

I. SCHOOL INFORMATION AND COVER PAGE

Created Monday, June 16, 2014

Updated Monday, September 15, 2014

Page 1

1. SCHOOL NAME

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

421800860845 SOUTHSIDE ACADEMY CS

2. CHARTER AUTHORIZER

Regents-Authorized Charter School

3. DISTRICT / CSD OF LOCATION

Syracuse

4. SCHOOL INFORMATION

PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
2200 Onondaga Creek Blvd. Syracuse, NY 13207	315-476-3019	315-476-6639	[REDACTED]

4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Delvin Vick
Title	Principal
Emergency Phone Number (###-###-####)	[REDACTED]

5. SCHOOL WEB ADDRESS (URL)

southsidecharterschool.org

6. DATE OF INITIAL CHARTER

2002-01-01 00:00:00

7. DATE FIRST OPENED FOR INSTRUCTION

2002-09-01 00:00:00

8. TOTAL NUMBER OF STUDENTS ENROLLED IN 2013-14 (as reported on BEDS Day)

(as reported on BEDS Day)

9. GRADES SERVED IN SCHOOL YEAR 2013-14

Check all that apply

- K
- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8

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

Yes/No	Name of CMO/EMO
Yes	National Heritage Academies

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

	Name	Work Phone	Alternate Phone	Email Address	Contact this individual also in emergencies
CEO (e.g., network superintendent)	Chip Hurlburt	[REDACTED]		[REDACTED]	No
CFO (e.g., network CFO)	Steve Conley	[REDACTED]		[REDACTED]	No
Compliance Contact	Jason Starr	[REDACTED]		[REDACTED]	No
Complaint Contact	Andrew Gayle	[REDACTED]		[REDACTED]	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 2014-15.

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	2200 Onondaga Creek Blvd. Syracuse, NY 13207	315-476-3019	SYRACUSE CITY SD	K-8	Yes	Rent/Lease

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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Delvin Vick	[REDACTED]		[REDACTED]

13. Are the School sites co-located?

No

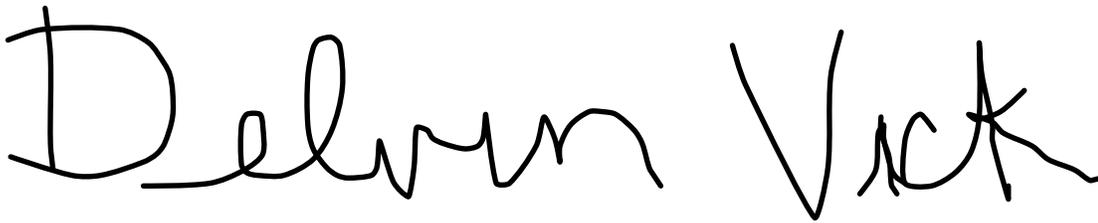
14. Were there any revisions to the school's charter during the 2013-2014 school year? (Please include both those that required authorizer approval and those that did not require authorizer approval).

No

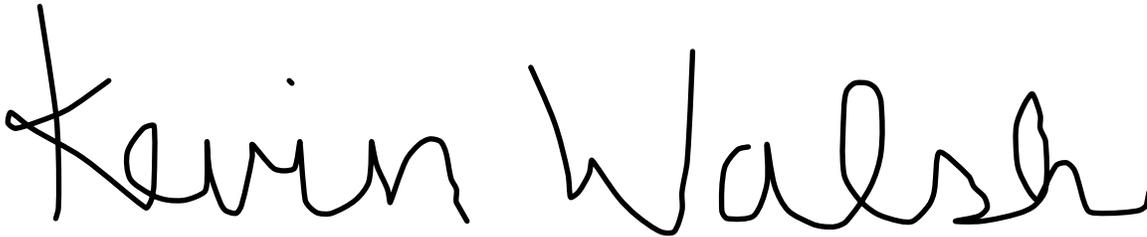
16. Our signatures below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in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

• Yes

Signature, Head of Charter School

A handwritten signature in black ink that reads "Delvin Vick". The letters are cursive and connected.

Signature, President of the Board of Trustees

A handwritten signature in black ink that reads "Kevin Walsh". The letters are cursive and connected.

Thank you.

Appendix A: Progress Toward Goals

Created Friday, August 01, 2014

Updated Friday, October 31, 2014

Page 1

Charter School Name: 421800860845 SOUTHSIDE ACADEMY CS

1. NEW YORK STATE REPORT CARD

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

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

<http://data.nysed.gov/profile.php?instid=800000040667>

2. APPENDIX A: PROGRESS TOWARD CHARTER GOALS

2a. ACADEMIC STUDENT PERFORMANCE GOALS

If the results are not available by August 1st, please list the goals and explain this in the "progress toward goal attainment" column. This task will reopen for the school to update and finalize by the November 1, 2014 due date.

2013-14 Progress Toward Attainment of Academic Goals

Academic Student Performance Goal	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Academic Goal 1 Goal 1: Each year, 75 percent of all tested students who are enrolled in at least their third year will perform at or above Level 3 on the New York State exams.	NYS Testing Program	Not Met Southside Academy Charter School did not meet this accountability measure. On the 2013-14 New York State Testing Program assessments, 8% of students performed at or above Level 3 in English language arts and 16% performed at or above Level 3 in math. Please see the charts below for a grade-level breakdown of the data. Subject Grade # < Level 3 # Level 3+ % Level 3+ Goal Difference ELA 03 63 13 17% 75% -58% ELA 04 70 6 8% 75% -67% ELA 05 71 5 6% 75% -69% ELA 06 63 6 8% 75% -67%	Southside has the systems and personnel needed to accelerate academic achievement as well as a specific plan to meet all of our goals. We are implementing the following strategic improvements to ensure that we meet the needs of all our students: <ul style="list-style-type: none">• Structured intervention. We are implementing a systematic response-to-intervention program that more closely monitors students' academic needs and progress, and then adjusts instruction as needed. We are also offering a robust summer learning program to prevent summer learning loss, along with after-school tutoring opportunities during the school year.

ELA 07 72 2 3% 75% -72%
 ELA 08 59 2 3% 75% -72%
 ELA Total 432 34 8% 75%
 -67%

Subject Grade # < Level 3 #
 Level 3+ % Level 3+ Goal
 Difference
 Math 03 56 19 25% 75% -50%
 Math 04 61 16 21% 75% -54%
 Math 05 67 8 11% 75% -64%
 Math 06 54 17 23% 75% -52%
 Math 07 71 2 3% 75% -72%
 Math 08 55 6 10% 75% -65%
 Math Total 432 68 16% 75%
 -59%

- Workshop and flexible groupings. Teachers will continue to focus on differentiated instruction to meet students' individual learning needs by conducting regular workshop sessions and embracing flexible grouping.
- New curricular tools. We have acquired new middle-school curricular tools to better support the state's Common Core standards in English language arts and math. We have implemented Houghton Mifflin's Big Ideas Math in grades K-5 and Ron Larson and Laurie Boswell's Big Ideas Math in grades 6-8. We have implemented Pearson's Reading Street Common Core in grades K-5 and Holt McDougal's Literature in grades 6-8. We have also implemented Accelerated Reader, Study Island, and Reading Express as a supplemental intervention tool to support student academic need in reading.
- Professional development. We are providing teachers with ongoing, job-embedded professional development so they have the training and support the aforementioned improvement strategies require. A key feature of this support is weekly classroom observations and feedback between school leaders and teachers.

Academic Goal 2: Each year, Southside Academy Charter School will be in the 65th percentile or higher of public schools nationally as measured by the percentage of students that meet or exceed the beginning of year to end of year Measure of Academic Progress (MAP) growth on the Northwest Evaluation Association (NWEA) assessments administered (all students using a pooled mean).

NWEA-MA P Not Met

Southside Academy Charter School did not meet this accountability goal. In 2013-14 Southside scored at the 54th percentile in math, the 29th percentile in reading, and 17th percentile in language usage.

Student Growth Percentile Among Public Schools Nationally Northwest Evaluation Association Measure of Academic Progress School Year Math Reading Language Usage 2013-14 54th 29th 17th

Academic Goal 3	Goal 3: Each year, the percent of all tested students who are enrolled in at least their third year and performing at or above Level 3 on the state exams will be greater than that of students in the same tested grades in Syracuse City School District.	NYS Testing Program	<p>Met</p> <p>In 2013-14 Southside Academy Charter School met this measure, exceeding Syracuse City School District proficiency rates by 8 percentage points in math and by 0.3 percentage points in English Language Arts. Please see the charts below for a grade-level breakdown.</p> <p>Subject Grade Syracuse Southside Academy +/-</p> <p>ELA 3 10% 20% 10%</p> <p>ELA 4 9% 8% -1%</p> <p>ELA 5 8% 6% -2%</p> <p>ELA 6 8% 11% 3%</p> <p>ELA 7 7% 3% -4%</p> <p>ELA 8 9% 4% -5%</p> <p>ELA Total 8% 9% 0%</p> <p>Math 3 13% 24% 11%</p> <p>Math 4 12% 23% 11%</p> <p>Math 5 10% 10% 0%</p> <p>Math 6 7% 32% 25%</p> <p>Math 7 6% 3% -3%</p> <p>Math 8 1% 10% 9%</p> <p>Math Total 8% 17% 8%</p>
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2a1. Do have more academic goals to add?

No

2a2. Do have more academic goals to add?

No

2b. ORGANIZATIONAL GOALS

2013-14 Progress Toward Attainment of Organizational Goals

Organizational Goal	Measure Used to Evaluate Progress	2013-14 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
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2b.1 Do you have more organizational goals to add?

No

2c. FINANCIAL GOALS

2013-14 Progress Toward Attainment of Financial Goals

Financial Goals	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
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Appendix I: Teacher and Administrator Attrition

Created Tuesday, July 15, 2014

Updated Friday, August 01, 2014

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Charter School Name: 421800860845 SOUTHSIDE ACADEMY CS

Instructions for completing the Teacher and Administrator Attrition Tables

ALL charter schools should provide, for teachers and administrators only, the full time equivalent (FTE) of staff on June 30, 2013, the FTE for added staff from July 1, 2013 through June 30, 2014, and the FTE for any departed staff from July 1, 2013 through June 30, 2014 using the two tables provided.

2013-14 Teacher Attrition Table

FTE Teachers on June 30, 2013	FTE Teachers Additions 7/1/13 – 6/30/14	FTE Teacher Departures 7/1/13 – 6/30/14
35	5	4

2013-14 Administrator Position Attrition Table

FTE Administrator Positions On 6/30/2013	FTE Administrator Additions 7/1/13 – 6/30/14	FTE Administrator Departures 7/1/13 – 6/30/14
2	3	1

Thank you

Appendix J: Uncertified Teachers

Created Friday, August 01, 2014

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Charter School Name: 421800860845 SOUTHSIDE ACADEMY CS

Note Definition of FTE:

Full-time equivalent employees equal the number of employees on full-time schedules plus the number of employees on part-time schedules converted to a full-time basis. The number of full-time equivalent employees in each industry is the product of the total number of employees and the ratio of average weekly hours per employee for all employees to average weekly hours per employee on full-time schedules. An industry's full-time equivalent employment will be less than the number of its employees on full- and part-time schedules, unless it has no part-time employees (U.S. Commerce--Bureau of Economic Analysis at: http://www.bea.gov/faq/index.cfm?faq_id=368#sthash.8Rbj89kq.dpuf)

How many UNCERTIFIED Full-Time Equivalent Teachers were employed in the charter school as of last day of school in 2013-14?

For each applicable category (i-iv), input the relevant full time equivalent (FTE) count of teachers.

