

I. SCHOOL INFORMATION AND COVER PAGE

Created Thursday, July 18, 2013

Updated Monday, July 22, 2013

Page 1

1. SCHOOL NAME

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

331600860924 LA CIMA CS

2. CHARTER AUTHORIZER

Regents-Authorized Charter School

3. DISTRICT / CSD OF LOCATION

NYC CSD 16

4. SCHOOL INFORMATION

PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
800 Gates Avenue Third Floor Brooklyn, NY 11221	718-443-2136	718-443-7291	info@lacimacharterschool.org

4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES Contact Name	Tara Phillips
4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES Title	Executive Director
4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES Emergency Phone Number (###-###-####)	

5. SCHOOL WEB ADDRESS (URL)

www.lacimacharterschool.org

6. DATE OF INITIAL CHARTER

2008-01-01 00:00:00

7. DATE FIRST OPENED FOR INSTRUCTION

2008-08-01 00:00:00

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

(as reported on BEDS Day)

362

9. GRADES SERVED IN SCHOOL YEAR 2012-13

Check all that apply

• K

• 1

• 2

• 3

• 4

• 5

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

Yes/No	Name of CMO/EMO
No	

11. FACILITIES

Will the School maintain or operate multiple sites?

No, just one site.

12. SCHOOL SITES

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

	Physical Address	Phone Number	District/C SD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	800 Gates Avenue, Third floor Brooklyn, NY 11221	718-443-2136	CSD 16	K-5	No	DOE space

Site 2

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	Tara Phillips	[REDACTED]	[REDACTED]	[REDACTED]
Operational Leader	Jamie Truman	[REDACTED]	[REDACTED]	[REDACTED]
Compliance Contact	Jamie Truman	[REDACTED]	[REDACTED]	[REDACTED]
Complaint Contact	Jennifer Swayne	[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)	n/a	No		No		No
Site 2						
Site 3						

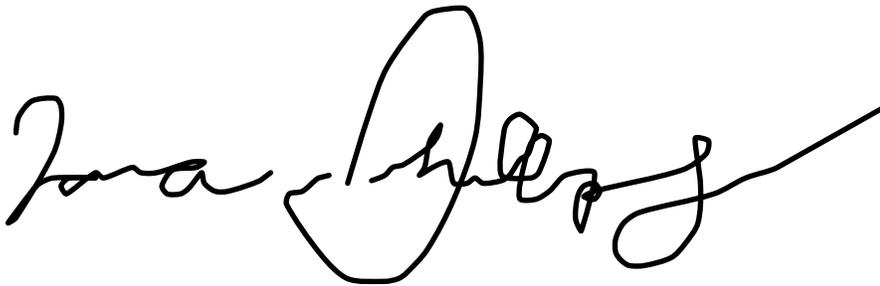
14. Were there any revisions to the school's charter during the 2012-2013 school year? (Please include both those that required authorizer approval and those that did not require authorizer approval).

No

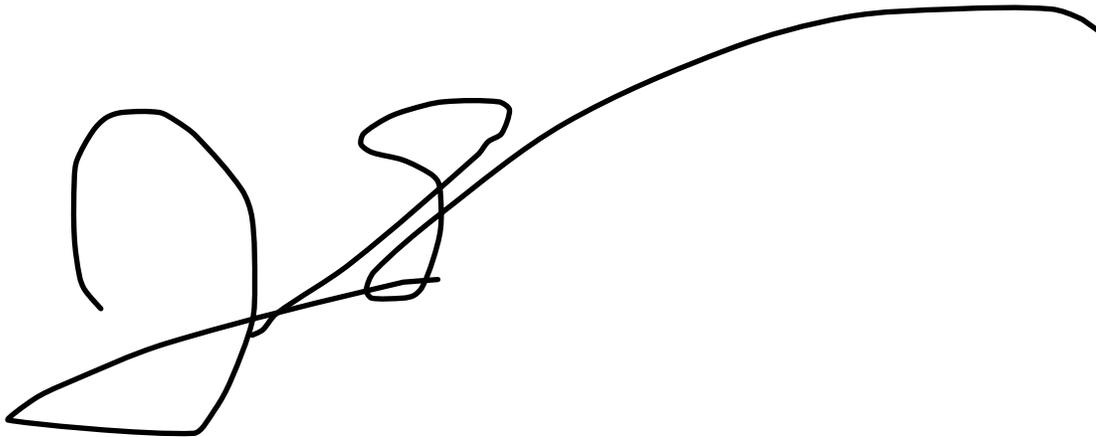
16. Our signatures below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in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

• Yes

Signature, Head of Charter School

A handwritten signature in black ink, appearing to read "Tina D. [unclear]". The signature is fluid and cursive, with a large loop at the end.

Signature, President of the Board of Trustees

A handwritten signature in black ink, appearing to read "[unclear]". The signature is very stylized and cursive, with a long, sweeping line that curves upwards and to the right.

Thank you.

Signature Page for President of Board of Trustees

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331600860924 LA CIMA 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 stylus on your mobile device to sign your name).

• Yes

Signature, Board President

A handwritten signature in black ink, appearing to read "D. Lopez", written in a cursive style.

Thank you.

Appendix A: Progress Toward Goals

Created Monday, July 22, 2013

Updated Wednesday, July 24, 2013

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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-2012-331600860924.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	For the 2012-2013 school year, at least 80 percent of third, fourth and fifth graders combined who have enrolled at La Cima Charter School for three or more years will perform at or above Level 3 of the New York State ELA, Science, and Math examinations.	Scaled NYS Test Scores		
Academic Goal 2	Each year, the school will make AYP as determined by performance on NY State assessments or the school's self assessment(in years prior to NY State Testing	Scaled NYS Grade 3 ELA and Math Scores TerraNova test results		
Academic Goal 3	Each year, the school will exceed its predicted level of performance on the NYS ELA and Math exams by at least a small Effect Size according to regression analysis controlling for students eligible for free	Scaled NYS Test Scores		

lunch among all public schools in New York State

Academic
Goal 4

Academic
Goal 5

Academic
Goal 6

Academic
Goal 7

Academic
Goal 8

2a1. Do have more academic goals to add?

No

2a2. Do have more academic goals to add?

No

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	Each year, the school will comply with all applicable laws, rules, regulations and contract terms including, but not limited to the New York Charter School Act, the New York Freedom of Information Law, the New York Open Meetings, the federal individuals with Disabilities Act and the Federal Family Educational Rights and Privacy Act.	Board review Authorizer Renewal Report	Goal Met. The Authorizer renewal visit team found no compliance issues.	.
Org Goal 2	Each year, student enrollment will be within 15% of full enrollment.	Board Report	Goal not met. In 2012-2013, we were enrolled at 362 students with a maximum enrollment target of 480.	Fifth grade enrollment has increased by 50% for the 2013-2014 school year. Anticipated enrollment for 2013-2014 is
Org Goal 3	Each year, parents/guardians will express satisfaction with the school's program, based on the school's Parent/Guardian Survey in which at least 80% of all parents provide a positive response to each of the survey items.	Fall Survey	Goal Met. We have 100% participation in the survey with an average of 97% positive response on each of the survey items.	
Org Goal 4				
Org Goal 5				

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	Upon completion of the school's first year of operation and each year thereafter, the school will undergo an independent financial audit that will result in an unqualified opinion	Fruchter, Rosen and Co's audit report	Goal Met. Unqualified opinion was achieved in all prior years. Audited financial statements and their accompanying management letter are submitted under separate cover	

	and no major findings.		to the appropriate SED office for review.
Financial Goal 2	Each year, the school will operate on a balanced budget and maintain a stable cash flow.	Budget approved as of June 2012. Authorizer renewal report	Goal Met. Balanced budget and cash flow projections approved in advance of the beginning of the fiscal year. La Cima received the highest possible Composite Score of 3.00 from the CSO. The school ended the 2011-2012 fiscal year with unrestricted net assets above \$1.9 million.
Financial Goal 3			
Financial Goal 4			
Financial Goal 5			

La Cima Charter School

1. Total expenditures per pupil (employee benefit costs should not be reported)

Expenditures less admin:	4,102,567
Enrolled Students	362
	\$
	11,333

2. Total administrative expenditures per pupil (employee benefit costs should not be reported)

Admin Expenditures	157654
Enrolled Students	362
	\$
	436



Financial A

School Name:

Date:

School Fiscal Contact Name:

School Fiscal Contact Email:

School Fiscal Contact Phone:

District of Location:

Authorizer:

Years of Operation:

Facility:

Grades Currently Served:

Planned Grades at Full Capacity:

Enrollment:

Max Enrollment:

Year of Most Recent Data

School Fiscal Contact Phone:

School Audit Firm Name:

School Audit Contact Name:

School Audit Contact Email:

School Audit Contact Phone:

Latest Audit Period (through June 30):

Do Not Use this Box



Audit Supplemental Data Request Form

for Regents-Authorized Charter Schools

La Cima Charter School

July 24, 2013

Adel Hageb

CSD of Location

SED

5

Public

K-5

K-5

355

394

2013

Fruchter, Rosen & Company, PC.

Gus Saliba

gsaliba@frcpas.com

212 957-3600

2012

La Cima Charter School2012

FILL IN GRAY CELLS

La Cima Charter School

STATEMENTS OF FINANCIAL POSITION

FOR THE YEARS ENDED JUNE 30,

	<u>2013</u>	<u>2012</u>
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$663,440	\$635,917
Grants and contracts receivable	45,656	32,941
Accounts receivables	-	-
Inventory	-	-
Prepaid Expenses	121,045	69,670
Contributions and other receivables	-	-
Other	-	-
TOTAL CURRENT ASSETS	\$830,142	\$738,528
OTHER ASSETS		
Investments	\$1,066,317	\$1,061,408
Property, Plant and Equipment, Net	607,342	413,041
Restricted Cash	75,005	75,005
OTHER ASSETS	\$1,748,664	\$1,549,454
TOTAL ASSETS	\$2,578,806	\$2,287,982
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable and accrued expenses	\$128,460	\$107,498
Accrued payroll and benefits	-	274,949
Refundable Advances	-	2,865
Dreferred Revenue	-	-
Current maturities of long-term debt	-	-
Short Term Debt - Bonds, Notes Payable	-	-
Other	-	-
TOTAL CURRENT LIABILITIES	\$128,460	\$385,312
LONG-TERM DEBT, net current maturities	\$-	\$-
TOTAL LIABILITIES	\$128,460	\$385,312
NET ASSETS		
Unrestricted	\$1,902,670	\$1,902,670
Temporarily restricted	547,675	-
TOTAL NET ASSETS	\$2,450,346	\$1,902,670
TOTAL LIABILITIES AND NET ASSETS	\$2,578,806	\$2,287,982
	<i>Check</i>	-

