



# I. SCHOOL INFORMATION AND COVER PAGE (To be Completed By All Charter Schools)

Created: 07/23/2015

Last updated: 07/31/2015

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

## Page 1

### 1. SCHOOL NAME AND AUTHORIZER

(Select name from the drop down menu)

URBAN CHOICE CS (REGENTS) 261600860877

### 2. CHARTER AUTHORIZER

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

Regents-Authorized Charter School

### 3. DISTRICT / CSD OF LOCATION

Rochester

### 4. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	545 Humboldt Street Rochester, NY 14610	585-288-5702	585-654-9882	[REDACTED]

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

Contact Name	Vicki Gouveia
Title	Co-principal
Emergency Phone Number (###-###-####)	[REDACTED]

### 5. SCHOOL WEB ADDRESS (URL)

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

### 6. DATE OF INITIAL CHARTER

2005-01-01 00:00:00

**7. DATE FIRST OPENED FOR INSTRUCTION**

2005-09-01 00:00:00

**8. FINAL VERIFIED BEDS ENROLLMENT FOR THE 2014-15 School Year as reported to Department's Office of Information and Reporting Services (via the NYC DOE for charter schools in NYC) in August.**

404

**9. GRADES SERVED IN SCHOOL YEAR 2014-15**

Check all that apply

Grades Served	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
	No	

Page 2

**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 2015-16.

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

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

Name	Work Phone	Alternate Phone	Email Address
------	------------	-----------------	---------------

School Leader	Edward J. Cavalier	585-288-5702	[REDACTED]	[REDACTED]
Operational Leader	Vicki M. Gouveia	585-288-5702	[REDACTED]	[REDACTED]
Compliance Contact	Vicki M. Gouveia	585-288-5702	[REDACTED]	[REDACTED]
Complaint Contact	Nicole Berg	585-288-5702	[REDACTED]	[REDACTED]

**13. Are the School sites co-located?**

No

Page 3

**14. Were there any revisions to the school’s charter during the 2014-2015 school year? (Please include both those that required authorizer approval and those that did not require authorizer approval).**

No

**15. Name and Position of Individual(s) Who Completed the 2014-15 Annual Report.**

Vicki Gouveia, Co-Principal; Nicole Berg, Co-Principal; Lisa King, Coordinator of Operations and Finance

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

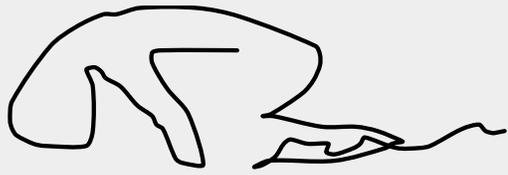
Responses Selected:

Yes

**Signature, Head of Charter School**



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



Thank you.

 **Appendix A: Link to the New York State School Report Card**

Created: 07/23/2015  
Last updated: 07/24/2015

---

Page 1

Charter School Name:

---

**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/reportcard.php?instid=80000058267&year=2014&createreport=1&enrollment=1&avgclasssize=1&freelunch=1&attendance=1&teacherqual=1&teacherturnover=1&staffcounts=1&38ELA=1&38MATH=1&48SCI=1&naep=1&regents=1&elemELA=1>



# Appendix A: Progress Toward Goals

Last updated: 07/24/2015

## Page 1

Charter School Name:

### 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/>) which captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State statute (8 NYCRR 119.3).

(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).

Urban Choice Charter School

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

The following tables reflect formatting in the online portal required for Board of Regents-authorized charter schools and NYCDOE-authorized charter schools only. Schools should list Progress Toward Charter Goals by August 1, 2015. If the goals are based on student performance data that the school will not have access to before August 1, 2015 (e.g., the NYS Assessment results), explain this in the "2014-2015 Progress Toward Attainment of Goal" column. The information can be updated when available. Appendix A must be fully completed no later than November 1, 2015.

#### 2a. ACADEMIC STUDENT PERFORMANCE GOALS

##### 2014-15 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	2014-2015 Progress Toward Attainment of Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 1	Grade 3 will exceed district of residence (RCSD) NYS ELA Assessment scores and work towards achieving the NYS ELA Assessment average scores.	NYS ELA Exam	Results not available yet	
Academic Goal 2	Grade 4 will exceed district of residence (RCSD) NYS ELA Assessment scores and work towards achieving the NYS ELA Assessment average scores.	NYS ELA Exam	Results not available yet	

Academic Goal 3	Grade 5 will exceed district of residence (RCSD) NYS ELA Assessment scores and work towards achieving the NYS ELA Assessment average scores.	NYS ELA Exam	Results not available yet	
Academic Goal 4	Grade 6 will exceed district of residence (RCSD) NYS ELA Assessment scores and work towards achieving the NYS ELA Assessment average scores.	NYS ELA Exam	Results not available yet	
Academic Goal 5	Grade 7 will exceed district of residence (RCSD) NYS ELA Assessment scores and work towards achieving the NYS ELA Assessment average scores.	NYS ELA Exam	Results not available yet	
Academic Goal 6	Grade 8 will exceed district of residence (RCSD) NYS ELA Assessment scores and work towards achieving the NYS ELA Assessment average scores.	NYS ELA Exam	Results not available yet	
Academic Goal 7	Grade 3 will exceed district of residence (RCSD) NYS Math Assessment scores and work towards achieving the NYS Math Assessment average scores.	NYS Math Exam	Results not available yet	
Academic Goal 8	Grade 4 will exceed district of residence (RCSD) NYS Math Assessment scores and work towards achieving the NYS Math Assessment average scores.	NYS Math Exam	Results not available yet	

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

Yes

**2014-15 Progress Toward Attainment of Academic Goals**

Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Measure Used to Evaluate Progress Toward Attainment of Goal - Met, Partially Met, Not Met	If Not Met, Describe Efforts School Will Take
-----------------------------------	---	---	---

Academic Goal 9	Grade 5 will exceed district of residence (RCSD) NYS Math Assessment scores and work towards achieving the NYS Math Assessment average scores.	NYS Math Exam	Results not available yet	
Academic Goal 10	Grade 6 will exceed district of residence (RCSD) NYS Math Assessment scores and work towards achieving the NYS Math Assessment average scores.	NYS Math Exam	Results not available yet	
Academic Goal 11	Grade 7 will exceed district of residence (RCSD) NYS Math Assessment scores and work towards achieving the NYS Math Assessment average scores.	NYS Math Exam	Results not available yet	
Academic Goal 12	Grade 8 will exceed district of residence (RCSD) NYS Math Assessment scores and work towards achieving the NYS Math Assessment average scores.	NYS Math Exam	Results not available yet	
Academic Goal 13				
Academic Goal 14				
Academic Goal 15				
Academic Goal 16				

**2a2. Do have more academic goals to add?**

No

Page 2

**2b. ORGANIZATIONAL GOALS**

**2014-15 Progress Toward Attainment of Organizational Goals**

	Organizational Goal	Measure Used to Evaluate Progress	2014-15 Progress Toward Attainment	If Not Met, Describe Efforts School Will Take
Org Goal 1				
Org Goal 2				
Org Goal 3				
Org Goal 4				
Org Goal 5				

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

No

**2c. FINANCIAL GOALS**

**2014-15 Progress Toward Attainment of Financial Goals**

	Financial Goals	Measure Used to Evaluate Progress	2014-2015 Progress Toward Attainment	If Not Met, Describe Efforts School Will Take
Financial Goal 1			This section will be completed no later than November 1, 2015 as directed by the Annual Report Guidelines.	
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				



# Appendix B: Total Expenditures and Administrative Expenditures per Child

Created: 07/24/2015

Last updated: 07/27/2015

## Page 1

**Charter School Name:**

### **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 2014-15 Schedule of Functional Expenses) and divide by the year end per pupil count. (Integers Only. No dollar signs or commas).

Line 1: Total Expenditures	5742417
Line 2: Year End Per Pupil Count	397
Line 3: Divide Line 1 by Line 2	14465

#### **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 2014-15 Schedule of Functional Expenses) and divide by the year end 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 20 of the 2014-15 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 2014-15 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 2014-15 Schedule of Functional Expenses) and divide by the year end per pupil count. (Integers Only. No dollar signs or commas).**

Line 1: Relevant Personnel Services Cost (Row)	150000
Line 2: Management and General Cost (Column)	2084701
Line 3: Sum of Line 1 and Line 2	2234701
Line 4: Year End Per Pupil Count	397
Line 5: Divide Line 3 by the Year End Per Pupil Count	5629

***Thank you.***



**Financial**

**School Name:**

**Date:**

**School Fiscal Contact Name:**

**School Fiscal Contact Email:**

**School Fiscal Contact Phone:**

**District of Location:**

**Authorizer:**

**Years of Operation:**

**Facility:**

**Grades Currently Served:**

**Planned Grades at Full Capacity:**

**Enrollment:**

**Max Enrollment:**

**Year of Most Recent Data**

**School Fiscal Contact Phone:**

**School Audit Firm Name:**

**School Audit Contact Name:**

**School Audit Contact Email:**

**School Audit Contact Phone:**

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

**Do Not Use this Box**



## Audit Supplemental Data Request Form

*for Regents-Authorized Charter Schools*

**URBAN CHOICE CHARTER SCHOOL**

August 17, 2015

Lisa King

RCSD

SED

10

Public

K-8

K-8

400

400

2015

585-288-5702

Raymond Wager CPA

Raymond Wager

[Theoffice@raymondwagercpa.com](mailto:Theoffice@raymondwagercpa.com)

585-321-5643

2015

URBAN CHOICE CHARTER SCHOOL2015

**FILL IN GRAY CELLS**

**URBAN CHOICE CHARTER SCHOOL**

**STATEMENTS OF FINANCIAL POSITION**

FOR THE YEARS ENDED JUNE 30, 2015

	<u>2015</u>	<u>2014</u>
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	\$1,642,293	\$1,576,593
Grants and contracts receivable	-	-
Accounts receivables	172,653	194,615
Inventory	2,966	-
Prepaid Expenses	-	-
Contributions and other receivables	-	-
Other	-	-
<b>TOTAL CURRENT ASSETS</b>	<b>\$1,817,912</b>	<b>\$1,771,208</b>
<b>OTHER ASSETS</b>		
Investments	\$-	\$-
Property, Plant and Equipment, Net	737,518	893,629
Restricted Cash	35,000	35,000
<b>OTHER ASSETS</b>	<b>\$772,518</b>	<b>\$928,629</b>
<b>TOTAL ASSETS</b>	<b>\$2,590,430</b>	<b>\$2,699,837</b>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT LIABILITIES</b>		
Accounts payable and accrued expenses	\$123,732	\$143,919
Accrued payroll and benefits	207,417	443,577
Refundable Advances	-	-
Dreferred Revenue	901,163	789,760
Current maturities of long-term debt	-	-
Short Term Debt - Bonds, Notes Payable	-	-
Other	-	-
<b>TOTAL CURRENT LIABILITIES</b>	<b>\$1,232,312</b>	<b>\$1,377,256</b>
<b>LONG-TERM DEBT, net current maturities</b>	<b>\$-</b>	<b>\$57,781</b>
<b>TOTAL LIABILITIES</b>	<b>\$1,232,312</b>	<b>\$1,435,037</b>
<b>NET ASSETS</b>		
Unrestricted	\$1,358,118	\$1,264,800
Temporarily restricted	-	-
<b>TOTAL NET ASSETS</b>	<b>\$1,358,118</b>	<b>\$1,264,800</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$2,590,430</b>	<b>\$2,699,837</b>

Check

-

-

**FILL IN GRAY CELLS**

**URBAN CHOICE CHARTER SCHOOL**

STATEMENTS OF ACTIVITIES  
FOR THE YEARS ENDED JUNE 30, 2015

	2015			2014
	Unrestricted	Temporarily Restricted	Total	Total
<b>REVENUE, GAINS AND OTHER SUPPORT</b>				
State & Local Operating Revenue	\$5,081,349	\$-	\$5,081,349	\$4,997,863
Federal - Title and IDEA	289,527	-	289,527	355,507
Federal - Other	-	-	-	-
State and City Grants	5,255	-	5,255	-
Contributions and private grants	48,278	-	48,278	59,250
After school revenue	-	-	-	-
Other	29,169	-	29,169	10,189
Food Service/Child Nutrition Program	382,585	-	382,585	326,515
<b>TOTAL REVENUE, GAINS AND OTHER SUPPORT</b>	\$5,836,163	\$-	\$5,836,163	\$5,749,324
<b>EXPENSES</b>				
Program Services				
Regular Education	\$3,618,611	-	\$3,618,611	\$4,194,895
Special Education	-	-	-	-
Other Programs	963,375	-	963,375	780,487
Total Program Services	\$4,581,986	\$-	\$4,581,986	\$4,975,382
Supporting Services				
Management and general	\$1,163,535	\$-	\$1,163,535	\$1,169,122
Fundraising	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	\$5,745,521	\$-	\$5,745,521	\$6,144,504
<b>SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS</b>	\$90,642	\$-	\$90,642	\$(395,180)
Contributions				
Foundations	\$-	\$-	\$-	\$-
Individuals	-	-	-	-
Corporations	-	-	-	-
Fundraising				
Interest income	74	-	74	273
Miscellaneous income	-	-	-	-
Net assets released from restriction	-	-	-	-
<b>TOTAL SUPPORT AND OTHER REVENUE</b>	\$74	\$-	\$74	\$273
<b>CHANGE IN NET ASSETS</b>	\$90,716	\$-	\$90,716	\$(394,907)
NET ASSETS BEGINNING OF YEAR		\$-	\$-	\$-
PRIOR YEAR/PERIOD ADJUSTMENTS		-	-	-
<b>NET ASSETS - END OF YEAR</b>	\$90,716	\$-	\$90,716	\$(394,907)



**Financial**

**School Name:**

**Date:**

**School Fiscal Contact Name:**

**School Fiscal Contact Email:**

**School Fiscal Contact Phone:**

**District of Location:**

**Authorizer:**

**Years of Operation:**

**Facility:**

**Grades Currently Served:**

**Planned Grades at Full Capacity:**

**Enrollment:**

**Max Enrollment:**

**Year of Most Recent Data**

**School Fiscal Contact Phone:**

**School Audit Firm Name:**

**School Audit Contact Name:**

**School Audit Contact Email:**

**School Audit Contact Phone:**

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

**Do Not Use this Box**



## Audit Supplemental Data Request Form

*for Regents-Authorized Charter Schools*

**URBAN CHOICE CHARTER SCHOOL**

October 28, 2015

Lisa King

RCSD

SED

10

Public

K-8

K-8

400

400

2015

585-288-5702

Raymond Wager CPA

Raymond Wager

[Theoffice@raymondwagercpa.com](mailto:Theoffice@raymondwagercpa.com)

585-321-5643

2015

URBAN CHOICE CHARTER SCHOOL2015

**FILL IN GRAY CELLS**

**URBAN CHOICE CHARTER SCHOOL**

**STATEMENTS OF FINANCIAL POSITION**

FOR THE YEARS ENDED JUNE 30, 2015

	<u>2015</u>	<u>2014</u>
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	\$1,567,293	\$1,499,603
Grants and contracts receivable	-	-
Accounts receivables	169,176	194,615
Inventory	2,966	-
Prepaid Expenses	-	-
Contributions and other receivables	-	-
Other	-	-
<b>TOTAL CURRENT ASSETS</b>	<b>\$1,739,435</b>	<b>\$1,694,218</b>
<b>OTHER ASSETS</b>		
Investments	\$-	\$-
Property, Plant and Equipment, Net	739,989	893,629
Restricted Cash	110,000	111,991
<b>OTHER ASSETS</b>	<b>\$849,989</b>	<b>\$1,005,620</b>
<b>TOTAL ASSETS</b>	<b>\$2,589,424</b>	<b>\$2,699,837</b>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT LIABILITIES</b>		
Accounts payable and accrued expenses	\$126,333	\$155,738
Accrued payroll and benefits	207,417	490,008
Refundable Advances	-	-
Dreferred Revenue	897,711	789,760
Current maturities of long-term debt	-	-
Short Term Debt - Bonds, Notes Payable	-	-
Other	-	-
<b>TOTAL CURRENT LIABILITIES</b>	<b>\$1,231,461</b>	<b>\$1,435,506</b>
<b>LONG-TERM DEBT, net current maturities</b>	<b>\$-</b>	<b>\$-</b>
<b>TOTAL LIABILITIES</b>	<b>\$1,231,461</b>	<b>\$1,435,506</b>
<b>NET ASSETS</b>		
Unrestricted	\$1,357,963	\$1,264,331
Temporarily restricted	-	-
<b>TOTAL NET ASSETS</b>	<b>\$1,358,118</b>	<b>\$1,264,331</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$2,589,424</b>	<b>\$2,699,837</b>