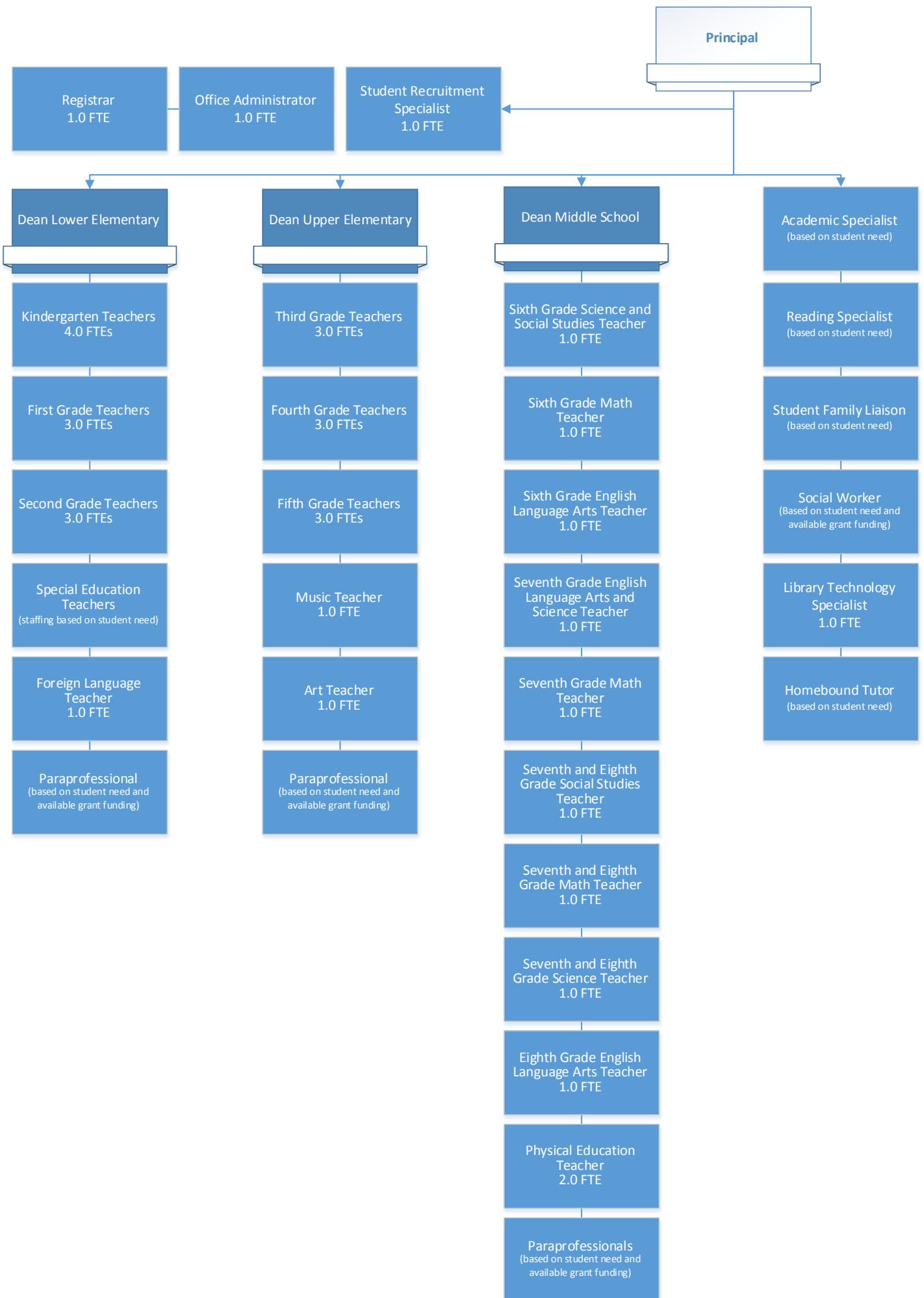
	FTE
(i) uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience	3
(ii) tenured or tenure track college faculty	0
(iii) individuals with two years satisfactory experience through Teach for America	0
(iv) individuals who possess exceptional business, professional, artistic, athletic, or military experience	0
Total FTE (Sum of all Uncertified Teaching Staff)	3

How many CERTIFIED Full-Time Equivalent Teachers were employed in the charter school as of the last day of school in 2013-14?

33

Thank you.

Organizational Chart



Appendix B: Total Expenditures and Administrative Expenditures per Child

Created Tuesday, July 15, 2014

Updated Friday, August 01, 2014

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Charter School Name: 421800860845 SOUTHSIDE ACADEMY CS

B. Financial Information

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

1. Total Expenditures Per Child

To calculate 'Total Expenditures per Child' take total expenditures (from the unaudited 2013-14 Schedule of Functional Expenses) and divide by the count of students you reported on of BEDS Day. (Integers Only. No dollar signs or commas).

1. Total Expenditures Per Child Line 1: Total Expenditures	9074269
1. Total Expenditures Per Child Line 2: BEDS Day Pupil Count	687
1. Total Expenditures Per Child Line 3: Divide Line 1 by Line 2	13208

2. Administrative Expenditures per Child

To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2013-14 Schedule of Functional Expenses) and divide by the BEDS per pupil count. The relevant portion that must be included in this calculation is defined as follows:

Administrative Expenditures: Administration and management of the charter school includes the activities and personnel of the offices of the chief school officers, the treasurer, the finance or business offices, the purchasing unit, the employee personnel offices, the records management offices, or a public information and services offices. It also includes those administrative and management services provided by other organizations or corporations on behalf of the charter school for which the charter school pays a fee or other compensation.

Please note the following:

Do not include the FTE of personnel dedicated to administration of the instructional programs.

Do not include Employee Benefit costs or expenditures in the above calculations.

A template for the Schedule of Functional Expenses is provided on page 21 of the 2012 Annual Report Guidelines to assist schools identify the categories of expenses needed to compute the two per pupil calculations. This template does not need to be completed or submitted on August 1st as it will be submitted November 1st as part of the audited financial statements. Therefore schools should use unaudited amounts for these per pupil calculations. (See the 2013-14 Annual Report Guidelines in "Resources" area of your portal task page).

To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas).

To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 1: Relevant Personnel Services Cost (Row)	0
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 2: Management and General Cost (Column)	3028040
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 3: Sum of Line 1 and Line 2	3028040
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 4: BEDS Day Pupil Count	687
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 5: Divide Line 3 by the BEDS Day Pupil Count	4407

Thank you.

FILL IN GRAY CELLS

Southside Academy Charter School
STATEMENTS OF FINANCIAL POSITION

FOR THE YEARS ENDED JUNE 30, 2014

	<u>2014</u>	<u>2013</u>
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$ 75,368	\$ 155,617
Grants and contracts receivable	-	-
Accounts receivables	174,493	268,553
Inventory	-	-
Prepaid Expenses	-	-
Contributions and other receivables	-	-
Other	-	-
TOTAL CURRENT ASSETS	\$ 249,861	\$ 424,170
OTHER ASSETS		
Investments	\$ -	\$ -
Property, Plant and Equipment, Net	102,295	102,295
Restricted Cash	-	-
OTHER ASSETS	\$ 102,295	\$ 102,295
TOTAL ASSETS	\$ 352,156	\$ 526,465
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable and accrued expenses	\$ -	\$ -
Accrued payroll and benefits	-	-
Refundable Advances	-	-
Dreferred Revenue	1,455	6,150
Current maturities of long-term debt	-	-
Short Term Debt - Bonds, Notes Payable	-	-
Other	248,406	418,020
TOTAL CURRENT LIABILITIES	\$ 249,861	\$ 424,170
LONG-TERM DEBT, net current maturities	\$ -	\$ -
TOTAL LIABILITIES	\$ 249,861	\$ 424,170
NET ASSETS		
Unrestricted	\$ 102,295	\$ 102,295
Temporarily restricted	-	-
TOTAL NET ASSETS	\$ 102,295	\$ 102,295
TOTAL LIABILITIES AND NET ASSETS	\$ 352,156	\$ 526,465
<i>Check</i>	-	-

Audited Financial Statement Checklist

Created Wednesday, August 27, 2014

Updated Friday, October 31, 2014

Page 1

Charter School Name:

1. Please check each item that is included in the 2013-14 Audited Financial Statement submitted for your charter school.

	Yes/No
Audited Financial Statements (including report on compliance and report on internal control over financial reporting)	Yes
Single Audit (if applicable)	Yes
CSP Agreed Upon Procedures (if applicable)	Not Applicable
Management Letter	Not Applicable
Report on Extracurricular Student Activity Accounts (if applicable)	Not Applicable
Corrective Action Plans for any Findings	Not Applicable

2. Please indicated if there is a finding(s) noted in any of the following sections of your charter school's 2013-14 Audited Financial Statement.

	Yes/No
Report on Compliance	No
Report on Internal Control over Financial Reporting	No
Single Audit	No
CSP Agreed Upon Procedures Report	Not Applicable
Management Letter	Not Applicable

Thank you.

October 28, 2014

To the Board of Directors
Southside Academy Charter School

We have audited the financial statements of Southside Academy Charter School (the "School") as of and for the year ended June 30, 2014 and have issued our report thereon dated October 28, 2014. Professional standards require that we provide you with the following information related to our audit.

Our Responsibility Under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated March 27, 2014, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities. Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

As part of our audit, we considered the internal control of Southside Academy Charter School. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

Our audit of Southside Academy Charter School's financial statements has also been conducted in accordance with *Government Auditing Standards*, issued by the Comptroller General of the United States. Under *Government Auditing Standards*, we are obligated to communicate certain matters that come to our attention related to our audit to those responsible for the governance of Southside Academy Charter School, including compliance with certain provisions of laws, regulations, contracts, grant agreements, certain instances of error or fraud, illegal acts applicable to government agencies, and significant deficiencies in internal control that we identify during our audit. Toward this end, we issued a separate letter dated October 28, 2014 regarding our consideration of Southside Academy Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our letter about planning matters dated June 1, 2014.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by Southside Academy Charter School are described in Note 2 to the financial statements.

No new accounting policies were adopted and the application of existing policies was not changed during fiscal year 2014.

We noted no transactions entered into by the School during the year for which there is a lack of authoritative guidance or consensus.

We noted no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

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

There were no significant balances, amounts, or disclosures in the financial statements based on sensitive management estimates.

The disclosures in the financial statements are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

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

Disagreements with Management

For the purpose of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report.

We are pleased to report that no such disagreements arose during the course of our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management.

We did not detect any misstatements as a result of audit procedures.

Significant Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, business conditions affecting the School, and business plans and strategies that may affect the risks of material misstatement with management each year prior to retention as the School's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition of our retention.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated October 28, 2014.

Management Consultations with Other Independent Accountants

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

This information is intended solely for the use of the board of directors and management of Southside Academy Charter School and is not intended to be and should not be used by anyone other than these specified parties.

We welcome any questions you may have regarding the following communications and we would be willing to discuss any of these or other questions that you might have at your convenience.

Very truly yours,

Plante & Moran, PLLC



Michael A. Lamfers, CPA
Partner



Michelle M. Goss, CPA
Partner

SOUTHSIDE ACADEMY CHARTER SCHOOL



Financial Statements, Additional Information,
and Federal Awards Supplemental Information
as of and for the Year Ended June 30, 2014
and Independent Auditor's Reports

SOUTHSIDE ACADEMY CHARTER SCHOOL

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Independent Auditor's Report

To the Board of Directors
Southside Academy Charter School

Report on the Financial Statements

We have audited the accompanying financial statements of Southside Academy Charter School (the "School"), which comprise the statement of financial position as of June 30, 2014 and the related statements of activities and changes in net assets and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Southside Academy Charter School as of June 30, 2014 and the results of its operations and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

To the Board of Directors
Southside Academy Charter School

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise Southside Academy Charter School's basic financial statements. The schedule of expenditures of federal awards, as identified in the table of contents, and supplemental schedule of functional expenses, as identified in the table of contents, are presented for the purpose of additional analysis and are not a required part of the basic financial statements.

The schedule of expenditures of federal awards is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

The supplemental schedule of functional expenses has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 28, 2014 on our consideration of Southside Academy Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, 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 the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Southside Academy Charter School's internal control over financial reporting and compliance.

Plante & Moran, PLLC

October 28, 2014

SOUTHSIDE ACADEMY CHARTER SCHOOL

**STATEMENT OF FINANCIAL POSITION
JUNE 30, 2014**

	2014
ASSETS	
CURRENT ASSETS:	
Cash	\$ 75,368
Due from governmental revenue sources	<u>174,493</u>
Total current assets	<u>249,861</u>
NON-CURRENT ASSETS:	
Capital assets	117,723
Less accumulated depreciation	<u>(27,200)</u>
Total capital assets, net of accumulated depreciation	<u>90,523</u>
TOTAL	<u><u>\$ 340,384</u></u>
LIABILITIES AND NET ASSETS	
LIABILITIES:	
Deferred revenue	\$ 1,455
Contracted service fee payable	<u>248,411</u>
Total liabilities	<u>249,866</u>
NET ASSETS:	
Unrestricted and undesignated	<u>90,518</u>
TOTAL	<u><u>\$ 340,384</u></u>

See notes to financial statements.