FILL IN GRAY CELLS

La Cima Charter School
STATEMENTS OF ACTIVITIES
 FOR THE YEARS ENDED JUNE 30,

	2013			2012
	Unrestricted	Temporarily Restricted	Total	Total
REVENUE, GAINS AND OTHER SUPPORT				
State & Local Operating Revenue	\$5,059,589	\$-	\$5,059,589	\$4,378,486
Federal - Title and IDEA	250,900	-	250,900	189,669
Federal - Other	-	-	-	-
State and City Grants	38,287	-	38,287	44,878
Contributions and private grants	5,580	-	5,580	22,454
After school revenue	10,050	-	10,050	20,759
Other	5,518	-	5,518	39,183
Food Service/Child Nutrition Program	-	-	-	-
TOTAL REVENUE, GAINS AND OTHER SUPPORT	\$5,369,924	\$-	\$5,369,924	\$4,695,429
EXPENSES				
Program Services				
Regular Education	\$3,506,226	\$-	\$3,506,226	\$3,325,730
Special Education	486,815	-	486,815	463,003
Other Programs	50,762	-	50,762	48,279
Total Program Services	\$4,043,803	\$-	\$4,043,803	\$3,837,012
Supporting Services				
Management and general	\$769,577	\$-	\$769,577	\$731,934
Fundraising	8,869	-	8,869	18,016
TOTAL OPERATING EXPENSES	\$4,822,249	\$-	\$4,822,249	\$4,586,962
SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS	\$547,675	\$-	\$547,675	\$108,467
Contributions				
Foundations	\$-	\$-	\$-	\$-
Individuals	-	-	-	-
Corporations	-	-	-	-
Fundraising	-	-	-	-
Interest income	-	-	-	-
Miscellaneous income	-	-	-	-
Net assets released from restriction	-	-	-	-
TOTAL SUPPORT AND OTHER REVENUE	\$-	\$-	\$-	\$-
CHANGE IN NET ASSETS	\$547,675	\$-	\$547,675	\$108,467
NET ASSETS BEGINNING OF YEAR	\$1,902,670	\$-	\$1,902,670	\$1,794,203
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
NET ASSETS - END OF YEAR	\$2,450,345	\$-	\$2,450,345	\$1,902,670

Audited Financial Statement Checklist

Created Tuesday, October 29, 2013

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	False	False	True
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 .

LA CIMA CHARTER SCHOOL
FINANCIAL STATEMENTS
JUNE 30, 2013 AND 2012

LA CIMA CHARTER SCHOOL
FINANCIAL STATEMENTS
JUNE 30, 2013 AND 2012

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FRUCHTER ROSEN & COMPANY, P.C.
CERTIFIED PUBLIC ACCOUNTANTS
156 WEST 56TH STREET
NEW YORK, NEW YORK 10019

TEL: (212) 957-3600
FAX: (212) 957-3696

INDEPENDENT AUDITORS' REPORT

TO THE BOARD OF TRUSTEES OF
LA CIMA CHARTER SCHOOL

Report on the Financial Statements

We have audited the accompanying financial statements of La Cima Charter School (the "School") (a not-for-profit corporation), 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.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

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

Report on Summarized Comparative Information

We have previously audited the School's 2012 financial statements, and our report dated September 18, 2012, expressed an unmodified opinion on those audited financial statements. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2012, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated September 11, 2013, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on 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 the School's internal control over financial reporting and compliance.


FRUCHTER ROSEN & COMPANY, P.C.
Certified Public Accountants

New York, New York
September 11, 2013

LA CIMA CHARTER SCHOOL
STATEMENTS OF FINANCIAL POSITION
JUNE 30,

	2013	2012
ASSETS		
Current assets:		
Cash and cash equivalents	\$ 675,337	\$ 635,917
Grants and contracts receivable	49,050	32,941
Prepaid expenses and other current assets	49,875	69,670
Total current assets	774,262	738,528
Other assets:		
Investments	1,056,423	1,061,408
Property and equipment, net of accumulated depreciation and amortization of \$310,283 and \$189,451, respectively	486,509	413,041
Restricted cash	75,005	75,005
Total other assets	1,617,937	1,549,454
TOTAL ASSETS	\$ 2,392,199	\$ 2,287,982
LIABILITIES AND UNRESTRICTED NET ASSETS		
Current liabilities:		
Accounts payable and accrued expenses	\$ 164,155	\$ 107,498
Accrued payroll and payroll taxes	301,415	274,949
Refundable advances	2,895	2,865
Total current liabilities	468,465	385,312
Unrestricted net assets	1,923,734	1,902,670
TOTAL LIABILITIES AND UNRESTRICTED NET ASSETS	\$ 2,392,199	\$ 2,287,982

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

LA CIMA CHARTER SCHOOL
STATEMENTS OF ACTIVITIES
FOR THE YEARS ENDED JUNE 30,

	2013	2012
Revenue and support:		
State and local per pupil operating revenue	\$ 5,056,694	\$ 4,378,486
Federal grants	293,280	189,669
State and city grants	38,287	44,878
Contributions and private grants	5,581	22,454
After school revenue	10,050	20,759
Investment (loss) income, net	(4,376)	38,183
Other income	-	1,000
Total revenue and support	5,399,516	4,695,429
Expenses:		
Program services:		
Regular education	3,963,278	3,325,730
Special education	642,678	463,003
After school program	9,117	48,279
Total programs services	4,615,073	3,837,012
Supporting services:		
Management and general	753,022	731,934
Fundraising	10,357	18,016
Total expenses	5,378,452	4,586,962
Changes in unrestricted net assets	21,064	108,467
Unrestricted net assets - beginning of year	1,902,670	1,794,203
Unrestricted net assets - end of year	\$ 1,923,734	\$ 1,902,670

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

LA CIMA CHARTER SCHOOL
STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED JUNE 30,

	2013	2012
CASH FLOWS FROM OPERATING ACTIVITIES		
Changes in unrestricted net assets	\$ 21,064	\$ 108,467
Adjustments to reconcile changes in unrestricted net assets to net cash provided by operating activities:		
Depreciation and amortization	120,832	82,719
Unrealized loss (gain) on investments	4,985	(37,575)
Changes in certain assets and liabilities:		
(Increase) Decrease in grants and contracts receivable	(16,109)	24,004
Decrease (Increase) in prepaid expenses and other current assets	19,795	(45,387)
Increase in accounts payable and accrued expenses	56,657	42,357
Increase in accrued payroll and payroll taxes	26,466	87,459
Increase (Decrease) in refundable advances	30	(42,495)
	233,720	219,549
NET CASH PROVIDED BY OPERATING ACTIVITIES		
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of property and equipment	(194,300)	(130,978)
	(194,300)	(130,978)
NET CASH (USED IN) INVESTING ACTIVITIES		
NET INCREASE IN CASH AND CASH EQUIVALENTS	39,420	88,571
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	635,917	547,346
CASH AND CASH EQUIVALENTS - END OF YEAR	\$ 675,337	\$ 635,917

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

LA CIMA CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2013 AND 2012

NOTE 1 - PRINCIPAL BUSINESS ACTIVITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Organization

La Cima Charter School (the "School") is a New York State, not-for-profit educational corporation that was incorporated on January 15, 2008 to operate a charter school pursuant to Article 56 of the Education Law of the State of New York. The School was granted a provisional charter on January 15, 2008 valid for a term of five years and renewable upon expiration by the Board of Regents of the University of the State of New York. The School renewed its charter for an additional three-year term expiring June 30, 2016. The School's mission is to prepare students for academic and life-long success through a rigorous and relevant academic program. The School's vision is to develop scholars who have the intellectual capacity, the emotional strength of character and the social capital to be individually successful, and to act as effective change-makers in their communities. Classes commenced in Bedford-Stuyvesant, Brooklyn, New York, in August 2008 and the School provided education to approximately 356 students in grades kindergarten through fifth during the 2012-2013 academic year.

The School shares space with a New York City public school. The School is not responsible for rent, utilities, custodial services, maintenance and school safety services other than security related to the School's programs that take place outside the district's school day.

Food and Transportation Services

The New York City Department of Education provides free lunches and reduced-price lunches and transportation directly to some of the School's students. Such costs are not included in these financial statements. The School covers the unreimbursed cost of lunches for children not entitled to the free lunches. The Office of Pupil Transportation provides free transportation to the majority of students during the district's school days.

Tax Status

The School is exempt from Federal income tax under Section 501(a) of the Internal Revenue Code as an organization described in Section 501(c)(3) and a similar provision under New York State income tax laws. The School has also been classified as an entity that is not a private foundation within the meaning of Section 509(a) and qualifies for deductible contributions as provided in section 170(b)(1)(A)(ii). The School did not have net unrelated business income for the years ended June 30, 2013 and 2012.

The School's accounting policy provides that a tax expense or benefit from an uncertain tax position may be recognized when it is more likely than not that the position will be sustained upon examination, including resolutions of any related appeals or litigation processes, based on the technical merits. The School has no uncertain tax position resulting in an accrual of tax expense or benefit.

IRS Forms 990 filed by the School are subject to examination by the Internal Revenue Service up to three years from the extended due date of each return. Forms filed by the School are no longer subject to examination for the fiscal years June 30, 2009, and prior.

LA CIMA CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2013 AND 2012

NOTE 1 - PRINCIPAL BUSINESS ACTIVITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Basis of Presentation

The financial statement presentation follows the requirements of the Financial Accounting Standards Board (“FASB”) in its Accounting Standards Codification (“ASC”) No. 958-205 which provides guidance for the classification of net assets. The amounts for each of the three classes of net assets are based on the existence or absence of donor-imposed restrictions described as follows:

Unrestricted

Net assets of the School whose use has not been restricted by an outside donor or by law. They are available for any use in carrying out the operations of the School.

Temporarily Restricted

Net assets of the School whose use has been limited by donor-imposed stipulations that either expire with the passage of time or can be fulfilled and removed by actions of the School. When such stipulations end or are fulfilled, such temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities and changes in net assets, as net assets released from restrictions.

Permanently Restricted

Net assets of the School whose use has been permanently limited by donor-imposed restrictions. Such assets include contributions required to be invested in perpetuity, the income from which is available to support charitable purposes designated by the donors.

As of June 30, 2013 and 2012, the School had no temporarily or permanently restricted net assets.

Revenue and Support

Contributions are recognized when the donor makes a promise to give to the School that is, in substance, unconditional. Grants and other contributions of cash are reported as temporarily restricted support if they are received with donor stipulations. Restricted contributions and grants that are made to support the School’s current year activities are recorded as unrestricted revenue. Contributions of assets other than cash are recorded at their estimated fair value at the date of donation.

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 other state and local funds are recorded when expenditures are incurred and billable to the government agency.

LA CIMA CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2013 AND 2012

NOTE 1 - PRINCIPAL BUSINESS ACTIVITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Use of Estimates

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

Cash and Cash Equivalents

For the purpose of the statements of cash flows, the School considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.

