorowsky, Chief Operating Officer, reviewed the finances of the previous fiscal year and current cash balances. He discussed proposed revisions to the 2012-2013 budget.

The board voted to approve the proposed revisions to the 2012-2013 budget.

Natalie Webb, Principal of KIPP NYC College Prep High School, presented on the academic performance and college readiness of her students.

Rafael Mayer and Vicki Zubovic, Managing Director of Development, provided an update on KIPP NYC's long-term fundraising plans and introduced the Sponsor-a-KIPPster campaign.

Superintendent Josh Zoia reviewed Special Education services at KIPP NYC schools. He discussed the instructional program and services in place to respond to students with academic and behavioral needs.

Mr. Massey updated the Board on KIPP STAR and KIPP Washington Heights Academy's charter merger process.

The board voted to approve the submission of KIPP STAR's charter renewal application to the State Education Department.

The board voted unanimously to move to Executive Session to discuss confidential matters.

### **Adjournment**

The meeting adjourned.

## **KIPP STAR College Prep Charter School Board of Trustees**

### **Minutes of January 28, 2013 Meeting**

The KIPP STAR College Prep Charter School Board of Trustees met on January 28, 2013 at Hunter College with the following trustees in attendance: Rafael Mayer, Jacqueline Adams, Girish Bhakoo, Carrie Gennuso, and Andrew Paul. Also present were Joe Negron, Jane Martinez-Dowling, Dawn Palo, Brian Zied, Larry Robbins, David Levin, Amy Griffin, Dwight Scott, Whitney Tilson, Lisa Blau, Rick Taft, Abigail Klem, Deborah Dauman, Joseph Reece, Kelly Coffey, Frank Corcoran, Josh Zoia, Jack Chorowsky, Charizma Williams, Carrie Mauer, Stephanie Adams, Natalie Webb, Orpheus Williams, Quinton Vance and Vicki Zubovic.

#### **Opening of Meeting**

The board voted unanimously to run the meeting concurrently with the meetings of the Boards of KIPP Academy, KIPP NYC Washington Heights Academy, KIPP Infinity, KIPP AMP, and the Joint High School Committee due to the commonality of issues.

#### **Board Business**

The board opened the meeting to public comments. There were no comments.

The board voted to approve the minutes of its November 5, 2012 meeting.

Jack Chorowsky, Chief Operating Officer, reviewed long-term finances and current cash balances.

The board voted to give Charizma Williams, Managing Director of Finance, administrative access to KIPP STAR's HSBC brokerage account to facilitate the processing of brokerage transactions relating to donor-granted stock.

Rafael Mayer and Vicki Zubovic, Managing Director of Development, provided an update on KIPP NYC's long-term fundraising plans and discussed recommended methods of fundraising for board members.

The board voted unanimously to move to Executive Session to discuss confidential matters.

#### **Adjournment**

The meeting adjourned.

**KIPP STAR College Prep Charter School Board of Trustees  
Minutes of March 11, 2013 Meeting**

The KIPP STAR College Prep Charter School Board of Trustees met on March 11, 2013 at Hunter College with the following trustees in attendance: David Massey, Jacqueline Adams, Girish Bhakoo, Thomas Lehrman, Carrie Gennuso, and Andrew Paul. Also present were Larry Robbins, Joe Negron, Deborah Dauman, David Levin, Joseph Reece, Amy Griffin, Dwight Scott, Whitney Tilson, Lisa Blau, Dawn Palo, Brian Zied, Frank Corcoran, Josh Zoia, Jack Chorowsky, Kerry Mullins, Derek Smith, Alicia Johnson, Orpheus Williams, Charizma Williams, and Vicki Zubovic.

**Opening of Meeting**

The board voted unanimously to run the meeting concurrently with the meetings of the Boards of KIPP Academy, KIPP NYC Washington Heights Academy, KIPP Infinity, KIPP AMP, and the Joint High School Committee due to the commonality of issues.

**Board Business**

The board opened the meeting to public comments. There were no comments.

Josh Zoia, Superintendent, reviewed long-term finances. He discussed the budget, fundraising scenarios, and proposed new investments for Fiscal Year 2013-14.

The board voted to approve the minutes of its January 28, 2013 meeting.

The board voted on new staff assignments for both Q2 and Q3.

The board voted unanimously to move to Executive Session to discuss confidential matters.

**Adjournment**

The meeting adjourned.

**KIPP STAR College Prep Charter School Board of Trustees**  
**Minutes of June 3, 2013 Meeting**

The KIPP STAR College Prep Charter School Board of Trustees (the “Board”) met on June 3, 2013 at Hunter College with the following trustees in attendance: David Massey, Carrie Gennuso, Rafael Mayer, Thomas Lehrman, and Andrew Paul. Also present were certain members of other KIPP NYC Boards and staff members, including Kelly Coffey, Lisa Blau, John Zeiler, Dawn Palo, Whitney Tilson, Frank Corcoran, Joe Negron, Brian Zied, Larry Robbins, David Levin, Amy Griffin, Deborah Dauman, Richard Taft, Abigail Klem, Jane Martinez-Dowling, Lindsay Fry, Natalie Webb, Emily Carroll, Josh Zoia, Jack Chorowsky, Patrick Brennan, Derek Smith, Alicia Johnson, Carrie Mauer, Charizma Williams, and Vicki Zubovic. Mr. Massey chaired the meeting.

**Opening of Meeting**

The Board voted unanimously to run the meeting concurrently with the meetings of the Boards of KIPP Academy, KIPP NYC Washington Heights Academy, KIPP Infinity, KIPP AMP, and the Joint High School Committee due to the commonality of issues.

**Board Business**

Mr. Massey opened the meeting by welcoming KIPP NYC’s new Chief Operating Officer, Patrick Brennan, who started with KIPP NYC on June 3. Mr. Massey noted that Mr. Brennan brings over 25 years of experience in management and consulting with a variety of organizations including PricewaterhouseCoopers, IBM, Morgan Stanley, Mellon and the New York City Transit Authority, and that he earned an MBA degree in General Management from the Tuck School at Dartmouth and a BA in Economics from NYU.

Josh Zoia, the Superintendent of KIPP NYC Public Charter Schools, then celebrated the accomplishments of KIPP NYC College Prep High School’s first class of graduates by showing a video, which featured members of the graduating class announcing where they are going to college in the fall.

Mr. Massey then asked for public comments. There were no comments initially. A short time later, three parents from KIPP AMP Academy Middle School joined the meeting and one of them addressed the Boards.