SOUTHSIDE ACADEMY CHARTER SCHOOL

STATEMENT OF ACTIVITIES AND CHANGE IN NET ASSETS YEAR ENDED JUNE 30, 2014

REVENUES, GAINS AND OTHER SUPPORT:

State aid	\$ 8,114,090
Other state sources	157,446
Federal sources	777,675
Private sources	<u>25,057</u>

Total revenues, gains and other support 9,074,268

EXPENSES:

Contracted service fee	9,074,270
Depreciation	<u>11,772</u>
	<u>9,086,042</u>

CHANGE IN UNRESTRICTED NET ASSETS (11,774)

NET ASSETS:

Beginning of year	<u>102,292</u>
End of year	<u>\$ 90,518</u>

See notes to financial statements.

SOUTHSIDE ACADEMY CHARTER SCHOOL

STATEMENT OF CASH FLOWS YEAR ENDED JUNE 30, 2014

	2014
CASH FLOWS PROVIDED BY (USED IN) OPERATING ACTIVITIES:	
State aid	\$ 8,168,213
Other state sources	150,668
Federal sources	818,605
Private sources	26,144
Payments for services rendered	<u>(9,243,879)</u>
Net cash used in operating activities	<u>(80,249)</u>
NET DECREASE IN CASH	(80,249)
CASH — Beginning of year	<u>155,617</u>
CASH — End of year	<u><u>\$ 75,368</u></u>
RECONCILIATION OF CHANGE IN NET ASSETS TO NET CASH USED IN OPERATING ACTIVITIES:	
Change in net assets	\$ (11,774)
Depreciation	11,772
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
Change in due from governmental revenue sources	94,060
Change in deferred revenue	(4,698)
Change in contracted service fee payable	<u>(169,609)</u>
NET CASH USED IN OPERATING ACTIVITIES	<u><u>\$ (80,249)</u></u>

SOUTHSIDE ACADEMY CHARTER SCHOOL

NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEARS ENDED JUNE 30, 2014

1. NATURE OF OPERATIONS

Southside Academy Charter School (the "School") is a public charter school as defined by Article 56 of the New York State Education Law which provides education based on rigorous teaching methods, parental involvement, student responsibility, and basic moral values. The School operates under a charter approved by the New York State Education Department, which is responsible for oversight of the School's operations. The charter expires June 30, 2015 and is subject to renewal. Management believes the charter will be renewed in the ordinary course of business. The School provides education, at no cost to the parent, to students in kindergarten through the eighth grade. Enrollment is open to all appropriately aged children without regard to gender, ethnic background, disability, and/or religious affiliation. The School is exempt from federal income tax under Section 501(a) of the Internal Revenue Code as an organization described in Section 501(c)(3).

The School's primary source of revenue is provided by the State of New York and consists of an amount per student multiplied by weighted average student counts. The state revenue is recognized ratably over the school year and was funded through payments from July 2013 through May 2014 for the year ended June 30, 2014.

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

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting — The financial statements have been prepared in accordance with Section 2851 of the Education Law of the State of New York which requires such statements to be prepared on the accrual basis of accounting in accordance with generally accepted accounting principles accepted in the United States of America for not-for-profit organizations.

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

Cash — Cash as of June 30, 2014 represents bank deposits which are covered by federal depository insurance.

Deferred Revenue — Deferred revenue as of June 30, 2014 consists of funds received for services which have not yet been performed.

Contracted Service Fee Payable — Contracted service fee payable represents a timing difference between funds received from governmental sources and amounts payable to NHA in accordance with the agreement.

Capital Assets — Capital assets, which include other equipment, are reported in at historical cost. Capital assets are defined by the School as assets with an initial individual cost of more than \$2,000 and an estimated useful life in excess of one year.

Other equipment is depreciated using the straight-line method over useful lives of 3–10 years.

The Financial Statements — The financial statements are presented as follows:

Net assets and changes therein are classified and reported as follows:

- *Unrestricted Net Assets* — Net assets which are not subject to donor imposed or governmental stipulations.

Revenues and contributions are reported as follows:

- Revenues, gains and other support are reported as increases in unrestricted net assets unless use of the related assets is limited by donor-imposed or governmental restrictions. Expenses are reported as decreases in unrestricted net assets. Other assets or liabilities are reported as increases or decreases in unrestricted net assets unless their use is restricted by explicit donor stipulation or governmental restriction. Expiration of temporary restrictions on net assets (i.e., the donor-stipulated purposes has been fulfilled and/or the stipulated time period has elapsed) are reported as reclassifications between the applicable classes of net assets.
- Revenue is recorded when earned, regardless of the timing of related cash flows. Grants are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

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

The School has evaluated its position regarding the accounting for uncertain income tax positions and does not believe that it has any material uncertain tax positions. The School recognizes the effect of income tax positions only if the positions are more likely than not of being sustained. Recognized income tax positions are recorded at the largest amount that is greater than 50% likely of being realized upon settlement with a taxing authority that has full knowledge of all relevant information. The determination of whether or not a tax position has met the more-likely-than-not recognition threshold considers the facts, circumstances and

other information available at the reporting date and is subject to management's judgment. Changes in the recognition or measurement are reflected in the period in which the change in judgment occurs. The School is subject to routine audits by taxing jurisdictions; however, there are currently no audits for any tax periods in progress. Management believes it is no longer subject to income tax examinations prior to June 30, 2011.

3. RISK MANAGEMENT

The School is exposed to various risks of loss related to general liability. Commercial insurance policies to cover certain risks of loss have been obtained. There have been no significant reductions in insurance coverage during fiscal year 2014, and claims did not exceed coverage less retained risk deductible amounts in the past fiscal year.

4. CONTINGENCIES

The School has received proceeds from several federal and state grants. Periodic audits of these grants are required and certain costs may be questioned as not being appropriate expenditures under the grant agreements. Such audits could result in the refund of grant monies to the grantor agencies. Management believes that any required refunds will be immaterial. No provision has been made in the accompanying financial statements for the refund of grant monies.

5. CAPITAL ASSETS

Capital asset activity of the school was as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Disposals</u>	<u>Ending Balance</u>
Equipment	\$ <u>117,723</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>117,723</u>
Total capital assets at historical cost	<u>117,723</u>	<u>-</u>	<u>-</u>	<u>117,723</u>
Less accumulated depreciation — equipment	<u>15,428</u>	<u>11,772</u>	<u>-</u>	<u>27,200</u>
Total accumulated depreciation	<u>15,428</u>	<u>11,772</u>	<u>-</u>	<u>27,200</u>
Total capital asset activity, net	<u>\$ 102,295</u>	<u>\$ (11,772)</u>	<u>\$ -</u>	<u>\$ 90,523</u>

6. OPERATING LEASE

The School has entered into a sublease agreement with NHA for a facility to house the School. The lease term is from July 1, 2013 through June 30, 2014. Annual rental payments required by the lease are \$984,636 payable in twelve monthly payments of \$82,053. This lease is automatically renewed on a year-to-year basis unless a notice of non-renewal is provided by

either the Academy or NHA.

The School subsequently renewed the sublease with NHA for the period of July 1, 2014 through June 30, 2015, at the same rental rate.

7. FUNCTIONAL EXPENSES

The School provides a comprehensive education programs to enrolled students. Expenses incurred for these programs and other expenses are as follows:

Program services:	
Regular education	\$ 5,822,771
Special education	223,458
Supporting services — management and general	<u>3,028,041</u>
Total contracted service fee	9,074,270
Depreciation Expense	<u>11,772</u>
Total expenses	<u>\$ 9,086,042</u>

8. SUBSEQUENT EVENTS

Events or transactions for the year ended June 30, 2014 have been evaluated through October 28, 2014, the date the financial statements were available to be issued. The financial statements and the notes thereto do not reflect events or transactions after this date.

* * * * *

ADDITIONAL INFORMATION

SOUTHSIDE ACADEMY CHARTER SCHOOL

**SCHEDULE OF FUNCTIONAL EXPENSES
YEAR ENDED JUNE 30, 2014**

	2014			
	Program Services		Supporting Services	Total
	Regular Education	Special Education	Management and General	
Contracted service fee:				
Salaries and wages	\$ 2,582,154	\$ 106,989	\$ -	\$ 2,689,143
Retirement contributions	55,772	3,165	-	58,937
Other employee benefits	495,622	23,974	-	519,596
Payroll taxes	225,114	8,850	-	233,964
Accounting fees	11,489	-	314,354	325,843
Supplies	125,704	2,433	27,732	155,869
Postage and shipping	4,701	-	-	4,701
Occupancy	1,621,682	-	-	1,621,682
Food service	421,744	-	-	421,744
Equipment rental and maintenance	28,089	-	-	28,089
Printing and publications	46,014	-	-	46,014
Travel	11,426	129	-	11,555
Professional development and meetings	52,978	17	-	52,995
Professional fees	92,376	77,901	-	170,277
Instructional support	-	-	452,649	452,649
Academic and general support	-	-	912,361	912,361
Enrollment and parent relations	-	-	122,329	122,329
Board support	-	-	224,031	224,031
Human resources	-	-	431,905	431,905
Support services	-	-	77,383	77,383
Technology services	3,690	-	345,715	349,405
Marketing and business development	1,593	-	119,582	121,175
Insurance	19,778	-	-	19,778
Miscellaneous	22,845	-	-	22,845
Total contracted service fee	<u>\$ 5,822,771</u>	<u>\$ 223,458</u>	<u>\$ 3,028,041</u>	<u>\$ 9,074,270</u>
Depreciation	<u>11,772</u>	<u>-</u>	<u>-</u>	<u>11,772</u>
Total expenses	<u><u>\$ 5,834,543</u></u>	<u><u>\$ 223,458</u></u>	<u><u>\$ 3,028,041</u></u>	<u><u>\$ 9,086,042</u></u>

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

To Management and the Board of Directors
Southside Academy Charter School

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Southside Academy Charter School (the "School"), which comprise the statement of financial position as of June 30, 2014, and the related statements of activities and changes in net assets and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 28, 2014.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Southside Academy Charter School's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions 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 Management and the Board of Directors
Southside Academy Charter School

Compliance and Other Matters

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

Purpose of this Report

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

Plante & Moran, PLLC

Grand Rapids, Michigan
October 28, 2014

SUPPLEMENTAL INFORMATION

Report on Compliance for the Major Federal Program;
Report on Internal Control Over Compliance
Independent Auditor's Report

To the Board of Directors
Southside Academy Charter School

Report on Compliance for the Major Federal Program

We have audited Southside Academy Charter School's (the "School") compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement that could have a direct and material effect on its major federal program for the year ended June 30, 2014. Southside Academy Charter School's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal program.

Auditor's Responsibility

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

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Southside Academy Charter School's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

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

Opinion on the Major Federal Program

In our opinion, Southside Academy Charter School complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2014.

To the Board of Directors
Southside Academy Charter School

Report on Internal Control Over Compliance

Management of Southside Academy Charter School is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Southside Academy Charter School's internal control over compliance with the types of requirements that could have a direct and material effect on the major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for the major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the School's internal control over compliance.

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

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

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

Plante & Moran, PLLC

Grand Rapids, Michigan
October 28, 2014

SOUTHSIDE ACADEMY CHARTER SCHOOL

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS YEAR ENDED JUNE 30, 2014

Federal Grantor/Pass-Through Grantor/ Program or Cluster Title	Federal CFDA Number	State/Pass- through Grantor's Number	Expenditures
Clusters - Child Nutrition Cluster - U.S. Department of Agriculture - Direct Program:			
National School Breakfast Program	10.553		\$ 137,852
National School Lunch Program	10.555		<u>252,982</u>
Total U.S. Department of Agriculture			390,834
U.S. Department of Education:			
Passed through New York State Education Department:			
Title I, Part A - Title I, Grants to Local Educational Agenc	84.010	0021134182	(11,238)
		0021144182	<u>270,202</u>
Total Title I, Part A - Title I, Grants to Local Educational Agencies			258,964
Title II, Improving Teacher Quality	84.367	0147134182	12,216
		0147144182	<u>25,798</u>
Total Title II, Improving Teacher Quality			38,014
Race to the Top	84.395	5500144182	9,467
Passed through New York City Department of Education - IDEA, Part B			
	84.027	2013	(700)
		2014	<u>81,096</u>
			80,396
Total U.S. Department of Education			<u>386,841</u>
TOTAL FEDERAL ASSISTANCE			<u><u>\$ 777,675</u></u>

SOUTHSIDE ACADEMY CHARTER SCHOOL

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS YEAR ENDED JUNE 30, 2014

Note 1 - Basis of Presentation and Significant Accounting Policies

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal grant activity of Southside Academy Charter School under programs of the federal government for the year ended June 30, 2014. Expenditures reported on the Schedule are reported on the same basis of accounting as the financial statements, although the basis for determining when federal awards are expended is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. In addition, expenditures reported on the Schedule are recognized following the cost principles contained in OMB Circular A-87, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Therefore, some amounts presented in this Schedule may differ from amounts presented in, or used in the preparation of, the financial statements.