Check

-

-

**FILL IN GRAY CELLS**

**URBAN CHOICE CHARTER SCHOOL**

STATEMENTS OF ACTIVITIES  
FOR THE YEARS ENDED JUNE 30, 2015

	2015			2014
	Unrestricted	Temporarily Restricted	Total	Total
<b>REVENUE, GAINS AND OTHER SUPPORT</b>				
State & Local Operating Revenue	\$5,088,107	\$-	\$5,088,107	\$4,997,863
Federal - Title and IDEA	279,293	-	279,293	355,507
Federal - Other	-	-	-	-
State and City Grants	-	-	-	-
Contributions and private grants	71,913	-	71,913	59,250
After school revenue	-	-	-	-
Other	14,786	-	14,786	10,462
Food Service/Child Nutrition Program	<u>382,585</u>	<u>-</u>	<u>382,585</u>	<u>326,515</u>
<b>TOTAL REVENUE, GAINS AND OTHER SUPPORT</b>	\$5,836,684	\$-	\$5,836,684	\$5,749,597
<b>EXPENSES</b>				
Program Services				
Regular Education	\$3,618,594	-	\$3,618,594	\$4,194,895
Special Education	-	-	-	-
Other Programs	<u>963,253</u>	<u>-</u>	<u>963,253</u>	<u>780,487</u>
Total Program Services	\$4,581,847	\$-	\$4,581,847	\$4,975,382
Supporting Services				
Management and general	\$1,161,205	\$-	\$1,161,205	\$1,169,122
Fundraising	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL OPERATING EXPENSES</b>	\$5,743,052	\$-	\$5,743,052	\$6,144,504
<b>SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS</b>	\$93,632	\$-	\$93,632	\$(394,907)
Contributions				
Foundations	\$-	\$-	\$-	\$-
Individuals	-	-	-	-
Corporations	-	-	-	-
Fundraising	-	-	-	-
Interest income	-	-	-	-
Miscellaneous income	-	-	-	-
Net assets released from restriction	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL SUPPORT AND OTHER REVENUE</b>	\$-	\$-	\$-	\$-
<b>CHANGE IN NET ASSETS</b>	\$93,632	\$-	\$93,632	\$(394,907)
NET ASSETS BEGINNING OF YEAR	\$1,264,311	\$-	\$1,264,311	\$1,659,238
PRIOR YEAR/PERIOD ADJUSTMENTS	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>NET ASSETS - END OF YEAR</b>	<u>\$1,357,963</u>	<u>\$-</u>	<u>\$1,357,963</u>	<u>\$1,264,331</u>

# New York State Education Department

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

### 2015-16 Budget & Cash Flow Template

---

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

---

<b>1</b>	Complete ALL SIX columns in <b>BLUE</b>
<b>2</b>	Enter information into the <b>GRAY</b> cells
<b>3</b>	Cells containing <b>RED</b> triangles in the upper right corner in columns B through G contain guidance on that particular item
<b>4</b>	Funding by School District information for all NYS School district is located on the State Aid website at <a href="https://stateaid.nysed.gov/charter/">https://stateaid.nysed.gov/charter/</a> . Refer to this website for per-pupil tuition funding for all school districts. Rows may be inserted in the worksheet to accomodate additional districts if necessary.
<b>5</b>	The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, please reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

**Urban Choice Charter School**

**PROJECTED BUDGET FOR 2015-2016**

PROJECTED BUDGET FOR 2015-2016							Assumptions
July 1, 2015 to June 30, 2016							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	5,193,000	185,000	430,500	21,400	-	5,829,900	
Total Expenses	4,308,644	218,787	203,328	-	923,171	5,653,930	
Net Income	884,356	(33,787)	227,172	21,400	(923,171)	175,970	
Actual Student Enrollment	360	40					
Total Paid Student Enrollment	-	-					
	PROGRAM SERVICES			SUPPORT SERVICES			
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
<b>REVENUE</b>							
<b>REVENUES FROM STATE SOURCES</b>							
Per Pupil Revenue	CY Per Pupil Rate						
District of Location		4,976,000	-	-	-	4,976,000	
School District 2 (Enter Name)		-	-	-	-	-	
School District 3 (Enter Name)		-	-	-	-	-	
School District 4 (Enter Name)		-	-	-	-	-	
School District 5 (Enter Name)		-	-	-	-	-	
		4,976,000	-	-	-	4,976,000	
Special Education Revenue		-	150,000	-	-	150,000	
Grants		-	-	-	-	-	
Stimulus		-	-	-	-	-	
Other		-	-	-	-	-	
Other State Revenue		-	-	-	-	-	
<b>TOTAL REVENUE FROM STATE SOURCES</b>		4,976,000	150,000	-	-	5,126,000	
<b>REVENUE FROM FEDERAL FUNDING</b>							
IDEA Special Needs		-	35,000	-	-	35,000	
Title I		201,000	-	-	-	201,000	
Title Funding - Other		16,000	-	-	-	16,000	
School Food Service (Free Lunch)		-	-	400,000	-	400,000	
Grants		-	-	-	-	-	
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	
Other		-	-	15,000	-	15,000	
Other Federal Revenue		-	-	-	-	-	
<b>TOTAL REVENUE FROM FEDERAL SOURCES</b>		217,000	35,000	415,000	-	667,000	
<b>LOCAL and OTHER REVENUE</b>							
Contributions and Donations, Fundraising		-	-	-	21,400	21,400	
Erate Reimbursement		-	-	15,000	-	15,000	
Interest Income, Earnings on Investments,		-	-	500	-	500	
NYC-DYCD (Department of Youth and Community Developmt.)		-	-	-	-	-	
Food Service (Income from meals)		-	-	-	-	-	
Text Book		-	-	-	-	-	
Other Local Revenue		-	-	-	-	-	
<b>TOTAL REVENUE FROM LOCAL and OTHER SOURCES</b>		-	-	15,500	21,400	36,900	
<b>TOTAL REVENUE</b>		5,193,000	185,000	430,500	21,400	5,829,900	
<b>EXPENSES</b>	<i>List exact titles and staff FTE's ( Full time equivalent)</i>						
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>	No. of Positions						
Executive Management	3.00	-	-	-	275,000	275,000	CEO , 2 Principals
Instructional Management	-	-	-	-	-	-	
Deans, Directors & Coordinators	-	-	-	-	-	-	
CFO / Director of Finance	-	-	-	-	-	-	
Operation / Business Manager	1.00	-	-	-	70,000	70,000	Coordinator of Operations & Finance
Administrative Staff	7.00	-	-	-	342,854	342,854	Payroll. Adm to Principal,CEO Assist
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>11</b>	-	-	-	<b>687,854</b>	<b>687,854</b>	
<b>INSTRUCTIONAL PERSONNEL COSTS</b>							
Teachers - Regular	28.00	1,315,875	-	-	-	1,315,875	
Teachers - SPED	3.40	-	162,305	-	-	162,305	Includes Special Ed Coord
Substitute Teachers	1.00	67,948	-	-	-	67,948	1 Bldg Sub and \$27,500 to hire per diem
Teaching Assistants	-	-	-	-	-	-	

**Urban Choice Charter School**

**PROJECTED BUDGET FOR 2015-2016**

PROJECTED BUDGET FOR 2015-2016							Assumptions	
July 1, 2015 to June 30, 2016							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable	
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.								
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL		
Total Revenue	5,193,000	185,000	430,500	21,400	-	5,829,900		
Total Expenses	4,308,644	218,787	203,328	-	923,171	5,653,930		
Net Income	884,356	(33,787)	227,172	21,400	(923,171)	175,970		
Actual Student Enrollment	360	40						
Total Paid Student Enrollment	-	-						
	PROGRAM SERVICES			SUPPORT SERVICES				
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL		
Specialty Teachers	7.00	324,520	-	-	-	324,520	Spanish,Health,Phys Ed, Music, Art, Tech	
Aides	9.00	178,873	-	-	-	178,873		
Therapists & Counselors	2.50	113,225	-	-	-	113,225		
Other	1.00	-	59,346	-	-	59,346		
<b>TOTAL INSTRUCTIONAL</b>	<b>52</b>	<b>2,000,441</b>	<b>162,305</b>	<b>59,346</b>	<b>-</b>	<b>2,222,092</b>		
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>								
Nurse	0.50	14,000	-	-	-	14,000	P/T Health Aide	
Librarian	1.00	38,555	-	-	-	38,555		
Custodian	2.00	90,472	-	-	-	90,472		
Security		-	-	-	-	-		
Other	3.50	-	91,989	-	-	91,989	Food Staff	
<b>TOTAL NON-INSTRUCTIONAL</b>	<b>7</b>	<b>143,027</b>	<b>-</b>	<b>91,989</b>	<b>-</b>	<b>235,016</b>		
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>	<b>70</b>	<b>2,143,468</b>	<b>162,305</b>	<b>151,335</b>	<b>-</b>	<b>687,854</b>	<b>3,144,962</b>	
<b>PAYROLL TAXES AND BENEFITS</b>								
Payroll Taxes		171,500	12,700	12,150	-	54,414	250,764	
Fringe / Employee Benefits		474,919	35,887	33,336	-	151,352	695,494	
Retirement / Pension		92,501	6,995	6,507	-	29,551	135,554	
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>		<b>738,920</b>	<b>55,582</b>	<b>51,993</b>	<b>-</b>	<b>235,317</b>	<b>1,081,812</b>	
<b>TOTAL PERSONNEL SERVICE COSTS</b>		<b>2,882,388</b>	<b>217,887</b>	<b>203,328</b>	<b>-</b>	<b>923,171</b>	<b>4,226,774</b>	
<b>CONTRACTED SERVICES</b>								
Accounting / Audit		15,000	-	-	-	-	15,000	
Legal		18,000	-	-	-	-	18,000	
Management Company Fee		-	-	-	-	-	-	
Nurse Services		-	-	-	-	-	-	
Food Service / School Lunch		-	-	-	-	-	-	
Payroll Services		7,500	-	-	-	-	7,500	
Special Ed Services		-	-	-	-	-	-	
Titlement Services (i.e. Title I)		47,000	-	-	-	-	47,000	
Other Purchased / Professional / Consulting		141,500	-	-	-	-	141,500	Janitorial,
<b>TOTAL CONTRACTED SERVICES</b>		<b>229,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>229,000</b>	
<b>SCHOOL OPERATIONS</b>								
Board Expenses		5,000	-	-	-	-	5,000	
Classroom / Teaching Supplies & Materials		16,100	-	-	-	-	16,100	
Special Ed Supplies & Materials		-	900	-	-	-	900	
Textbooks / Workbooks		5,000	-	-	-	-	5,000	
Supplies & Materials other		85,700	-	-	-	-	85,700	Phys Ed program, BB, Summer School ELA Math Camp;
Equipment / Furniture		6,000	-	-	-	-	6,000	
Telephone		14,500	-	-	-	-	14,500	
Technology		16,500	-	-	-	-	16,500	
Student Testing & Assessment		10,000	-	-	-	-	10,000	
Field Trips		15,000	-	-	-	-	15,000	
Transportation (student)		9,000	-	-	-	-	9,000	
Student Services - other		-	-	-	-	-	-	
Office Expense		43,500	-	-	-	-	43,500	
Staff Development		15,000	-	-	-	-	15,000	
Staff Recruitment		-	-	-	-	-	-	
Student Recruitment / Marketing		-	-	-	-	-	-	
School Meals / Lunch		348,250	-	-	-	-	348,250	
Travel (Staff)		500	-	-	-	-	500	
Fundraising		3,500	-	-	-	-	3,500	

**Urban Choice Charter School**

**PROJECTED BUDGET FOR 2015-2016**

PROJECTED BUDGET FOR 2015-2016							Assumptions
July 1, 2015 to June 30, 2016							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	5,193,000	185,000	430,500	21,400	-	5,829,900	
Total Expenses	4,308,644	218,787	203,328	-	923,171	5,653,930	
Net Income	884,356	(33,787)	227,172	21,400	(923,171)	175,970	
Actual Student Enrollment	360	40					
Total Paid Student Enrollment	-	-					
	PROGRAM SERVICES			SUPPORT SERVICES			
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Other	6,250	-	-	-	-	6,250	Dues
<b>TOTAL SCHOOL OPERATIONS</b>	<b>599,800</b>	<b>900</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>600,700</b>	
<b>FACILITY OPERATION &amp; MAINTENANCE</b>							
Insurance	37,256	-	-	-	-	37,256	
Janitorial		-	-	-	-	-	
Building and Land Rent / Lease	295,000	-	-	-	-	295,000	
Repairs & Maintenance	23,000	-	-	-	-	23,000	
Equipment / Furniture	5,000	-	-	-	-	5,000	
Security	3,000	-	-	-	-	3,000	
Utilities	44,200	-	-	-	-	44,200	
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	<b>407,456</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>407,456</b>	
DEPRECIATION & AMORTIZATION	190,000	-	-	-	-	190,000	
DISSOLUTION ESCROW & RESERVES / CONTINGENCY	-	-	-	-	-	-	
<b>TOTAL EXPENSES</b>	<b>4,308,644</b>	<b>218,787</b>	<b>203,328</b>	<b>-</b>	<b>923,171</b>	<b>5,653,930</b>	
<b>NET INCOME</b>	<b>884,356</b>	<b>(33,787)</b>	<b>227,172</b>	<b>21,400</b>	<b>(923,171)</b>	<b>175,970</b>	
<b>ENROLLMENT - *School Districts Are Linked To Above Entries*</b>	<b>REGULAR EDUCATION</b>	<b>SPECIAL EDUCATION</b>	<b>TOTAL ENROLLED</b>				
District of Location	360	40	400				
School District 2 (Enter Name)			-				
School District 3 (Enter Name)			-				
School District 4 (Enter Name)			-				
School District 5 (Enter Name)			-				
<b>TOTAL ENROLLMENT</b>	<b>360</b>	<b>40</b>	<b>400</b>				
<b>REVENUE PER PUPIL</b>	<b>14,425</b>	<b>4,625</b>	<b>1,076</b>				
<b>EXPENSES PER PUPIL</b>	<b>11,968</b>	<b>5,470</b>	<b>508</b>				



# Audited Financial Statement Checklist

Last updated: 10/29/2015

Page 1

**Charter School Name:**

**1. Please check each item that is included in the 2014-15 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)	Yes
Management Letter	Yes
Report on Extracurricular Student Activity Accounts (if applicable)	Not Applicable
Corrective Action Plans for any Findings	Yes

**2. Please indicated if there is a finding(s) noted in any of the following sections of your charter school's 2014-15 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	No
Management Letter	Yes

**Thank you.**



# Appendix E: Disclosure of Financial Interest Form

Last updated: 10/29/2015

---

Page 1

---

All trustees who served on an education corporation governing one or more charter schools during the 2014-2015 school year must complete the form in Appendix E (Disclosure of Financial Interest Form). [The Disclosure of Financial Interest Forms are due on November 1, 2015. A link to a safe and secure form that each Trustee must complete by the November 1, 2015 deadline will be provide here by September 1, 2015 or sooner.](#)

ALL charter schools or merged education corporations must complete the Board of Trustees Membership Table within the online portal in Appendix F (Board of Trustees Membership Table). The Board of Trustees Membership Table must be submitted by August 1, 2015.

Regents-authorized charter schools must upload a complete set of board of trustee Meeting Minutes from July 2014-June 2015 into Appendix G (Board Minutes). Board of Trustee Meeting Minutes must be submitted by August 1, 2015.

---

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

Yes

Thank you.



# Appendix F: BOT Membership Table

Last updated: 07/24/2015

## Page 1

### 1. Current Board Member Information

	Trustee Name	Email Address	Committee Affiliation(s)	Voting Member? (Y/N)	Area of Expertise, and/or Additional Role and School (parent, staff member, etc.)	Number of Terms Served and Length of Each (Include election date and term expiration)
1	Nelson Blish	[REDACTED]	Trustee/Member	Yes	Business/Management	1 term, June 30, 2015
2	Sidney Moore	[REDACTED]	Chair/Board President	Yes	Banking/HR	2 terms, June 30, 2015
3	John Page	[REDACTED]	Secretary	Yes	Business/Management	2 terms, June 30, 2016
4	Spiro Ziogas	[REDACTED]	Treasurer	Yes	Banking	2 terms, June 30, 2015
5	Megan Bosco	[REDACTED]	Trustee/Member	Yes	Government	1 term, June 30, 2015
6	Joan Moorehead	[REDACTED]	Trustee/Member	Yes	Community Relations/Higher Education	1 term, June 30, 2015
7	Gladys Pedraza-Burgos	[REDACTED]	Trustee/Member	Yes	Non-profit/Business	1 term, June 30, 2017
8	Jason Mellen	[REDACTED]	Trustee/Member	Yes	Business	1 term, June 30, 2017
9	Natosha McDonald	[REDACTED]	Trustee/Member	Yes	Human Resources	1 term, June 30, 2017
10	Augustin Melendez	[REDACTED]	Trustee/Member	Yes	Human Resources/Business	1 term, June 30, 2017
11	Antwan Williams	[REDACTED]	Trustee/Member	Yes	Business	1 term, June 30, 2015
12	Edward Cavalier	[REDACTED]	Other	No	Education	CEO
13						
14						
15						
16						
17						
18						

19						
20						

**2. Total Number of Members Joining Board during the 2014-15 school year**

4

**3. Total Number of Members Departing the Board during the 2014-15 school year**

3

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

21

**5. How many times did the Board meet during the 2014-15 school year?**

12

**6. How many times will the Board meet during the 2015-16 school year?**

12

**Thank you.**

**URBAN CHOICE CHARTER SCHOOL  
BOARD OF TRUSTEES – MINUTES  
THURSDAY, AUGUST 14, 2014**

**Present:** Nelson Blish, Megan Bosco, Ed Cavalier, Sidney Moore, John Page, Spiro Ziogas

**Absent:** Joan Moorehead, Frank Rossi, Antwan Williams

**Guests:** Natosha McDonald and Augie Melendez

**Media Notification:** Erica Bryant of the Democrat and Chronicle was notified of the August 14, 2014 Board of Trustees meeting on August 1, 2014. Public notice was also posted in the school.