Charizma Williams, Managing Director of Finance and Accounting, reviewed the 2013-14 budget. She covered per pupil expenses, comparing KIPP NYC’s to our estimates of those of the NYC Department of Education. She also explained the reasons behind changes to KIPP NYC’s per pupil expenses from this year to next year. Ms. Williams then discussed KIPP NYC’s long-term financial model, highlighting the organization’s fundraising needs on an annual basis for the next several years. Finally, she reviewed cash balances for each of KIPP NYC’s entities.

Mr. Zoia then discussed new investments for 2013-14. He noted the programmatic investments that KIPP NYC is making in Special Education, Mental Health, its New Teaching Fellows program, and its network-wide Common Curriculum and Assessment Platform.

Jack Chorowsky, President of KIPP NYC LLC., then presented a proposal to increase the KIPP NYC Shared Services Team fee charged to all KIPP NYC schools from 10% to 11% of government revenues beginning in the 2013-14 school year. Mr. Massey noted that the Schools had received legal advice from outside counsel relating to the fee increase. Mr. Chorowsky then described the Mott Haven - New Markets Tax Credit transaction structure that will enable KIPP NYC to purchase the facility that currently houses KIPP Academy Elementary School. He also explained that such structure will involve the creation of a New Exempt Organization, in which certain KIPP NYC board members will participate.

Alicia Johnson, Managing Director of Data and Operations, provided an overview of KIPP NYC's new teacher and principal evaluation system, which KIPP NYC developed in compliance with the New York State Education Department's guidelines. Ms. Johnson explained that the evaluation system will score teachers & principals on a scale of 0-100, with 60 points based on the observation section of KIPP NYC's Growth & Development form and 40 points based on shared student achievement metrics.

The Board voted unanimously to approve the minutes of its March 11, 2013 meeting.

The Board voted unanimously to approve the 2013-14 budget.

The Board voted unanimously to approve the KIPP NYC Shared Services Team fee increase from 10% to 11%.

The Board voted unanimously to approve the creation of a New Exempt Organization as part of the Mott Haven - New Markets Tax Credit Transaction.

The Board voted unanimously to approve KIPP NYC's Acceptable Internet Use Agreement.

The Board voted unanimously to move to Executive Session to discuss confidential personnel-related matters.

### **Adjournment**

The meeting adjourned.

## ***Appendix H: Enrollment and Retention Targets***

KIPP STAR and the greater KIPP NYC network of charter schools is committed to enrolling and retaining students with disabilities, English Language Learners, and students who are eligible for the free or reduced price lunch program. Our recruiting efforts specifically target students in high needs communities in New York City, and employ efforts that we have found to be effective in enrolling students in these populations. These recruiting efforts have included leveraging the networks of the KIPP students, their families, and KIPP alumni as well as that of teachers and staff to spread the word about KIPP STAR's educational programming and class openings. Additionally, we have partnered with community organizations such as local places of worship, afterschool programs, day care centers, immigration centers, YMCAs, and boys and girls clubs for assistance in recruiting efforts. To specifically target families with limited English proficiency, we recruit using bilingual materials and bilingual staff members. Moreover, our lottery process gives an absolute preference to students eligible for the free and reduced price lunch program.

KIPP STAR is focused on retaining all students. We provide high quality and highly structured educational programming tailored to the needs of students. Parents and families are kept informed of their child's performance and progress through periodic, bilingual communications, and have access to their child's teacher's cell phone number. In addition we survey students, families, and teachers to gauge the health of our schools and to ensure that our educational programming is meeting and exceeding the needs of our students. Furthermore, we leverage best practices from KIPP schools across the country to increase student retention.

We plan to continue to utilize these same recruiting and student retention efforts in future years.



# Go. Graduate.



When you enroll your child at a KIPP NYC school, we commit to supporting them **to and through college.**

Over the last **ten** years, **95%** of KIPP NYC alumni graduated from high school and **84%** have enrolled in college.

**KIPP NYC Middle Schools are now accepting Applications for the 2013-2014 year through April 1st, 2013.**

**KIPP NYC**

625 West 133rd Street  
New York, NY 10027

**KIPP NYC Middle Schools Enrolling 5th through 8th grade Students**

**KIPP AMP Middle School**

1224 Park Place @ Troy Avenue  
Brooklyn, NY 11213  
718-943-3710

**KIPP Infinity Middle School**

625 West 133rd Street @ Broadway  
Harlem, NY 10027  
212-991-2600

**KIPP Academy Middle School**

250 East 156th Street @ Concourse Village East  
Bronx, NY 10451  
718-665-3555

**KIPP STAR Middle School**

433 West 123rd Street @ Amsterdam  
Harlem, NY 10027  
212-991-2650

**KIPP NYC Middle School Enrolling 5th and 6th Grade Students**

**KIPP Washington Heights Academy Middle School**

21 Jumel Place @ 168th Street  
Washington Heights, NY 10033  
212-991-2620

Apply online: [www.kippnyc.org/enroll](http://www.kippnyc.org/enroll)

KIPP NYC Schools are free, public charter schools that prepare students for success in college and life. We are relentlessly focused on academic results, character development, and the outcomes that ultimately matter most: graduating from high school and college, embarking on a career and becoming self-sufficient and happy.

Escuelas de KIPP NYC son escuelas gratis y públicas de carácter que preparen estudiantes para éxito en la universidad y la vida. Somos implacablemente enfocado en resultados académicos, desarrollo del carácter, y los resultados cuales sirven últimamente: graduarse de la escuela secundaria y la universidad, embarcando se en una carrera profesional y hacerse auto-suficiente y feliz.



# KIPP: NYC

**KIPP's success is rooted in a few core principles that guide everything we do.**

**High Expectations.** We believe that all of our students are capable of remarkable learning and growth and that our talented team can and will find a way to achieve those results.

**More Time.** There are no shortcuts at KIPP. Our day starts earlier and ends later than at other schools. We hold half-day classes on many Saturdays as well as summer school for all students.

**Character Counts.** We believe that success in school and in life depends on character. During each school day, in every lesson and every interaction, we focus as much on developing character as we do on academic preparation.

**Through College – and Beyond.** A dedicated KIPP Through College team supports our students after they graduate KIPP NYC schools – to help them meet the challenges of getting a college degree and becoming successful professionals. We deliver education for life.