Concentration of Credit Risk

Financial instruments which potentially subject the School to concentrations of credit risk are cash and cash equivalents. The School places its cash and cash equivalents on deposit in what it believes to be highly credited financial institutions. Cash balances may exceed the FDIC insured levels of \$250,000 per institution at various times during the year. The School believes that there is little risk in any losses and has not experienced any losses in such accounts.

The School also invests some of its funds in professionally managed portfolios containing various types of fixed income securities. Such investments are exposed to market and credit risks. As a result, the investment balances reported in the accompanying financial statements may not be reflective of the portfolio's value during subsequent periods.

Restricted Cash

Under the provisions of its charter, the School established an escrow account to pay for legal and audit expenses that would be associated with a dissolution should it occur.

Property and Equipment

Purchased property and equipment are recorded at cost. Maintenance and repairs are expensed as incurred. All property and equipment purchased with government funding, whereas the government agency retains legal title to the long lived asset is expensed as incurred. Depreciation and amortization is provided on the straight line method over the estimated useful lives as follows:

Furniture and fixtures	7 years
Computers and equipment	5 years
Software	3 years
Library books	5 years
Music supplies	3 years
Leasehold improvements	15 years

LA CIMA CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2013 AND 2012

NOTE 1 - PRINCIPAL BUSINESS ACTIVITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Refundable Advances

The School records certain government operating revenue as refundable advances until related services are performed, at which time they are recognized as revenue.

Comparative Financial Information

The accompanying statements of activities and functional expenses are presented with summarized comparative information. Such prior year information is not presented by net asset class in the statement of activities or by functional category in the schedule of functional expenses. Accordingly, such information should be read in conjunction with the School's 2012 financial statements from which the summarized information was derived.

NOTE 2 - GRANTS AND CONTRACTS RECEIVABLE

Grants and contracts receivable consist of federal entitlements and grants. The School expects to collect these receivables within one year.

NOTE 3 - PROPERTY AND EQUIPMENT

Property and equipment consisted of the following as of June 30,

	2013	2012
Furniture and fixture	\$ 121,561	\$ 90,711
Computers and equipment	286,397	235,782
Software	104,880	39,830
Library books	14,984	-
Music supplies	11,971	-
Leasehold improvements	256,999	236,169
	796,792	602,492
Less: Accumulated depreciation and amortization	(310,283)	(189,451)
	\$ 486,509	\$ 413,041

Depreciation and amortization expense was \$120,832 and \$82,719 for the years ended June 30, 2013 and 2012, respectively.

LA CIMA CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2013 AND 2012

NOTE 4 - INVESTMENTS

Investments held by the School consisted of the following at June 30,:

	2013	
	Cost Basis	Market Value
Unrestricted:		
Fixed income mutual funds	\$ 1,000,000	\$ 1,056,423
	2012	
	Cost Basis	Market Value
Unrestricted:		
Fixed income mutual funds	\$ 1,000,000	\$ 1,061,408

The following schedule summarizes investment income for the years ended June 30,:

	2013	2012
Interest and dividend income	\$ 609	\$ 608
Unrealized (loss) gain	(4,985)	37,575
	\$ (4,376)	\$ 38,183

NOTE 5 - FAIR VALUE MEASUREMENTS

FASB ASC 820-10, *Fair Value Measurements*, establishes a framework for measuring fair value. The framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurement) and the lowest priority to unobservable inputs (level 3 measurements). The three levels of fair value hierarchy under FASB ASC 820-10 are described as follows:

- Level 1 – Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the plan has the ability to access.
- Level 2 – Inputs other than quoted prices included in level 1 that are observable for the asset or liability, either directly or indirectly including inputs in markets that are not considered to be active.
- Level 3 – Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

LA CIMA CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2013 AND 2012

NOTE 5 - FAIR VALUE MEASUREMENTS (Continued)

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

The following tables set forth by level, within the fair value hierarchy, the School's investments at June 30,:

	2013			
	Level 1	Level 2	Level 3	Total
Unrestricted:				
Fixed income mutual funds	<u>\$1,056,423</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$1,056,423</u>
	2012			
	Level 1	Level 2	Level 3	Total
Unrestricted:				
Fixed income mutual funds	<u>\$1,061,408</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$1,061,408</u>

NOTE 6 - CONTINGENCY

Certain grants and contracts may be subject to audit by the funding sources. Such audits might result in disallowances of costs submitted for reimbursements. 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 7 - COMMITMENTS

The School leases office equipment under non-cancelable operating leases expiring in various years through 2016.

Future minimum lease payments are as follows:

Year ending June 30, 2014	\$ 12,133
2015	10,353
2016	8,574
	<u>\$ 31,060</u>

LA CIMA CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2013 AND 2012

NOTE 8 - REVENUE CONCENTRATION

The School receives a substantial portion of its support and revenue from the New York City Department of Education. If the charter school laws were modified, reducing or eliminating these revenues, the School's finances could be materially adversely affected.

NOTE 9 - FUNCTIONAL ALLOCATION OF EXPENSE

Directly identifiable expenses are charged to programs and supporting services. Expenses related to more than one function are charged to programs and supporting services on the basis of periodic time and expense studies. Management and general expenses includes those expenses that are not directly identifiable with any other specific function, but provide for the overall support and direction of the School.

NOTE 10 - RETIREMENT PLAN

The School maintains a retirement plan qualified under Internal Revenue Code 401(k) for the benefit of its eligible employees. Under this plan, the School can elect to contribute an amount equal to at least 3% of the participant's annual compensation. In addition, the School can also elect to make a discretionary contribution to the employees who are eligible, not to exceed 4% of their annual compensation. Employer match for the years ended June 30, 2013 and 2012, amounted to \$75,000 and \$58,659, respectively.

NOTE 11 - SUBSEQUENT EVENTS

In preparing these financial statements, the School has evaluated events and transactions for potential recognition or disclosure through September 11, 2013, the date the financial statements were available to be issued.

FRUCHTER ROSEN & COMPANY, P.C.
CERTIFIED PUBLIC ACCOUNTANTS
156 WEST 56TH STREET
NEW YORK, NEW YORK 10019

TEL: (212) 957-3600
FAX: (212) 957-3696

INDEPENDENT AUDITORS' REPORT
ON SUPPLEMENTARY INFORMATION

TO THE BOARD OF TRUSTEES OF
LA CIMA CHARTER SCHOOL

We have audited the financial statements of La Cima Charter School as of and for the year ended June 30, 2013, and have issued our report thereon dated September 11, 2013 which contained an unmodified opinion on those financial statements. Our audit was performed for the purpose of forming an opinion on the financial statements as a whole. The schedule of functional expenses is presented for the purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.


FRUCHTER ROSEN & COMPANY, P.C.
Certified Public Accountants

New York, New York
September 11, 2013

LA CIMA CHARTER SCHOOL
SCHEDULE OF FUNCTIONAL EXPENSES
FOR THE YEARS ENDED JUNE 30,

	2013							2012
	Program Services				Supporting Services			
	Regular Education	Special Education	After School Program	Total Program Services	Management and General	Fundraising	Total	
Salaries and wages	\$ 2,526,319	\$ 469,733	\$ 5,700	\$ 3,001,752	\$ 510,551	\$ 7,359	\$ 3,519,662	\$ 2,927,273
Payroll taxes and employee benefits	586,726	109,093	1,324	697,143	118,573	1,709	817,425	756,216
Professional development	49,120	2,872	-	51,992	32,326	-	84,318	73,550
Legal fees	-	-	-	-	252	-	252	105
Audit fees	-	-	-	-	18,250	-	18,250	18,250
Financial management services	-	-	-	-	-	-	-	36,055
Professional fees - other	63,960	2,497	-	66,457	7,901	-	74,358	78,850
Student and staff recruitment	64,456	6,439	-	70,895	9,653	-	80,548	18,874
Curriculum and classroom expenses	279,735	10,924	-	290,659	-	-	290,659	288,898
Supplies and materials	71,756	4,391	-	76,147	3,587	326	80,060	88,979
Student meals	41,364	2,170	1,867	45,401	-	-	45,401	27,731
Student transportation	7,548	295	-	7,843	-	-	7,843	15,438
Travel and conferences	18,131	708	-	18,839	-	-	18,839	3,549
Postage, printing, and copying	9,977	998	-	10,975	1,371	125	12,471	11,717
Insurance	13,423	2,496	30	15,949	2,713	39	18,701	17,450
Information technology	121,501	12,150	-	133,651	18,225	-	151,876	90,153
Leased equipment	8,095	809	-	8,904	1,215	-	10,119	4,887
Non-capitalized furniture and equipment	7,656	299	-	7,955	7,373	-	15,328	20,594
Repairs and maintenance	6,781	678	-	7,459	1,017	-	8,476	16,995
Depreciation and amortization	86,730	16,126	196	103,052	17,528	252	120,832	82,719
Special events	-	-	-	-	-	547	547	842
Miscellaneous	-	-	-	-	2,487	-	2,487	7,837
Total	\$ 3,963,278	\$ 642,678	\$ 9,117	\$ 4,615,073	\$ 753,022	\$ 10,357	\$ 5,378,452	\$ 4,586,962

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

TO THE BOARD OF TRUSTEES OF
LA CIMA CHARTER SCHOOL

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of La Cima Charter School (the "School"), which comprise the statement of financial position as of June 30, 2013, and the related statements of activities, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated September 11, 2013.

Internal Control Over Financial Reporting

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

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the 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.