The Board of Trustees meeting began at 6:04 p.m. and the mission statement was shared by Sidney Moore.

**Motion 140814.1** Upon a motion by John Page and duly seconded by Nelson Blish, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the June 5, 2014 minutes.

Voting in the affirmative: Nelson Blish, Megan Bosco, Sidney Moore, John Page, Spiro Ziogas

Voting in the negative: None

Motion 140814.1 passed 5 to 0

**Motion 140814.2** Upon a motion by Spiro Ziogas and duly seconded by Nelson Blish, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the June 26, 2014 minutes.

Voting in the affirmative: Nelson Blish, Megan Bosco, Sidney Moore, John Page, Spiro Ziogas

Voting in the negative: None

Motion 140814.2 passed 5 to 0

## Leadership Team Report

### Ed Cavalier:

- Calendar
  - Changed to reflect the first day of school on September 3 instead of September 2
  - Calendar mirrors RCSD calendar to avoid additional transportation expenses (around \$12,000 that UCCS would have to pay if we had our students attend school when RCSD students were not in session)
  - There were two additional days during the calendar school year creating the same issue - changed to be PD days
- The Board approved organizational structure has been approved by SED
- Test scores
  - New definition/delineation for scores of 3 and 2
  - Scores were disappointing but higher than RCSD – plans are in place to improve scores (additional staff at 7 & 8 ELA and Math; changes in teaching assignment)
- Implementing the Danielson Model (teacher evaluation system) and will devote a substantial part of Professional Development time to the process
  - The Principals are being mentored over the next two Saturdays and throughout the year
  - Will be in place and operating

### Lisa King:

- Enrollment – 404 students
  - We brought in 90 new students this year (44 in Kindergarten)
  - No wait list for 7<sup>th</sup> grade – currently at 47
  - The State caps our enrollment at 400 with the ability to have up to 5 additional students enrolled
  - Megan shared that the Board would like to see a dashboard report on enrollment at next month's meeting
- Audit – the audit went well and seemed to indicate we are in good standing
  - We had a \$200,000 loss w/o depreciation (due to a per pupil issue)
  - Payroll for this year is currently under what has initially been budgeted
  - No anticipated issues in the foreseeable future
  - Audit will be available for review for the Finance Committee in September, the BOT in October, then will be adopted and become part of the Annual Report

### Miriam Steinberg:

- Leadership Team attended a very informative symposium at St. John Fisher College - "Charter Schools – Sharing What Works" on August 4 and 5
  - UCCS presented on the charter renewal process
- Grants
  - Applied for Daisy Marquis Foundation grant for the STEM program

- Expect to hear by September 18 on the Farash grant for the additional facilities
- Participating in the WDKX Back to School Rally on Saturday, August 23
- Recruitment - hanging posters in various community locations in an attempt to gain name recognition and to recruit seventh graders

**Nicole Berg:**

- Eric & Nicole meeting with an Administrator from Penfield to design the Danielson teacher evaluation system for UCCS
  - Effectively evaluate the teachers this upcoming year is one of our primary goals
- Summer School
  - Focus was on ELA and Math
  - Enrollment started strong and then dropped
  - Will review for next year
- Therapy Dog Program is in place
  - Duncan is with UCCS
  - Indiegogo online fundraising campaign - met our goal of \$3K
  - Duncan has his orientation appointment with his trainer next week

**Eric Robinson:**

- Staffing changes/updates since last meeting:
  - Social Worker resigned and returned to RCSD – replaced with Carl Parris to fill newly formed Intervention Specialist position (will consist of home visits and solidifying home connections, etc.)
  - Spanish Teacher resigned to accept a position in a district closer to where he lives; this position is not filled to date
  - Matt Komendat has accepted the position of 5<sup>th</sup> grade teacher
  - Tricia Ziebarth will replace Matt as the Health and Elective Teacher
- Working on master schedules
  - Middle school students will now have double periods of ELA and Math every other day
    - ✓ There are also separate teachers for 7<sup>th</sup> and 8<sup>th</sup> grade ELA and Math
- Annual Report was submitted on time with one additional piece (Audit) due November 1
- Implementing second year of PBIS - going well
- UCCS will be beginning an After School Program through United Way (two-year grant):
  - Available to all K-8 students Monday-Friday from 3:30-6:30 p.m. every day that school is in session
  - Snack and hot meal provided
  - Program provided by the Center for Youth
  - We are providing the space and are required to have 80 students enrolled
  - Staffing provided by Center for Youth
  - Transportation is the responsibility of parents

**Nicole Berg & Eric Robinson:**

- Researching locations for expansion
- Visited a few locations/sites since the last meeting

**Governance Committee Report – Megan Bosco**

- Starting the recruiting process for new BOT members to replace current members whose terms will expire in June
- Creating document for this process and will share with BOT members
- Megan was asked as a parent to participate in a class-action lawsuit regarding equitable funding for facilities for NE Charter Schools Network - she declined
- Teachers and staff would like a Teacher Quality Committee
  - Megan is willing to sit on the Committee but not lead

**Finance Report – Spiro Ziogas (Refer to Attachment A)**

**General Comments/Discussion – Sidney Moore**

- In July, Ed signed his contract for another year at UCCS
- Discussions also need to take place regarding future expansion talks
- Brief introduction from prospective board member Natosha McDonald
- Discussion took place related to the Chair and Vice Chair positions on the BOT

**Public Comments - None**

**Motion 140814.3**                      Upon a motion by Megan Bosco and duly seconded by Spiro Ziogas, the following was submitted for adoption: **RESOLVED** that the Board of Trustees adjourn the meeting at 8:08 p.m.

Voting in the affirmative:    Nelson Blish, Megan Bosco, Sidney Moore, John Page, Spiro Ziogas

Voting in the negative:        None

Motion 140814.3 passed 5 to 0

**Next Board Meeting:** Thursday, September 4, 2014 at 6 p.m.

## TREASURER'S REPORT

Finance Meeting on Wednesday, August 13, 2014

As of June 30, 2014	YTD Actual	2013-2014 Annual Budget	% of Annual Budget
Revenue	\$5,802,173	\$5,612,922	103.4%
Expenses	\$6,142,612	\$5,543,605	110.8%
Net Income	(\$340,439)	\$69,317	
Depreciation Expense	\$140,034	\$0	
<b>Net Income w/out</b>			
Depreciation	(\$200,405)		
Cash on Hand	\$1,576,594 (Savings account has \$160,369)		

The topics of conversation were as follows:

1. Review of June 30<sup>th</sup> and Year End numbers

### **Meeting Notes**

The 2013-2014 school year ended on June 30, 2014 and we finished the year, as expected, with a deficit in the amount of \$200,405, even though overall revenues were greater than plan by \$189,251 (103.37% of budget). The issue was that expenses had swelled to almost \$459,000 above budget. On the expense side the line items which had the greatest increases were Personnel expenses (105.33% of budget), Food Service (168.24% of budget), Facilities Management (109.47% of budget) and Professional Fees (168.26% of budget).

It is important to note that the above results were discovered and addressed immediately because the business office had good procedures in place that identified a problem. The problem was then handled directly and difficult decisions were made. The office has strengthened operations with the guidance of our CPAs. The CPAs have said we are on much sturdier footing going forward. 2014-2015 will be stronger and stable.

**URBAN CHOICE CHARTER SCHOOL  
BOARD OF TRUSTEES – MINUTES  
THURSDAY, SEPTEMBER 4, 2014**

**Present:** Megan Bosco, Ed Cavalier, Sidney Moore, Frank Rossi, Antwan Williams

**Absent:** Nelson Blish, Joan Moorehead, John Page, Spiro Ziogas

**Media Notification:** Erica Bryant of the Democrat and Chronicle was notified of the September 4, 2014 Board of Trustees meeting on August 27, 2014. Public notice was also posted in the school.

The Board of Trustees meeting was called to order at 6:09 p.m. by Sidney Moore and the mission statement was shared.

### **Leadership Team Report**

#### **Ed Cavalier**

- Professional Development
  - On Tuesday, we rolled out the new evaluation process to staff – a concise and coherent process.
    - ✓ We hired a mentor (an administrator from Penfield) for Eric and Nicole. Penfield has used the Danielson model since 2001.

#### **Nicole Berg and Eric Robinson**

Nicole and Eric shared a presentation: Urban Choice Evaluation Process (*Refer to Attachment A*) and a discussion followed.

#### **Ed Cavalier**

- School opening - positive
- 60 students are currently without transportation
- Awaiting resolution from RCSD on transportation issues. We have made adjustments and are providing transportation for those unable to provide their own.

- 97% attendance with 25 absent first day and only 13 today (due to illness, lack of transportation and custody disputes).
- New beginnings - new principals, new coaches, more clearly defined roles, finances under control, excited about the possibilities for this year.

### **Lisa King**

- Enrollment:
  - 402 enrolled
  - 185 on waiting list
  - Only three on waiting list for 7th grade
  - Applications continue to arrive

### **Miriam Steinberg**

- Parent Forums
  - Turnout has not been historically strong
  - Scheduling now for every other month beginning this Saturday
  - Making them thematic
  - PBIS will be the first theme
  - Survey was sent home today - seeking suggestions for topics

### **Public Comments**

### **Next Board Meeting:**

Thursday, October 2, 2014 at 6 p.m.

# **URBAN CHOICE EVALUATION PROCESS**



## **DESCRIPTION AND TIMELINE**

- EVERY TEACHER WILL HAVE ONE GOAL SETTING MEETING WHICH WILL OCCUR BY OCTOBER 29
  - A MINIMUM OF TWO OBSERVATIONS WILL OCCUR THROUGHOUT THE YEAR:
    - THE FIRST OBSERVATION WILL BE ANNOUNCED, PLANNED WITH THE TEACHER, AND WILL OCCUR BEFORE DECEMBER 12. THE SECOND OBSERVATION WILL BE UNANNOUNCED.
    - ADDITIONAL OBSERVATIONS WILL BE DECIDED ON AN AS NEEDED BASIS.
- 

<b>CONTENT</b> (Evaluation or Information)	<b>EVALUATOR</b>	<b>REQUIREMENTS</b>	<b>DUE DATE</b>
<b>Goal-Setting Meeting</b>	Principal	Goal-Setting Meeting Form	October 29
<b>1<sup>st</sup> Observation</b> (announced)	Principal	Planning Form Pre-Observation Meeting Reflection Form Post-Observation Meeting	December 12
<b>Review of Process</b>	Staff	Professional Development	January 5
<b>2<sup>nd</sup> Observation</b> (unannounced)	Principal	Reflection Form Post-Observation Meeting	March 20
<b>Artifact Submission</b>	Principal	Artifacts being submitted for evidence of components from Domain 1 and Domain 4	May 15
<b>End of Year Performance Review</b>	Principal	End of Year Performance Review Form	June 12



# GOAL-SETTING MEETING

- CLARIFY AND CHOOSE THE COMPONENTS FROM EACH DOMAIN THAT WILL BE FOCUSED ON THROUGHOUT THE YEAR
  - GOAL-SETTING FORM WILL BE COMPLETED TOGETHER
  - EIGHT COMPONENTS WILL BE SELECTED TO FOCUS ON THROUGHOUT THE YEAR
  - PRINCIPAL AND TEACHER WILL SELECT ONE COMPONENT FROM EACH DOMAIN - TOTALING EIGHT COMPONENTS
- 



## PRINCIPAL SELECTED COMPONENTS

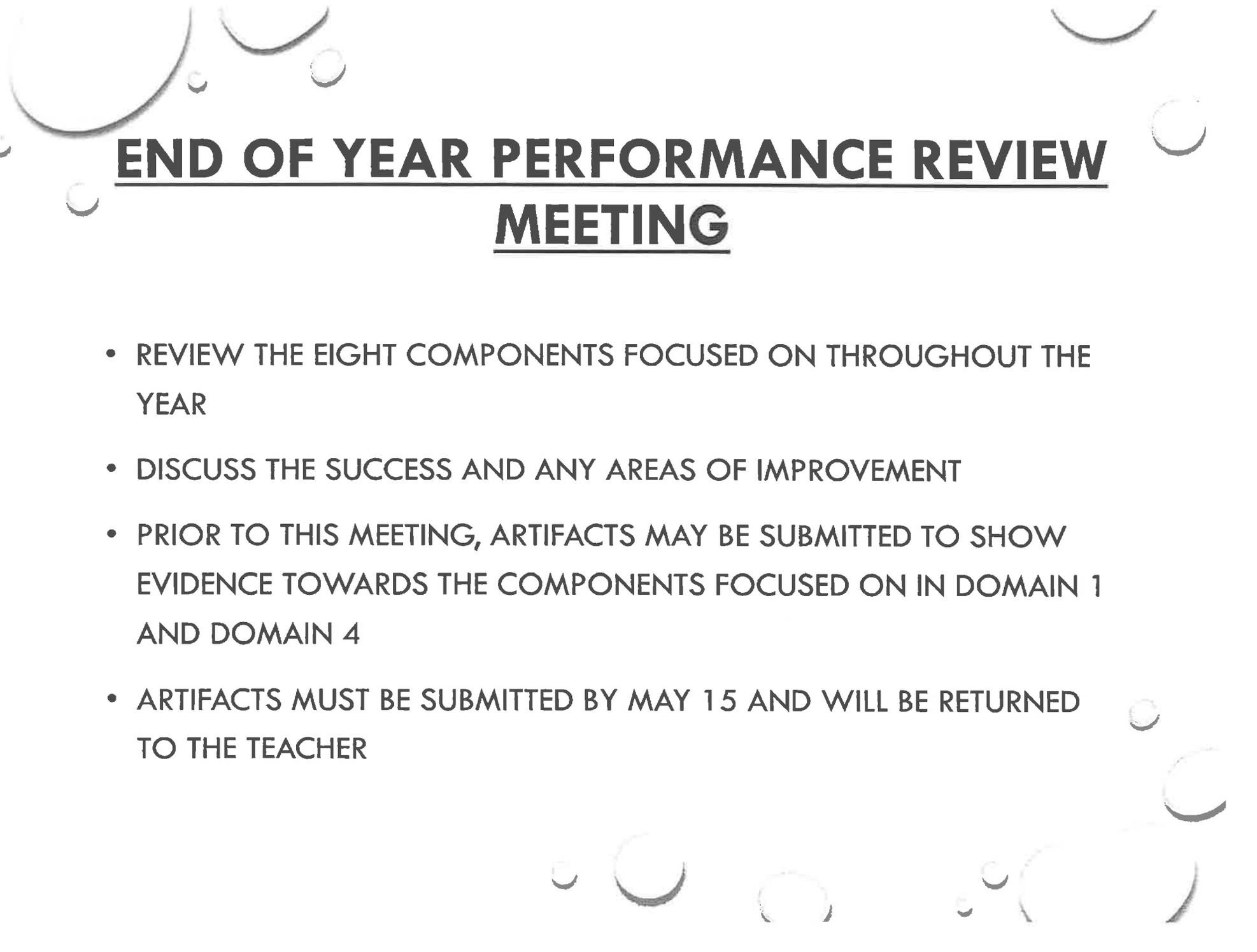
- 1E - DESIGNING COHERENT INSTRUCTION
  - 2B - ESTABLISHING A CULTURE FOR LEARNING
  - 3C - ENGAGING STUDENTS IN LEARNING
  - 4C - COMMUNICATING WITH FAMILIES
- 

# PRE-OBSERVATION MEETING

- REVIEW THE LESSON PLANNING FORM
- DISCUSS ANY QUESTIONS OR CONCERNS BEFORE THE LESSON
- LESSON PLANNING FORM NEEDS TO BE COMPLETED AND BROUGHT TO THE MEETING
- FORM ALSO NEEDS TO ADDRESS THE FOUR COMPONENTS FROM DOMAIN TWO AND THREE THAT WERE SELECTED DURING THE GOAL-SETTING MEETING
- PRE-OBSERVATION MEETING WILL BE HELD 3-5 SCHOOL DAYS PRIOR TO THE SCHEDULED OBSERVATION

# POST-OBSERVATION MEETING

- REVIEW THE LESSON THAT WAS TAUGHT
- DISCUSS HOW THE FOUR COMPONENTS FROM DOMAIN 2 AND DOMAIN 3 WERE ADDRESSED
- REVIEW REFLECTION FORM THAT IS DUE AT THE TIME OF THE POST-OBSERVATION MEETING
- NOTES TAKEN BY THE PRINCIPAL DURING THE LESSON WILL BE GIVEN TO THE TEACHER WITHIN THREE SCHOOL DAYS OF THE OBSERVATION
- POST-OBSERVATION MEETING WILL BE HELD 3-5 SCHOOL DAYS AFTER THE ANNOUNCED AND UNANNOUNCED OBSERVATIONS



# **END OF YEAR PERFORMANCE REVIEW** **MEETING**

- REVIEW THE EIGHT COMPONENTS FOCUSED ON THROUGHOUT THE YEAR
- DISCUSS THE SUCCESS AND ANY AREAS OF IMPROVEMENT
- PRIOR TO THIS MEETING, ARTIFACTS MAY BE SUBMITTED TO SHOW EVIDENCE TOWARDS THE COMPONENTS FOCUSED ON IN DOMAIN 1 AND DOMAIN 4
- ARTIFACTS MUST BE SUBMITTED BY MAY 15 AND WILL BE RETURNED TO THE TEACHER

# REVIEW OF FORMS

**URBAN CHOICE CHARTER SCHOOL  
BOARD OF TRUSTEES – MINUTES  
THURSDAY, OCTOBER 2, 2014**

**Present:** Nelson Blish, Megan Bosco, Ed Cavalier, Augie Melendez, Sidney Moore, Joan Moorehead, John Page, Frank Rossi, Antwan Williams, Spiro Ziogas

**Absent:**

**Media Notification:** Erica Bryant of the Democrat and Chronicle was notified of the October 2, 2014 Board of Trustees meeting on September 22, 2014. Public notice was also posted in the school.