To find out more information about our schools or to submit an application, visit our website: [www.kippnyc.org/enroll](http://www.kippnyc.org/enroll)

- Paper applications can be picked up during school hours in the main office of each school.
- All applications must be received by 12:00 pm (noon) on Monday, April 1st, 2013.

Para saber mas información sobre nuestras escuelas o para entregar una aplicación, visite nuestro pagina del internet: [www.kippnyc.org/enroll](http://www.kippnyc.org/enroll)

- Aplicaciones de papel están disponibles durante horas de escuela en la oficina principal de cada escuela.
- Todas las aplicaciones tiene que ser recibido antes de las 12:00 del medio día el Lunes, 1 de Abril 2013.



# Apply online at [www.kippnyc.org/enroll](http://www.kippnyc.org/enroll) 5<sup>th</sup>-8<sup>th</sup> Grade Lottery Application 2013-14

For Office Use Only

Date \_\_\_\_\_

Entered \_\_\_\_\_

**Before completing this application, please read the instructions below.**

- **Required Items.** The items marked with an asterisk (\*) are the only items that may be required in order to apply to this charter school. Any items not marked by an (\*) are optional.
- **Submitting your application.** Only one application per student will be accepted.
- **Applying to more than one KIPP NYC School.** You may apply to more than one KIPP NYC school, using this form. The preferences you list will be used to guide the enrollment process. If admitted to more than one school, families will have one week from the date of offer to accept a seat at their preferred school. Students may only enroll at one KIPP NYC.
- **Sibling Applicants.** Separate applications must be filled out for each student.
- **Promotion Required for Admission to the 5<sup>th</sup> Grade.** Current 4<sup>th</sup> grade applicants must be promoted to the 5<sup>th</sup> grade to enroll at KIPP Infinity, KIPP AMP, KIPP STAR and KIPP Washington Heights Middle Schools as these schools do not currently serve 4<sup>th</sup> grade students.
- **Application Confirmation.** All received applications will be confirmed by email or US Mail if an email address is not provided. This email/letter will serve as confirmation of your application, without it your application is not guaranteed. If you do not receive confirmation of your application before **Tuesday April 1<sup>st</sup>, 2013**, please contact your preferred school.
- **Non-Discrimination Statement:** A charter school shall not discriminate against or limit the admission of any student on any unlawful basis, including on the basis of ethnicity, national origin, gender, disability, intellectual ability, measures of achievement or aptitude, athletic ability, race, creed, gender, national origin, religion or ancestry. A school may not require any action by a student or family (such as an admissions test, interview, essay, attendance at an information session, etc.) in order for an applicant to either receive or submit an application for admission to that school.

## Important Dates:

- Applications must be submitted by **Monday April 1, 2013 by 12:00pm (noon)**.
- Results of the Lottery will be announced at each KIPP NYC on **Thursday April 4, 2013 at 5:30 pm**. Attendance at the lottery is not required and will not affect your child's chances of entering the school.
- Admissions Notification Letters will be mailed to all applicants beginning on **Friday April 5, 2013**.

**\*School(s) Applying to:** Please circle ONE preference for each school you are applying to. You are not required to apply to all schools.

Preference <small>Circle one per school</small>	School Name	Grades Served	Location	School District
1 <sup>st</sup> <input checked="" type="radio"/> 2 <sup>nd</sup> <input type="radio"/> 3 <sup>rd</sup> <input type="radio"/> 4 <sup>th</sup> <input type="radio"/> 5 <sup>th</sup> <input type="radio"/> N/A	sample	sample	sample	sample
1 <sup>st</sup> <input type="radio"/> 2 <sup>nd</sup> <input type="radio"/> 3 <sup>rd</sup> <input type="radio"/> 4 <sup>th</sup> <input type="radio"/> 5 <sup>th</sup> <input type="radio"/> N/A	KIPP Academy Middle School	5 <sup>th</sup> -8 <sup>th</sup>	250 E. 156 <sup>th</sup> Street South Bronx, 10451	CSD 7
1 <sup>st</sup> <input type="radio"/> 2 <sup>nd</sup> <input type="radio"/> 3 <sup>rd</sup> <input type="radio"/> 4 <sup>th</sup> <input type="radio"/> 5 <sup>th</sup> <input type="radio"/> N/A	KIPP AMP Middle School	5 <sup>th</sup> -8 <sup>th</sup>	1224 Park Place Crown Heights Brooklyn, 11213	CSD 17
1 <sup>st</sup> <input type="radio"/> 2 <sup>nd</sup> <input type="radio"/> 3 <sup>rd</sup> <input type="radio"/> 4 <sup>th</sup> <input type="radio"/> 5 <sup>th</sup> <input type="radio"/> N/A	KIPP Infinity Middle School	5 <sup>th</sup> -8 <sup>th</sup>	625 W. 133 <sup>rd</sup> Street @ Broadway Harlem, 10027	CSD 5
1 <sup>st</sup> <input type="radio"/> 2 <sup>nd</sup> <input type="radio"/> 3 <sup>rd</sup> <input type="radio"/> 4 <sup>th</sup> <input type="radio"/> 5 <sup>th</sup> <input type="radio"/> N/A	KIPP STAR Middle School	5 <sup>th</sup> -8 <sup>th</sup>	433 W. 123 <sup>rd</sup> Street @ Amsterdam Harlem, 10027	CSD 5
1 <sup>st</sup> <input type="radio"/> 2 <sup>nd</sup> <input type="radio"/> 3 <sup>rd</sup> <input type="radio"/> 4 <sup>th</sup> <input type="radio"/> 5 <sup>th</sup> <input type="radio"/> N/A	KIPP Washington Heights Middle School	5 <sup>th</sup> & 6 <sup>th</sup> only	21 Jumel Place @ 168 <sup>th</sup> Street Washington Heights, 10033	CSD 6

## \*Student Information

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

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

Proof of address will be required before enrollment

Street Address: \_\_\_\_\_ Apt.: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Borough:  Bronx  Brooklyn  Manhattan  Staten Island  Queens  N/A

Gender:  Male  Female Date of Birth: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Month Day Year

## \*Current School Information

Student's Current School Name: \_\_\_\_\_

Student's Current Grade:  4  5  6  7  8

Student's Grade Next Year:  5  6  7  8



### \*Parent/Guardian Contact Information

Parent/Guardian Name: \_\_\_\_\_

Relationship to Child:  Mother  Father  Legal Guardian

Primary Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Alternate Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Email Address: \_\_\_\_\_

### \*Sibling Information

KIPP NYC Schools are legally allowed to give enrollment preference to students with brothers or sisters enrolled and admitted to enroll in related KIPP NYC Schools. Siblings must share at least one biological parent or share a legal guardian. This information will be verified before enrollment.