Because the Schedule presents only a selected portion of the operations of Southside Academy Charter School, it is not intended to, and does not, present the financial position, changes in net assets, or cash flows, if applicable, of Southside Academy Charter School. Pass-through entity identifying numbers are presented where available.

Note 2 - Grant Auditor Report

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

SOUTHSIDE ACADEMY CHARTER SCHOOL

SCHEDULE OF FINDINGS AND QUESTIONED COSTS YEAR ENDED JUNE 30, 2014

Section I - Summary of Auditor's Results

Financial Statements

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? Yes No
 - Significant deficiency(ies) identified that are not considered to be material weaknesses? Yes None reported
- Noncompliance material to financial statements noted? Yes No

Federal Awards

Internal control over major programs:

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

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

Any audit findings disclosed that are required to be reported in accordance with Section 510(a) of Circular A-133?

Yes No

Identification of major programs:

<u>CFDA Numbers</u>	<u>Name of Federal Program or Cluster</u>
10.553, 10.555	Child Nutrition Cluster

Dollar threshold used to distinguish between type A and type B programs: \$300,000

Auditee qualified as low-risk auditee? Yes No

SOUTHSIDE ACADEMY CHARTER SCHOOL

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)
YEAR ENDED JUNE 30, 2014**

Section II - Financial Statement Audit Findings

None

Section III - Federal Program Audit Findings

None

Southside Academy Charter School

PROJECTED BUDGET FOR 2014-2015

July 1, 2014 to June 30, 2015

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 147. This will populate the data in row 9.

PROJECTED BUDGET FOR 2014-2015							Assumptions
July 1, 2014 to June 30, 2015							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	8,919,120	210,448	-	-	-	9,129,568	
Total Expenses	6,702,805	174,587	-	-	2,252,176	9,129,568	
Net Income	2,216,315	35,861	-	-	(2,252,176)	(0)	
Actual Student Enrollment	680	26					
Total Paid Student Enrollment	670	26				670	

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

REVENUE

REVENUES FROM STATE SOURCES

	CY Per Pupil Rate	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Per Pupil Revenue							
Syracuse School District	\$12,168.60	7,985,949	-	-	-	-	7,985,949
Liverpool Central school District	\$12,779.58	178,914	-	-	-	-	178,914
School District 3 (Enter Name)		-	-	-	-	-	-
School District 4 (Enter Name)		-	-	-	-	-	-
School District 5 (Enter Name)		-	-	-	-	-	-
		8,164,863	-	-	-	-	8,164,863
Special Education Revenue		-	128,516	-	-	-	128,516
Grants		-	-	-	-	-	-
Stimulus		-	-	-	-	-	-
Other		-	-	-	-	-	-
Other State Revenue		-	-	-	-	-	-
TOTAL REVENUE FROM STATE SOURCES		8,164,863	128,516	-	-	-	8,293,379

REVENUE FROM FEDERAL FUNDING

IDEA Special Needs		-	81,932	-	-	-	81,932
Title I		326,555	-	-	-	-	326,555
Title Funding - Other		28,456	-	-	-	-	28,456
School Food Service (Free Lunch)		382,770	-	-	-	-	382,770
Grants		-	-	-	-	-	-
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	-
Other		-	-	-	-	-	-
Other Federal Revenue		-	-	-	-	-	-
TOTAL REVENUE FROM FEDERAL SOURCES		737,781	81,932	-	-	-	819,713

LOCAL and OTHER REVENUE

Contributions and Donations, Fundraising		-	-	-	-	-	-
Erate Reimbursement		-	-	-	-	-	-
Interest Income, Earnings on Investments,		-	-	-	-	-	-
NYC-DYCD (Department of Youth and Community Developmt.)		-	-	-	-	-	-
Food Service (Income from meals)		16,476	-	-	-	-	16,476
Text Book		-	-	-	-	-	-
Other Local Revenue		-	-	-	-	-	-
TOTAL REVENUE FROM LOCAL and OTHER SOURCES		16,476	-	-	-	-	16,476

TOTAL REVENUE

REGULAR EDUCATION	8,919,120	210,448	-	-	-	9,129,568
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List exact titles and staff FTE's (Full time equivalent)

EXPENSES

ADMINISTRATIVE STAFF PERSONNEL COSTS

	No. of Positions	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Executive Management	-	-	-	-	-	-	-
Instructional Management	1.00	153,062	-	-	-	-	153,062
Deans, Directors & Coordinators	3.00	205,112	-	-	-	-	205,112
CFO / Director of Finance	-	-	-	-	-	-	-
Operation / Business Manager	-	-	-	-	-	-	-
Administrative Staff	2.38	91,274	-	-	-	-	91,274
TOTAL ADMINISTRATIVE STAFF	6	449,448	-	-	-	-	449,448

Principal
Deans
Office staff and student recruitment specialist

INSTRUCTIONAL PERSONNEL COSTS

Teachers - Regular	28.00	1,528,676	-	-	-	-	1,528,676
Teachers - SPED	2.00	-	114,376	-	-	-	114,376
Substitute Teachers	-	24,480	-	-	-	-	24,480
Teaching Assistants	5.50	202,104	-	-	-	-	202,104
Specialty Teachers	6.00	327,573	-	-	-	-	327,573
Aides	0.88	-	17,907	-	-	-	17,907

Classroom, specials, and ELL teachers
Resource room teachers
Academic specialists, paraprofessionals - grant funded
Special education and recess aides

Southside Academy Charter School

PROJECTED BUDGET FOR 2014-2015

July 1, 2014 to June 30, 2015

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 147. This will populate the data in row 9.

PROJECTED BUDGET FOR 2014-2015								Assumptions
July 1, 2014 to June 30, 2015								DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 147. This will populate the data in row 9.								
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL		
Total Revenue	8,919,120	210,448	-	-	-	9,129,568		
Total Expenses	6,702,805	174,587	-	-	2,252,176	9,129,568		
Net Income	2,216,315	35,861	-	-	(2,252,176)	(0)		
Actual Student Enrollment	680	26						
Total Paid Student Enrollment	670	26				670		
PROGRAM SERVICES								
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL		
Therapists & Counselors	0.10	-	5,484	-	-	5,484	Speech, social work, counselors	
Other	-	-	-	-	-	-		
TOTAL INSTRUCTIONAL	42	2,082,833	137,767	-	-	2,220,600		
NON-INSTRUCTIONAL PERSONNEL COSTS								
Nurse	-	-	-	-	-	-		
Librarian	1.00	47,690	-	-	-	47,690	Library Tech Specialist	
Custodian	-	-	-	-	-	-		
Security	-	-	-	-	-	-		
Other	-	-	-	-	-	-		
TOTAL NON-INSTRUCTIONAL	1	47,690	-	-	-	47,690		
SUBTOTAL PERSONNEL SERVICE COSTS	50	2,579,971	137,767	-	-	2,717,738		
PAYROLL TAXES AND BENEFITS								
Payroll Taxes	-	228,980	10,643	-	-	239,623		
Fringe / Employee Benefits	-	500,082	19,980	-	-	520,062	Includes tuition reimbursement	
Retirement / Pension	-	51,855	2,217	-	-	54,072		
TOTAL PAYROLL TAXES AND BENEFITS	-	780,917	32,840	-	-	813,757		
TOTAL PERSONNEL SERVICE COSTS	-	3,360,888	170,607	-	-	3,531,495		
CONTRACTED SERVICES								
Accounting / Audit	-	-	-	-	327,420	327,420	Audit fees and accounting services	
Legal	-	-	-	-	18,900	18,900	Legal fees	
Management Company Fee	-	-	-	-	-	-		
Nurse Services	-	-	-	-	-	-		
Food Service / School Lunch	-	-	-	-	-	-		
Payroll Services	-	-	-	-	-	-		
Special Ed Services	-	-	-	-	147,361	147,361	Special education contracted and billed services	
Titlement Services (i.e. Title I)	-	-	-	-	99,792	99,792	Intervention services	
Other Purchased / Professional / Consulting	-	-	-	-	1,658,703	1,658,703	Human resources and support services; academic and general support	
TOTAL CONTRACTED SERVICES	-	-	-	-	2,252,176	2,252,176		
SCHOOL OPERATIONS								
Board Expenses	-	-	-	-	-	-		
Classroom / Teaching Supplies & Materials	-	116,629	-	-	-	116,629		
Special Ed Supplies & Materials	-	-	3,300	-	-	3,300		
Textbooks / Workbooks	-	126,272	-	-	-	126,272		
Supplies & Materials other	-	22,200	-	-	-	22,200	Office supplies, library books and library supplies	
Equipment / Furniture	-	68,850	-	-	-	68,850	Rental of instructional equipment/furniture and minor equipment purchases	
Telephone	-	-	-	-	-	-		
Technology	-	409,962	-	-	-	409,962	Software and technology services	
Student Testing & Assessment	-	160,967	-	-	-	160,967		
Field Trips	-	4,080	-	-	-	4,080	Field trips	
Transportation (student)	-	-	-	-	-	-		
Student Services - other	-	-	-	-	-	-		
Office Expense	-	96,638	-	-	-	96,638	Printing, copier costs, postage, dues and fees	
Staff Development	-	88,333	340	-	-	88,673	Training, professional development, meetings and meals	
Staff Recruitment	-	2,700	-	-	-	2,700	Fingerprinting, background checks, employee expenses, staff events	
Student Recruitment / Marketing	-	222,197	-	-	-	222,197	Advertising and marketing and business development	
School Meals / Lunch	-	407,552	-	-	-	407,552	Food service costs	
Travel (Staff)	-	7,295	340	-	-	7,635		
Fundraising	-	-	-	-	-	-		
Other	-	1,100	-	-	-	1,100	Curriculum development, school quality, and general admin support	
TOTAL SCHOOL OPERATIONS	-	1,734,775	3,980	-	-	1,738,755		
FACILITY OPERATION & MAINTENANCE								
Insurance	-	20,953	-	-	-	20,953	Liability insurance, property insurance, board insurance	

Southside Academy Charter School

PROJECTED BUDGET FOR 2014-2015

PROJECTED BUDGET FOR 2014-2015							Assumptions
July 1, 2014 to June 30, 2015							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 147. This will populate the data in row 9.							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	8,919,120	210,448	-	-	-	9,129,568	
Total Expenses	6,702,805	174,587	-	-	2,252,176	9,129,568	
Net Income	2,216,315	35,861	-	-	(2,252,176)	(0)	
Actual Student Enrollment	680	26					
Total Paid Student Enrollment	670	26				670	
	PROGRAM SERVICES			SUPPORT SERVICES			
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Janitorial	131,332	-	-	-	-	131,332	Custodial
Building and Land Rent / Lease	1,221,543	-	-	-	-	1,221,543	Includes property taxes
Repairs & Maintenance	135,783	-	-	-	-	135,783	
Equipment / Furniture	22,515	-	-	-	-	22,515	Rental of equipment and furniture
Security	-	-	-	-	-	-	
Utilities	75,016	-	-	-	-	75,016	Gas, electric, sewer and water, waste and trash
TOTAL FACILITY OPERATION & MAINTENANCE	1,607,142	-	-	-	-	1,607,142	
DEPRECIATION & AMORTIZATION	-	-	-	-	-	-	
DISSOLUTION ESCROW & RESERVES / CONTINGENCY	-	-	-	-	-	-	
TOTAL EXPENSES	6,702,805	174,587	-	-	2,252,176	9,129,568	
NET INCOME	2,216,315	35,861	-	-	(2,252,176)	(0)	
ENROLLMENT - *School Districts Are Linked To Above Entries*	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED				
Syracuse School District	666	26	666				
Liverpool Central school District	14	-	14				
School District 3 (Enter Name)			-				
School District 4 (Enter Name)			-				
School District 5 (Enter Name)			-				
TOTAL ENROLLMENT	680	26	680				
REVENUE PER PUPIL	13,116	8,094	-				
EXPENSES PER PUPIL	9,857	6,715	-				

Appendix E: Disclosure of Financial Interest Form

Created Friday, August 01, 2014

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421800860845 SOUTHSIDE ACADEMY 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 2013-14 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-trustee-disclosure-form/>. Trustees may download and/or email their forms to you upon completion.