The Board of Trustees meeting was called to order at 6:02 p.m. by Sidney Moore and the mission statement was shared.

**Motion 141002.1** Upon a motion by Megan Bosco and duly seconded by Nelson Blish, the following was submitted for adoption: RESOLVED that the Board of Trustees appoint Augustin Melendez to serve on the BOT at UCCS for a term to expire on June 30, 2017 and that this motion is considered final with no need for further BOT approval.

**Voting in the affirmative:** Nelson Blish, Megan Bosco, Sidney Moore, Joan Moorehead, John Page, Frank Rossi, Antwan Williams

**Voting in the negative:** None

Motion 141002.1 passed 7 to 0

**Review of Audit – Bonadio**

- Bonadio reported that the audit was reviewed in detail with the Finance Committee
- There were no significant difficulties encountered in performing the audit
- No errors were identified
- Financial statements were reviewed
- In the future, board members outside of the Finance Committee will be provided with advance copies of the audit

**Motion 141002.2** Upon a motion by Spiro Ziogas and duly seconded by Augie Melendez, the following was submitted for adoption:  
RESOLVED that the Board of Trustees approve the appointment of Sidney Moore as Board Chair replacing Frank Rossi and that this motion is considered final with no need for further BOT approval.

Voting in the affirmative: Nelson Blish, Megan Bosco, Augie Melendez, Sidney Moore, Joan Moorehead, John Page, Frank Rossi, Antwan Williams, Spiro Ziogas

Voting in the negative: None

Motion 141002.2 passed 9 to 0

**Motion 141002.3** Upon a motion by Joan Moorehead and duly seconded by Antwan Williams, the following was submitted for adoption:  
RESOLVED that the Board of Trustees approve the appointment of Frank Rossi as Board Vice Chair replacing Sidney Moore and that this motion is considered final with no need for further BOT approval.

Voting in the affirmative: Nelson Blish, Megan Bosco, Sidney Moore, Joan Moorehead, John Page, Frank Rossi, Antwan Williams, Spiro Ziogas

Voting in the negative: None

Motion 141002.3 passed 9 to 0

**Motion 141002.4** Upon a motion by Augie Melendez and duly seconded by Megan Bosco, the following was submitted for adoption:  
RESOLVED that the Board of Trustees approve the August 14, 2014 and September 4, 2014 minutes.

Voting in the affirmative: Nelson Blish, Megan Bosco, Augie Melendez, Sidney Moore, Joan Moorehead, John Page, Frank Rossi, Antwan Williams, Spiro Ziogas

Voting in the negative: None

Motion 141002.4 passed 9 to 0

**Motion 141002.5** Upon a motion by Megan Bosco and duly seconded by Frank Rossi, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve Natosha McDonald as a final candidate to be recommended to NYSED for review and approval to a term expiring June 30, 2017 and that this motion is considered final with no need for further BOT approval.

**Voting in the affirmative:** Nelson Blish, Megan Bosco, Augie Melendez, Sidney Moore, Joan Moorehead, John Page, Frank Rossi, Antwan Williams, Spiro Ziogas

**Voting in the negative:** None

Motion 141002.5 passed 9 to 0

**Motion 141002.6** Upon a motion by Megan Bosco and duly seconded by Frank Rossi, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve Jason Mellen as a final candidate to be recommended to NYSED for review and approval to a term expiring June 30, 2017 and that this motion is considered final with no need for further BOT approval.

**Voting in the affirmative:** Nelson Blish, Megan Bosco, Augie Melendez, Sidney Moore, Joan Moorehead, John Page, Frank Rossi, Antwan Williams, Spiro Ziogas

**Voting in the negative:** None

Motion 141002.6 passed 9 to 0

**Motion 141002.7** Upon a motion by Megan Bosco and duly seconded by Augie Melendez, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve Gladys Pedraza-Burgos as a final candidate to be recommended to NYSED for review and approval to a term expiring June 30, 2017 and that this motion is considered final with no need for further BOT approval.

**Voting in the affirmative:** Nelson Blish, Megan Bosco, Augie Melendez, Sidney Moore, Joan Moorehead, John Page, Frank Rossi, Antwan Williams, Spiro Ziogas

Voting in the negative:       None

Motion 141002.7 passed 9 to 0

## Leadership Team Report

### Ed Cavalier

- FOIL request received for roster of teachers with salaries for 2013-14 school year, number of years of service, total number of years teaching, names of teachers that turned over during 2013-14, and names of certified teachers
  - All information was submitted this afternoon
- Offer on a vacant school building was accepted
  - Papers are being reviewed by our lawyer
  - Leadership team has spent a few hours looking at different scenarios
  - Future decisions will need to be made
  - Initial plan will be available for review in two to three weeks
- Excellent start to the school year
- Principals, teachers, and students are all focused
- UCCS is “poised for greatness” (comments from SED renewal conference)

### Lisa King

- Dashboard Review:
  - Enrollment: 404
  - Currently no 7<sup>th</sup> graders on waiting list
  - Staff attendance and student attendance both increased
  - Wait list at 197 down from 217 last year – more competition with other charter schools
  - Discussion followed regarding the lack of Spanish speaking teachers and staff due to the unexpected departure of two staff members shortly before the start of school and budget cuts deferred their replacement

### Miriam Steinberg

- Received \$100K grant from Farash for phone and Internet system in new facility
- Received Daisy Marquis Jones Foundation Grant of \$35K for Saturday STEM program
- Open House on Thursday, October 9, 2014 will be typical format of visitations to classrooms, food, student performances, etc.

## Eric Robinson

- After School Program
  - United Way funded
  - Currently 80 students enrolled
  - Dinner provided
  - Academic help with homework
  - Recreation (rigorous physical activity)
  - Parents pick up at 6:30 p.m. after dinner
  - Waiting list for 40 students and hoping to open up more opportunities
- STEM program to begin on Saturdays beginning the middle of November – will be held for 20 Saturdays with 50 students
- Center for Youth assist with our Alternative to Suspension
  - PBIS accepted practice has improved numbers significantly
- Attended a press conference with a couple of students - related to the lawsuit about inequitable funding for charter schools

## Nicole Berg

- Rtl Process
  - Academic Intervention Model
- Special Education Services
  - Hard working group making sure all of our students get what they need
- Therapy puppy Duncan is 18 weeks old and did well at his last training session
- Karen Haak and Shannon D'Agostgino (ELA and Math Coaches) shared a detailed presentation highlighting Coaching and Data

## Finance Report – Spiro Ziogas (Refer to Attachment A)

**Motion 141002.8**                      Upon a motion by Spiro Ziogas and duly seconded by John Page, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the Audit as presented by Bonadio.

Voting in the affirmative:      Nelson Blish, Megan Bosco, Sidney Moore, Joan Moorehead, John Page, Frank Rossi, Antwan Williams, Spiro Ziogas

Voting in the negative:          None

Motion 141002.8 passed 8 to 0

## Chair Report

### ~ Parent Involvement Committee Report

- Met and “under construction”

### Public Comments – None

**Motion 141002.9** Upon a motion by Spiro Ziogas and duly seconded by Frank Rossi, the following was submitted for adoption: **RESOLVED** that the Board of Trustees enter Executive Session.

**Voting in the affirmative:** Nelson Blish, Megan Bosco, Sidney Moore, Joan Moorehead, John Page, Frank Rossi, Antwan Williams, Spiro Ziogas

**Voting in the negative:** None

Motion 141002.9 passed 8 to 0

**Motion 141002.10** Upon a motion by Megan Bosco and duly seconded by John Page, the following was submitted for adoption: **RESOLVED** that the Board of Trustees end Executive Session.

**Voting in the affirmative:** Nelson Blish, Megan Bosco, Sidney Moore, Joan Moorehead, John Page, Frank Rossi, Antwan Williams, Spiro Ziogas

**Voting in the negative:** None

Motion 141002.10 passed 8 to 0

**Motion 141002.11** Upon a motion by Nelson Blish and duly seconded by John Page, the following was submitted for adoption: **RESOLVED** that the Board of Trustees adjourn the meeting at 7:55 p.m.

**Voting in the affirmative:** Nelson Blish, Megan Bosco, Sidney Moore, Joan Moorehead, John Page, Frank Rossi, Antwan Williams, Spiro Ziogas

**Voting in the negative:** None

Motion 141002.11 passed 8 to 0

**Next Board Meeting:** Thursday, November 6, 2014 at 6 p.m.

**TREASURER'S REPORT**

Finance Meeting on Wednesday, August 13, 2014

<b>As of July 30, 2014</b>	<b>YTD Actual</b>	<b>2014-2015 Annual Budget</b>	<b>% of Annual Budget</b>
<b>Revenue</b>	<b>\$459,199</b>	<b>\$421,493</b>	<b>109%%</b>
<b>Expenses</b>	<b>\$306,863</b>	<b>\$272,072</b>	<b>113%</b>
<b>Net Income</b>	<b>\$152,336</b>	<b>\$272,072</b>	
<b>Depreciation Expense</b>	<b>\$11,667</b>	<b>\$12,500</b>	
<b>Net Income w/out</b>			
<b>Depreciation</b>	<b>\$164,003</b>		
<b>Cash on Hand</b>	<b>\$937,011 (Savings account has \$231,792)</b>		

The topics of conversation were as follows:

1. Meeting with Bonadio to review results of the Audit.

The entire meeting was in review of the Auditor's findings. The results had no significant concerns and they felt that the addition of the services from Freed Maxick CPAs brought much value to the function of the business office and to the availability of reliable information to the auditors.

URBAN CHOICE CHARTER SCHOOL  
BOARD OF TRUSTEES – MINUTES  
THURSDAY, NOVEMBER 6, 2014

**Present:** Nelson Blish, Megan Bosco, Ed Cavalier, Augie Melendez, Sidney Moore, Joan Moorehead, John Page, Antwan Williams, Spiro Ziogas

**Absent:** Frank Rossi

**Guests (Pending Members):** Natosha McDonald, Jason Mellen, Gladys Pedraza-Burgos,

**Media Notification:** Erica Bryant of the Democrat and Chronicle was notified of the November 6, 2014 Board of Trustees meeting on October 27, 2014. Public notice was also posted in the school and on the website.

The Board of Trustees meeting was called to order at 6:00 p.m. by Sidney Moore and the mission statement was shared.

**Motion 141106.1** Upon a motion by Nelson Blish and duly seconded by Augie Melendez, the following was submitted for adoption:  
RESOLVED that the Board of Trustees approve the October 2, 2014 minutes.

**Voting in the affirmative:** Nelson Blish, Augie Melendez, Sidney Moore, Joan Moorehead, John Page

**Voting in the negative:** None

Motion 141106.1 passed 5 to 0

### Leadership Team Report

Lisa King

- Dashboard Review
  - Stable with little change

- ✓ Enrollment: 403
  - ❖ One student left but opening has been filled beginning next week
- ✓ Reviewed and discussed Scholastic Math Inventory and Scholastic Reading Inventory
- ✓ Board requested that student retention be included on the dashboard for future review
- ✓ Staff has been informed that a couple of Spanish translators are available whenever needed for parent conferences or meetings with Spanish speaking families

### Eric Robinson

- STEM program begins this Saturday
  - 20 week program
  - 46 students enrolled
  - Buses are routed for a 9 a.m. – 2 p.m. schedule
  - Three different STEM-related classes (each section/subject to be held for a little over an hour)
  - Projects, activities & field trips
- Basketball program begins next Wednesday (7<sup>th</sup> and 8<sup>th</sup> grade)
  - Boys and Girls (currently more girls signed up)
- Will be using the old University Prep gym when available and the Norman Howard gym will be utilized for the next few weeks
- Annual Report was submitted in August with some financial report and goals/scores from last year due on November – all submitted on time

### Nicole Berg

- Practice assessment and scoring
  - Grades 3 through 8 completed two rounds of practice sessions
  - Practice held as if taking the test
- Teachers are in the process of scoring to determine results and to use this feedback to determine future instructional goals

### Miriam Steinberg

- Teaching Learning Institute students have returned from East High School (two seniors) and they are assisting in kindergarten and 5<sup>th</sup> grade (Monday – Thursday). Some sophomores will also be added in the near future.
- Seeking connections to local foundations in the Rochester area to reach out to for funding

- Rock the Day (United Way Day of Giving) will take place on December 2 – link will be sent by Lynn in the near future
- In the process of completing application for UCCS to be a designated a donor for the United Way
- Second Parent Forum to be held this Saturday from 9 a.m. – 10 a.m. followed by a PTA meeting

#### **Lisa King**

- Presented and reviewed the September financial statements discussed at the Finance Committee meeting on October 23 and provided in advance to all board members

#### **Governance Report – Megan Bosco**

- Board Retreat – set for Saturday, March 7
  - Seeking suggestions for topics
- Justin Kwasa, Advocacy Manager for Rochester and Central New York from Northeast Charter Schools Network was introduced
- Awaiting response from SED regarding three board member applications
- Trustee handbook is out of date
  - Seeking input
  - Determining what needs to be included
  - Missing a Whistle Blower Policy
    - ✓ Plan to have it written by the next meeting

#### **Finance Report – Spiro Ziogas (*Refer to Attachment A*)**

- Finance Committee meeting – financial statements and bank statements were matched up and reviewed by Pat Shager
- Some line items were reviewed that seemed excessive but it was determined that it was just a timing issue
- \$318K net – in a strong position at this point

#### **Chair Report**

- Objectives for year focusing on academic achievement, Board soundness, and the overall soundness of the school
- Planning earlier process for succession plan for board members

## Public Comments

- Justin Kwasa, Advocacy Manager for Rochester and Central New York, Northeast Charter Schools Network, shared:
  - Assists charter schools with
    - ✓ Action items for board and school
    - ✓ Keep informed about current lawsuit dealing with inequitable funding (around \$6,000 gap) for charter school vs. public schools
  - Would like to assemble a group (school leader, board member) to visit the offices of Rich Funke and Joe Morelle
- Charter School Advocacy Day set for February 3, 2015

## Ed Cavalier

- Shared current status of Peace of Christ Parish Lease
  - One sided document – essentially we pay rent in addition to many extras
    - Responsible for three quarters of salary of custodian
  - Need to notify by January 15, 2015 of intent to renew for another five years which includes an automatic 3% increase for the next five years
    - Taxes, insurance, custodian salary also built into the lease
- Current proposal shared
  - The building is the same building materially that they gave to us initially and they have not invested any money into the building
  - An amendment was included when the middle school building was added
  - We utilize the church hall for some school activities – and they have begun to charge us up to a \$100 fee each time
  - We began exploring different options for facilities or expansion
    - ✓ Considered and explored seven different property options (Browncroft Baptist Church, 21 Humboldt Street subdivided, 175 Humboldt Street, 2 Potomac Street, 515 Lee Road, Washington Irving Elementary School, Barnard Elementary School)
- Barnard Elementary School Property
  - Put in bid for \$600K and countered for \$750 – purchase and sale agreement is in place if authorized by Board
  - Same size as our two buildings combined with a gymnasium and auditorium
  - Older building
  - Five acres of land
  - Since this is our fourth year of a freeze of student aid, adding another class per grade would assist in financing
- CEO requested and received verbal approval from BOT members to:
  - Enter into an expansion plan
  - Renegotiate the lease at 545 Humboldt Street
  - Enter into purchase of Barnard Elementary School property contingent on several factors during the due diligence period

**Motion 141106.2**                    Upon a motion by Nelson Blish and duly seconded by Sidney Moore, the following was submitted for adoption: RESOLVED that the Board of Trustees enter Executive Session.