Does the applicant have a brother/sister currently enrolled in a KIPP NYC School?  Yes  No

Current KIPP NYC Sibling First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Sibling's KIPP NYC School: \_\_\_\_\_ Grade: \_\_\_\_\_

Does the applicant have a brother/sister in another KIPP NYC Lottery this year?  Yes  No

Does this child have a twin applying to a KIPP NYC School?  Yes  No

Sibling in another KIPP Lottery First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

KIPP NYC School applying to: \_\_\_\_\_ Grade: \_\_\_\_\_

### Additional Information

You are strongly encouraged to submit the following information as it might increase your child's chances of admission.

KIPP NYC Schools are legally allowed to give enrollment preference to students eligible for free or reduced price lunch. Answering the following questions is optional and it might increase, though it does not guarantee, your child's chances of admission.

Total household Income before taxes: \$ \_\_\_\_\_  Weekly  Bi-weekly  Twice Monthly  Monthly  Annually

Total number of Individuals in your household: \_\_\_\_\_

Do you receive Supplemental Nutrition Assistance Program (SNAP) benefits, formerly known as Food Stamps?

Yes  No SNAP # \_\_\_\_\_

Do you receive Temporary Assistance for Needy Families (TANF) benefits?

Yes  No TANF # \_\_\_\_\_

Answers to the following questions have no impact on admissions.

In submitting this application, I grant permission for KIPP NYC or its research partners, to request the school records of the student for whom I am submitting this application, including such information as my child's attendance, test scores, or other academic outcomes, for the duration of the study. I further understand that this information may be used for studies of KIPP NYC and that all student-level information will remain confidential as required by the Family Educational Rights and Privacy Act (FERPA). My decision whether or not to participate in the study will have no impact on my child's likelihood of admission to a KIPP NYC school.

Yes, my child CAN participate in studies of KIPP and I authorize his/her school, district, or state to release his/her student administrative records.

No, I do not consent for my child to participate in studies of KIPP.

How did you hear about us?

KIPP NYC Mailing

### Families for Excellent Schools:

I grant permission for KIPP NYC to share my contact information with Families for Excellent Schools, a partner of KIPP NYC working to build a movement of schools and their families in support of every parent's right to choose an excellent school for their children.

Yes  No

### \*Signature

I attest that I am the legal parent or guardian of the student named above. I affirm that the information I have submitted is true and accurate to the best of my knowledge. I understand that all information will be verified and providing incorrect information can result in application disqualification or loss of seat. Additionally, I understand that submitting an application does not guarantee admission to this charter school.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return this form by mail or in person to the main office of any KIPP NYC school.



# Solicitud de Lotería de los 5<sup>o</sup>-8<sup>o</sup> Grados de 2013-14

## Solicita en línea al [www.kippnyc.org/enroll](http://www.kippnyc.org/enroll)

For Office Use Only
Date _____
Entered _____

### Antes de completar esta solicitud, por favor lea las instrucciones abajo.

- **Artículos Requeridos.** Los artículos marcados con un asterisco (\*) son los únicos elementos que pueden ser necesarios para aplicar a esta escuela. Cualquier artículo que no estén marcados con asterisco (\*) son opcionales.
- **Entregar su solicitud.** Sólo una solicitud por estudiante se aceptará.
- **Solicitar a más de una escuela de KIPP NYC.** Se puede solicitar a más de una escuela de KIPP NYC con este formulario. Las preferencias que lista se utilizará para guiar el proceso de inscripción. Si es admitido a más de una escuela, las familias tendrán una semana desde la fecha de la oferta para aceptar un asiento en su escuela preferida. Estudiantes sólo podrán inscribirse en una escuela KIPP NYC.
- **Solicitudes de hermanos.** Solicitudes separadas deben rellenarse para cada estudiante.
- **Promoción Requerida para Admisión al 5<sup>o</sup> Grado.** Solicitantes presentemente en el 4<sup>o</sup> grado tienen que adelantarse al 5<sup>o</sup> grado para inscribirse a KIPP Infinity, KIPP AMP, KIPP STAR y KIPP Washington Heights porque estas escuelas no sirven a los estudiantes en 4<sup>o</sup> grado.
- **Confirmación de Solicitud.** Todas las solicitudes recibidas serán confirmadas por correo electrónico o correo de los EE.UU si una dirección de correo electrónico no se pone. Este correo electrónico / carta servirá como confirmación de su solicitud, sin ello su solicitud no está garantizada. Si usted no recibe confirmación de su solicitud antes del lunes, 1 de abril de 2013, por favor póngase en contacto con la(s) escuela(s) que usted está solicitando directamente.
- **Declaración de No Discriminación:** Una escuela charter no discriminará a ningún estudiante por razones de origen étnico, origen nacional, género, discapacidad o cualquier otro motivo que sería ilegal si fuera hecho por una escuela. La admisión de los estudiantes no será limitada por razones de la capacidad intelectual, medidas de logro o de aptitud, habilidad atlética, discapacidad, raza, credo, género, origen nacional, religión o ascendencia. Una escuela no puede requerir ninguna acción por parte de un estudiante o familia (como una entrevista, un ensayo, asistencia a una sesión de información, etc) para que un solicitante o reciba o presente una solicitud de admisión a esa escuela.

### Fechas importantes:

- Las solicitudes deben entregarse antes del **lunes, 1 de abril de 2013 a las 12:00 del mediodía.**
- Resultados de la lotería serán anunciados en cada KIPP NYC escuela el **jueves, 4 de abril de 2013 a las 5:30 de la tarde.** La asistencia a la lotería no es obligatoria y no afectará a la posibilidad de su hijo/a de entrar en la escuela.
- Las Cartas de Notificación de Admisión se enviarán por correo a todos los solicitantes empezando el **viernes, 5 de abril de 2013.**

**Aplicación para la escuela(s):** Por favor circule solo una preferencia por cada escuela que esta aplicando. No tiene que aplicar a todas las escuelas.