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 <https://fluidsurveys.com/account/surveys/540612/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 Friday, August 01, 2014

Page 1

421800860845 SOUTHSIDE ACADEMY 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	Dr. James Duah-Agyeman	Member	Yes	Education	Number of terms served: 2 Length of each term: 2 – Three year term Date of Election: March 2009 Expiration of Term: June 2015	
2	Carol Hill	Vice Chair/Vice President	Yes	Education	Number of terms served:4 Length of each term: 4 – Three year terms and 1 – Two year term Date of Election: March 2002 Expiration of Term: June 2016	
3	Tracy Miller	Secretary	Yes	Parent	Number of terms served:2 Length of each term: 2 - three year term Date of Election: April 2008 Expiration of Term: June 2014	
4	Dr. Leonese Nelson	Treasurer	Yes	Education	Number of terms served: 3 Length of each term: 3 – three year terms Date of Election: June 2006 Expiration of Term: June 2015	
5	Kevin Walsh	Chair/President	Yes	Law Enforcement/Community Member	Number of terms served: 5 Length of each term: 5 – Three year term Date of Election: March 2002 Expiration of Term: June 2017	

2. Total Number of Members Joining Board during the 2013-14 school year

0

3. Total Number of Members Departing the Board during the 2013-14 school year

0

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

7

5. How many times did the Board meet during the 2013-14 school year?

10

6. How many times will the Board meet during the 2014-15 school year?

10

Thank you.

*SOUTHSIDE ACADEMY CHARTER SCHOOL
Board Meeting Minutes
Tuesday, August 20, 2013 at 4:00 PM*

4. MANAGEMENT REPORTS

Principal Report/School Leadership Team Report

Delvin Vick presented the Principal Report/ School Leadership Team Report. Mr. Vick discussed Southside Academy Charter School's results from the recent New York State Math and English Language Arts exams. Based on the exam results, Southside Academy Charter School ranked sixth in both Math and English Language Arts when compared to other schools in the Syracuse City School District. Moving forward, Mr. Vick indicated that there will be an enhanced focus on foundational reading skills as well as increased communication and interaction with parents.

i. School Performance Dashboard Suite

The School Performance Dashboard Suite was presented.

- a. ACT Explore – The 2012-13 ACT Explore results were reviewed and discussed by the Board. Board Trustee Dr. Leonese Nelson suggested the use of BigFuture, a website developed by the College Board, as a resource to assist students as they begin their initial preparations for college.
- b. The Parent Satisfaction Survey Results were reviewed by the Board.

School Improvement Committee Report

Delvin Vick presented the School Improvement Committee Report. The Committee will have its first formal meeting of the school year in September.

5. DISCUSSION ITEMS

- a. Board Mail – The issue of the Board's Mail was discussed as well as the importance of receiving correspondence in a timely manner.
- b. The 2012-2013 Annual Report was discussed. Andrew Gayle reported that the first portion of the 2012-2013 Annual Report was submitted to the New York State Education Department on August 1, 2013. The subsequent parts of the report are in preparation and will be submitted in a timely manner.
- c. The Auditor Planning Communication from Plante & Moran was reviewed by the Board.

6. ACTION ITEMS

Approval of the June 18, 2013 Board Meeting Minutes

A motion was made by Dr. Leonese Nelson and seconded by Carol Hill to approve the June 18, 2013 Board Meeting Minutes as submitted. The motion was approved unanimously.

Authorization of NHA to Access and Open Board Mail at the School

A motion was made by Tracy Miller and seconded by Dr. Leonese Nelson to authorize the NHA Board Representative to access and open mail addressed to the Board that is sent to the school. The motion was approved unanimously.

SOUTHSIDE ACADEMY CHARTER SCHOOL
Board Meeting Minutes
Tuesday, August 20, 2013 at 4:00 PM

Approval of the 2013-2014 Board Funds Budget
Tabled.

Approval of the Personnel Hires

A motion was made by Carol Hill and seconded by Dr. Leonese Nelson to approve the Personnel Hires of:

- Laura Blair as a 5th Grade Teacher
- Jennifer Dirk as a 3rd Grade Teacher
- Zachary Fame as a 7th/8th Grade Social Studies Teacher
- Alonzo Graham as a Middle School Dean
- Amy Konz as a Substitute Teacher
- Allysa Pantano as a 7th Grade Math Teacher
- Eileen Ann Arocho as a 2nd Grade Teacher
- Gia Pascarella Pilger as a 3rd Grade Teacher

The motion was approved unanimously.

7. NEW BUSINESS

None was presented.

8. PUBLIC COMMENT

None was given.

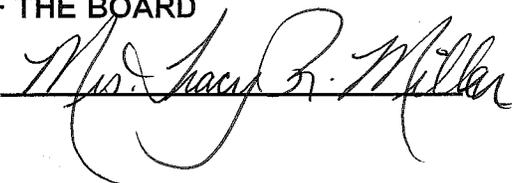
9. ADJOURNMENT

The meeting was adjourned at 5:19 PM.

Next Meeting:
September 17, 2013 at 4:00 PM

OFFICER OF THE BOARD

SIGNATURE



*SOUTHSIDE ACADEMY CHARTER SCHOOL
Board Meeting Minutes
Tuesday, September 17, 2013 at 4:00 PM*

has worked well. Syracuse Mayor, Stephanie Miner, recently visited the school and viewed a bullying awareness program. In addition, Mayor Miner also answered student questions. Finally, Southside Academy Charter School's parents have been responsive to joining various school committees.

i. School Performance Dashboard Suite

The School Performance Dashboard Suite was presented.

- a. The Proficiency Counts & Percents were reviewed and discussed by the Board.

School Improvement Committee Report

Delvin Vick presented the School Improvement Committee Report. The School Improvement Committee reviewed data from the 2012-2013 New York State exams as well as the EngageNY curriculum. The School Improvement Committee will meet again in October.

5. DISCUSSION ITEMS

- a. NHA Board Symposiums – The Board reviewed the dates for the upcoming Board Symposiums which will be held on October 10, 2013 in New York City and October 15, 2013 in Eastern Michigan.
- b. Board Satisfaction Survey Results – The Board reviewed a summary of results from the Board Satisfaction Survey.
- c. The Fourth Quarter Financial Statements were reviewed and discussed by the Board.

6. ACTION ITEMS

Approval of the August 20, 2013 Board Meeting Minutes

A motion was made by Tracy Miller and seconded by Carol Hill to approve the August 20, 2013 Board Meeting Minutes as submitted. The motion was approved unanimously.

Approval of the 2013-2014 Staff Roster

A motion was made by Dr. James Duah-Agyeman and seconded by Tracy Miller to approve the 2013-2014 Staff Roster as submitted. The motion was approved unanimously.

Approval of the Personnel Hire

A motion was made by Tracy Miller and seconded by Dr. James Duah-Agyeman to approve the Personnel Hire of Donna Gibson as a Substitute Teacher and Matthew Smith as a 7th Grade ELA Teacher. The motion was approved unanimously.

7. NEW BUSINESS

None was presented.

*SOUTHSIDE ACADEMY CHARTER SCHOOL
Board Meeting Minutes
Tuesday, September 17, 2013 at 4:00 PM*

8. PUBLIC COMMENT

None was given.

9. ADJOURNMENT

The meeting was adjourned at 4:38 PM.

**Next Meeting:
October 15, 2013 at 4:00 PM**

OFFICER OF THE BOARD

SIGNATURE

Mrs. Tracy R. Miller

SOUTHSIDE ACADEMY CHARTER SCHOOL
Board Meeting Minutes
Tuesday, October 15, 2013 at 4:00 PM

Meeting held at:
 Southside Academy Charter School
 2200 Onondaga Creek Blvd.
 Syracuse, NY 13207

BOARD OF TRUSTEES: PRESENT UNABLE TO ATTEND TERM EXPIRATIONS

Dr. James Duah-Agyeman – Trustee	X		June 2015
Carol Hill – Vice President	X		June 2016
Tracy Miller – Secretary	X		June 2014
Dr. Leonese Nelson – Treasurer	X		June 2015
Kevin Walsh – President		X	June 2014

Non-Board Members Attending:

1. Lindsay Therrien – Teacher
2. Delvin Vick – Principal
3. Andrew Gayle – NHA

1. CALL TO ORDER

Carol Hill called the meeting to order at 4:10 PM.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Dr. James Duah-Agyeman and seconded by Dr. Leonese Nelson to approve the agenda as submitted. The motion was approved unanimously.

*SOUTHSIDE ACADEMY CHARTER SCHOOL
Board Meeting Minutes
Tuesday, October 15, 2013 at 4:00 PM*

4. MANAGEMENT REPORTS

Principal Report/School Leadership Team Report

Delvin Vick presented the Principal Report/School Leadership Team Report. Southside Academy Charter School currently has an enrollment of 686 students and attendance is 97%. The school has adopted a new math curriculum, "Big Ideas Math" for grades 6-8 to provide better alignment to the Common Core State Standards. Mr. Vick provided an overview of preliminary results from the Northwest Evaluation Association (NWEA) exams. He indicated that early intervention will be provided to students based on results from the NWEA exams. Finally, Southside Academy Charter School will have its first Annual Teacher-Parent Basketball Classic on November 7, 2013.

School Improvement Committee Report

Delvin Vick presented the School Improvement Committee Report. Southside Academy Charter School has continued its efforts to engage parents with weekly teacher newsletters as well as phone calls from Mr. Vick. Parents will also receive a letter detailing the importance of upcoming mock testing for students. Members of the staff will focus their efforts on enhancing the reading skills of students in the middle grades. Karate and basketball programs have started at the school and a line dancing program will be offered soon. Finally, members of the School Improvement Committee will meet to review and analyze recent NWEA results.

5. DISCUSSION ITEMS

None.

6. ACTION ITEMS

Approval of the September 17, 2013 Board Meeting Minutes

A motion was made by Tracy Miller and seconded by Dr. Leonese Nelson to approve the September 17, 2013 Board Meeting Minutes as submitted. The motion was approved unanimously.

7. NEW BUSINESS

Approval of the Personnel Hire

A motion was made by Dr. Leonese Nelson and seconded by Dr. James Duah-Agyeman to approve the Personnel Hire of Ashley Schinto as a Substitute Teacher. The motion was approved unanimously.

Dr. James Duah-Agyeman provided the Board with a summary of the NHA Board Symposium held on October 10, 2013 in New York City. Dr. Duah-Agyeman indicated that the information presented at the Symposium was very useful and appreciated the opportunity to meet and exchange ideas with Board members from other NHA-partner schools.

SOUTHSIDE ACADEMY CHARTER SCHOOL
Board Meeting Minutes
Tuesday, October 15, 2013 at 4:00 PM

8. PUBLIC COMMENT

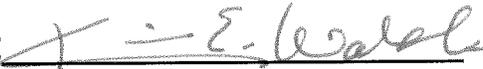
None was given.

9. ADJOURNMENT

The meeting was adjourned at 5:07 PM.

**Next Meeting:
November 19, 2013 at 4:00 PM**

OFFICER OF THE BOARD

SIGNATURE 

SOUTHSIDE ACADEMY CHARTER SCHOOL
Board Meeting Minutes
Tuesday, November 19, 2013 at 4:00 PM

Meeting held at:
 Southside Academy Charter School
 2200 Onondaga Creek Blvd.
 Syracuse, NY 13207

BOARD OF TRUSTEES: PRESENT UNABLE TO ATTEND TERM EXPIRATIONS

Dr. James Duah-Agyeman – Trustee	X		June 2015
Carol Hill – Vice President	X		June 2016
Tracy Miller – Secretary	X		June 2014
Dr. Leonese Nelson – Treasurer	X		June 2015
Kevin Walsh – President	X		June 2014

Non-Board Members Attending:

1. Montwella Q. Derby – Parent
2. Lindsay Therrien – Teacher
3. Alonzo Graham – Dean
4. Andrew Gayle – NHA

1. CALL TO ORDER

Kevin Walsh called the meeting to order at 4:06 PM.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Dr. James Duah-Agyeman and seconded by Carol Hill to approve the agenda as submitted. The motion was approved unanimously.

SOUTHSIDE ACADEMY CHARTER SCHOOL
Board Meeting Minutes
Tuesday, November 19, 2013 at 4:00 PM

Approval of the Personnel Hires

A motion was made by Carol Hill and seconded by Dr. James Duah-Agyeman to approve the Personnel Hires of:

- Donna Gibson as a 5th Grade Teacher
- Tara Rudy as a Teacher in Residence/Substitute Teacher
- Teresa Greene as a Substitute Teacher

The motion was approved unanimously.

Approval of the 2013-2014 Amended Budget

A motion was made by Dr. Leonese Nelson and seconded by Tracy Miller to approve the 2013-2014 Amended Budget as submitted. The motion was approved unanimously.