Voting in the affirmative:    Nelson Blish, Megan Bosco, Sidney Moore, Joan Moorehead, John Page, Antwan Williams, Spiro Ziogas

Voting in the negative:        None

Motion 141106.2 passed 7 to 0

**Motion 141106.3**                    Upon a motion by Nelson Blish and duly seconded by Spiro Ziogas, the following was submitted for adoption: RESOLVED that the Board of Trustees end Executive Session.

Voting in the affirmative:    Nelson Blish, Megan Bosco, Sidney Moore, Joan Moorehead, John Page, Antwan Williams, Spiro Ziogas

Voting in the negative:        None

Motion 141106.3 passed 7 to 0

**Motion 141106.4**                    Upon a motion by Sidney Moore and duly seconded by Megan Bosco, the following was submitted for adoption: RESOLVED that the Board of Trustees adjourn the meeting at 8:31 p.m.

Voting in the affirmative:    Nelson Blish, Megan Bosco, Sidney Moore, Joan Moorehead, John Page, Antwan Williams, Spiro Ziogas

Voting in the negative:        None

Motion 141106.4 passed 7 to 0

**Next Board Meeting:** Thursday, December 4, 2014 at 6 p.m.

## TREASURER'S REPORT

Finance Meeting on Thursday, October 16, 2014

As of Sept. 30, 2014	MTD Actual	Current Month Budget	Current Month Variance
Revenue	\$451,332	\$452,975	(\$1,643)
Expenses	\$479,047	\$488,302	(\$9,255)
Net Income	(\$27,715)	(\$35,327)	\$7,612
Depreciation Expense	\$15,791	\$12,500	\$3,291
Net Income w/out Depreciation	(\$11,924)	(\$22,827)	\$10,903
Cash on Hand	\$1,127,237 (Savings account has \$139,952)		

The topics of conversation were as follows:

1. Review of Monthly Bank Statements was performed by Finance Committee Member Patrick Sager and found all bank statement totals matched with financial reports presented.
2. We reviewed a number of line items that seemed excessive but have timing issues built in to them, expenses that are higher in the beginning of the year and not impactful the rest of the year. Review of the financial statements as presented uncovered no significant concerns.
3. YTD Net income is \$274,653 vs YTD Budget of \$289,978 (\$317,901 vs \$327,478 with depreciation added back)

URBAN CHOICE CHARTER SCHOOL  
BOARD OF TRUSTEES – MINUTES  
THURSDAY, DECEMBER 4, 2014

**Present:** Nelson Blish, Megan Bosco, Ed Cavalier, Natosha McDonald, Augie Melendez, Jason Mellen, Sidney Moore, Joan Moorehead, John Page, Gladys Pedraza-Burgos, Frank Rossi, Spiro Ziogas

**Absent:** Antwan Williams

**Media Notification:** Erica Bryant of the Democrat and Chronicle was notified of the December 4, 2014 Board of Trustees meeting on November 24, 2014. Public notice was also posted in the school and on the website.

The Board of Trustees meeting was called to order at 6:01 p.m. by Sidney Moore and the mission statement was shared.

**Motion 141204.1** Upon a motion by Frank Rossi and duly seconded by Nelson Blish, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the November 6, 2014 minutes.

**Voting in the affirmative:** Nelson Blish, Megan Bosco, Augie Melendez, Sidney Moore, Joan Moorehead, John Page, Frank Rossi

**Voting in the negative:** None

Motion 141204.1 passed 7 to 0

**Governance Report – Megan Bosco**

- Distributed the Whistle-blower Policy in draft form for review. This will be submitted as an amendment to the Bylaws upon board approval at the January meeting.

**Motion 141204.2** Upon a motion by Megan Bosco and duly seconded by Joan Moorehead, the following was submitted for adoption: RESOLVED that the Board of Trustees appoint Natosha

McDonald to serve on the BOT at UCCS for a term to expire on June 30, 2017 and that this motion is considered final with no need for further BOT approval.

Voting in the affirmative: Nelson Blish, Megan Bosco, Augie Melendez, Sidney Moore, Joan Moorehead, John Page, Frank Rossi

Voting in the negative: None

Motion 141204.2 passed 7 to 0

**Motion 141204.3** Upon a motion by Megan Bosco and duly seconded by Augie Melendez, the following was submitted for adoption: RESOLVED that the Board of Trustees appoint Gladys Pedraza-Burgos to serve on the BOT at UCCS for a term to expire on June 30, 2017 and that this motion is considered final with no need for further BOT approval.

Voting in the affirmative: Nelson Blish, Megan Bosco, Augie Melendez, Sidney Moore, Joan Moorehead, John Page, Frank Rossi

Voting in the negative: None

Motion 141204.3 passed 7 to 0

**Motion 141204.4** Upon a motion by Megan Bosco and duly seconded by Frank Rossi, the following was submitted for adoption: RESOLVED that the Board of Trustees appoint Jason Mellen to serve on the BOT at UCCS for a term to expire on June 30, 2017 and that this motion is considered final with no need for further BOT approval.

Voting in the affirmative: Nelson Blish, Megan Bosco, Augie Melendez, Sidney Moore, Joan Moorehead, John Page, Frank Rossi

Voting in the negative: None

Motion 141204.4 passed 7 to 0

- Virgil Joseph and Sam Soong, prospective board member candidates introduced themselves.

## Leadership Team Report

- An article should be in the Democrat and Chronicle on Sunday morning
  - Reporter Justin Murphy spent time in the elementary building
  - UCCS has the most experienced teachers of all other charter schools in the area
  - Attended the K-2 PLC meeting
  - Our youngest first grade teacher was presenting work from one of her students
  - Indicated that he had never seen anything like this – an opportunity for teachers to work together and define their work
  - Interviewed our youngest teacher; she was an instructional support teacher for four years

## Lisa King

- Dashboard Review
  - Demographics for free/reduced lunch changed slightly
  - Special Ed changed slightly
  - Two part-time jobs were combined to make one full-time job
  - ATS visits down
    - ✓ Eric shared that this is due to the routine of PBIS and Class Dojo – improved student behavior
  - Enrollment steady at 403
  - Currently one opening for kindergarten student
  - Attendance at 96%
  - Discussed attrition and reasons for each student (moving to other districts, need for self-contained classroom, home schooling, unwillingness to work with staff)
  - Waiting list is at 175
- Lawsuit concerning an injured student has been settled out of court through the insurance company for \$100,000. This will involve a structured payment paid out in monthly increments when the former student reaches the age of 18 years.
- Case of Strep Throat identified by nurse in our kindergarten class. The rest of the class and the cleaning crew were notified.

## Nicole Berg

- Scholastic Math Inventory (SMI)/Scholastic Reading Inventory (SRI) results will be available next month
- Practice state test results were shared
  - Teachers learned from scoring and could return to the classroom to make adjustments and corrections

- Tried to refine Common Core curriculum and Common Core testing over the past two to three years
- Two practice tests used to increase student stamina and to increase teacher awareness
- Our teachers are genuinely positive about acquiring data

#### Eric Robinson

- STEM program is up and running well
  - Over enrolled by six students but we are making it work
  - All students remain committed
  - Activities are enjoyed
- Basketball program is up and running
  - 18 girls signed up and then many dropped for various reasons
  - Some sixth grade girls have joined
  - Will be taking both programs out to Monroe Community College for a workshop on Monday night (arranged by Joan Moorhead)
  - Scheduling games with various schools
  - Making connections with other schools
  - Currently using the Norman Howard School gym three times per week.
  - Our school bus and drivers transport and parents/guardians pick up at 6:30 p.m.
- Cheesecake Factory offered to host breakfast for kindergarten students again this year. Each student gets \$20 worth of gifts given by Cheesecake Factory staff in addition to making a craft.
- Winter store – K-8 earn gifts to select via PBIS and wrap for their family members.
- After school program is going strong at full capacity

#### Miriam Steinberg

- Preparing the guest list for the Ten Year Gala celebration
  - To be held on February 12 at Century Club
  - Looking for input from all board members for guest list – email contact list to Lynn
  - Cocktails and hors d'oeuvres
  - Student performances
  - Save the Date postcards to be mailed on December 12
- ROC the Day -- total amount raised: \$612.40
- 7<sup>th</sup> and 8<sup>th</sup> graders held a Jar Wars competition -- raised \$577.85 to go to the Red Cross – competition between homerooms. Four students will accompany to deliver the check

Ed Cavalier

- A request if we would like to increase our enrollment will be due to the State on December 15.
  - Add 159 students in one year to grades K-6
  - Reviewed academic advantages for expansion
  - Reviewed the estimated cost of expansion
  - Makes economic sense
  - There is a need and a want for students to attend UCCS

Motion 141204.5

Upon a motion by Frank Rossi and duly seconded by Spiro Ziogas, the following was submitted for adoption: RESOLVED that the Board of Trustees authorize the Chair to submit an application to the State Education Department on or before December 15, 2014 requesting a change in our charter to increase the enrollment of Urban Choice Charter School from the currently authorized 400 students to 559 students, specifically by adding one class to each grade level for grades K-6 for the 2015-16 school year and that this motion is considered final with no need for further Board of Trustee approval.

Voting in the affirmative: Nelson Blish, Megan Bosco, Natosha McDonald, Augie Melendez, Jason Mellen, Sidney Moore, Joan Moorehead, John Page, Gladys Pedraza-Burgos, Frank Rossi, Spiro Ziogas

Voting in the negative: None

Motion 141204.5 passed 11 to 0

The Board discussed devoting time at the Board Retreat for strategic planning and requested that the leadership team create a three to five year strategic plan by June 2015.

Finance Report – Spiro Ziogas (*Refer to Attachment A*)

Public Comments

**Motion 141204.6**                      Upon a motion by Augie Melendez and duly seconded by Megan Bosco, the following was submitted for adoption: RESOLVED that the Board of Trustees adjourn the meeting at 8:05 p.m.

**Voting in the affirmative:**    Nelson Blish, Megan Bosco, Natosha McDonald, Augie Melendez, Jason Mellen, Sidney Moore, Joan Moorehead, John Page, Gladys Pedraza-Burgos, Frank Rossi, Spiro Ziogas

**Voting in the negative:**        None

**Motion 1412104.6 passed 11 to 0**

**Next Board Meeting:** Thursday, January 8, 2014 at 6 p.m.

**TREASURER'S REPORT**

Finance Meeting on Thursday, November 20, 2014

<b>As of Oct. 31, 2014</b>	<b>MTD Actual</b>	<b>Current Month Budget</b>	<b>Current Month Variance</b>
<b>Revenue</b>	<b>\$531,153</b>	<b>\$576,975</b>	<b>(\$45,822)</b>
<b>Expenses</b>	<b>\$472,713</b>	<b>\$497,901</b>	<b>(\$25,188)</b>
<b>Net Income</b>	<b>\$58,440</b>	<b>\$79,074</b>	<b>(\$20,634)</b>
<b>Depreciation Expense</b>	<b>\$15,791</b>	<b>\$12,500</b>	<b>\$3,291</b>
<b>Net Income w/out Depreciation</b>	<b>\$74,231</b>	<b>\$91,574</b>	<b>(\$17,343)</b>
<b>Cash on Hand</b>	<b>\$678,482 (Savings account has \$92,164)</b>		

The topics of conversation were as follows:

1. Review of Monthly Bank Statements was not performed by Finance Committee Member Patrick Sager who was unable to attend the meeting. The office was going to reach out to Patrick to come in another day.
2. We discussed why our YTD Per Pupil Funding was at a deficit to budget since we've been at full capacity all year. The answer is that the first 2 checks we receive are based on estimates of our enrollment. The 3<sup>rd</sup> check will be based on real numbers and we should see the line item more accurately represented.
3. Other areas discussed were as follows: Health Benefit Costs are right in line with budget at about 12.5% increase over last year; Unemployment Expense is expected to be about \$15,000 over budget but this will be offset by savings on the salary side; and all insurance coverage has been reviewed and replaced. We have increased coverage while keeping costs within budget.
4. YTD Net Income is \$331,987 vs YTD Budget of \$369,052 a YTD Variance of \$37,066 which is in line with our Per Pupil deficit of \$32,092 (\$391,026 vs \$419,052 with depreciation added back).

**URBAN CHOICE CHARTER SCHOOL  
BOARD OF TRUSTEES – MINUTES  
THURSDAY, JANUARY 8, 2015**

**Present:** Nelson Blish, Megan Bosco, Ed Cavalier, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, John Page, Gladys Pedraza-Burgos, Frank Rossi, Antwan Williams, Spiro Ziogas

**Absent:** Augie Melendez

**Media Notification:** Erica Bryant of the Democrat and Chronicle was notified of the January 8, 2015 Board of Trustees meeting on December 17, 2014. Public notice was also posted in the school and on the website.

The Board of Trustees meeting was called to order at 6:02 p.m. by Sidney Moore and the mission statement was shared.

**Motion 150108.1** Upon a motion by Frank Rossi and duly seconded by Nelson Blish, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the December 4, 2014 minutes.

**Voting in the affirmative:** Nelson Blish, Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, John Page, Gladys Pedraza-Burgos, Frank Rossi, Antwan Williams, Spiro Ziogas

**Voting in the negative:** None

Motion 150108.1 passed 11 to 0

### **Leadership Team Report**

#### **Ed Cavalier**

- The application submitted to NYSED for increased enrollment was distributed
  - Submitted on 12/13/14
  - Followed up after a few days to confirm receipt
  - Learned that a school visit in the spring will be scheduled

- This week we were informed that Sidney and Ed need to be present to make a phone call to the Charter School Office on Friday (1/9/15) at 1 p.m. (Bill Clark, Director of Charter Schools) to learn the status of our application
- New regulations have been imposed for prospective board members (more elaborate background check associated with serving):
  - Three letters of reference
  - Original college transcripts
  - Fingerprint clearance through the State (to be coordinated and covered by UCCS)

### Lisa King

- Dashboard Review:
  - Status of a part-time employee (two days per week) revised (added to the UCCS payroll) – was previously a contracted employee
  - Attrition - lost two students in 6<sup>th</sup> and 8<sup>th</sup> grades (one moved to another district and one moved to a private school via scholarship)
  - ATS information has been added
  - Staff attendance stable

### Nicole Berg

Nicole introduced Karen Haak and Shannon D'Agostino to review SRI and SMI:

- Scholastic Reading Inventory (SRI) – Presented by Karen Haak:
  - Proficiency Summary Report
  - Proficiency Growth Report
  - Instructional Improvement Plan
- Scholastic Math Inventory (SMI) – Presented by Shannon D'Agostino:
  - Performance Level Growth Report
  - Growth Summary Report
- Nicole shared that additional testing is planned:
  - Beneficial DRA's will take place next week through the end of January
  - NYS practice assessments for ELA and Math will be held

### Miriam Steinberg

- Gala
  - Details are falling into place
  - Responses are coming in

- UCCS was recognized in the Thumbs Up section of the Democrat and Chronicle related to the fundraiser held for the Red Cross
- Parent Forum is scheduled on Saturday at 9 a.m. followed by a PTA meeting at 10 a.m. The Center for Youth services will inform parents of partnerships and how to access services
- The Parent Forum in March will provide information related to Engage NY and offer assistance for access

### Eric Robinson

#### Adjustments made to staffing:

- 7<sup>th</sup> grade math position – teacher replaced with Adam Pike, 6<sup>th</sup> grade classroom teacher
  - Data collected assisted with this decision
  - Progress is already being made in the 7<sup>th</sup> grade math class
- Megan McCabe, 4<sup>th</sup> grade instructional support teacher, was promoted from within to the 6<sup>th</sup> grade classroom teacher position
- Mackenzie Maneen, a substitute teacher, was moved into the 4<sup>th</sup> grade instructional support teacher position
- Distributed the agenda from Professional Development held on Monday

### Lisa King

- Update on lottery applications for 2015-16
  - Sent applications out recently and have received 40 to date

### Ed Cavalier

- Shared that two instructional support teaching positions will need to be filled with long-term subs
  - Karen and Brandi have reviewed older applications and we are in need of updating our files
  - Seeking certified teachers and will place an ad in the future if needed

### Governance Report – Megan Bosco

- Reminded that a draft of the Whistle Blower Policy was distributed for review last month

**Motion 150108.2** Upon a motion by Megan Bosco and duly seconded by Gladys Pedraza-Burgos, the following was submitted for adoption: RESOLVED that the Board of Trustees approve an amendment to the Bylaws to include the Whistle Blower Policy.