TO THE BOARD OF TRUSTEES OF
LA CIMA CHARTER SCHOOL

Compliance and Other Matters

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

Purpose of this Report

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


FRUCHTER ROSEN & COMPANY, P.C.
Certified Public Accountants

New York, New York
September 11, 2013

La Cima Charter School Approved 2013-2014 Budget

	FY14 Budget
4100 State Grants	
4101 Per Pupil Allocations	5,337,016
4102 Per Pupil Allocations for SPED	290,924
4103 NYSTL	
4104 NYSSL	29,950
4105 NYSLIBL	3,556
Other Grants	31,049
Total 4100 State Grants	5,692,496
4200 Federal Grants	
4201 IDEA for SPED	31,119
4203 E-Rate for Tech/Comm	58,987
4204 Title IA	214,984
4205 Title IIA	9,438
Total 4200 Federal Grants	314,529
4300 Contributions	
4301 Unrestricted Contributions	20,000
4304 After School Monday-Thursday	21,973
Total 4300 Contributions	41,973
4400 Misc. Income	
4401 Interest Income	660
4404 Other Investment Income	20,000
Total 4400 Misc. Income	20,660
Total Income	6,069,657
Expenses	
5000 Compensation	
5100 Instructional Staff	
5101 Principal	115,000
5102 Data Administrator	
5103 Dean of Curriculum and Instruction	161,160
5104 Dean of Students and Culture	
5105 Dean of Students and Culture K-2	78,533
5106 Dean of Students and Culture 3-5	95,880
Total 5104 Dean of Students and Culture	174,413
5120 Classroom Teachers (K-2)	

La Cima Charter School Approved 2013-2014 Budget

5121 Kindergarten	368,560
5122 First Grade	366,261
5123 Second Grade	351,882
Total 5120 Classroom Teachers (K-2)	1,086,703
5125 Classroom Teachers (3-5)	
5126 Third Grade	309,982
5127 Fourth Grade	193,036
5128 Fifth Grade	180,333
Total 5125 Classroom Teachers (3-5)	683,351
5141 Learning Support Coordinator	73,542
5142 Learning Support Specialist K-2	136,463
5143 Learning Support Specialist 3-5	66,126
5144 Counselor	70,604
5151 Spanish Language Arts	64,200
5161 Music	56,660
5162 Visual Arts	65,636
5163 Physical Ed.	111,126
5164 Learning Lab Specialist	58,834
Total 5100 Instructional Staff	703,191
5200 Non-Instructional Staff	
5202 Business Associate	52,530
5203 Director of Operations	95,000
5204 Operations Manager	57,783
5205 Operations Associate	47,277
5206 Operations Assistant	90,350
5207 School Aide	80,000
5211 Director of Finance	96,900
5212 Executive Director	125,000
5213 Data Manager	80,000
Total 5200 Non-Instructional Staff	724,841
5300 Incentives	
5311 Afterschool Stipend	4,000
5303 Summer Stipend	700
5304 Holiday Bonus	
5305 Continuation Bonus	89,000

La Cima Charter School Approved 2013-2014 Budget

5306 Saturday Program Stipend	22,000
5307 Homework Help Stipend	
5308 Curriculum Writer Stipend	
5309 April Academy Stipend	3,500
5310 Grade Level Chair Stipend	10,000
Instructional Performance Mgmt	191,633
Non-Instruct. Performance Mgmt	
Total 5300 Incentives	320,833
Total 5000 Compensation	3,969,492
5400 Benefits	
5402 NY State Unemployment Insurance	31,756
5403 Social Security EmployER	246,109
5405 Medicare EmployER	57,558
5407 Worker's Compensation	25,802
5408 NY State Disability	3,500
5409 Medical/Health Insurance	396,913
5410 Dental/Vision Insurance	35,262
5412 Short Term Disability	14,628
5413 Long Term Disability	3,091
5414 Life and AD&D	1,399
5415 TransitChek Fees	6,480
5417 Retirement 403(b) Fees	4,000
5418 Retirement Match	80,000
Total 5400 Benefits	906,497
6100 Administrative	
6101 Office Supplies	8,890
6102 Office Furniture	2,621
6103 Office Equipment	2,247
6104 Office Staff Computer Hardware- x	3,595
6105 Copy Machine Lease	10,117
6106 Toner	10,473
6107 Copy Paper	8,265
6108 Printing and Copying	7,877
6109 Student Meals	
6109-01 Student Lunches	11,896

La Cima Charter School Approved 2013-2014 Budget

6109-02 Student Snacks	32,758
Total 6109 Student Meals	44,654
6110 Insurance - General	20,763
6111 Insurance - ERISA	387
6112 Team Building/Staff Appreciation	19,426
6113 School Uniforms/Apparel	2,271
6115 Fingerprinting- x	
6116 Family Engagement	9,494
6117 Students Recognition	1,547
6118 Postage and Delivery	5,557
Total 6100 Administrative	158,182
6200 Professional Services	
6201 Accounting/Audit Services	22,000
6202 Payroll Services	4,366
6204 Substitute Teacher Services	10,847
6206 Legal Services - Paid	1,500
6207 Temporary Staffing Services	56,571
6208 Compliance Consulting	2,001
6209 Curriculum Consulting	17,294
Total 6200 Professional Services	114,579
6300 Professional Development	
6301 School wide Professional Development	
6301-01 Instructional Staff PD	34,419
6301-03 Leadership Professional Development	10,000
Total 6301 School wide Professional Development	44,419
6304 Conferences	3,500
6306 PD Related Travel	13,665
6307 PD Materials / Memberships	5,572
6308 Tuition and Certification Reimbursement	26,100
6312 Board Operations and Development	11,000
Total 6300 Professional Development	104,256
6400 Marketing and Staff/Student Rec	
6401 Staff Recruitment	36,229
6402 Student Recruitment	7,511
6403 Advertising	2,223

La Cima Charter School Approved 2013-2014 Budget

6404 Printing	1,634
6405 Travel	2,333
6406 Job Fairs/Conferences	685
6407 Signage/Marketing	4,287
Total 6400 Marketing and Staff/Student Rec	54,902
6500 Fundraising Expenses	
6501 Mailings & Materials	5,000
Total 6500 Fundraising Expenses	5,000
7100 Curriculum and Classroom	
7101 Math Curriculum (K-2)	22,872
7102 Math Curriculum (3-5)	27,480
7103 Reading/Writing Curriculum (K-2)	26,066
7104 Reading/Writing (3-5)	21,329
7105 Science Curriculum (k-2)	5,185
7106 Science Curriculum (3-5)	20,519
7108 SLA Curriculum (K-2)	5,557
7109 SLA Curriculum (3-5)	1,998
7110 Textbooks & Other Educational Materials	6,648
7111 Classroom Furniture	16,699
7112 Instructional Equipment	2,679
7113 Student Transportation	19,831
7114 Classroom Supplies	36,653
7115 Classroom Computer Hardware & Software	55,066
7116 Athletic / Sports Program	8,375
7117 Arts / Music Supplies	3,916
7118 Classroom Carpeting / Flooring	8,687
7119 Classroom Libraries	10,206
7120 Standardized Test Materials / Assessment Expenses	70,000
7121 Student Field Lessons	29,451
7124 Saturday Academy	5,318
Total 7100 Curriculum and Classroom	404,533
8100 Facility	
8102 Janitorial Supplies	3,334
8103 Building Permits (Extended Use)	11,749
8104 Utilities/Maintenance/Repair	854

La Cima Charter School Approved 2013-2014 Budget

Offsite Storage	1,068
Total 8100 Facility	17,005
8200 Technology	
8201 Telephone & Telecommunications	3,476
8202 Internet Connectivity Expenses	9,588
8203 Network Maintenance/Tech Support Services	46,286
8204 Website Consultants/Expenses	17,500
8205 Technology Supplies	22,877
8206 Mobile Phone	47,309
Total 8200 Technology	147,036
8800 Miscellaneous Expenses	
8801 Bank Service Charges	450
8802 Interest/Late Fees	400
Depreciation	157,381
Total 8800 Miscellaneous Expenses	158,231
<hr/>	
Total Expenses	6,039,713
<hr/>	
Operating Surplus/Deficit	29,944

Appendix E: Disclosure of Financial Interest Form

Created Wednesday, July 24, 2013

Page 1

331600860924 LA CIMA 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 Thursday, July 18, 2013

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331600860924 LA CIMA 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	Jennifer Swayne	Vice Chair/Vice President	Yes	Attorney	July 2011/June 2014	
2	Jason Rapp	Treasurer	Yes	Finance/Banking	July 2008/June 2014	
3	Nakia Booth	Secretary	Yes	Human Resources/Technology	March 2013/February 2016	
4	Laurisse Rodriguez	Member	Yes	Educator/School Assessment	October 2011/September 2014	
5	Shereem Herndon-Brown	Chair/President	Yes	Educator/Entrepreneur	January 2010/December 2015	
6	Gordon Watson	Member	Yes	Finance	October 2011/September 2014	
7	Jennifer DaCosta	Member	Yes	Attorney	January 2011/December 2013	
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

1

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

2

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

11

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

10

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

12

Thank you.

Minutes

La Cima Elementary Charter School

Board Meeting

Wednesday Aug 8, 2012 @ 6:00 PM at NYC Charter Center (111 Broadway)

Board Members Present

C. White, G. Watson, J. DaCosta, J. Rapp, J. Swayne, S. Herndon-Brown

I. Opening Items

Call the Meeting to Order

S. Herndon-Brown called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Aug 8, 2012 @ 6:15 PM at NYC Charter Center (111 Broadway).

Approve Minutes from Previous Meeting

Minutes should be reorganized.

S. Herndon-Brown made a motion to Approve minutes.

C. White seconded the motion.

The board **VOTED** to approve the motion.

II. Executive Committee

CEO Evaluation Update

S. Herndon-Brown thanked H. Caudill for her work on the school leader survey. He will summarize the report for the Board's review in September. The results were positive.

Board Goals for 2012-2013 -- Timetable to Set and Execute

S. Herndon-Brown thanked A. Zayas and J. Truman for completing the renewal application. We expect to be approved for expansion to grades 5 through 8.

Board Goals for 2011-2012 (Update)

III. Principal's Report

NYSTP Data - Preliminary Review

Reviewed third and fourth grade ELA and Math assessments.

Delineating the ED and Principal roles - Q&A

Reviewed change in reporting structure (excerpted from charter renewal application). A. Zayas is now Executive Director of School. C. Cavaliere is principal. La Cima has hired an office assistant who will also be a special projects coordinator.

Updates - Fiscal, 2012-2013 Opening, SED, Grants

No reports to review at this time. We're making good progress towards the audit. The deadline for submission of the final audit report is Nov. 1, 2012. The school year begins Aug. 20.

Teachers have already begun training. Enrollment: 90 students currently enrolled in Kindergarten, 72 currently enrolled in 1st grade. La Cima is fully staffed. SED: we expect to receive a final draft of their letter soon, as well as the date for the renewal visit. The renewal

application has been filed. A. Zayas thanked J. Truman for her work on the renewal application and C. Cavaliere for her assistance as well. Grants: La Cima is in the grant with CEI-PEA for the General TIF Competition (performance based compensation). It hasn't yet been approved. Project goals are aligned with race to the top. They support Marzano for teacher evaluation but Reeves for school leader evaluation.

IV. Scheduling Meetings

September

The Board will meet on September 19 and November 14. There will be no meeting in December.

S. Herndon-Brown suggested pushing back the October Saturday retreat into 2013 and replacing it with a Wednesday meeting.

The fundraiser will be held on Thursday Nov. 29.

V. Closing Items

Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 07:30 pm.

Respectfully Submitted,
J. DaCosta

Minutes

La Cima Elementary Charter School

Board Meeting

Wednesday Sep 19, 2012 @ 6:00 PM at La Cima -- 800 Gates Ave, Brooklyn, NY

Board Members Present

G. Watson, J. DaCosta, J. Swayne, L. Rodriguez, S. Herndon-Brown

I. Opening Items

Call the Meeting to Order

S. Herndon-Brown called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Sep 19, 2012 @ 6:34 PM at La Cima -- 800 Gates Ave, Brooklyn, NY.

Rachel Gholston will be joining us as an intern from Columbia University Law School. Monique will be working with Heather doing data analysis as a fellow through Education Pioneers.