Preferencia <small>Circule una por escuela</small>	Nombre de Escuela	Grados	Dirección	Distrito
1 <sup>a</sup> 2 <sup>a</sup> 3 <sup>a</sup> 4 <sup>a</sup> 5 <sup>a</sup> N/A	<i>muestra</i>	<i>muestra</i>	<i>muestra</i>	<i>muestra</i>
1 <sup>a</sup> 2 <sup>a</sup> 3 <sup>a</sup> 4 <sup>a</sup> 5 <sup>a</sup> N/A	KIPP Academy Middle School	5 <sup>o</sup> -8 <sup>o</sup>	250 E. 156 <sup>th</sup> Street <b>South Bronx, 10451</b>	CSD 7
1 <sup>a</sup> 2 <sup>a</sup> 3 <sup>a</sup> 4 <sup>a</sup> 5 <sup>a</sup> N/A	KIPP AMP Middle School	5 <sup>o</sup> -8 <sup>o</sup>	1224 Park Place <b>Crown Heights Brooklyn, 11213</b>	CSD 17
1 <sup>a</sup> 2 <sup>a</sup> 3 <sup>a</sup> 4 <sup>a</sup> 5 <sup>a</sup> N/A	KIPP Infinity Middle School	5 <sup>o</sup> -8 <sup>o</sup>	625 W. 133 <sup>rd</sup> Street @ Broadway <b>Harlem, 10027</b>	CSD 5
1 <sup>a</sup> 2 <sup>a</sup> 3 <sup>a</sup> 4 <sup>a</sup> 5 <sup>a</sup> N/A	KIPP STAR Middle School	5 <sup>o</sup> -8 <sup>o</sup>	433 W. 123 <sup>rd</sup> Street @ Amsterdam <b>Harlem, 10027</b>	CSD 5
1 <sup>a</sup> 2 <sup>a</sup> 3 <sup>a</sup> 4 <sup>a</sup> 5 <sup>a</sup> N/A	KIPP Washington Heights Middle School	5 <sup>o</sup> & 6 <sup>o</sup> Solamente	21 Jumel Place @ 168 <sup>th</sup> Street <b>Washington Heights, 10033</b>	CSD 6

### \*Información estudiantil

**Nombre:** \_\_\_\_\_ **Apellido:** \_\_\_\_\_

**Dirección de domicilio:**

*Se requerirá prueba de dirección antes de inscripción*

Calle: \_\_\_\_\_ Apto.: \_\_\_\_\_

Ciudad: \_\_\_\_\_ Estado: \_\_\_\_\_ Código postal: \_\_\_\_\_

**Municipio:** Bronx Brooklyn Manhattan Staten Island Queens N/A

**Sexo:** Masculino Femenino **Fecha de nacimiento:** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Mes Día Año



### \*Información actual escolar

Nombre de la escuela presente del estudiante: \_\_\_\_\_

Grado actual del estudiante: 4 5 6 7 8

Grado del estudiante del año próximo: 5 6 7 8

### \*Información de contacto del padre/Guardián legal

Nombre del padre/tutor legal: \_\_\_\_\_

Relación al niño: Madre Padre Guardián legal

Teléfono Principal: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Teléfono alternativo: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Dirección de email: \_\_\_\_\_

### \*Información sobre hermanos

Se les permite legalmente a las Escuelas de KIPP NYC dar preferencia de inscripción a estudiantes con hermanos ya inscritos y admitidos para inscribirse en escuelas relacionadas de KIPP NYC. Los hermanos deben compartir por lo menos un padre/una madre biológico(a) o tutor legal. Esta información se verificará antes de inscripción.

¿Tiene el solicitante un hermano/a actualmente inscrito/a en una Escuela de KIPP NYC? Sí No

¿Este niño tiene un gemelo aplicando a una escuela KIPP NYC? Sí No

Nombre del hermano/a actual de KIPP NYC: \_\_\_\_\_ Apellido: \_\_\_\_\_

Escuela del hermano/a de KIPP NYC: \_\_\_\_\_ Grado: \_\_\_\_\_

¿Tiene el solicitante un hermano/a en otra Lotería de KIPP NYC este año? Sí No

Nombre del hermano/a en otra Lotería de KIPP: \_\_\_\_\_ Apellido: \_\_\_\_\_

Escuela de KIPP NYC a la cual solicita: \_\_\_\_\_ Grado: \_\_\_\_\_

### Información adicional

Le animamos fuertemente a entregar la información siguiente porque puede aumentar la posibilidad de la admisión de su hijo/a.

Se permite legalmente que KIPP dé preferencia de inscripción a los estudiantes elegibles para almuerzo gratis o a precio reducido. Contestar las preguntas siguientes es opcional y puede aumentar, aunque no garantiza, la posibilidad de admisión de su hijo/a.

Ingreso total del hogar antes de los impuestos: \$ \_\_\_\_\_

Semanalmente Bisemanalmente Dos veces mensualmente Mensualmente Anualmente

Número total de individuos en su hogar: \_\_\_\_\_

¿Recibe usted beneficios del Programa de Asistencia Suplementaria para Nutrición (SNAP), anteriormente conocido como Cupones para Alimentos?

Sí No N.º de SNAP \_\_\_\_\_

¿Recibe usted beneficios de Asistencia Federal para Familias Necesitadas (TANF)?

Sí No N.º de TANF \_\_\_\_\_

Respuestas a las siguientes preguntas no tienen impacto sobre las admisiones.

En presentar esta aplicación, yo doy permiso a KIPP NYC o a su asociados de estudios, para pedir los archivos escolares (del/de la) estudiante por (el/la) cual estoy presentando esta aplicación, incluyendo información tal como la asistencia de mi hijo(a), grados de pruebas u otros resultados académicos por la duración del estudio. Además, entiendo que esta información podrá ser usada para estudios de KIPP NYC y que toda la información a nivel de estudiante permanecerá confidencial según lo requerido por el Family Educational Rights and Privacy Act (FERPA-Acto de Derechos Educativos y Privacidad de la Familia). Mi decisión de participar o no participar en el estudio no tendrá ningún impacto en las posibilidades de admitir a mi hijo(a) a una escuela de KIPP NYC.

Sí, mi hijo(a) PUEDE participar en los estudios de KIPP y doy autorización a su escuela, distrito o estado para compartir/divulgar sus archivos administrativos de estudiante.

No, yo no doy consentimiento para que mi hijo(a) participe en el Estudio KIPP y otros estudios similares.

¿Cómo supo de nosotros?

Anuncio por Correo de KIPP NYC

### Familias para Escuelas Excelentes

Doy permiso para que KIPP NYC de mi información a Familias para Escuelas Excelente, un programa asociado con KIPP NYC que trabaja para construir un movimiento de escuelas y familias en soporte del derecho de los padres para elegir escuelas excelentes para sus niños.