Voting in the affirmative: Nelson Blish, Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, John Page, Gladys Pedraza-Burgos, Frank Rossi, Antwan Williams, Spiro Ziogas

Voting in the negative: None

Motion 150108.2 passed 11 to 0

### Finance Report – Spiro Ziogas (*Refer to Attachment A*)

**Motion 150108.3** Upon a motion by Joan Moorehead and duly seconded by Natosha McDonald, the following was submitted for adoption: RESOLVED that the Board of Trustees approve that Edward J. Cavalier (Chief Executive Officer), Nicole Berg (K-4 Principal), and Spiro Ziogas (Treasurer), are designated as authorized signers for all accounts held on deposit at Manufacturers and Traders Trust Company (“M & T Bank”) and that this motion is considered final with no need for further Board of Trustee Approval.

Voting in the affirmative: Nelson Blish, Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, John Page, Gladys Pedraza-Burgos, Frank Rossi, Antwan Williams, Spiro Ziogas

Voting in the negative: None

Motion 150108.3 passed 11 to 0

### Chair Report

- Ed and Sidney met to discuss Ed’s possible plans to retire
- A CEO search committee will be created to include several board members
- Committee will post, advertise, interview, and present a slate of candidates to the Board within five to six months

**Motion 150108.4**                    Upon a motion by Spiro Ziogas and duly seconded by Frank Rossi, the following was submitted for adoption: RESOLVED that the Board of Trustees establish a CEO Selection Committee which will present a slate of candidates to the Board for review.

**Voting in the affirmative:**    Nelson Blish, Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, John Page, Gladys Pedraza-Burgos, Frank Rossi, Antwan Williams, Spiro Ziogas

**Voting in the negative:**        None

Motion 150108.4 passed 11 to 0

### **Public Comments**

Extended appreciation to Joan for an opportunity for the UCCS basketball team to visit MCC for an evening – training and working with the basketball team and coaches

**Motion 150108.5**                    Upon a motion by Sidney Moore and duly seconded by Spiro Ziogas, the following was submitted for adoption: RESOLVED that the Board of Trustees adjourn the meeting at 7:30 p.m.

**Voting in the affirmative:**    Nelson Blish, Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, John Page, Gladys Pedraza-Burgos, Frank Rossi, Antwan Williams, Spiro Ziogas

**Voting in the negative:**        None

Motion 150108.5 passed 11 to 0

**Next Board Meeting:** Thursday, February 5, 2015 at 6 p.m.

## TREASURER'S REPORT

Finance Meeting on Thursday, December 18, 2014

As of Nov. 30, 2014	MTD Actual	Current Month Budget	Current Month Variance
Revenue	\$500,832	\$456,156	\$44,675
Expenses	\$467,692	\$479,739	(\$12,047)
Net Income	\$33,140	(\$23,583)	\$56,723
Depreciation Expense	\$15,791	\$12,500	\$3,291
Net Income w/out	\$48,930	(\$11,083)	\$60,013

### Depreciation

Cash on Hand            \$1,449,189 (Savings account has \$302,710)

The topics of conversation were as follows:

1. YTD Net income is \$385,975 vs YTD Budget of \$345,470 a YTD Variance of \$40,505 (\$460,804 vs \$407,970 with depreciation added back).
2. Christopher Pedici of Freed Maxick CPA's presented a detailed outline of recommended procedures and policies for managing the business office. The presentation to the Finance Committee meeting was extremely detailed and well thought out. We discussed a number of individual items at the meeting and Chris was going to take our thoughts and fit them into the document. The proposed set of rules will be presented to the Board for review and approval.

**URBAN CHOICE CHARTER SCHOOL  
BOARD OF TRUSTEES – MINUTES  
THURSDAY, FEBRUARY 5, 2015**

**Present:** Nelson Blish, Megan Bosco, Ed Cavalier, Natosha McDonald, Augie Melendez, Jason Mellen, Sidney Moore, Joan Moorehead, John Page, Gladys Pedraza-Burgos, Frank Rossi

**Absent:** Antwan Williams, Spiro Ziogas

**Media Notification:** Erica Bryant of the Democrat and Chronicle was notified of the February 5, 2015 Board of Trustees meeting on January 26, 2014. Public notice was also posted in the school and on the website.

The Board of Trustees meeting was called to order at 6:02 p.m. by Frank Rossi and the mission statement was shared.

**Motion 150205.1** Upon a motion by Nelson Blish and duly seconded by Joan Moorehead, the following was submitted for adoption:  
RESOLVED that the Board of Trustees approve the January 8, 2015 minutes.

**Voting in the affirmative:** Nelson Blish, Megan Bosco, Natosha McDonald, Jason Mellen, Joan Moorehead, John Page, Gladys Pedraza-Burgos, Frank Rossi

**Voting in the negative:** None

Motion 150205.1 passed 8 to 0

### **Leadership Team Report**

#### **Lisa King**

- Dashboard Review:
  - Three kindergarten students and one third grade student have left UCCS
  - Three spots have been filled and currently working on filling the third grade opening

- Attendance remains stable
- DRA for January was administered based on level wanted by the end of the school year – 2nd grade and 5<sup>th</sup> grade had the highest proficiency – lowest was 3<sup>rd</sup> and 4<sup>th</sup> grade
- Internal Controls Policies - Discussion
  - Distributed previously to all board members for review
  - Developed with input and feedback from Chris Piedici and his staff from Freed Maxick CPA
- Payroll recently changed from Paychex to Nation Pay

### **Miriam Steinberg**

- Gala is approaching – next Thursday
  - Sold 81 tickets to date
  - \$3K ahead
  - 5<sup>th</sup> graders will be performing
- United Way
  - Approved as a donor designated organization
- City Newspaper
  - Photo unexpectedly included highlighting UCCS students and as United Way donor designated organization
- Taking a non-profit management class at St. John Fisher College – gathering information regarding an annual fund and other serious fundraising options
- A few college students are with UCCS from MCC and Roberts Wesleyan College

### **Eric Robinson**

- Day two of our ELA practice exams
  - Teachers will have an opportunity to score these practice tests for feedback and make adjustments with their future instruction
- Looking to build our substitute teaching list
  - Advertisement in the Democrat & Chronicle and Career Builders

### **Ed Cavalier**

- Sidney and Ed received the planned phone call with response to application provided by SED
  - Our proposal for expansion and a move was rejected, using our three year charter renewal as “the reason”
  - SED is seeking a greater growth in our improvement
  - Focusing on test scores – need to be sound and working on instructional practices

- Board Retreat on March 7
  - Jill Shaheen from Northeast Charter School Network will present on how the Regents is enforcing the expected framework
  - Board of Trustees planning workshop set at the Rotunda at St. John Fisher College

**Governance Report – Megan Bosco**

- Specific details will be forwarded regarding the retreat on March 7
- Establishing a conference call with Megan, Ed & Sidney with Jill Shaheen for pre-planning

**Motion 150205.2**                      Upon a motion by John Page and duly seconded by Gladys Pedraza-Burgos, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the Internal Control Policies.

Voting in the affirmative:      Nelson Blish, Megan Bosco, Natosha McDonald, Augie Melendez, Jason Mellen, Sidney Moore, Joan Moorehead, John Page, Gladys Pedraza-Burgos, Frank Rossi

Voting in the negative:          None

Motion 150205.2 passed 10 to 0

**Chair Report**

- Based on discussions last month related to the CEO’s possible retirement:
  - Reached out to a couple of board members to form a CEO Search Committee
  - Will work with Lynn to establish a kick-off meeting
  - Initiate posting
  - Plan to present two to three final candidates in the May-June timeframe

**Public Comments**

**Motion 150205.3**                      Upon a motion by Megan Bosco and duly seconded by Augie Melendez, the following was submitted for adoption: RESOLVED that the Board of Trustees adjourn the meeting at 7:19 p.m.

Voting in the affirmative: Nelson Blish, Megan Bosco, Natosha McDonald, Augie Melendez, Jason Mellen, Sidney Moore, Joan Moorehead, John Page, Gladys Pedraza-Burgos, Frank Rossi

Voting in the negative: None

Motion 150205.3 passed 10 to 0

**Next Board Meeting:** Thursday, March 5, 2015 at 6 p.m.

URBAN CHOICE CHARTER SCHOOL  
BOARD OF TRUSTEES – MINUTES  
THURSDAY, MARCH 5, 2015

**Present:** Nelson Blish, Megan Bosco, Augie Melendez, Jason Mellen, Sidney Moore, Joan Moorehead, John Page, Gladys Pedraza-Burgos, Frank Rossi, Antwan Williams, Spiro Ziogas

**Absent:** Ed Cavalier, Natosha McDonald

**Media Notification:** Erica Bryant of the Democrat and Chronicle was notified of the March 5, 2015 Board of Trustees meeting on February 23, 2015. Public notice was also posted in the school and on the website.

The Board of Trustees meeting was called to order at 6:02 p.m. by Frank Rossi and the mission statement was shared.

**Motion 150305.1** Upon a motion by Nelson Blish and duly seconded by Gladys Pedraza-Burgos, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the February 5, 2015 minutes.

**Voting in the affirmative:** Nelson Blish, Megan Bosco, Augie Melendez, Jason Mellen, Sidney Moore, Joan Moorehead, John Page, Gladys Pedraza-Burgos, Frank Rossi, Antwan Williams, Spiro Ziogas

**Voting in the negative:** None

Motion 150305.1 passed 11 to 0

### Leadership Team Report

#### Nicole Berg & Eric Robinson

- Practice test data was shared/discussed
  - 6<sup>th</sup> grade data did not improve and was worse with the following explanations provided:
    - ✓ Scored a lot of high 2's
    - ✓ Experienced teacher/staffing changes
    - ✓ Often this grade is a "known cohort"
  - Strategies in place to address:
    - ✓ Extra resources including extra test prep subs placed in grades 4-8 for the next five weeks to help the 1's and focus more intently on the 2's and 3's

- ✓ Consideration being given to “teacher looping” - retaining the same teacher from grade to grade (to be discussed this summer)
- eDoctrina:
  - Program that helps drive data with parent-friendly reports; for teachers it drills down to specific standards/skill sets that students need to work on
  - Modeling what the Charter School of Applied Technology used very successfully so far
  - Suggestion from BOT members – cost absorbed into this year’s budget but would like to prepare/budget for next year
- SED Visit
  - Half-day visit set for Tuesday, March 24 with our new liaison
  - Classroom visits and Leadership Team meeting
  - Sidney Moore will try to be available to meet her

### Lisa King

- Dashboard Review
  - Data remains consistent
  - Enrollment
    - ✓ Currently at 405 students
    - ✓ 110 applications for K-8 so far
    - ✓ Advertising to market ourselves to compete with the existing and numerous new charter schools in the area
- Charter Fair at Ryan Center at #33 School set for Saturday, March 7. Lisa King, Vicki Gouveia, and Kisha Stubbs will be attending to represent UCCS.

### Miriam Steinberg

- Parent Forum this Saturday, March 7
- Advertising (radio, billboards, posters at rec centers, word of mouth, etc.) with a billboard slated to be up March 16 at University and 490. New application acceptance cut-off date is April 10 and our Enrollment Lottery is April 11.

### Governance Report – Megan Bosco

- Organized the upcoming Board Retreat this Saturday, March 7 to include the Leadership Team and the Board of Trustees

### Finance Report – Spiro Ziogas (*Refer to Attachment A*)

- The monthly bank statements were reviewed and signed off by Patrick Shager, Finance Committee Member

**Motion 150305.2** Upon a motion by Spiro Ziogas and duly seconded by Frank Rossi, the following was submitted for adoption: RESOLVED that the Board of Trustees approve Form 990.

**Voting in the affirmative:** Nelson Blish, Megan Bosco, Augie Melendez, Jason Mellen, Sidney Moore, Joan Moorehead, John Page, Gladys Pedraza-Burgos, Frank Rossi, Antwan Williams, Spiro Ziogas

**Voting in the negative:** None

Motion 150305.2 passed 11 to 0

#### **Chair Report – Sidney Moore**

- Ed shared with Sidney his desire to stay on as CEO for two more years
- Sidney is in favor of this plan and will follow normal procedures with the Executive Committee to make a decision regarding this matter

#### **Public Comments**

None

**Motion 150305.3** Upon a motion by Augie Melendez and duly seconded by Spiro Ziogas, the following was submitted for adoption: RESOLVED that the Board of Trustees adjourn the meeting at 7:02 p.m.

**Voting in the affirmative:** Nelson Blish, Megan Bosco, Augie Melendez, Jason Mellen, Sidney Moore, Joan Moorehead, John Page, Gladys Pedraza-Burgos, Frank Rossi, Antwan Williams, Spiro Ziogas

**Voting in the negative:** None

Motion 150305.3 passed 11 to 0

**Next Board Meeting:** Thursday, April 9 at 6 p.m.

**TREASURER'S REPORT**

Finance Meeting on Thursday, February 24, 2015

As of Jan., 31, 2015	MTD Actual	Current Month Budget	Current Month Variance
Revenue	\$515,709	\$561,053	\$(45,344)
Expenses	\$612,761	\$642,288	(\$29,527)
Net Income	\$(97,052)	(\$81,235)	\$(15,817)
Depreciation Expense	\$15,791	\$12,500	\$3,291
Net Income w/out Depreciation	\$(81,261)	\$(68,735)	\$(12,526)
Cash on Hand	\$1,267,437 (Savings account has \$334,964)		

The topics of conversation were as follows:

1. **YTD Net income is \$284,374 vs YTD Budget of \$262,818 and YTD Variance of \$21,556 (\$390,785 vs \$350,318 with depreciation added back).**
2. The revenue line has a variance of \$(45,344) due primarily to an aggressive number budgeted for Title Funding for January. The budget called for an inflow of \$100,000 but we received \$46,000. The balance of the short fall was with per pupil funding where we were \$(10,223) under budget. Subsequently YTD Revenue is \$(3,216) less than budget but, YTD Expenses are \$24,772 below budget.
3. The monthly bank statements were reviewed and signed off by Patrick Shager, Finance Committee Member.
4. On the cost savings side, the school has had 2 payrolls with the new payroll company and they have signed up with a new water service. The new vendors have brought on cost savings in both areas.
5. The Finance Committee was presented the 2013 990 Tax Return for our review. The 990 is a reflection of what Bonadio had recorded from our last audit. The numbers were reviewed and acknowledged by our accountants at Freed Maxick. The Business office identified some inaccuracies with respect to board members and positions on the board. Those were corrected. The finance committee approved the 990. Tonight I ask for the BOT to approve the 990 so that it can be filed with the IRS.

URBAN CHOICE CHARTER SCHOOL  
BOARD OF TRUSTEES – MINUTES  
THURSDAY, APRIL 9, 2015

**Present:** Nelson Blish, Megan Bosco, Ed Cavalier, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, Gladys Pedraza-Burgos, Frank Rossi, Antwan Williams

**Absent:** Augie Melendez, John Page, Spiro Ziogas

**Media Notification:** Erica Bryant of the Democrat and Chronicle was notified of the April 9, 2015 Board of Trustees meeting on March 23, 2015. Public notice was also posted in the school and on the website.

The Board of Trustees meeting was called to order at 6:05 p.m. by Sidney Moore and the mission statement was shared.

**Motion 150409.1** Upon a motion by Megan Bosco and duly seconded by Frank Rossi, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the March 5, 2015 minutes.

**Voting in the affirmative:** Nelson Blish, Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, Gladys Pedraza-Burgos, Frank Rossi, Antwan Williams

**Voting in the negative:** None

Motion 150409.1 passed 9 to 0

### Leadership Team Report

Ed Cavalier

- Shared that he presented at the Farash Foundation and they are very much in favor of our mission statement.
- Sidney requested that the key design elements for the mission statement be provided so they can be aligned. Sidney recommends basing board questions around these elements.

## Nicole Berg

- eDoctrina
  - Web-based education software
  - Progressively growing in our school
  - Goal is to have teachers piloting the lesson planning part
  - Assessment piece is a priority
  - PowerSchool is now connected with grade books transferred
  - Simplifies printing reports
  - RtI tracker planned for next year

## Lisa King

- Dashboard Review
  - Percentages changed in enrollment – six different grades lost or gained a student
  - One special education teacher resigned and has not been replaced – duties have been distributed
  - Staff attendance has been consistent
  - Enrollment at 400
  - Waiting list – kindergarten and 7<sup>th</sup> grades are down to 0
- SRI and SMI (Scholastic Reading Inventory and Scholastic Math Inventory)
  - Data turnaround is rapid and provides meaningful feedback
  - Improvement throughout
  - Based on the end of the year goal - results are progressive
- Lottery
  - Set for this Saturday (4/11/15)
  - 400 applicants
  - Discussion followed related to possible ways to adjust application process to increase ELL population

## Eric Robinson

- ELA and Math Camp
  - Made adjustment this year – provided an opportunity for students to stay after school for test prep over a six-week period instead of offering the camp during the week of Spring Break
  - Additional staff provided instruction for small groups
  - The majority of our students are ready

## Miriam Steinberg

- Farash Grant
  - Supportive and positive relationship has been established
  - Since we were unable to purchase the building in Greece, we are working out plans for the grant that was to be used for building renovations
  - Submitting the final report and explanation

- We are qualified for two grants that would provide for building renovations at our existing campus and an arts and culture program (instrumental music)
  - ✓ Eastman School of Music students would visit and teach our students
  - ✓ Architect developing plans to break up some spaces into smaller sections for smaller group instruction
  - ✓ Response expected on June 18

#### Ed Cavalier

- Calendar
  - Corresponds with the Rochester City School Calendar
  - Will seek approval at the next meeting on May 7
- Lease
  - Review and discussion

**Motion 150409.2**                      Upon a motion by Frank Rossi and duly seconded by Gladys Pedraza-Burgos, the following was submitted for adoption: RESOLVED that the FIRST AMENDMENT TO LEASE, dated March 25, 2015 and covering the time period July 16, 2015 through July 15, 2017 for the property at 545 Humboldt Street, Rochester, NY 14610 is hereby approved.