Approve Minutes from Previous Meeting

II. Principal's Report

NYSTP Data - Review

SED review letter

Renewal Visit

Renewal visit will be October 2 and 3, 2012. The State Education Department will be present at the school for the whole day on both days.

III. Fundraising Committee

Fundraisers - Update on November event

The date has not been finalized.

Fundraisers - Update on October 17 event

Fundraisers - Board contributions and overall goals

The Committee will remind board members of the Board contribution goal after the next Committee conference call.

IV. Finance and Audit Committee

July and August Financials

G. Watson made a motion to to approve July and August financials.

S. Herndon-Brown seconded the motion.

The board **VOTED** unanimously to approve the motion.

The Committee meeting is always the Sunday before the board meeting. If other board members want to call in, they should feel free to do so, but they should notify Jennifer Swayne so she can insure compliance with the Open Meetings law.

Audit update

The Audit is almost done. Draft reports should be available in the next week and a half.

403b Match

G. Watson made a motion to approve 403b match.

S. Herndon-Brown seconded the motion.

The board **VOTED** unanimously to approve the motion.

V. Governance Committee**Internet Usage Policy**

J. Swayne made a motion to approve Internet Usage Policy.

S. Herndon-Brown seconded the motion.

The board **VOTED** unanimously to approve the motion.

Social Media Usage Policy

J. Swayne made a motion to approve Social Media Usage Policy.

S. Herndon-Brown seconded the motion.

The board **VOTED** unanimously to approve the motion.

VI. Closing Items**Adjourn Meeting**

S. Herndon- Brown adjourned the meeting at 8:08 p.m. Respectfully submitted, J. DaCosta.

Minutes

La Cima Elementary Charter School

Board Meeting

Wednesday Oct 17, 2012 @ 6:00 PM at NYC Charter Center (111 Broadway)

Board Members Present

G. Watson, J. DaCosta, J. Rapp, J. Swayne, L. Rodriguez, S. Herndon-Brown

I. Opening Items

Call the Meeting to Order

J. Swayne called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Oct 17, 2012 @ 6:28 PM at NYC Charter Center (111 Broadway).

Approve Minutes from Previous Meeting

J. Swayne made a motion to Approve last meeting minutes.

L. Rodriguez seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Fundraising Committee

Fundraisers - Update on November event

1. November 27th is the selected date for the fundraising event. 2. The Call-a-thon is postponed. 3. New online tool selected is called "Network for Good." It provides technical assistance for fundraising, a portal for ticket sales, and direct e-mail marketing.

S. Herndon-Brown arrived late.

Fundraisers - Board contributions and overall goals

III. Finance and Audit Committee

September Financials

J. Rapp made a motion to Approve financials.

S. Herndon-Brown seconded the motion.

The board **VOTED** unanimously to approve the motion.

Audit update

Update given.

Budget Process

J. Rapp made a motion to approve budget process and timeline.

G. Watson seconded the motion.

The board **VOTED** unanimously to approve the motion.

IV. Principal's Report

Renewal Visit Update

1. Renewal visit was positive. 2. There will be an authorization report to determine a 3-year or 5-year renewal and a final recommendation. 3. The recommendation will be considered by the Board of Regents.

TIF Grant Update

1. TIF stands for Teacher Incentive Fund 2. The fund is fully funded for the first few years. 3. La Cima is in year one and in the process of determining performance metrics. 4. TIF grant was approved.

Playground Transformation Update - TPL grant

1. La Cima is eligible and received the funding for playground development. 2. One classroom from each school will design the turf and play yard. The entire school will vote on the design. 3. TPL will handle all fundraising and construction.

School Goals

J. DaCosta arrived late.

1. Goals distributed to the board for consideration. 2. A vote will be taken to approve the goals. 3. Goals will be re-posted with updated information on the high bar. 4. IEP is Individualized Education Plan. Data on IEPs and referrals will be made available on dashboard. 5. Friday, November 2nd by end of day is the board's deadline for feedback on the goals.

V. Closing Items

Committee Meeting Scheduling

1. Full-day working meeting scheduled for Saturday, February 2nd. Tentatively 10am-4:30pm. 2. Committees should meet before the November meeting. Please include a review of the school goals during the committee meeting. 3. Formal reports requested from all committees for the November 14th meeting.

Adjourn Meeting

J. Swayne made a motion to adjourn.

S. Herndon-Brown seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 07:42 pm.

Respectfully Submitted,

A. Zayas

Minutes

La Cima Elementary Charter School

Board Meeting

Wednesday Nov 14, 2012 @ 6:00 PM at La Cima

Board Members Present

G. Watson, J. DaCosta, J. Rapp, J. Swayne, L. Rodriguez, S. Herndon-Brown

I. Opening Items

Call the Meeting to Order

S. Herndon-Brown called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Nov 14, 2012 @ 6:36 PM at La Cima.

Approve Minutes from Previous Meeting

S. Herndon-Brown made a motion to Approve minutes from last meeting.

G. Watson seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Fundraising Committee

Fundraisers - Update on November event

Fundraising event has been postponed. Conference call to come.

Fundraisers - Board contributions and overall goals

Holiday idea: Instead of a gift ask friends to donate to the school. New program for fundraising is called Donate Now.

III. Finance and Audit Committee

October Financials

Above budget in software. Under budget in hardware. Everything else is according to plan.

G. Watson made a motion to approve October Financials.

S. Herndon-Brown seconded the motion.

The board **VOTED** unanimously to approve the motion.

IV. Executive Director's Report

School Goals

TBD: Comparison to other charter schools. Recommended to refer to Academic Committee.

Step assessment replaces DRA data. Attrition will not include student mobility. Change from last year, attendance will only be measured by grades 1 through 5. Spring parent survey will be the DOE survey. Fundraising goal (19) is not a board goal.

S. Herndon-Brown made a motion to approve school goals.

L. Rodriguez seconded the motion.

The board **VOTED** unanimously to approve the motion.

Dashboard review

Goals will be put in the High Bar and tracked. Goals will be in CEO goals section. A secondary report will not be made available.

Emergency Attendance relief for storm-related absence for the period from November 2-November 20. Two substitutes have been hired due to absences.

S. Herndon-Brown made a motion to approve ad hoc emergency attendance relief.

J. Swayne seconded the motion.

The board **VOTED** unanimously to approve the motion.

V. Governance Committee

Report

Main priority is board member recruitment. Education, Human Resources, and Real Estate experience are areas of growth. Next steps will include developing a trustee description and marketing through idealist.org and TFA alumni network.

VI. Closing Items

Committee Meeting Scheduling

S. Herndon-Brown made a motion to Laurisse and Gordon to join executive session.

J. Swayne seconded the motion.

The board **VOTED** unanimously to approve the motion.

S. Herndon-Brown made a motion to call the meeting back to order.

J. Swayne seconded the motion.

The board **VOTED** unanimously to approve the motion.

(a) Fundraising meeting December 3rd at 8PM. (b) Academic Committee call Tuesday December 11 at 8PM. (c) Governance Committee Monday December 10th at 8PM. (d) Please send committee materials and agenda to Dai to post to the High Bar for pre-meeting review.

J. DaCosta arrived late.

Adjourn Meeting

S. Herndon-Brown made a motion to adjourn the meeting.

G. Watson seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 07:44 pm.

Respectfully Submitted,

A. Zayas

Minutes

La Cima Elementary Charter School

Board Meeting

Wednesday Jan 23, 2013 @ 6:00 PM at La Cima

Board Members Present

L. Rodriguez, J. Rapp, J. Swayne, S. Herndon-Brown, J. DaCosta, G. Watson

Guests Present

A. Zayas

I. Opening Items

Call the Meeting to Order

J. Swayne called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Jan 23, 2013 @ 6:22 PM at La Cima.

Approve Minutes from Previous Meeting

J. Swayne made a motion to approve minutes from the Board Meeting on 11-14-12.

G. Watson seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Fundraising Committee

Fundraisers - Update on February event

The fundraising event will be held on February 26th. The goal is for each Trustee to sell 10 tickets. All Trustees are expected to attend.

Fundraisers - Board contributions and overall goals

Reminder: The Board of Trustees voted to approve a \$500 minimum contribution from each Board member, a requirement which was not met by every Trustee in 2012. Our former contribution tool, Stay Classy, has been replaced by Donate Now. The Fundraising Committee will decide whether tickets Trustees sell for the February fundraiser will count towards their \$500 minimum contribution.

Trustees are encouraged to solicit contributions for the silent auction. The easiest things to contribute are those that do not actually cost the donor any money (e.g., house to use for a period of time, tickets to a sporting event from the donor's season tickets). G. Watson will draft an e-mail explaining La Cima so Trustees can send it to their networks to solicit donations of items to the silent auction, and to send blind to potential contributors.

III. Finance and Audit Committee

December Financials

La Cima continues to run a surplus over what was budgeted. Most of the excess is due to compensation costs being lower than anticipated so A. Zayas & A. Hageb are focusing on developing a performance compensation plan with those funds. The government's E-rate program for technology expenses is a change.

J. Rapp made a motion to approve the December financials.
J. Swayne seconded the motion.
The board **VOTED** unanimously to approve the motion.

990

The Form 990 is a publicly available Board tax document.
J. Rapp made a motion to approve the Form 990.
G. Watson seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Executive Director's Report

Dashboard review

A. Zayas updated the board on what's going on in February and March. The midwinter break has been shortened due to Hurricane Sandy.
On The High Bar, the Executive Director goals are broken out for individual tracking by grade and subject. This year's interim assessment is "Achievement Network." We are using STEP assessment for 3rd grade ELA.

V. Governance Committee

Report

The Board of Trustees job description has been developed and is available on The High Bar. The job description will be posted to a few sites. Trustees are to share it with their networks. The Board still needs trustees in the areas of education, real estate, and human resources and still needs a community member.

VI. Academic Committee

Report

Grade 3 ELA interventions include the Saturday academy, the learning lab, one-to-one intervention, after school programs, and hiring a reading specialist.

VII. Closing Items

Committee Meeting Scheduling

Although it is just a few weeks away, the Board will meet on February 13.

Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 07:53 pm.

Minutes

La Cima Elementary Charter School

Board Meeting

Wednesday Feb 13, 2013 @ 6:00 PM at La Cima

Board Members Present

L. Rodriguez, J. Rapp, S. Herndon-Brown, J. DaCosta, G. Watson

I. Opening Items

Call the Meeting to Order

S. Herndon-Brown called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Feb 13, 2013 @ 6:21 PM at La Cima. J. Swayne arrived late. 6:25pm.

Approve Minutes from Previous Meeting

S. Herndon-Brown made a motion to approve minutes from the Board Meeting on 01-23-13. J. Swayne seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Fundraising Committee

Fundraisers - Update on February event

The fundraising event will be held at the Bubble Lounge on Feb 26th. The Bubble Lounge holds 75 to 100 people. La Cima will send donors of items for the silent auction a tax receipt via regular mail.

Fundraisers - Board contributions and overall goals

Trustees should make their minimum contributions soon. The school is fiscally sound.