Sí No

### \*Firma

Atestiguo que yo soy el padre legal o tutor legal del estudiante nombrado arriba. Afirmo que toda la información que he entregado es verdadera y cierta según mi leal saber y conocer. Entiendo que toda la información se verificará y que proporcionar información incorrecta puede resultar en la descalificación de la solicitud o pérdida de plazo. Adicionalmente, entiendo que entregar una solicitud no garantiza la admisión a esta escuela charter.

Firma: \_\_\_\_\_ Fecha: \_\_\_\_\_

Por favor devuelva este formulario por correo o en persona a la oficina principal de cualquier escuela de KIPP NYC.

# KIPP: NYC

## Go. Graduate.

Free, K-12 public charter schools in Crown Heights, Harlem, the South Bronx, and Washington Heights.



**Now accepting Kindergarten and  
5th grade applications.**

Our mission is to teach our students to develop the academic and character skills necessary to succeed in high school and college, to be self-sufficient, successful, and happy in the competitive world, and to build a better tomorrow for themselves and us all.

*Nuestra misión es enseñar a nuestros estudiantes las habilidades académicas y el desarrollo de carácter que son necesarias para tener éxito en la escuela secundaria y Universidad, y que sean autosuficientes, exitosos y felices en el mundo competitivo y para construir un mejor mañana para ellos y nosotros todos.*

**APPLY NOW**

**APLIQUE AHORA**

[www.kippnyc.org/apply](http://www.kippnyc.org/apply)

# KIPP: NYC

## Go. Graduate.

Free, K-12 public charter schools in Crown Heights, Harlem, the South Bronx, and Washington Heights.



**Now accepting 5th grade and Kindergarten applications.**

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**APPLY NOW**

**APLIQUE AHORA**

**[www.kippnyc.org/apply](http://www.kippnyc.org/apply)**





Disclosure of Financial Interest Form

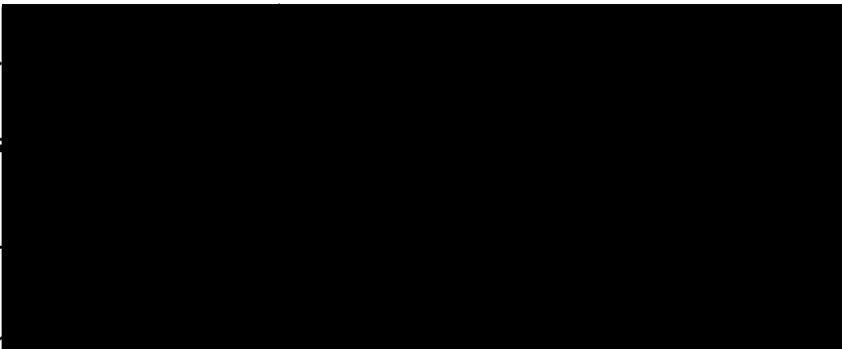
Disclosure of Financial Interest by a New York Charter School Board of Trustees Member  
Annual Report 2012-2013

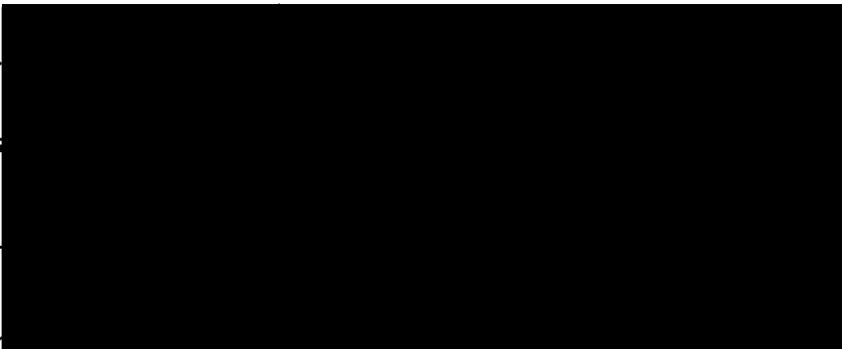
*\*Note: This Disclosure is a public record, but asterisked data fields will be redacted.*

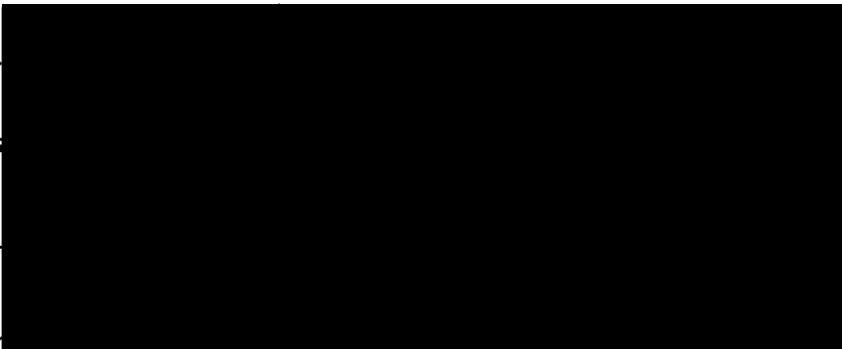
1. Trustee Name (print) Carmen Gennuso

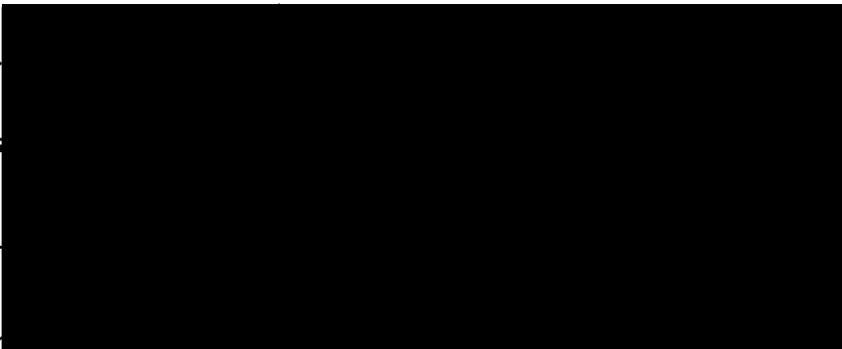
2. Charter School Name KIPP STAR College Prep Charter School

3. Charter Authorizer Entity New York State Education Department

4. Home Address\* 

5. Business Address 

6. Daytime Phone\* 

7. E-Mail Address\* 

8. List all positions held on board (e.g., chair, treasurer, parent representative)  
None

9. Is the trustee an employee of the school? \_\_\_ Yes  No

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

10. Is the trustee an employee or agent of the management company or institutional partner of the charter school? \_\_\_ Yes  No

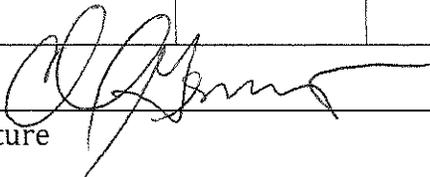
If Yes, please provide a description of the position you hold and your responsibilities, your salary and your start date.