**Voting in the affirmative:**    Nelson Blish, Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, Gladys Pedraza-Burgos, Frank Rossi, Antwan Williams

**Voting in the negative:**        None

Motion 150409.2 passed 9 to 0

- Budget Process
  - Will be issued on April 30 for review prior to the May board meeting
  - Approval at June board meeting
- 2013-2014 NYSED Report Card (Comparison to 2012-2013)
  - Reviewed and discussed comparison to last year

#### Governance Report – Megan Bosco

- Reviewed a summary of the eight hour board retreat held on March 7, 2015
  - Exercises related to responsibilities
  - Dashboard review

- Establishing benchmarks
- Gap list
- Highest priority items
  - ✓ Lack of a strategic plan
  - ✓ Test scores
- Discussed creation of board committees (academic action plans and fundraising)
  - Objectives to be identified by next month
- Mission Statement
  - Review for any gaps
- Minimum number of board members
  - Discussed reducing minimum to 7 from 9
- Proposed slate of officers to be established at Annual Meeting in May
  - Sidney recommended that Nelson Blish be considered as Chair

Finance Report – Lisa King on behalf of Spiro Ziogas (*Refer to Attachment A*)

Public Comments - None

**Motion 150409.3**                      Upon a motion by Frank Rossi and duly seconded by Natosha McDonald, the following was submitted for adoption: RESOLVED that the Board of Trustees adjourn the meeting at 8:25 p.m.

Voting in the affirmative:      Nelson Blish, Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, Gladys Pedraza-Burgos, Frank Rossi, Antwan Williams

Voting in the negative:            None

Motion 150409.3 passed 9 to 0

**Next Board Meeting:** Thursday, May 7 at 6 p.m.

**TREASURER'S REPORT**

Finance Meeting on Thursday, March 19, 2015

As of Feb. 28, 2015	MTD Actual	Current Month Budget	Current Month Variance
Revenue	\$458,437	\$481,269	\$(22,832)
Expenses	\$464,147	\$489,834	(\$25,687)
Net Income	\$(5,710)	(\$8,565)	\$2,855
Depreciation Expense	\$15,790	\$12,500	\$3,291
Net Income w/out Depreciation	\$10,080	\$3,935	\$6,145
Cash on Hand	\$1,008,663 (Savings account has \$367,539)		

The topics of conversation were as follows:

1. **YTD Net income is \$263,385 vs YTD Budget of \$254,253 and YTD Variance of \$9,131 (\$385,587 vs \$354,253 with depreciation added back).**
2. As communicated to the BOT, the lease has been signed completed and the savings due to the renegotiation by our CEO totals \$67,000 effective July 1, 2015. Over 4 years the concessions made by the church will save the school \$280,000.
3. Title Funding continues to have a significant variance to budget. Title Funding is determined by how many students we have at the beginning of the school year and what percentage of them are on the poverty level. Our number is 80%. The school provides this information to the Title and they tell us what we will receive. That number, provided after we had set the budget, for this school year is \$216,000. We had budgeted for \$250,000 based on last year's funding of \$270,000. Subsequently, this line item will fall short of budget.
4. High Cost Aid/IDEA is behind budget YTD. According to our calculations of 19,277 students receiving aid at \$7,271 each should provide us \$140,163, we budgeted for \$165,000. The Business Office believes that the school has not been paid for a 1 on 1 aide and we have 4 more students than we are being paid for.
5. Other line items of interest: CPA/Audit, we continue to receive invoices from Bonadio and we are questioning why and what we are being charged for at this stage in the year. Personnel expenses are under control. The Farash Grant received may be available for a purpose other than what it was originally intended.

**URBAN CHOICE CHARTER SCHOOL  
BOARD OF TRUSTEES – MINUTES  
THURSDAY, MAY 7, 2015**

**Present:** Megan Bosco, Ed Cavalier, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, Gladys Pedraza-Burgos, Antwan Williams, Spiro Ziogas

**Absent:** Nelson Blish, Augie Melendez, John Page, Frank Rossi

**Media Notification:** Erica Bryant of the Democrat and Chronicle was notified of the May 7, 2015 Annual Meeting and Board of Trustees meetings on April 27, 2015. Public notice was also posted in the school and published in the school newsletter.

**ANNUAL MEETING**

The Annual Meeting was called to order at 6:02 p.m. by Sidney Moore.

The proposed slate of officers identified by the Governance Committee for 2015-16:

BOT Chair: Nelson Blish  
BOT Vice-Chair: Gladys Pedraza-Burgos  
BOT Treasurer: Jason Mellen  
BOT Secretary: John Page

**Motion 150507.1** Upon a motion by Megan Bosco and duly seconded by Spiro Ziogas, the following was submitted for adoption: RESOLVED that the Board of Trustees formally accept the slate of officers for 2015-16 identified by the Governance Committee.

**Voting in the affirmative:** Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, Gladys Pedraza-Burgos, Antwan Williams, Spiro Ziogas

**Voting in the negative:** None

Motion 150507.1 passed 8 to 0

**Motion 150507.2** Upon a motion by Megan Bosco and duly seconded by Gladys Pedraza-Burgos, the following was submitted for adoption: RESOLVED that the Board of Trustees formally accept the appointment of Nelson Blish to a second three-year term expiring on June 30, 2018.

Voting in the affirmative: Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, Gladys Pedraza-Burgos, Antwan Williams, Spiro Ziogas

Voting in the negative: None

Motion 150507.2 passed 8 to 0

**Motion 150507.3** Upon a motion by Megan Bosco and duly seconded by Spiro Ziogas, the following was submitted for adoption: RESOLVED that the Board of Trustees formally accept the appointment of Joan Moorehead to a second three-year term expiring on June 30, 2018.

Voting in the affirmative: Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, Gladys Pedraza-Burgos, Antwan Williams, Spiro Ziogas

Voting in the negative: None

Motion 150507.3 passed 8 to 0

**Motion 150507.4** Upon a motion by Megan Bosco and duly seconded by Spiro Ziogas, the following was submitted for adoption: RESOLVED that the Board of Trustees adjourn the Annual Meeting at 6:07 p.m.

Voting in the affirmative: Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, Gladys Pedraza-Burgos, Antwan Williams, Spiro Ziogas

Voting in the negative: None

Motion 150507.4 passed 8 to 0

## ***BOARD MEETING***

The board meeting was called to order at 6:08 p.m. and the mission statement was shared.

### **Leadership Team Report**

#### **Ed Cavalier**

- Ed shared some details from an SED report received after the March visit. Corrections will be made and the final report will be shared with all board members and staff members.
- Discussed the planned school calendar for 2015-2016.

**Motion 150507.5**                      Upon a motion by Antwan Williams and duly seconded by Joan Moorehead, the following was submitted for adoption:  
RESOLVED that the Board of Trustees approve the 2015-2016 School Calendar.

Voting in the affirmative:      Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, Gladys Pedraza-Burgos, Antwan Williams, Spiro Ziogas

Voting in the negative:            None

Motion 150507.5 passed 8 to 0

- Eric Robinson is leaving UCCS on June 30 - returning to the RCSD as Assistant Principal at East High School.
- 5-8 principal selection process distributed and discussed.
  - ✓ Sidney and Ed were involved in the principal search five years ago.
  - ✓ Board was in agreement that the selection process is the right approach going forward.
- Parent Surveys are planned – noted as lacking in SED check-in visit.
- Many celebrations planned over the next four weekends – UCCS tenth year celebration.

#### **Miriam Steinberg**

- Parent Surveys – will be available for the end of the year events.
- PTA putting together these events – two Fridays in May and two Fridays in June – information will be shared with all in the near future.

- Survey sent to parents regarding uniforms – 2 to 1 in favor of uniforms leading to future discussion.
- Farash Foundation will allow us to retain the grant money and awaiting word regarding the other two grants.

### **Internal Control Policy – Review & Discussion**

- All purchases for more than \$10,000 should have multiple bids.
- Established a First Niagara Mastercard – kept in the Main Office in the safe (two people are required to open the safe).
- Security, logs and receipts.
- Spiro requested clarification regarding authorized signers for the Mastercard – need to be defined.
- Gladys addressed ensuring tax exempt status in place.

**Motion 150507.6**                      Upon a motion by Spiro Ziogas and duly seconded by Jason Mellen, the following was submitted for adoption: **RESOLVED** that the Board of Trustees approve the Internal Control Policy changes.

Voting in the affirmative:      Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, Gladys Pedraza-Burgos, Antwan Williams, Spiro Ziogas

Voting in the negative:            None

Motion 150507.6 passed 8 to 0

### **Personnel Policy Employee Handbook – Review & Discussion**

- Discussed the proposed changes that are recommended. A copy of the entire handbook with changes will be emailed to board members on Friday, May 8, 2015.

### **Nicole Berg & Eric Robinson**

- NYS Assessment Summary shared for review and discussion.
- Testing went great.
- Everyone did a really nice job.
- Opt outs were communicated ahead of time.
- Notes received the morning of test needed to be confirmed and clarified.
- Anticipating a decent increase in scores.
- Karen Haak shared her experience scoring exams.

## Lisa King

- Dashboard Review
  - Consistent
  - Enrollment – added one student to kindergarten.
  - 402 students
  - Special Ed – IEP's went in to process in April.
  - Attendance consistent
  - Lottery update
  - 410 applications
  - Discussed ESL and Special Ed recruitment with current lottery process limitations.
  
- Budget Review
  - 3% increase – does not guarantee that all will get 3%.
  - Teacher Assistant positions vs. Teacher Aide positions discussed.
    - ✓ Additional teachers were brought in for math and ELA prep for about seven weeks. Minimized the size of groupings and paid attention to needs of students on individual basis.
    - ✓ Would like to eliminate 11 Instructional Support positions. (Process was cleared with attorneys.)
    - ✓ Layoff notices to 11 with offer for them to apply for the 8 positions available as teacher aides or opening teacher positions.
    - ✓ Fair pay rate range for teacher aide positions created.
    - ✓ Kindergarten, first and second grade will be assigned teacher aides.
    - ✓ Grades 3, 4, 5 and 6 – plan to hire a third teacher for three teacher teams – each team responsible for a total of 46 students.
    - ✓ Lower class size.
    - ✓ Two teacher aides will be available at those grades levels and for support for copying and supervising students.
    - ✓ Plan works financially.
    - ✓ Reduction in personnel expenses due to reconfiguration for instructional support positions.
    - ✓ Lowering the ratio of students to instructional teachers is a priority for improving test scores (as evidence of success in high performing schools).
  - Line-by-line budget review and discussion.
    - ✓ Increase is \$100 per student.
    - ✓ Revenue basically consistent.
    - ✓ New firm for audit hired for the end of July – extensive experience with schools.
    - ✓ Inquiry regarding STEM program.
      - ❖ Might be added to revised budget if it is determined that the program will continue.
      - ❖ Grants in progress and awaiting information to determine.
    - ✓ Learned of a charter school with 90 students with a bus new to them.

- ❖ Donations and funding allowed them to secure the bus.
- ❖ In contact with a bus vendor in Dansville.
- ❖ Four or five buses currently available with more expected in June.
- ❖ Current bus is 15 years old and rusting with too many continuing maintenance needs.
- ❖ Reliable bus is key to solving some of our issues related to accessing a gym in addition to field trips that get our students out into the community.
- ❖ We have two available on-call bus drivers.
- ❖ Visible advertising for the school.
- ❖ Planning to trade in current bus.
- ❖ Board was supportive of the idea to purchase a newer bus.

### Chair Report

**Motion 150507.7** Upon a motion by Gladys Pedraza-Burgos and duly seconded by Antwan Williams, the following was submitted for adoption: RESOLVED that the Board of Trustees approve the April 9, 2015 minutes.

Voting in the affirmative: Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, Gladys Pedraza-Burgos, Antwan Williams, Spiro Ziogas

Voting in the negative: None

Motion 150507.7 passed 8 to 0

### Fundraising Update – Natosha McDonald

- Meeting Board expectations and determining how to be an asset.
- Jason and Natosha met with Miriam to determine how they can support efforts.
- Would like to make changes in the upcoming year.
- Expect more information related to how we can support and assist.
- Miriam followed up with a request for introductions of people that would be invested and supportive of UCCS such as smaller foundations. Ed and Miriam will reach out if provided with contacts.

### Public Comments - None

**Motion 150507.8** Upon a motion by Spiro Ziogas and duly seconded by Joan Moorehead, the following was submitted for adoption:

RESOLVED that the Board of Trustees enter Executive Session at 8:35 p.m.

Voting in the affirmative: Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, Gladys Pedraza-Burgos, Antwan Williams, Spiro Ziogas

Voting in the negative: None

Motion 150507.8 passed 8 to 0

**Motion 150507.9** Upon a motion by Spiro Ziogas and duly seconded by Joan Moorehead, the following was submitted for adoption:  
RESOLVED that the Board of Trustees end Executive Session at 8:45 p.m.

Voting in the affirmative: Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, Gladys Pedraza-Burgos, Antwan Williams, Spiro Ziogas

Voting in the negative: None

Motion 150507.9 passed 8 to 0

**Motion 150507.10** Upon a motion by Spiro Ziogas and duly seconded by Natosha McDonald, the following was submitted for adoption:  
RESOLVED that the Board of Trustees adjourn the meeting at 8:46 p.m.

Voting in the affirmative: Megan Bosco, Natosha McDonald, Jason Mellen, Sidney Moore, Joan Moorehead, Gladys Pedraza-Burgos, Antwan Williams, Spiro Ziogas

Voting in the negative: None

Motion 150507.10 passed 8 to 0

**Next Board Meeting:**

Thursday, June 4, 2015 at 6 p.m.

## Appendix H: Enrollment and Retention Targets

For the 2014-15 school year, Urban Choice Charter School ("UCCS") enrolled 38 students (10%) with special needs, had a free or reduced lunch rate of 80% (and a high enough rate of students receiving public assistance to qualify for the highest tier of Child Nutrition's Community Eligibility Option), and approximately 19% of students with Hispanic origin (though none qualifying as ELL).

UCCS utilizes all available options to recruit a student population that reflects that of its host district. Our website has current admissions/lottery information and downloadable applications, in both English and Spanish. School brochures are displayed in multiple languages at local establishments, including the public library, recreation centers, Rochester City School District placement centers, local businesses, restaurants and various popular stores. The school has in the past school year and will in the future use advertising methods such as newspapers (including Spanish language newspapers), radio and billboards. Every year, prior to the enrollment period, we distribute school literature and applications to Head Start and pre school programs. Intentional efforts are made to attract students with special needs and ELL students.

These efforts include advertising the school's exceptional staffing and curricular resources available to students with special needs, and translating recruitment literature into Spanish (and other languages as needed). UCCS participated in multiple student recruitment fairs, including the Rochester Puerto Rican Festival, the Rochester City School District's school choice expo, Head Start school choice presentations, and VOA early childhood events. Recruiting efforts specifically target low income neighborhoods, foreign-language institutions, and organizations serving students with special needs.

UCCS' staff is explicitly trained and prepared to effectively serve the needs of the school's student population, particularly given the high percentage of students eligible for free and reduced lunch. The school is more than adequately prepared to serve the needs of a high percentage of students with special needs and ELL students and specific efforts are made to publicize this capacity. In an effort to reach out to the Hispanic community in Rochester we have reached out to prominent members of the community to help us with this effort. One of our new board members this year works at the Ibero American Action League and has been a tremendous resource for our school. The school's sense of community reinforces the bonds between child and teacher, promoting a nurturing environment to each student. We provide services that go beyond the requirements for our school such as a full time nurse (plus half-time nursing assistant). A ratio of 4 adults per student gives us the capacity to provide a more meaningful relationship with our students and serve their needs. UCCS employs a ratio of one special services instructor for every 26 students in the school.

UCCS will continue to monitor and adjust as needed the aggressive upgrades to its recruitment strategy for the upcoming 2015-2016 school year, including a fully revamped and improved website, a tripling of advertising efforts, participation in a greater number of community outreach events such as the Puerto Rican Festival, vastly increased distribution of flyers, and a specific push to attract greater numbers of ELL students and students with special needs. These efforts resulted already in a waiting list of well over 200 students.