7. NEW BUSINESS

None was presented.

8. PUBLIC COMMENT

Ms. Montwella Q. Derby, a parent of a Southside Academy Charter School student, suggested that communication with parents should be improved to ensure they are aware of changes to the teaching staff.

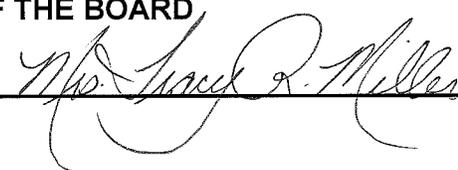
9. ADJOURNMENT

The meeting was adjourned at 5:00 PM.

Next Meeting:
January 21, 2014 at 4:00 PM

OFFICER OF THE BOARD

SIGNATURE



*SOUTHSIDE ACADEMY CHARTER SCHOOL
Board Meeting Minutes
Tuesday, January 21, 2014 at 4:00 PM*

3. APPROVAL OF THE AGENDA

A motion was made by Tracy Miller and seconded by Dr. Leonese Nelson to approve the agenda as submitted. The motion was approved unanimously.

4. MANAGEMENT REPORTS

Principal Report/School Leadership Team Report

Delvin Vick presented the Principal Report/School Leadership Team Report.

Highlights included:

- A new policy related to teacher absences will be introduced to staff.
- Substitute teachers have served as valuable resources in providing coverage for classroom teachers when professional development is offered.
- During a recent "Coffee with the Principal", parents provided a number of suggestions. The school's leadership team will develop an action plan in response to the parents' suggestions.
- Based on recent NWEA Winter testing, Kindergarten students have shown a year of growth.
- An induction ceremony for the National Junior Honor Society along with a spaghetti dinner will be held on Friday, January 31, 2014 at Payton Temple.
- In honor of the 2014 National Reading Month, Southside Academy will participate in an electronics "blackout" during March. During this event, parents and students will be asked to turn off their electronics and dedicate 30 minutes towards book reading. A number of incentives will be offered to students to encourage them to read.

i. School Performance Dashboard Suite

The School Performance Dashboard Suite was presented.

- a. The Board reviewed the Enrollment & Attendance data. Southside's 2013-2014 attendance rate has increased in comparison to 2012-2013. In addition, the school's 2012-2013 attrition rate has decreased in comparison to 2011-2012.

School Improvement Committee Report

The School Improvement Committee will meet in early February. A report by the Committee will be provided to the Board during the February meeting.

NHA Services: Informational Videos

The NHA Informational Videos were viewed and discussed.

*SOUTHSIDE ACADEMY CHARTER SCHOOL
Board Meeting Minutes
Tuesday, January 21, 2014 at 4:00 PM*

5. DISCUSSION ITEMS

- a. The Board reviewed IRS Form 990 for the 2012-2013 year.
- b. The 2014 National Charter Schools Conference was discussed by the Board. The conference will be held June 29 – July 2, 2014 in Las Vegas.
- c. The members of the Board reviewed the Personal Profile Update Forms and made corrections where necessary.
- d. The 2014-2015 Board Meetings Calendar was reviewed and discussed. The Board would like to ensure that their February 2015 meeting is not held during the school's spring break.
- e. The Board's formal Response to State Comptroller's Audit Report was discussed.

6. ACTION ITEMS

Approval of the November 19, 2013 Board Meeting Minutes

A motion was made by Dr. Leonese Nelson and seconded by Tracy Miller to approve the November 19, 2013 Board Meeting Minutes as submitted. The motion was approved unanimously.

Reappointment of Tracy Miller

A motion was made by Dr. Leonese Nelson and seconded by Dr. James Duah-Agyeman to Reappoint Tracy Miller to Serve an Additional One-year Term on the Southside Academy Charter School Board of Trustees to Expire in June of 2015. The motion was approved unanimously.

Reappointment of Kevin Walsh

A motion was made by Tracy Miller and seconded by Dr. James Duah-Agyeman to Reappoint Kevin Walsh to Serve an Additional Three-year Term on the Southside Academy Charter School Board of Trustees to Expire in June of 2017. The motion was approved unanimously.

Appointment of the 2013-2014 Audit Firm

A motion was made by Tracy Miller and seconded by Dr. Leonese Nelson to appoint Plante Moran as the 2013-2014 Audit Firm. The motion was approved unanimously.

Approval of the 2014-2015 Offered Seats Schedule

A motion was made by Dr. James Duah-Agyeman and seconded by Dr. Leonese Nelson to approve the 2014-2015 Offered Seats Schedule as presented. The motion was approved unanimously.

7. NEW BUSINESS

None was presented.

SOUTHSIDE ACADEMY CHARTER SCHOOL
Board Meeting Minutes
Tuesday, January 21, 2014 at 4:00 PM

8. PUBLIC COMMENT

None was given.

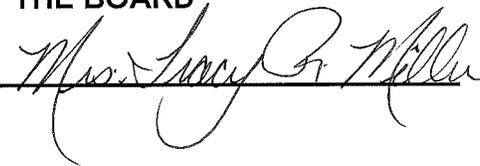
9. ADJOURNMENT

The meeting was adjourned at 5:11 PM.

Next Meeting:
February 11, 2014 at 4:00 PM

OFFICER OF THE BOARD

SIGNATURE

A handwritten signature in cursive script, appearing to read "Mrs. Tracy G. Miller", is written over a horizontal line.

SOUTHSIDE ACADEMY CHARTER SCHOOL

Board Meeting Minutes

Tuesday, February 11, 2014 at 4:00 PM

Highlights included:

- NWEA testing was recently completed. In reading, grades two through eight demonstrated a rate of growth of 175 percent. The average rate of growth for NHA partner schools is 150 percent.
- The recent induction ceremony for the National Junior Honor Society and the spaghetti dinner that followed was well attended by parents.
- A number of parents have expressed an interest in forming a Parent Teacher Organization at Southside Academy Charter School.
- Southside Academy Charter School will implement a New York State Testing Success Plan consisting of six tutors and a five-week Saturday School.

School Improvement Committee Report

Delvin Vick presented the School Improvement Committee Report.

Highlights included:

- The Committee discussed teacher turnover and satisfaction as well as parent satisfaction.
- Moving forward, the Committee plans to meet two to three times per month.
- The Committee will also focus a portion of their efforts on ways to enhance math proficiency of Southside's scholars.

5. DISCUSSION ITEMS

- a. Technology Update – TABLED
- b. Second Quarter Financial Statements – The Board reviewed the Second Quarter Financial Statements ending on December 31, 2013.

6. ACTION ITEMS

Approval of the January 21, 2014 Board Meeting Minutes

A motion was made by Dr. Leonese Nelson and seconded by Carol Hill to approve the January 21, 2014 Board Meeting Minutes as submitted. The motion was approved unanimously.

7. NEW BUSINESS

Approval of the Personnel Hire

A motion was made by Dr. Leonese Nelson and seconded by Carol Hill to approve the Personnel Hire of:

- Matthew Barlow as a Music Teacher

The motion was approved unanimously.

SOUTHSIDE ACADEMY CHARTER SCHOOL
Board Meeting Minutes
Tuesday, February 11, 2014 at 4:00 PM

With the addition of Mr. Barlow to the Southside Academy Charter School staff, Dr. Leonese Nelson recommended that he assume all music responsibilities within the school.

The Board discussed the Corrective Action Plan which must be submitted in response to the audit findings of the Office of the New York State Comptroller.

The Members of the Board discussed their availability to attend the 2014 National Charter Schools Conference.

Members of the New York State Education Department's Charter Schools Office plan to conduct a half-day site visit at Southside Academy Charter School on March 13, 2014.

The Board will determine a date for a retreat during March or May.

The Board discussed potential changes to the Common Core Learning Standards that are currently under review by the New York State Board of Regents.

8. PUBLIC COMMENT

None was given.

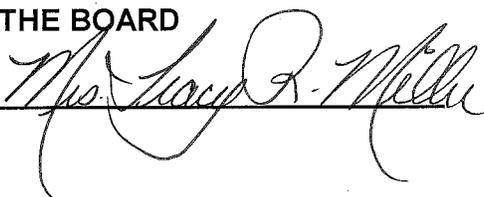
9. ADJOURNMENT

The meeting was adjourned at 4:49 PM.

Next Meeting:
March 18, 2014 at 4:00 PM

OFFICER OF THE BOARD

SIGNATURE



*SOUTHSIDE ACADEMY CHARTER SCHOOL
Board Meeting Minutes
Tuesday, March 18, 2014 at 4 p.m.*

Highlights included:

- Southside Academy's current enrollment is at 683 scholars.
 - Students recently completed New York State Mock Testing for ELA, math, and science.
 - A school crest was recently designed for Southside Academy.
 - On March 8, 2014, a concert was held at Barnes & Noble in celebration of the start of "The Blackout", a month-long event dedicated to reading. An article regarding "The Blackout" was recently published in The Stand.
 - An accelerated math program will be implemented at Southside Academy as well as a five-week Saturday School.
- i. 2014-2015 Academic School Improvement Plan Goals
Delvin Vick presented the 2014-2015 Academic School Improvement Plan goals.
- ii. School Performance Report Dashboard Suite
The School Performance Report Dashboard Suite was presented.
- a. Proficiency & Growth – The Board noted the NWEA testing results, which included the proficiency and growth of students as well as disaggregated data for Free and Reduced Lunch students and English Language Learners.

School Improvement Committee Report

The School Improvement Committee Report was not presented.

NHA Services: Informational Videos

The NHA Informational Videos were viewed and discussed.

5. DISCUSSION ITEMS

- a. Technology Update – The Board of Trustees reviewed 2014-2015 IT Initiatives at Southside Academy Charter School.
- b. 2013-2014 Board Satisfaction Survey – The Board reviewed information regarding the 2013-2014 Board Satisfaction Survey which serves as a valuable tool in the development of Board Symposiums and Board Training Modules.
- c. 2014 Board Symposiums – The Board discussed the 2014 NHA Board Symposiums, which are tentatively scheduled to be held in Atlanta, Columbus and Lansing during September and/or October.
- d. Teacher Appreciation Week – The Board discussed information regarding Teacher Appreciation Week, which will take place May fifth through ninth. During this time teachers will be celebrated for the important impact they have on the lives of children. In recognition of the efforts of Southside Academy's teachers, the Board would like to provide lunch to the staff during Teacher Appreciation Week.

SOUTHSIDE ACADEMY CHARTER SCHOOL

Board Meeting Minutes

Tuesday, March 18, 2014 at 4 p.m.

6. ACTION ITEMS

Approval of the February 11, 2014 Board Meeting Minutes

A motion was made by Tracy Miller and seconded by Dr. Leonese Nelson to approve the February 11, 2014 Board Meeting Minutes as submitted. The motion was approved unanimously.

Approval of the 2014-2015 Board Meetings Calendar

A motion was made by Dr. Leonese Nelson and seconded by Carol Hill to approve the 2014-2015 Board Meetings Calendar with the understanding that there might be adjustments to reflect any conflicts with the 2014-2015 School Calendar. The motion was approved unanimously.

7. NEW BUSINESS

Authorization of Board President to Sign Corrective Action Plan

A motion was made by Carol Hill and seconded by Dr. James Duah-Agyeman to authorize Board President Kevin Walsh to sign a Corrective Action Plan in response to the Office of the New York State Comptroller's recent audit of the school. The motion was approved unanimously.

Approval of the Personnel Hires

A motion was made by Tracy Miller and seconded by Dr. Leonese Nelson to approve the Personnel Hires of:

- Elizabeth Danaher as a Temporary Teacher
- Olivia Norton as a Temporary Teacher
- Carmen Boyer as a Temporary Teacher
- Shannon Vulacano as a Temporary Teacher
- Anne Landstrom as a Temporary Teacher

The motion was approved unanimously.

Approval of the Revised 2013-2014 School Calendar

A motion was made by Dr. James Duah-Agyeman and seconded by Dr. Leonese Nelson to approve the Revised 2013-2014 School Calendar as submitted. The motion was approved unanimously.

SOUTHSIDE ACADEMY CHARTER SCHOOL
Board Meeting Minutes
Tuesday, March 18, 2014 at 4 p.m.

8. PUBLIC COMMENT

None was given.

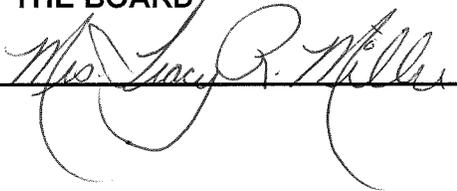
9. ADJOURNMENT

The meeting was adjourned at 5:26 p.m.