11. 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 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 Question 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>			
None			

12. 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 **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person 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 that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write **None**.

Organization conducting business with the school	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 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>				
None				

Signature 

Date 6/3/13

Disclosure of Financial Interest Form

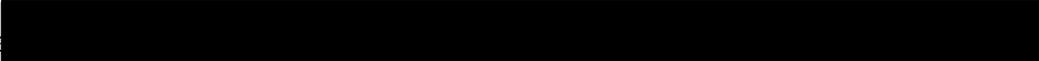
Disclosure of Financial Interest by a New York Charter School Board of Trustees Member  
Annual Report 2012-2013

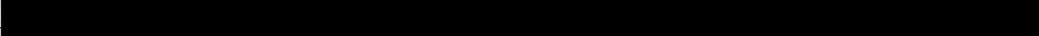
*\*Note: This Disclosure is a public record, but asterisked data fields will be redacted.*

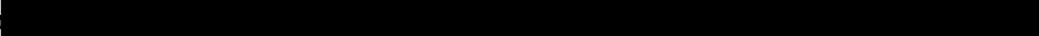
1. Trustee Name (print) David B. Massey

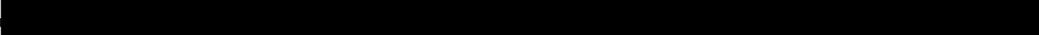
2. Charter School Name KIPP STAR College Prep Charter School

3. Charter Authorizer Entity New York State Education Department

4. Home Address 

5. Business Address 

6. Daytime Phone 

7. E-Mail Address 

8. List all positions held on board (e.g., chair, treasurer, parent representative)  
Chair

9. Is the trustee an employee of the school?  Yes  No

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

10. Is the trustee an employee or agent of the management company or institutional partner of the charter school?  Yes  No

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

11. 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 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 Question 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>			
None 			

12. 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 **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person 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 that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write **None**.

Organization conducting business with the school	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 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>				
None 				



6/3/13

Signature

Date

Disclosure of Financial Interest Form

Disclosure of Financial Interest by a New York Charter School Board of Trustees Member  
Annual Report 2012-2013

*\*Note: This Disclosure is a public record, but asterisked data fields will be redacted.*

1. Trustee Name (print) GIRISH BHAKAR

2. Charter School Name KIPP STAR College Prep Charter School

3. Charter Authorizer Entity New York State Education Department

4. Home Address\* \_\_\_\_\_

5. Business Address\* \_\_\_\_\_

6. Daytime Phone\* \_\_\_\_\_

7. E-Mail Address\* \_\_\_\_\_

8. List all positions held on board (e.g., chair, treasurer, parent representative)

Audit Committee

9. Is the trustee an employee of the school? \_\_\_ Yes  No

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

10. Is the trustee an employee or agent of the management company or institutional partner of the charter school? \_\_\_ Yes  No

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

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

12. 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 **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person 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 that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write **None**.

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<p><i>Please write "None" if applicable. Do not leave this space blank.</i></p> <p style="font-size: 2em; font-family: cursive;">None</p>				

*[Handwritten Signature]*  
 Signature

*6/10/2013*  
 Date

Disclosure of Financial Interest Form

Disclosure of Financial Interest by a New York Charter School Board of Trustees Member  
Annual Report 2012-2013

\*Note: This Disclosure is a public record, but asterisked data fields will be redacted.

1. Trustee Name (print) Jacqueline Adams

2. Charter School Name KIPP STAR College Prep Charter School

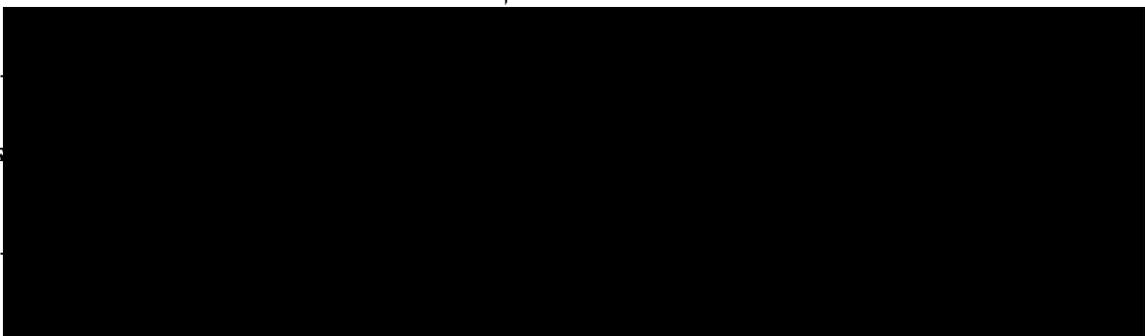
3. Charter Authorizer Entity New York State Education Department

4. Home Address\*

5. Business Address

6. Daytime Phone\*

7. E-Mail Address\*



8. List all positions held on board (e.g., chair, treasurer, parent representative)

\_\_\_\_\_  
\_\_\_\_\_

9. Is the trustee an employee of the school?  Yes  No

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

\_\_\_\_\_

10. Is the trustee an employee or agent of the management company or institutional partner of the charter school?  Yes  No

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

\_\_\_\_\_

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

*Josephine Adams*  
 Signature

17 June 2013  
 Date

Disclosure of Financial Interest Form

Disclosure of Financial Interest by a New York Charter School Board of Trustees Member  
Annual Report 2012-2013

*\*Note: This Disclosure is a public record, but asterisked data fields will be redacted.*