III. Finance and Audit Committee

Monthly Financials

January Financials La Cima's budget is in the same condition as usual.
J. Rapp made a motion to approve the January financials.
G. Watson seconded the motion.
The board **VOTED** unanimously to approve the motion.

Budget Process Update

The Finance Committee is starting the process of drafting the budget for next year and would like to include an incentive plan/variable compensation for teachers. We generally give a 3% cost of living increase every year and have been able to do so despite per pupil allocations from the state remaining flat. The Committee is considering doing a 2% cost of living increase with the potential to earn up to 10% of compensation as a performance bonus. The Committee hopes to have a plan to present to the board at the next board meeting.
J. Rapp made a motion to devise an incentive compensation plan with a maximum total of \$300,000.

S. Herndon-Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Executive Director's Report

Dashboard review

Mike Guinan, of Achievement Network, discussed the interim assessments. The interim assessments test academic standards but do not try to measure growth. They don't test the same standards on every assessment. The network includes 27 schools (17 elementary). All schools are on summative. A student who gets a 3 on the assessment scored similarly to a student who scored a 3 on last year's summative. This year's tests prioritize informational texts with complicated, academic language. The goal is to teach texts, not skills.

V. Governance Committee

Report

The Committee will have a call regarding the Selection Committee soon. G. Watson is being transferred to London for about 6 months and will Skype in to meetings during this time.

VI. Academic Committee

Report

L. Rodriguez discussed the common core. The standards are available at engageny.org. The ELA has shifted to informational texts, knowledge in disciplines, close reading/staircase of complexity, text-based answers, writing from sources, academic vocabulary. The new goal is college and career readiness.

VII. Closing Items

Committee Meeting Scheduling

Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 pm.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 08:00 pm.

Respectfully Submitted,
S. Herndon-Brown

Minutes

La Cima Elementary Charter School

Board Meeting

Wednesday Mar 13, 2013 @ 6:00 PM at NYC Charter Center (111 Broadway)

Board Members Present

J. Rapp, J. Swayne, S. Herndon-Brown, J. DaCosta

Board Members Absent

L. Rodriguez, G. Watson

I. Opening Items

Call the Meeting to Order

S. Herndon-Brown called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Mar 13, 2013 @ 6:12 PM at NYC Charter Center (111 Broadway).

The following guests were present: Nakia Booth, Tiffany Merriweather, Scott Farbish, and Mike Guinan. The following La Cima faculty/staff were present: Andrea Zayas, Adel Hageb, Monique Lawry, Heather Caudill, Jamie Truman, and Christiana Cavaliere.

Approve Minutes

S. Herndon-Brown made a motion to approve the minutes.

J. Swayne seconded the motion.

The board **VOTED** to approve the motion.

II. Academic

Review of A3 results

Mike Guinan, of Achievement Network, presented the results of the third assessment. Mr. Guinan reminds the board that the assessment is designed to be descriptive, not predictive, for re-teaching purposes. Achievement Network takes the spread from last year's summative and how students performed on the third assessment, and uses their scores to set the 25th & 50th percentiles. A student who gets a three on this year's assessment three scores similarly to how a student who got a three on the summative performed on last year's assessment three.

III. Finance & Audit

2013 YTD Board Financials

We continue to exceed our budget. We're forecasting a surplus for the rest of the fiscal year.

J. Rapp made a motion to approve financials.

S. Herndon-Brown seconded the motion.

The board **VOTED** to approve the motion.

The Executive Director advised we're considering adding a second teacher in 3rd grade classrooms as well as adding a reading specialist. These additions are already included in the budget.

FY14 Board Draft Budget

J. Rapp made a motion to accept the draft budget.
S. Herndon-Brown seconded the motion.
The board **VOTED** to approve the motion.

IV. Executive**Leader Evaluation - AZ/Trustees One on Ones**

This year, La Cima doesn't need to comply with the grant's leader evaluation but next year, we'll probably have to use their school leader tool. We're still using the combination of the Marzano & Reeves evaluation tools. The Executive Director will be meeting with the trustees one-on-one for feedback prior to the end-of-year evaluation and will email each trustee to set up meetings.

V. Governance**Chris White - Resignation**

Chris White formally resigned in December 2012.
J. Swayne made a motion to accept Christopher White's resignation.
J. Rapp seconded the motion.
The board **VOTED** to approve the motion.

Nomination of Nakia Booth as Trustee

Nakia Booth has human resources experience. She has met with Andrea Zayas, Shereem Herndon-Brown, and Jennifer Swayne. Ms. Booth is a parent with two children in charter schools.
J. Swayne made a motion to approve Nakia Booth as a trustee.
J. Rapp seconded the motion.
The board **VOTED** to approve the motion.

Jennifer DaCosta - LoA

The Board has a formal leave of absence policy in place to allow trustees time when they cannot meet their commitments. Jennifer DaCosta has accepted employment in another state and will request a leave of absence in accordance with the policy.

VI. Director's Report**General Updates**

La Cima has added a full-time staff member who is working with 3rd graders in small groups. Two team members will be taking maternity leave; another team member out for medical reasons has returned from leave. Regarding teacher retention, 85% of teacher meetings have already happened. Teachers have been informed of the incentive plan and responded positively. Teachers have been extended 1, 2, or 3 year offers of employment depending on their performance. Regarding the calendar, May 6-10 is teacher appreciation week. The team has started drafting the calendar for 2013-2014. Exam dates for next year have already been set, but we don't yet have the NYCDOE's calendar for the first and last days of school.

VII. Closing Items**Adjourn Meeting**

We cancelled the February fundraiser for a variety of reasons. S. Herndon-Brown reminds the board regarding annual contributions. All board members should coordinate with the academic committee regarding their school visits.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 07:18 pm.

Respectfully Submitted,
J. DaCosta

Minutes

La Cima Elementary Charter School

Board Meeting

Wednesday May 15, 2013 @ 6:00 PM at La Cima

Board Members Present

L. Rodriguez, J. Rapp, S. Herndon-Brown, J. DaCosta, N. Booth

Board Members Absent

J. Swayne, G. Watson

I. Opening Items

Call the Meeting to Order

S. Herndon-Brown called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday May 15, 2013 @ 6:22 PM at La Cima.

Approve Minutes

S. Herndon-Brown made a motion to approve minutes from the last meeting on 03-13-13.

L. Rodriguez seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Finance & Audit

2013 YTD Board Financials

J. Rapp made a motion to approve YTD Board Financials (April & YTD).

L. Rodriguez seconded the motion.

The board **VOTED** unanimously to approve the motion. We continue to exceed budget and expect a surplus through the end of year.

FY14 Board Draft Budget

Discuss performance measures for incentive pay to be discussed during summer trustee meeting. Vote on draft 2013-14 budget at next board meeting in June.

III. Executive

Leader Evaluation

No board evaluation this year. Executive Director will have one-on-meetings with trustees for feedback.

IV. Governance

Gordon Watson - Leave of Absence

S. Herndon-Brown made a motion to accept the Leave of Absence proposal from Gordon Watson.

L. Rodriguez seconded the motion.

The board **VOTED** unanimously to approve the motion.

Nomination of Mike Guinan as Trustee

This vote will be postponed until the next board meeting in June.

School Year 2013-2014 Board Dates

S. Herndon Brown discussed the importance of bringing on additional board members for the 2013-2014 school year. Saturday, August 3rd -- 10am - 3pm (location to be determined)
Wednesday, September 18 -- 6pm (location to be determined) Wednesday, October 16 -- 6pm (location to be determined) Wednesday, November 13 -- 6pm (location to be determined)
Saturday, November 23 - professional development (tentative) (location to be determined)
Wednesday, January 15 -- 6pm (location to be determined) Wednesday, February 12 -- 6pm (location to be determined) Wednesday, March 12 -- 6pm (location to be determined)
Wednesday, April 23 -- 6pm (location to be determined) Wednesday, May 14 -- 6pm (location to be determined) Wednesday, June 18 -- 6pm (location to be determined).

Signing By-laws

To date, we have not selected a secretary and will therefore table signing by-laws. We will vote on signing by-laws during the June meeting.

V. Director's Report**General Updates**

Finalized STEP assessment report to be prepared by Andrea for June board meeting. On last meeting, June 12, SHB proposed to take Andrea out to dinner on June 12. State test results expected in July. L. Rodriguez will bring test booklet (Core Curriculum, READY) for ELA and Math to next board meeting.

VI. Closing Items**Adjourn Meeting**

S. Herndon-Brown made a motion to adjourn the meeting.

J. Rapp seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 07:33 pm.

Respectfully Submitted,
N. Booth

Minutes

La Cima Elementary Charter School

Board Meeting

Wednesday Jun 12, 2013 @ 6:00 PM at NYC Charter Center (111 Broadway)

Board Members Present

L. Rodriguez, J. Rapp, J. Swayne, S. Herndon-Brown, N. Booth

Board Members Absent

J. DaCosta, G. Watson

Guests Present

Adel X, Andrea Zayas, Christiana Cavaliere, Gwen Stephens, Heather Caudill, Lauren X, Mike X, Neesa Brison, Tara Phillips

I. Opening Items

Call the Meeting to Order

S. Herndon-Brown called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Jun 12, 2013 @ 6:27 PM at NYC Charter Center (111 Broadway).

Approve Minutes

S. Herndon-Brown made a motion to approve minutes from the Board Meeting on 05-15-13. J. Swayne seconded the motion. The board **VOTED** unanimously to approve the motion.

II. Finance & Audit

2013 YTD Board Financials

next payment from State not until July however it will not affect us.

J. Rapp made a motion to approve May YTD financials.

S. Herndon-Brown seconded the motion.

The board **VOTED** unanimously to approve the motion.

FY14 Board Draft Budget

The audit is in August. We'll have final report in October.

J. Rapp made a motion to approve FY14 Board Draft Budget.

S. Herndon-Brown seconded the motion.

The board **VOTED** unanimously to approve the motion.

III. Governance

Nomination of New Trustees

J. Swayne made a motion to vote to approve Heather Caudill as a Trustee on the board pending Authorizer Approval.

S. Herndon-Brown seconded the motion.

The board **VOTED** unanimously to approve the motion.

A. Hageb made a motion to motion to approve Mike Diamond as a Trustee of our board.

J. Rapp seconded the motion.

The board **VOTED** unanimously to approve the motion.

Nomination of New Officers

S. Herndon-Brown made a motion to nominate Nakia Booth to position of Secretary to the board.

J. Swayne seconded the motion.

The board **VOTED** unanimously to approve the motion.

S. Herndon-Brown made a motion to nominate Heather Caudill to Vice Chairl per approval of Authorizer.

J. Rapp seconded the motion.

The board **VOTED** unanimously to approve the motion.

S. Herndon-Brown made a motion to nominate Jennifer Swayne as Chair of the board.

L. Rodriguez seconded the motion.

The board **VOTED** unanimously to approve the motion.