Next Meeting:
April 15, 2014 at 4 p.m.

OFFICER OF THE BOARD

SIGNATURE

A handwritten signature in cursive script, appearing to read "Mrs. Tracy R. Miller", is written over a horizontal line.

SOUTHSIDE ACADEMY CHARTER SCHOOL
Board Meeting Minutes
Tuesday, April 15, 2014 at 4 p.m.

Meeting held at:
 Southside Academy Charter School
 2200 Onondaga Creek Blvd.
 Syracuse, NY 13207

BOARD OF TRUSTEES: PRESENT UNABLE TO ATTEND TERM EXPIRATIONS

Dr. James Duah-Agyeman – Trustee	X		June 2015
Carol Hill – Vice President	X		June 2016
Tracy Miller – Secretary	X		June 2015
Dr. Leonese Nelson – Treasurer		X	June 2015
Kevin Walsh – President		X	June 2017

Non-Board Members Attending:

1. Lauren Devendorf – Guest
2. Zachary Fame – Teacher
3. Louis B. Euwell – PTO President
4. K. Monique Bloomfield – PTO Representative
5. John J. Hughes – PTO Representative
6. Amy St. John – Teacher
7. Katie Moulton – Dean
8. Lindsay Therrien – Teacher
9. Alonzo Graham – Dean
10. Delvin Vick – Principal
11. Andrew Gayle – NHA

1. CALL TO ORDER

Carol Hill called the meeting to order at 4:05 p.m.

2. ROLL CALL

Roll call was held.

*SOUTHSIDE ACADEMY CHARTER SCHOOL
Board Meeting Minutes
Tuesday, April 15, 2014 at 4 p.m.*

3. APPROVAL OF THE AGENDA

A motion was made by Tracy Miller and seconded by Dr. James Duah-Agyeman to approve the agenda as submitted. The motion was approved unanimously.

4. MANAGEMENT REPORTS

Principal Report/School Leadership Team Report

Delvin Vick presented the Principal Report/School Leadership Team Report.

Highlights included:

- Ninety-eight percent of students tested for the recent New York State English Language Arts examination.
- Southside Academy hosted the New York State Education Department for a half-day visit on March 31.
- Syracuse University Basketball Coach, Jim Boeheim, has agreed to read to Southside students and discuss what is necessary to be a successful student-athlete.
- An accelerated math program has been implemented at the school.
- Southside Academy's summer program will begin in July.

Members of Southside Academy Charter School's Parent Teacher Organization (PTO) provided the Board with information on their goals and initiatives.

- The PTO will place a strong focus on parents in order to assist them in supporting as well as advocating for students.
- The members of the PTO will seek guidance in the creation of their Bylaws, would like to be held accountable by the Board, and request that the Board be patient as the PTO attempts to address a number of issues that are faced by Southside's parents.
- The PTO has established a goal of having sixty percent of parents engaged in its activities.
- It was requested that Principal Vick provide parents with the PTO meeting dates and times.

Principal Vick will speak with a number of schools to gain additional information on the concept of a parent liaison.

School Improvement Committee Report

The School Improvement Committee Report was not presented.

5. DISCUSSION ITEMS

- a. The 2014-2015 Student Code of Conduct was reviewed by the Board.

*SOUTHSIDE ACADEMY CHARTER SCHOOL
Board Meeting Minutes
Tuesday, April 15, 2014 at 4 p.m.*

6. ACTION ITEMS

Approval of the March 18, 2014 Board Meeting Minutes

A motion was made by Dr. James Duah-Agyeman and seconded by Tracy Miller to approve the March 18, 2014 Board Meeting Minutes as submitted. The motion was approved unanimously.

Approval of the 2013-2014 Regular & A-133 Audit Letter of Engagement

A motion was made by Tracy Miller and seconded by Dr. James Duah-Agyeman to approve the 2013-2014 Regular & A-133 Audit Letter of Engagement as submitted. The motion was approved unanimously.

Approval of the 2014-2015 Student Code of Conduct

A motion was made by Dr. James Duah-Agyeman and seconded by Tracy Miller to approve the 2014-2015 Student Code of Conduct as presented and to authorize the principal to finalize the Student Code of Conduct with the understanding that any substantial changes shall be presented to the Board for approval. The motion was approved unanimously.

Approval of the Schools Against Violence in Education (SAVE) Plan

A motion was made by Tracy Miller and seconded by Dr. James Duah-Agyeman to approve the Schools Against Violence in Education (SAVE) Plan as submitted. The motion was approved unanimously.

7. NEW BUSINESS

The PTO will address the members of the Board during the monthly Board meetings. If the PTO would like a Board member to attend its meetings, this will be communicated to Principal Vick.

Board member Dr. James Duah-Agyeman plans to attend a charter school symposium hosted by St. John Fisher College.

Board Member Carol Hill suggested that the Syracuse City and the Onondaga County Police be used as resources in Southside Academy's safety drills.

The Board members will review their calendars to determine if Board meetings can be held during the second week of the month for the 2014-2015 academic year.

8. PUBLIC COMMENT

Amy St. John, a Spanish teacher at Southside Academy, would like to introduce more fresh food to students as part of their breakfast and lunch options. There are a number of local organizations that can provide fresh fruit to schools.

SOUTHSIDE ACADEMY CHARTER SCHOOL
Board Meeting Minutes
Tuesday, April 15, 2014 at 4 p.m.

9. EXECUTIVE SESSION

A motion was made by Dr. James Duah-Agyeman and seconded by Tracy Miller to enter Executive Session in order to discuss a personnel matter. Lauren Devendorf, Zachary Fame, Katie Moulton, Alonzo Graham, Delvin Vick, and Andrew Gayle were permitted to stay during the Executive Session.

The motion was approved in a roll call vote.

ROLL CALL VOTE:

Yes

No

Dr. James Duah-Agyeman – Trustee	X	
Carol Hill – Vice President	X	
Tracy Miller – Secretary	X	

EXECUTIVE SESSION

A motion was made by Dr. James Duah-Agyeman and seconded by Tracy Miller to re-enter open session.

The motion was approved in a roll call vote.

ROLL CALL VOTE:

Yes

No

Dr. James Duah-Agyeman – Trustee	X	
Carol Hill – Vice President	X	
Tracy Miller – Secretary	X	

10. ADJOURNMENT

The meeting was adjourned at 6 p.m.

Next Meeting:
May 20, 2014 at 4 p.m.

OFFICER OF THE BOARD

SIGNATURE



*SOUTHSIDE ACADEMY CHARTER SCHOOL
Board Meeting Minutes
Tuesday, May 20, 2014 at 4 p.m.*

Highlights included:

- The New York State Exams were completed on May 2, 2014.
- “Muffins for Mom” was a successful event and there will be a similar program for fathers in June, “Donuts for Dad”.
- With the Board’s support, Principal Vick will explore the use of different calendars for future school years to mitigate summer learning loss and enhance remediation efforts. Dr. Leonese Nelson suggested that parents should be included in the discussion involving school calendars.
- There will be a Fun Festival in which parents, students, and teachers will play kickball against each other.

K. Monique Bloomfield of Southside Academy Charter School’s Parent Teacher Organization (PTO) provided the Board with an update on their recent activities:

- The PTO will have a dinner fundraiser on June 11 at Denny’s.
- Letters were sent to all of the school’s PTO members introducing the leadership. Another communication will be sent listing upcoming events.
- During the promotion ceremony, Dr. Leonese Nelson suggested that the PTO could have a table where organizational information can be shared with parents.
- Members of the PTO have discussed having presentations which would provide parents with information on issues such as personal finance and life coaching.

School Improvement Committee Report

The School Improvement Committee Report was not presented.

5. DISCUSSION ITEMS

- a. Dignity for All Students Act (DASA) – Andrew Gayle informed the Board that there have been no changes in the Dignity for All Students Act. In addition, Southside staff received the necessary training associated with DASA.
- b. Third Quarter Financial Statements – It was suggested that teachers are asked what books they would prefer to purchase to enhance the school’s library.

6. ANNUAL MEETING ACTION ITEMS

Approval of the Election of Officers

A motion was made by Dr. James Duah-Agyeman and seconded by Tracy Miller to approve the officers as listed below. The motion was approved unanimously.

<u>Name</u>	<u>Position</u>
Carol Hill	President
Dr. Leonese Nelson	Vice President
Tracy Miller	Treasurer
Dr. James Duah-Agyeman	Secretary

SOUTHSIDE ACADEMY CHARTER SCHOOL

Board Meeting Minutes

Tuesday, May 20, 2014 at 4 p.m.

Appointment of the Board Legal Counsel

A motion was made by Carol Hill and seconded by Kevin Walsh to appoint Hiscock & Barclay as the Board Legal Counsel. The motion was approved unanimously.

Appointment of the AHERA Contact

A motion was made by Dr. Leonese Nelson and seconded by Dr. James Duah-Agyeman to appoint the NHA Director of Construction as the AHERA Contact. The motion was approved unanimously.

Appointment of the Title VI, Title IX, and Section 504 Contact

A motion was made by Tracy Miller and seconded by Dr. Leonese Nelson to appoint the School Principal as the Title VI, Title IX, and Section 504 Contact. The motion was approved unanimously.

Appointment of the Emergency Conditional Appointments Designees

A motion was made by Dr. James Duah-Agyeman and seconded by Dr. Leonese Nelson to delegate the Board's authority to the School Principal and his or her designee to recommend, approve, and renew every 20 business days, as needed, emergency conditional appointments, with the understanding that the Board will be informed as this is done. As the Emergency Conditional Appointments Designees, the School Principal and his or her designee will perform these duties per NY Education Law §2854(3)(a-2) and update the Board as to any and all emergency conditional appointments at each regularly scheduled Board meeting. The motion was approved unanimously.

7. ACTION ITEMS

Approval of the April 15, 2014 Board Meeting Minutes

A motion was made by Tracy Miller and seconded by Dr. James Duah-Agyeman to approve the April 15, 2014 Board Meeting Minutes as submitted. The motion was approved unanimously.

Approval of the Revised 2014-2015 Board Meetings Calendar

Tabled

Approval of the Conditional Appointment, Emergency Conditional Appointment, and Supervision of Staff Members Subject to Such Appointments Policy

A motion was made by Tracy Miller and seconded by Dr. Leonese Nelson to approve the Conditional Appointment, Emergency Conditional Appointment, and Supervision of Staff Members Subject to Such Appointments Policy as submitted. The motion was approved unanimously.

Approval of the 2014 Compliance with Children's Internet Protection Act (CIPA)

A motion was made by Dr. James Duah-Agyeman and seconded by Carol Hill to approve the 2014 Compliance with Children's Internet Protection Act (CIPA) as submitted. The motion was approved unanimously.

SOUTHSIDE ACADEMY CHARTER SCHOOL

Board Meeting Minutes

Tuesday, May 20, 2014 at 4 p.m.

Approval of the 2015 Letter of Agency for E-rate Funding

A motion was made by Dr. Leonese Nelson and seconded by Tracy Miller to approve the 2015 Letter of Agency for E-rate Funding as submitted. The motion was approved unanimously.

Approval of the 2013-2014 Final Amended Budget

A motion was made by Dr. Leonese Nelson and seconded by Tracy Miller to approve the 2013-2014 Final Amended Budget as submitted. The motion was approved unanimously.

Approval of the 2014-2015 Initial Budget Proposal

A motion was made by Carol Hill and seconded by Dr. James Duah-Agyeman to approve the 2014-2015 Initial Budget Proposal as submitted. The motion was approved unanimously.

8. EXECUTIVE SESSION

A motion was made by Dr. Leonese Nelson and seconded by Carol Hill to enter Executive Session in order to discuss a personnel matter.

The motion was approved in a roll call vote.

ROLL CALL VOTE:

Yes

No

Dr. James Duah-Agyeman – Trustee	X	
Carol Hill – Vice President	X	
Tracy Miller – Secretary	X	
Dr. Leonese Nelson – Treasurer	X	

EXECUTIVE SESSION

A motion was made by Dr. Leonese Nelson and seconded by Tracy Miller to re-enter open session.

The motion was approved in a roll call vote.

SOUTHSIDE ACADEMY CHARTER SCHOOL
 Board Meeting Minutes
 Tuesday, May 20, 2014 at 4 p.m.

ROLL CALL VOTE:

Yes

No

	Yes	No
Dr. James Duah-Agyeman – Trustee	X	
Carol Hill – Vice President	X	
Tracy Miller – Secretary	X	
Dr. Leonese Nelson – Treasurer	X	

9. NEW BUSINESS

None was presented.