1. Trustee Name (print) Rafael Mayer

2. Charter School Name KIPP STAR College Prep Charter School

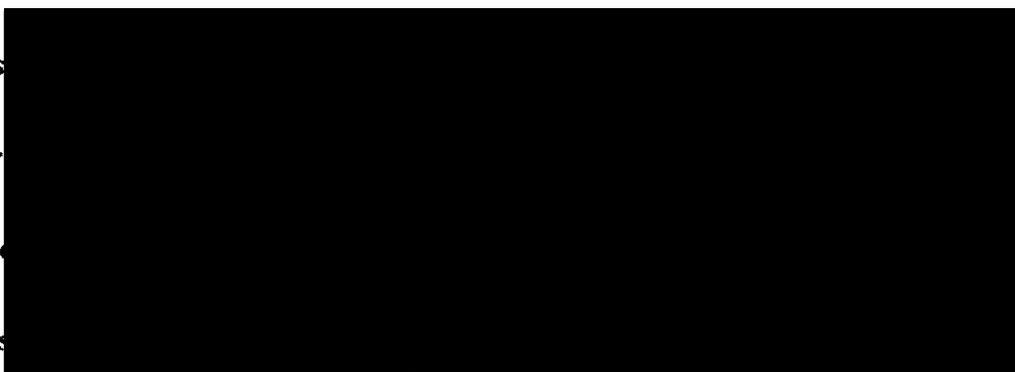
3. Charter Authorizer Entity New York State Education Department

4. Home Address

5. Business Address

6. Daytime Phone

7. E-Mail Address



8. List all positions held on board (e.g., chair, treasurer, parent representative)

Development Committee Chair

9. Is the trustee an employee of the school?  Yes  No

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

\_\_\_\_\_

10. Is the trustee an employee or agent of the management company or institutional partner of the charter school?  Yes  No

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

\_\_\_\_\_

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

Signature 

Date 6/3/13

*Disclosure of Financial Interest Form*

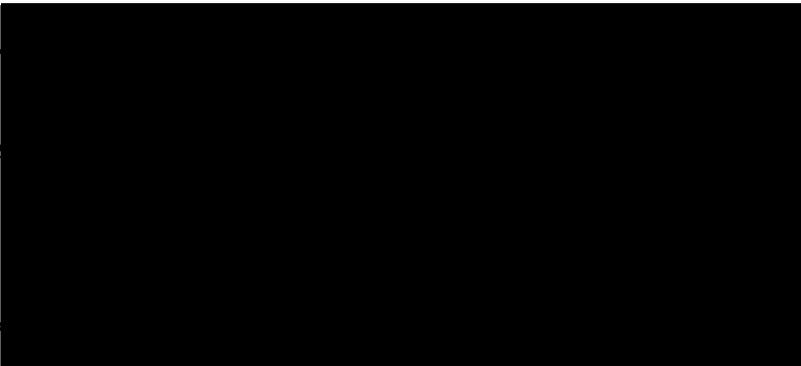
**Disclosure of Financial Interest by a New York Charter School Board of Trustees Member  
Annual Report 2012-2013**

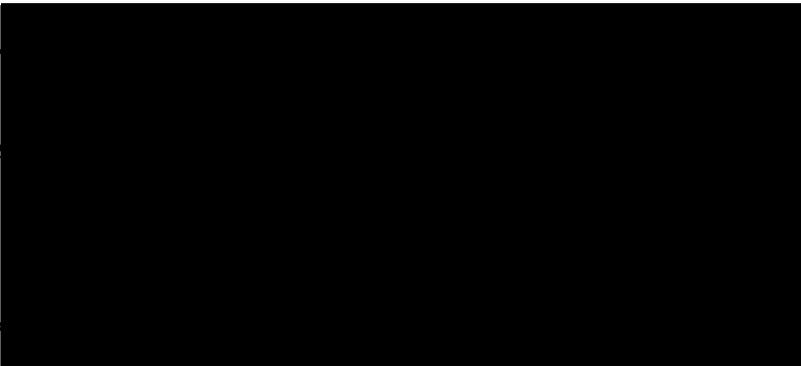
*\*Note: This Disclosure is a public record, but asterisked data fields will be redacted.*

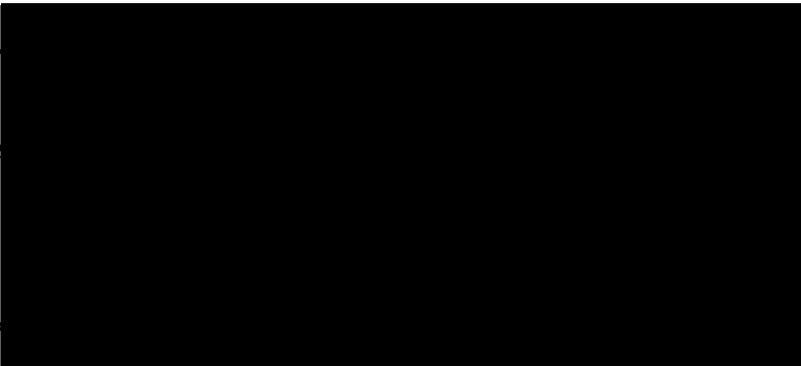
1. Trustee Name (print) Thomas Lehrman

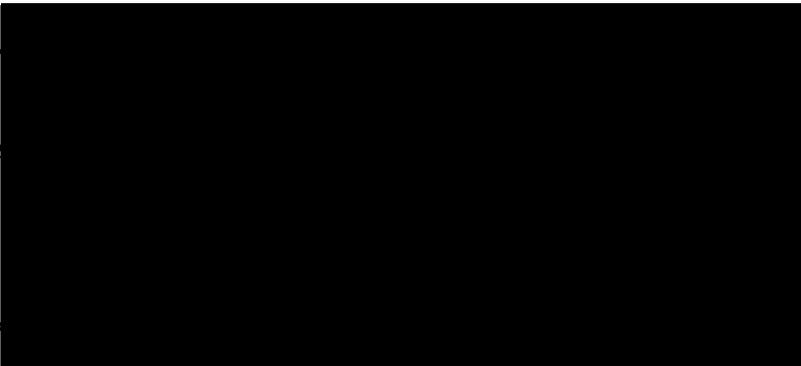
2. Charter School Name KIPP STAR College Prep Charter School

3. Charter Authorizer Entity New York State Education Department

4. Home Address\* 

5. Business Address 

6. Daytime Phone 

7. E-Mail Address 

8. List all positions held on board (e.g., chair, treasurer, parent representative)  
Secretary

9. Is the trustee an employee of the school? \_\_\_ Yes  No  
If Yes, please provide a description of the position you hold and your responsibilities, your salary and your start date.

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None			

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

Signature 

Date \_\_\_\_\_