Jason Rapp will remain Treasurer.

Signing By-laws

Table the signing of by-laws until amendments are made which will happen at next school board meeting. bylaws should reflect provision that calls for 6 board meetings per year.

Review of 2013-2014 Meeting Dates

add a meeting for monday, July (15th) to be in compliance (12 meetings/year). Need to determine location of meetings. Need to post dates of meetings and locations on website. Confirm if we need to post minutes on the web. july 15th will be part strategic planning/on boarding at Charter Center. Changed meeting from Aug 3 to Aug 15 at La Cima (planning mtg).
Sept - LC Oct -LC Nov-LC Nov 23- professional development - CC 10-3p Jan - lc Feb-lc Mar - cc
Apr - lc May - lc Jun - cc.

Committees - jason - fin, fund laurisse - aca, gov shereem - fund, gov jen - gov nakia - fund
mike - aca, fin heather - aca, fin gordon - in first meeting designate a chair for committees.

IV. Executive

Leader Evaluation

final evaluation will be completed by June 30, 2013 - using marzano rubrik. danielson is a different rubrik. we will have to shift the school leader evaluation moving forward to be in compliance. - be a part of the strategic planning meeting in july. new guideline from state will include gross scores of test scores.

V. Director's Report

General Updates

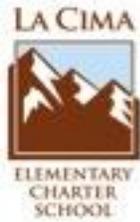
Grade K - goal was 75% -> 78% at gr le - moved level of proficiency from 27 to 78% 1 - goal:75% act:60% - up from 53% 2 - act: 50% - up from 30% 3 - ela goal: 80% act: 4- 5 - get other numbers from reports in ceo tracker. students level increased per yr based on anet reports.

VI. Closing Items

Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 07:51 pm.

Respectfully Submitted,
N. Booth



Enrollment and Retention Strategy 2012-2013

La Cima actively recruits ELL, SWD and FRL students using the following methods:

- We contact and provide recruitment and application materials to all the Universal PK's in District 16. The children in these preschools typically qualify for Free and Reduced Price lunch and are representative of a wide range of academic abilities, including students with disabilities. We also recruit from school that we have long standing partnerships with from which many of our current students with disabilities came.
- We contract Vanguard to send our recruitment and application materials to the entire district, to ensure that we reach as broad and diverse of a population as possible.
- We also target neighborhoods like Bushwick which has larger ELL population. We produce our materials in Spanish as well.
- We recruit among our existing families who have relationships within the community. Our current population is 90% FRL and over 5% ELL so we are confident that by targeting our current families in our recruitment efforts, they will have contact with potential La Cima families that are representative of high need populations.

For the 2013-2014 recruitment season, we plan to employ the same strategies as we have been successful in reaching the target populations. We are also engaged in a strategic planning process that will further inform our recruitment efforts and could result in changes that will lead to even higher outcomes.



Climbing the Mountain, to College and Beyond!

Our mission is to prepare our scholars for academic and life-long success through a rigorous and relevant academic program.

Our vision is to develop students who have the intellectual capacity, social capital, and emotional strength of character to be personally successful, and to act as effective change-makers in their communities.

La Cima Elementary Charter School

800 Gates Avenue, 3rd Floor
Brooklyn, NY 11221
Phone: (718) 443 – 2136
Fax: (718) 443 – 7291
www.lacimacharterschool.org
admissions@lacimacharterschool.org

2012 – 2013 School Year

We are currently accepting applications for **Grades K – 5**.

About 75 Kindergarten* and a limited number of 1st – 5th grade spots are available. Preference is given to District 16 residents. (Please call 311 to identify your community school district.)

Preference is given to residents of District 16.

Some Reasons La Cima Is Special

- We believe that all students, regardless of socio-economic status, race/ethnicity, culture or special needs can succeed. We keep close track of their progress to make sure.
- Our longer school day and longer school year helps us meet the specific needs of each of our students.
- Students have Spanish language class daily. We believe that all students should have the ability to speak, read and write in more than one language.
- We believe that our teaching should connect daily to students' lives. In addition to the traditional subjects, our students learn through a community garden partnership, art, music and physical education classes.
- We have a state-of-the-art learning lab where students work through programs that target the skills they need on their individual learning level.
- We have two teachers in every Kindergarten and First Grade class and one teacher for 22 students in grades 2 – 5.

How Do I Submit My Application?

- By mail: Postmarked by **Wednesday, March 27, 2013**.
- By hand-delivery: Received no later than 5:00 p.m. on **Thursday, March 28, 2013**.
- By fax, email or online: Received no later than 11:59 p.m. on **Monday, April 1, 2013**.

Our lottery is Tuesday, April 9, 2013.

Please email us at admissions@lacimacharterschool.org for more information.

OPEN HOUSES

Please RSVP to one of our upcoming Open Houses to see our school and learn more about La Cima:

- Tuesday mornings at 8 a.m.
- Monday, February 4, 2013 - 6 p.m.
- Thursday, February 28, 2013 - 6 p.m.
- Monday, March 18, 2013 - 6 p.m.
- Monday, March 25, 2013 - 6 p.m.
- Wednesday, March 27, 2013 – 6 p.m.

Dear La Cima Families,

We are now accepting applications for **NEW** students in grades K-5 for the 2013-2014 school year! (You do not need to submit an application for students who currently attend La Cima.)



Please give the attached application to family members, friends, co-workers, and neighbors. Families are welcome to tour our school each Tuesday morning at 8 a.m.

Application Deadline Information

By mail: must be **postmarked by Wednesday, March 27, 2013.**

By hand-delivery: must be received no later than 5:00 p.m. on **Thursday, March 28, 2013.**

By fax , email or online: must be received no later than 11:59 pm on **Monday, April 1, 2013.**



800 Gates Avenue, 3rd Floor, Brooklyn, NY 11221 (718) 443-2136

Dear La Cima Families,

We are now accepting applications for **NEW** students in grades K-5 for the 2013-2014 school year! (You do not need to submit an application for students who currently attend La Cima.)



Please give the attached application to family members, friends, co-workers, and neighbors. Families are welcome to tour our school each Tuesday morning at 8 a.m.

Application Deadline Information

By mail: must be **postmarked by Wednesday, March 27, 2013.**

By hand-delivery: must be received no later than 5:00 p.m. on **Thursday, March 28, 2013.**

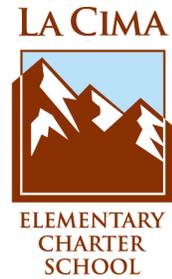
By fax , email or online: must be received no later than 11:59 pm on **Monday, April 1, 2013.**



800 Gates Avenue, 3rd Floor, Brooklyn, NY 11221 (718) 443-2136

Dear

Thank you for distributing applications for the 2013-2014 school-year to your students. We look forward to building upon the learning you have begun in your early childhood education through our rigorous elementary academic program.



800 Gates Avenue, 3rd Floor
Brooklyn, New York 11221
Phone (718) 443-2136
Fax (718) 443-7291

OUR MISSION

To prepare students for academic and life-long success through a rigorous and relevant academic program.

OUR VISION

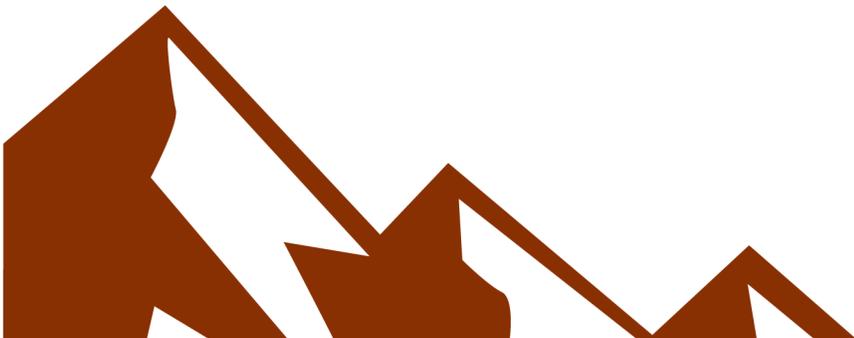
To develop students who have the intellectual capacity, social capital and emotional strength of character to be personally successful and to act as effective change-makers in their communities.

Important Dates	
School Tours and Open Houses (Please RSVP by calling 718-443-2136 or emailing admissions@lacimacharterschool.org) *Attendance not required	Every Tuesday morning at 8 a.m. Monday, February 4, 2013 - 6 p.m. Thursday, February 28, 2013 - 6 p.m. Monday, March 18, 2013 - 6 p.m. Monday, March 25, 2013 - 6 p.m. Wednesday, March 27, 2013 - 6 p.m.
Application Deadline	Monday, April 1, 2013
Lottery *Attendance not required	Tuesday, April 9, 2013

Your families can return the application one of four ways:

Online (Deadline 11:59 p.m. on 4/1/13)	Fax (Deadline 11:59 p.m. on 4/1/13)	Email (Deadline 11:59 p.m. on 4/1/13)	Mail (Postmark by 3/27/13)
https://www.lacimacharterschool.org/enrollment_information.htm	718-443-7291	admissions@lacimacharterschool.org	La Cima Elementary Charter School Attn: Admissions 800 Gates Ave, 3 rd Floor Brooklyn, NY 11221

Please let us know if there are any upcoming events where would love to meet your families and share more information about our school. Do not hesitate to contact us with any questions or upcoming event information. If you have any questions or concerns, please contact Arian Halsey at (718) 443-2136 extension 1030.



Estimado -

Gracias por la distribución de aplicaciones para el año escolar 2013-2014 para los alumnos. Esperamos poder construir sobre el aprendizaje que han comenzado en la educación infantil a través de nuestro riguroso programa académico de primaria

LA CIMA



ELEMENTARY
CHARTER
SCHOOL

800 Gates Avenue, 3rd Floor
Brooklyn, New York 11221
Phone (718) 443-2136
Fax (718) 443-7291

OUR MISSION

To prepare students for academic and life-long success through a rigorous and relevant academic program.

OUR VISION

To develop students who have the intellectual capacity, social capital and emotional strength of character to be personally successful and to act as effective change-makers in their communities.

Fechas Importante

Visitas a la escuela y casas abiertas (porfavor confirme su asistencia al llamar 718-443-2136 o por correo electrónico admissions@lacimacharterschool.org) La asistencia no es necesaria	martes por la mañana a 8 a.m. lunes, 04 de febrero 2013 - 6 p.m. jueves, 28 de febrero 2013- 6 p.m. lunes, 18 de marzo 2013 - 6 p.m. lunes, 25 de marzo 2013 - 6 p.m. miércoles, 27 de marzo, 2013 - 6 p.m.
Fecha límite de inscripción	lunes, 1 de abril 2013
Lotería * La asistencia no es necesaria	martes, 09 de abril 2013

Sus familias pueden regresar las aplicaciones de cuatro maneras:

Internet	Fax	Correo electrónico	Correo (Sello Postal Antes del 28 de Marzo 2013); En Persona 21 de marzo-5p.m.
https://www.lacimacharterschool.org/enrollment_information.htm	718-443-7291	admissions@lacimacharterschool.org	La Cima Charter School Attn: Admissions 800 Gates Ave, 3 rd Floor Brooklyn, NY 11221

Por favor, considere nosotros para cualquier evento futuro como miembro de nuestro personal le encantaría conocer a tu familia y compartir más información sobre nuestra escuela. No dude en contactar con nosotros con cualquier pregunta o información sobre eventos próximos. Si usted tiene alguna pregunta o duda, por favor póngase en contacto con Arian Halsey al (718) 443-2136 extensión 1030 o arian@lacimacharterschool.org.