10. PUBLIC COMMENT

Regina McArthur introduced herself as a grandparent of a Southside student.

Hayley Downs thanked the Board for its assistance with the school's recent "Blackout" reading event.

Regarding the school's meal program, Andrew Gayle informed the Board of the requirements of the Healthy Hunger-Free Kids Act of 2010. In addition, NHA is working with the meal provider, Preferred Meals, to address any issues with the food program.

Dr. James Duah-Agyeman reminded the Board of the New York State Charter Schools Symposium which will be hosted by St. John Fisher College on August 3-4, 2014 in Rochester, New York.

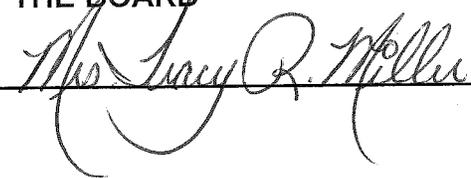
11. ADJOURNMENT

The meeting was adjourned at 5:45 p.m.

**Next Meeting:
 June 10, 2014 at 4 p.m.**

OFFICER OF THE BOARD

SIGNATURE



SOUTHSIDE ACADEMY CHARTER SCHOOL

Board Meeting Minutes

Tuesday, June 10, 2014 at 4 p.m.

4. MANAGEMENT REPORTS

Principal Report/School Leadership Team Report

Delvin Vick presented the Principal Report/School Leadership Team Report.

Highlights included:

- Southside Academy Charter School's 2014-2015 School Calendar is aligned with the calendar of the Syracuse City School District.
- The Southside Academy leadership team will continue to research the year-round school calendar and its impact on academic achievement.
- Seventh grade students traveled to Philadelphia.
- Coffee with the principal was held and remaining events for the 2013-2014 school year were discussed.
- Spring NWEA testing is complete and the Rate of Growth for K-1 students was 141 percent, while the Rate of Growth for 2-8 students was 100 percent.

i. Assessment Changes

Delvin Vick presented the proposed Assessment Changes. For the 2014-2015 school year, Southside Academy will discontinue the NWEA language usage assessment to accommodate more interim assessments. In addition, ACT will discontinue the ACT Explore and it will not be available for test administration after June 2014.

ii. School Performance Report Dashboard Suite

The School Performance Report Dashboard Suite was presented.

- a. Proficiency & Growth – Tabled. This will be presented at an upcoming meeting.
- b. Demographics – The Board reviewed the Demographics of Southside Academy Charter School.

School Improvement Committee Report

The School Improvement Committee Report was not presented.

5. DISCUSSION ITEMS

None.

6. ACTION ITEMS

Approval of the May 20, 2014 Board Meeting Minutes

A motion was made by Carol Hill and seconded by Tracy Miller to approve the May 20, 2014 Board Meeting Minutes as submitted. The motion was approved unanimously.

SOUTHSIDE ACADEMY CHARTER SCHOOL

Board Meeting Minutes

Tuesday, June 10, 2014 at 4 p.m.

Approval of the 2014-2015 School Calendar

A motion was made by Tracy Miller and seconded by Dr. James Duah-Agyeman to approve the 2014-2015 School Calendar as submitted. The motion was approved unanimously.

Approval of the Revised 2014-2015 Board Meetings Calendar

A motion was made by Carol Hill and seconded by Tracy Miller to approve the Revised 2014-2015 Board Meetings Calendar as submitted. The motion was approved unanimously.

7. NEW BUSINESS

Approval of the Personnel Hires

A motion was made by Dr. James Duah-Agyeman and seconded by Carol Hill to approve the Personnel Hires of:

- Debra Alexis as a Homebound Tutor
- Michelle Brooks as a Substitute Teacher
- Tonya Wilson as a Substitute Teacher

The motion was approved unanimously.

The Board reaffirmed its commitment to meet the plan of action as described in the Corrective Action Plan submitted to the Office of the New York State Comptroller.

The Board discussed a possible candidate for a Board member position.

Dr. James Duah-Agyeman and Principal Delvin Vick plan to attend the New York State Charter Schools Symposium, which will be hosted by St. John Fisher College on August 3-4 in Rochester, New York.

Dr. James Duah-Agyeman described his participation and that of Southside Academy staff at the recent Duck Race to End Racism.

*SOUTHSIDE ACADEMY CHARTER SCHOOL
Board Meeting Minutes
Tuesday, June 10, 2014 at 4 p.m.*

8. PUBLIC COMMENT

None was given.

9. ADJOURNMENT

The meeting was adjourned at 5 p.m.

**Next Meeting:
August 12, 2014 at 4 p.m.**

OFFICER OF THE BOARD

SIGNATURE _____

DRAFT

**Southside Academy Charter School
Enrollment and Retention Plan**

Southside Academy understands the need to enroll and retain specific student populations in numbers comparable to the Syracuse City School District (SCSD). With full enrollment and a waiting list, meeting the targets for students with disabilities (SWD), English language learners (ELL) and students who qualify for free or reduced price lunch (FRL) is a challenge. Currently, we are meeting the enrollment target for the FRL category and the retention targets for the FRL, SWD, and ELL categories. We are not yet meeting the enrollment targets for ELL and SWD categories. Below is a summary of our current enrollment and retention numbers compared to the targets.

2013-14*				
Subgroup	Enrollment Effective Target¹	Actual Enrollment	Retention Effective Target²	Actual Retention
FRL	87.3%	91.0% N = 627	83.3%	93.5% N = 586
ELL	11.8%	1.7% N = 12	61.3%	100% N = 12
SWD	19.5%	14.2% N = 98	77.2%	96.9% N = 95

ELL Recruitment and Retention

In order to make progress toward our ELL enrollment targets, we have implemented the following strategies, which will continue in the coming school year:

- Advertisements and notifications have been placed in the following publications: CNY Latino and America Oggi. In these publications, we specifically mentioned that the school provides services to students for whom English is their second language.
- Brochures were distributed to families in multiple languages throughout the community including at daycare centers, grocery stores, community centers, and churches inviting families to attend the Enrollment Information Meetings.
- An Enrollment Information Meeting was hosted for all parents interested in the school and we provided student applications in a number of languages: Arabic, Bengali, Chinese, English, Haitian Creole, Italian, Korean, Polish, Russian, Spanish, and Urdu. At the enrollment meetings, we shared information regarding the ELL Program and its ability to meet the needs of ELL students. We also provided ELL families specific English Language Development (ELD) strategies to help children succeed in school.
- To ensure the retention of accepted students, and in compliance with federal requirements to identify potential ELL students, the school asked these families to complete a “Home Language Questionnaire.” Information from this survey ensures that each child for whom English is a second language is provided the services he/she needed to succeed in school.

¹ Source: <http://www.p12.nysed.gov/psc/documents/EnrollmentTargetsCalculator.xls> Based on Syracuse data for 689 students in K-8 using the Effective Target.

² Source: <http://www.p12.nysed.gov/psc/documents/PotentialRetentionTargetsCalculator.xls> Based on Syracuse data for 689 students in K-8 using the Effective Target.

- We partnered with the Spanish Action League of Onondaga County and hold an Enrollment Information Meeting for parents at their facility. An interpreter was also available during this time.

SWD Recruitment Efforts

We are committed to recruiting students with special learning needs and with disabilities and students who qualify for free and reduced price lunch.

Brochures, which describe our special education programming, have been distributed throughout the community; including daycare centers, grocery stores, community centers, and churches inviting families to attend the Enrollment Information Meeting. In order to reach the families of special needs students, we utilize many of the networks that already exist in the community. Southside's Student Recruitment Specialist will continue to build relationships with support organizations to gain familiarity with the services they provide (so that we might recommend their support services to the families of accepted or interested students) and to familiarize these organizations with our school and special education program (so that they may recommend our school to the families they serve). We know that most families hear about our school by word-of-mouth and we believe that a relationship with these organizations lays the groundwork for informal communications and referrals. In addition, we will continue to work with these organizations to distribute information about our school, our special education program, and our enrollment procedures.

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

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

Retention Efforts – All Special Student Populations

We believe several core elements of our school culture function as linchpins of our recruitment and retention strategy for our special needs students. These elements include the high-quality educational program that we provide, the caring culture that we have established, and our many parent involvement initiatives.

- *Culture and Climate:* We have a school climate and culture that focus purposefully on caring for each student as a family cares for its children. We believe our school-wide behavior and classroom management practices –which we refer to as *Behave with Care* – help attract and retain special needs students. Our Behave with Care program is built on research-based programs for reinforcing positive behaviors, setting clear expectations, and building teacher-student relationships and peer relationships.
- *Parent Involvement:* To ensure that our families feel connected to the school, we have implemented several parent involvement strategies, including

- Newsletters: Regular newsletters from the principal and teachers are distributed to parents. Important information regarding school-wide performance, initiatives, and programs is included in the newsletter.
- Social media: We have an excellent website, which gives parents quick and easy access to general information on the school as well as specific information about their children. In addition, we make cautious, appropriate use of Facebook and other social media sites to form connections between school leaders and parents. Parents without access to the internet can use the computer and internet available at the school.
- Classroom Communication: Teachers frequently send home communications for parents so that they know about everything from weekly schedules to educational goals for students. Teachers also share regular progress reports – via letter, online communication via the school’s AtSchool gradebook system, phone calls, and/or in-person meetings. These communications focus on each student's academic progress and performance.
- Conferences: Parent-teacher conferences are conducted twice each year. These conferences ensure that dedicated time is set aside for each parent to engage and interact with classroom teachers and discuss the progress of his or her child. As needed, staff may also conduct home visits. Each year, we conduct a family orientation at the end of the summer so new and enrolled families can meet the principal, their child's teacher and classmates, and other school staff. We believe these early contacts help establish and sustain a healthy rapport with parents.
- Parent Room: In order to help parents feel at home in the school and to encourage their presence in their child's education, the school building provides a dedicated parent room. This room gives parents a place to gather and build relationships with one another, discuss matters of mutual interest, grow more comfortable with the school, and take some ownership of the school.

Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Wednesday, July 16, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/be195>

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:

Carol Hill

2. Charter School Name:

Southside Academy Charter School

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

-
- 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

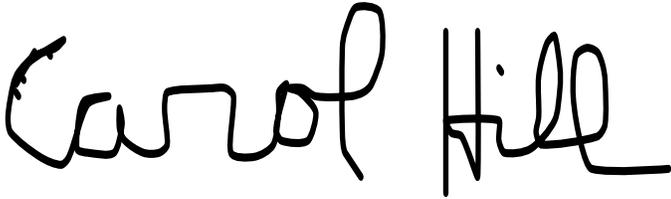
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

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 that reads "Carol Hill". The signature is written in a cursive, flowing style.

Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Sunday, July 20, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/17f1b>

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:

Tracy R. Miller

2. Charter School Name:

Southside Academy Charter School

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- Secretary

- Parent Representative

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

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 that reads "Tracy R. Miller". The signature is written in a cursive style with a large initial 'T' and 'M'.

Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Monday, July 21, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/3d19>

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:

James K Duah-Agyeman

2. Charter School Name:

Southside Academy Charter School

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

• Other, please specify...: Trustee

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

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

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Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Monday, July 21, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/3b890>

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:

Leonese Nelson

2. Charter School Name:

Southside Academy Charter School

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

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

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

Leonese Nelson

Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Wednesday, July 23, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/7cfa1>

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:

kevin walsh

2. Charter School Name:

Southside Academy Charter School

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

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

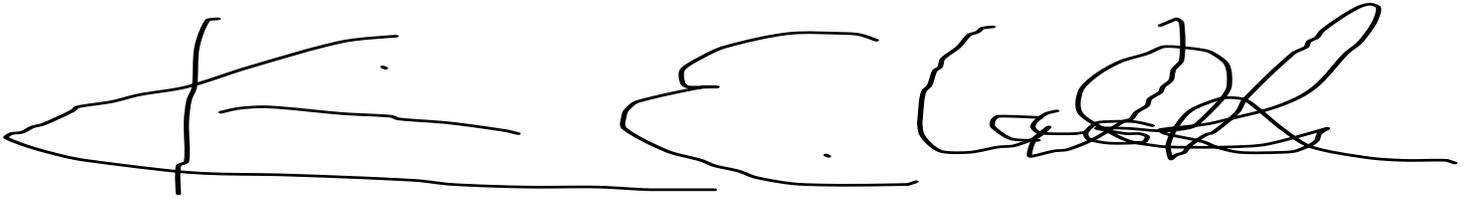
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

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 stylized, overlapping loops and lines, extending across the width of the page.