Required Form: Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 23, 2013

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/42b978c73483818d9d20b862f0>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Nakia Booth

2. Charter School Name:

La Cima Charter School

3. Charter Authorizer:

NYC Department of Education

4. *Your Home Address:

Variable	Response
4. *Your Home Address: Street Address	[REDACTED]
4. *Your Home Address: City/State	[REDACTED]
4. *Your Home Address: Zip	[REDACTED]

5. *Your Business Address

Variable	Response
5. *Your Business Address Street Address	[REDACTED]
5. *Your Business Address City/State	[REDACTED]
5. *Your Business Address Zip	[REDACTED]

6. *Daytime Phone Number:

[REDACTED]

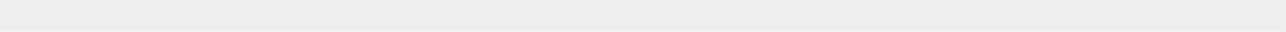
7. *E-mail Address:

 
8. Select all positions you held on Board:

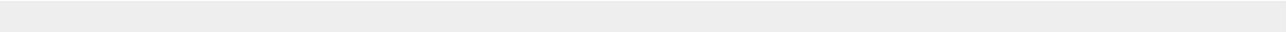
(check all that apply)

-
- Secretary
-

9. Are you a trustee and also an employee of the school?

No 

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No 

Page 2

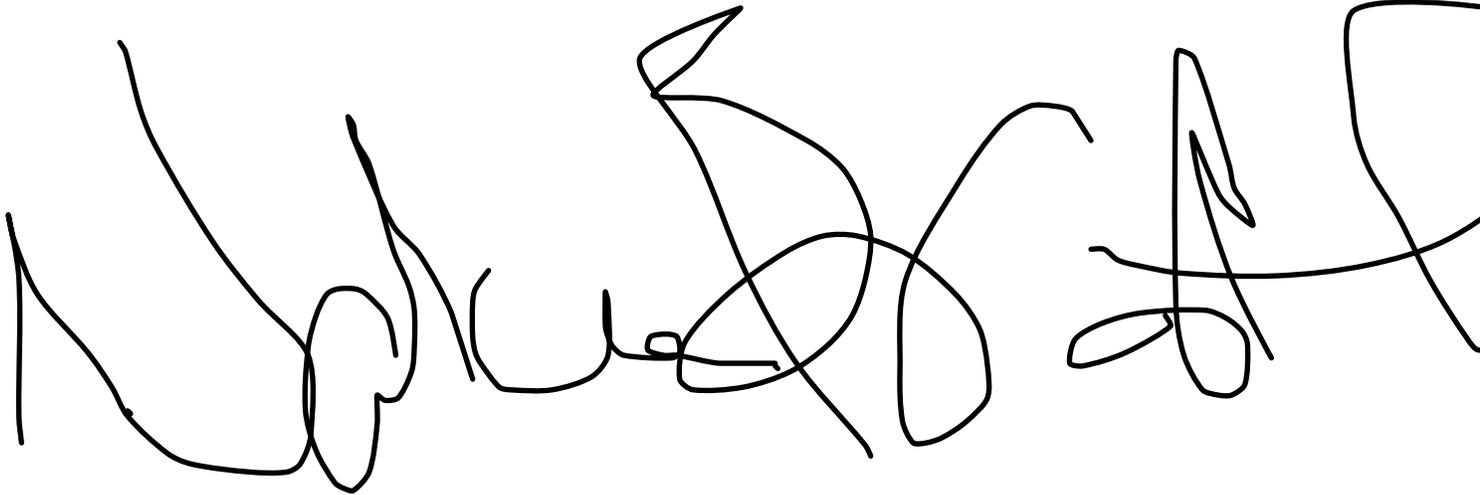
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink, appearing to read "N. W. ...". The signature is highly stylized and cursive, with several loops and flourishes. It is written on a white background.

Required Form: Appendix E - Disclosure of Financial Interest Form

Created Friday, July 26, 2013

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/38d3a4aba8d4d58e7e07c9cee0>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Jennifer DaCosta

2. Charter School Name:

La Cima Charter School

3. Charter Authorizer:

NYC Department of Education

4. *Your Home Address:

Variable	Response
4. *Your Home Address: Street Address	[REDACTED]
4. *Your Home Address: City/State	[REDACTED]
4. *Your Home Address: Zip	[REDACTED]

5. *Your Business Address

Variable	Response
5. *Your Business Address Street Address	[REDACTED]
5. *Your Business Address City/State	[REDACTED]
5. *Your Business Address Zip	[REDACTED]

6. *Daytime Phone Number:

[REDACTED]

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

-
- Secretary
-

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

Page 2

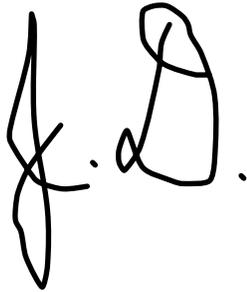
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink, appearing to be "J. D.", written on a light gray background.

Required Form: Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 23, 2013

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/69a6ed1983a6f3947ec4ef81544>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Shereem Herndon-Brown

2. Charter School Name:

La Cima Charter School

3. Charter Authorizer:

SUNY

4. *Your Home Address:

Variable	Response
4. *Your Home Address: Street Address	[REDACTED]
4. *Your Home Address: City/State	[REDACTED]
4. *Your Home Address: Zip	[REDACTED]

5. *Your Business Address

Variable	Response
5. *Your Business Address Street Address	[REDACTED]
5. *Your Business Address City/State	[REDACTED]
5. *Your Business Address Zip	[REDACTED]

6. *Daytime Phone Number:

[REDACTED]

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

-
- Chair/President
 - Other, please specify...: Board Member

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

Page 2

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

.

.

Required Form: Appendix E - Disclosure of Financial Interest Form

Created Friday, July 19, 2013

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/3b90851d9f104130f2477afd19>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Jason Rapp

2. Charter School Name:

La Cima Charter School

3. Charter Authorizer:

NYC Department of Education

4. *Your Home Address:

Variable	Response
4. *Your Home Address: Street Address	[REDACTED]
4. *Your Home Address: City/State	[REDACTED]
4. *Your Home Address: Zip	[REDACTED]

5. *Your Business Address

Variable	Response
5. *Your Business Address Street Address	[REDACTED]
5. *Your Business Address City/State	[REDACTED]
5. *Your Business Address Zip	[REDACTED]

6. *Daytime Phone Number:

[REDACTED]

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

-
- Treasurer
-

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

Page 2

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink, consisting of a large, stylized initial 'S' followed by several horizontal and diagonal strokes.

Required Form: Appendix E - Disclosure of Financial Interest Form

Created Friday, July 26, 2013

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/0d180238b564e2f3cd91610650>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Laurisse K. Rodriguez

2. Charter School Name:

La Cima Charter School

3. Charter Authorizer:

NYC Department of Education

4. *Your Home Address:

Variable	Response
4. *Your Home Address: Street Address	[REDACTED]
4. *Your Home Address: City/State	[REDACTED]
4. *Your Home Address: Zip	[REDACTED]

5. *Your Business Address

Variable	Response
5. *Your Business Address Street Address	[REDACTED]
5. *Your Business Address City/State	[REDACTED]
5. *Your Business Address Zip	[REDACTED]

6. *Daytime Phone Number:

[REDACTED]

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- Other, please specify...: Member Academic committee chair

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

(No response)

10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next

Variable	Response
[cmoeY.0] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next Position Held	(No response)
[cmoeY.1] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next Responsibilities	(No response)
[cmoeY.2] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next Salary	(No response)
[cmoeY.3] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next Start Date	(No response)

Page 2

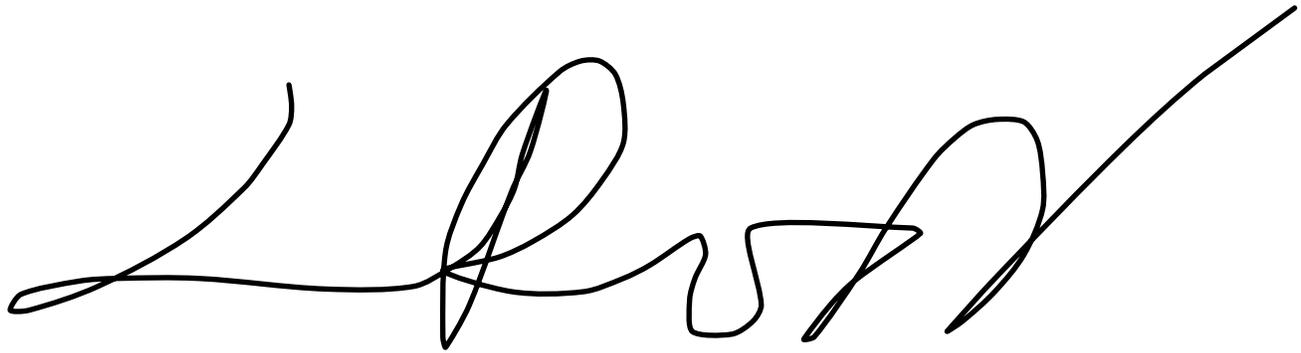
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke, written on a white background.

Required Form: Appendix E - Disclosure of Financial Interest Form

Created Sunday, July 21, 2013

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/bb82dbff08f49492bb272f3e3fe>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Jennifer Swayne

2. Charter School Name:

La Cima Charter School

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

Variable	Response
4. *Your Home Address: Street Address	[REDACTED]
4. *Your Home Address: City/State	[REDACTED]
4. *Your Home Address: Zip	10037

5. *Your Business Address

Variable	Response
5. *Your Business Address Street Address	[REDACTED]
5. *Your Business Address City/State	[REDACTED]
5. *Your Business Address Zip	[REDACTED]

6. *Daytime Phone Number:

[REDACTED]

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

• Chair/President

• Vice Chair/Vice President

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

Page 2

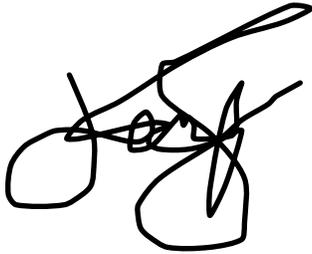
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.