Student retention rates at UCCS are generally high. During the course of the 2014-15 school year, UCCS retained 376 of the 400 students enrolled on September 1<sup>st</sup> of 2014. Of the 38 students classified as special education only one left during the year to attend a school with a higher level of service as deemed necessary by the CSE.



## **URBAN CHOICE CHARTER SCHOOL**

545 Humboldt Street, Rochester, NY 14610 Phone: 585.288.5702 Fax: 585.654.9882  
[www.urbanchoicecharter.org](http://www.urbanchoicecharter.org)

# URBAN CHOICE CHARTER SCHOOL

## Open House Recruitment Night

Wednesday February 26th, 2014 6:30-7:30

- Small safe campus
  - Grades K-8 ; 400 students
  - Small class size (elementary-23; middle school-15)
  - Adult to student ratio is 1 :5
  - Strong student supports
  - Yellow buses for all K-8 eligible students
    - Catered breakfast and lunches for all students
  - Technology rich environment for students and staff
  - Saturday school , summer school , after-school programs
- Longer school day 8:30 am-4:00 pm
  - See our school • Speak with staff • Fill out an application • Tour our facilities • Learn about our K-8 program Refreshments served

545 Humboldt St Rochester, NY 14620 585-288-5702 [www.urbanchoicecharter.org](http://www.urbanchoicecharter.org)

NYSITEL (identification) and NYSESLAT (achievement) assessments.

- Provides for instruction in a longer school day with more time dedicated to Language Arts and Literacy.
- Allows for flexibility in scheduling to provide 1 or 2 units of study, as needed.
- Provides small group instruction and push-in support for students.

**APPLY BY APRIL 3<sup>RD</sup>**

**LOTTERY APRIL 5<sup>TH</sup>**

**IF ACCEPTED, START CLASSES  
IN SEPTEMBER 2014**

- UCCS is one of the longest established charter schools in Rochester.
- Located on a small, safe campus.
- Catered breakfast and lunch and transportation for all eligible K-8 students.
- Strong student support programs and low teacher:student ratio.
- Technology-rich environment.

**[www.URBANCHOICECHARTER.ORG](http://www.URBANCHOICECHARTER.ORG)**

545 Humbolt Street, Rochester, NY 14610  
585.288.5702

URBAN CHOICE CHARTER SCHOOL

.....  
w O u  
O v ,  
u :c  
:c c:  
U w  
Z t  
c:  
a.c.l. :c  
=> U





URBAN CHOICE  
CHARTER SCHOOL



**URBAN CHOICE  
CHARTER  
SCHOOL**

**URBAN CHOICE  
CHARTER SCHOOL**

Serving Grades K-8  
K-8

Serving Grades

Small class size

Small class size

Technology rich environment  
environment

Technology rich

Extensive support  
programs  
including English  
Language Learners  
and Students With  
Disabilities

E  
xt  
e  
n  
si  
v  
e  
s  
u  
p  
p  
o  
rt  
pr  
o  
g  
r  
a  
m  
s  
i  
n  
cl  
u  
d  
i  
n  
g  
E  
n  
gl  
is  
h  
L  
a  
n  
g  
u  
a  
g  
e  
L  
e  
a  
r  
n  
e  
r  
s  
a  
n  
d  
S  
t  
u  
d  
e  
n  
ts

W  
i  
t  
h  
  
D  
i  
s  
a

b  
i  
l  
i  
t  
i  
e  
s



Excellent student outcomes  
Excellent student outcomes

Longer schoolday  
Longer schoolday

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

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

545 Humboldt St. Rochester 14610 585-288-5702

545 Humboldt St. Rochester 14610 585-288-5702

Redefining Urbm Edut3tJon

Redefine. Urban Education

D  
oo  
r-  
to  
-  
do  
or  
tr  
an  
sp  
or  
tat  
io  
n  
fo  
r  
all  
el  
gi  
bl  
e  
st  
ud  
en  
ts

D  
o  
o  
r  
-  
t  
o  
-  
d  
o  
o  
r  
  
t  
r  
a  
n  
s  
p  
o  
r  
t  
a  
t  
i  
o  
n  
  
f  
o  
r  
  
a  
l  
l  
  
e  
l  
  
g  
i  
b  
l  
e  
  
s  
t  
u  
d  
e  
n  
t  
s

UR  
BA  
N  
CH  
OI  
CE  
CH  
AR  
TE  
R  
SCH  
HOL

UR  
BAN  
C  
H  
O  
I  
C  
E  
C  
H  
A  
R  
T  
E  
R  
S  
C  
H  
O  
O  
L

Serving Grades K-8  
K-8

Serving Grades

Small class size

Small class size

Technology rich environment

Technology rich environment

Extensive support  
programs  
including English  
Language Learners  
and Students With  
Disabilities

E  
xt  
e  
ns  
iv  
e  
su  
p  
p  
or  
t  
pr  
o  
gr  
a  
m  
s

i  
n  
c  
l  
u  
d  
i  
n  
g  
  
E  
n  
g  
l  
i  
s  
h  
  
L  
a  
n  
g  
u  
a  
g  
e  
  
L  
e  
a  
r  
n  
e  
r

s  
  
a  
n  
d  
  
S  
t  
u  
d  
e  
n  
t  
s  
  
W  
i  
t  
h  
  
D  
i  
s  
a  
b  
i  
l  
i  
t  
i  
e  
s

r  
  
a  
l  
l  
e  
l

g  
i  
b  
l  
e  
s  
t  
u  
d  
e  
n  
t  
s



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

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

545 Humboldt St. Rochester 14610 585-288-5702

545 Humboldt St. Rochester 14610 585-288-5702

**Redefininc Urban Education**

**Redefining Urban Education**

Excellent student outcomes  
Excellent student outcomes

Longer school day  
Longer school day

D  
oo  
r-  
to-  
do  
or  
tra  
ns  
po  
rta  
tio  
n  
for  
all  
eli  
gi  
bl  
e  
st  
ud  
en  
ts  
  
D  
o  
o  
r  
-  
t  
o  
-  
d  
o  
o  
r  
  
t  
r  
a  
n  
s  
p  
o  
r  
t  
a  
t  
i  
o  
n  
  
f  
o

## 22 datos sobre Urban Choice Charter School

1. Relacion de adultos a estudiantes (4,5: 1)
- 2 adultos en cada sala en la escuela primaria
  - 1,5 trabajadores sociales en la escuela primaria
  - 1 Consejero en la escuela secundaria (1 : 80)
  - 5 maestros de educación especial para 40 estudiantes (1:8)
  - 2 maestros de Rtl (respuesta a intervención)
  - 2 entrenadores de maestros en ingles y matematicas
  - Clases de 14 en la escuela secundaria; clases de 22 en la escuela primaria
2. Desayuno para todos (4 de 5 días son comidas calientes) Alimentos enteros y frescos para las comidas Servicio de catering ofrece comidas y meriendas saludables
3. Buses amarillos para todos los estudiantes
4. Asociaciones con agencias comunitarias, escuelas, colegios y universidades:
  - JCC
  - U of R/Life Science Learning Centers
  - Jewish Federation for Literacy
  - Estudiantes TLI desde East High School
  - The Center for Youth
  - Metro Council for Teen Potential
  - Universidad de SUNY en Brockport
  - Universidad de Nazareth en Rochester
  - Universidad de SUNY en Geneseo
  - Universidad de Grand Canyon
5. Campo de carácter financiado por un donante privado; Programa de STEM financiado por una beca de la Fundación Farash
6. Clases los sábados, escuela de verano, programas extracurriculares
7. Ambiente rico de tecnología (Smart Boards, ordenadores portátiles, laboratorio de PC, Laboratorio de Mac, instrucción del IPAD)
8. Currículo fuerte y alineado a los estándares comunes centrales; centrado desarrollo profesional para maestros
9. Nuevo sitio de web (permite para páginas de web de cada profesor)
10. Sala alternativa de suspensión (no suspensiones de la escuela)
11. No gotas para infracciones disciplinarias
12. Equipo de liderazgo como un modelo de gobernanza
13. Decisiones basadas en datos
14. Buena administración del dinero (\$ 12.050/estudiante)
15. Foros para padres una vez al mes y un PTA activo
16. Excursiones son una parte integral del programa educacional (Washington, DC, RBTL, U of R, otras localidades de la comunidad)
17. Educación física en la JCC cada dos semanas para estudiantes del octavo grado
18. Código de vestir que aún permite alguna individualidad
19. Días escolares más largos-8:30-4:00 pm (7 horas)
20. Clases de español en toda la escuela primaria
21. La ley de Dignidad para Todos los Estudiantes se ha aplicado plenamente por lo que existen procesos para crear una zona libre de teléfonos.
22. Gimnasio interactivo con 6 estaciones de Wii.

Get to know us...

## FAST FACTS:

- + Serves students in grades K-8
- + Approximately 400 students enrolled

- Adult to student ratio is 1 to 5
- Research-based curriculum drives instruction & is centered on the NYS Common Core Standards

## School Mission:

The mission of the Urban Choice Charter School to provide

Rochester students with a safe, supportive, and intellectually

+ Extended school day which

## Student Support Overview:

Health Services  
(School Nurse & Counseling)

These services are available to ensure students are provided access to physical, emotional and social health services needed to be able to focus on learning in school. Urban Choice employs New York State Certified Counselors and Social Workers and a New York State Certified Nurse. Services include hearing and vision

screenings, individual and group counseling, IEP counseling, character education, bullying

relationships result, our students will defy the demographic destiny of poverty and exceed state achievement standards.

The central philosophy of the Urban Choice Charter School is that strong student-teacher relationships are essential to student motivation and achievement. The school is designed to strengthen these bonds, and as a



e  
 qu  
 a  
 t  
 e  
 s  
 t  
 o  
 3  
 2  
 a  
 d  
 d  
 i  
 t  
 i  
 o  
 n  
 a  
 l  
 d  
 a  
 y  
 s  
 +  
 Te  
 ch  
 no  
 lo  
 gy  
 is

an  
 int  
 eg  
 ral  
 part  
 of  
 in  
 str  
 uc  
 tio  
 n  
 &  
 le  
 ar  
 ni  
 ng  
 • The  
 Di  
 gn  
 ity  
 A  
 ct  
 Te  
 a  
 m  
 ad  
 dr  
 es  
 se  
 s  
 an

y  
 issu  
 es  
 relat  
 ed  
 to  
 bull  
 ying  
 &  
 we  
 are  
 a  
 "bul  
 ly-  
 free  
 sch  
 ool"  
 + In  
 addi  
 tion  
 to  
 core  
 aca  
 dem  
 ic  
 clas  
 ses  
 stud  
 ents  
 take  
 heal  
 th,

ar  
 t,  
 m  
 us  
 ic  
 ,  
 te  
 c  
 h  
 n  
 ol  
 o  
 g  
 y  
 &  
 S  
 p  
 a  
 ni  
 sh  
 +  
 St  
 u  
 d  
 e  
 nt  
 s  
 a  
 d  
 h  
 er  
 e

to  
 a  
 dr  
 es  
 s  
 co  
 de  
 th  
 at  
 se  
 ts  
 pa  
 ra  
 m  
 et  
 er  
 s  
 bu  
 t  
 all  
 o  
 w  
 s  
 fo  
 r  
 di  
 vi  
 du  
 ali  
 s  
 m

+ Parent  
 involv  
 ement  
 centers  
 around  
 the  
 PTA,  
 which  
 sponso  
 rs  
 many  
 events  
 throug  
 hout  
 the  
 year

•prev  
 entio  
 n,  
 and  
 referr  
 als to  
 com  
 muni  
 ty  
 agen  
 cies.  
 Spec  
 ial  
 Educ  
 ation  
 These  
 servic  
 es are  
 availa  
 ble to  
 assist  
 in  
 identi  
 fying  
 stude  
 nts  
 who  
 may  
 have  
 speci  
 al  
 needs  
 and  
 to

ensure  
 special  
 educat  
 ion  
 servic  
 es for  
 studen  
 ts with  
 Indivi  
 dual  
 Educat  
 ion  
 Plans.  
 Urban  
 Choic  
 e also  
 has a  
 team  
 to  
 evalua  
 te, and  
 create  
 Sectio  
 n 504  
 Plans  
 for  
 eligibl  
 e  
 studen  
 ts.  
 Urban  
 Choic  
 e  
 emplo  
 ys full

time New  
 York State  
 Certified  
 Special  
 Education  
 Teachers  
 that deliver  
 Resource  
 Room and  
 Consultant  
 Teacher  
 program  
 services.  
 Related  
 service  
 providers  
 for  
 occupatio  
 nal therapy  
 (OT),  
 physical  
 therapy  
 (PT),  
 speech and  
 language  
 therapy  
 (SLT) and  
 others are  
 provided  
 through the  
 Rochester  
 City School  
 District



# UF Ct



Redefining Urban Education

Urban Choice Charter School is accepting applications for grades K-8.



Urban Choice is a safe, supportive and intellectually engaging school located at 545 Humboldt St. in the Winton and Blossom neighborhood.

### School highlights:

- 2 adults in each K-6 classroom Small class sizes
- Door to door transportation for all eligible students
  - Extensive student support programs
- Technology rich environment
- Longer school day
- Active PTA
- Excellent student outcomes



### How To Apply:

Applications are available at:

545 Humboldt St. Rochester, 14610

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

For more information call  
585-288-5702



**URBAN CHOICE  
CHARTER SCHOOL**

# Urban Choice Charter School

Redefining Urban  
Education



School highlights:

**Urban Choice Charter School is accepting applications for grades 1-8 with immediate openings in grade 6.**

Urban Choice is a safe, supportive and intellectually engaging school located at 545 Humboldt St. in the Winton and Blossom neighborhood.

P  
l  
e  
n  
t  
i  
f  
u  
l

a  
d  
u  
l  
t

s  
u  
p  
p  
o  
r  
t

(  
I

a  
d  
u  
l  
t

f  
o  
r

e  
v  
e  
r  
y

4

s

• Technology

students)

science, Spanish, health, PE, art, music lessons, technology and more.



>

M  
A  
C

lab

>  
S  
m  
a  
n  
b  
o  
a  
r  
d  
s

>  
i  
P  
a  
d  
s

• Saturday STEM program

• Extensive

after

school

program

• Saturday character camp

• Active PTA

• UCCS students in grades 3-8 consistently get high scores on NYS ELA and math tests.

• ELA and math focus along with



### How To Apply:

Applications are available at the school 545 Humboldt St.

R  
o  
c  
h  
e  
s  
t  
e  
r  
,  
  
1  
4  
6  
1  
0  
  
a  
n  
d  
  
o  
n  
  
o  
u  
r  
  
w  
e  
b  
s  
i  
t  
e  
w  
w  
w  
.  
u  
r  
b  
a  
n  
c  
h  
o  
i  
c  
e

c  
h  
a  
r  
t  
e  
r  
.  
o  
r  
g  
  
F  
o  
r  
  
m  
o  
r  
e  
  
i  
n  
f  
o  
n  
n  
a  
t  
i  
o  
n  
,  
  
p  
l  
e  
a  
s  
e  
  
c  
o  
n  
t  
a  
c  
t

K  
i  
s  
h  
a  
S  
t  
u  
b  
b  
s  
a  
t

585-288-5702  
ext. 101 or at  
lstubbs@urbanc  
hoicech  
arter.org

- ...- **URBAN CHOICE**  **CHARTER SCHOOL**

In every year of its charter term to date, UCCS outperformed the RCSD ... on both ELA and Math NYS tests across all grade levels.

\* .One of Rochester's oldest and most established free public charter schools, re-chartered through 2017.

\* 2 adults in each K-6 classroom

\* Small class sizes

\* Door to door transportation for all eligible students

\* Extensive student support programs

\* Technology rich environment

**j**

Serving Grades K-8

545 Humboldt St. Rochester, NY 14610 585-288-

5702 [www.urbanchoicecharter.org](http://www.urbanchoicecharter.org)

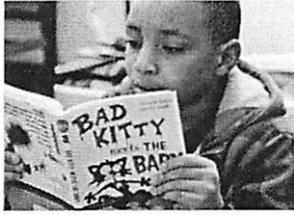
**URBAN CHOICE  
CHARTER SCHOOL**

***Now Accepting K-8 Applications for 2014-  
2015***

Small class size	Excellent student outcomes
Technology rich environment	Longer school day
Extensive student support	Door-to-door transportation for all eligible students

One of Rochester's oldest and most established free public charter schools.

Call 585-288-5702 or go to [www.urbanchoicecharter.org](http://www.urbanchoicecharter.org)



**Como aplicar:**

Aplicaciones estan disponibles a la escuela,  
545 Humboldt St. Rochester, 14610  
y en nuestro sitio de web [www.urbanchoicecharter.org](http://www.urbanchoicecharter.org)

Para mas informaci6n, por favor hablar con Kisha  
Stubbs en 585-288-5702 ext. 101o en [lstubbs@urbanchoi  
cecharter.org](mailto:lstubbs@urbanchoicecharter.org)

545 Humboldt St. Rochester, NY 14610 585-288-5702 [www.urbancho icecharter.org](http://www.urbanchoicecharter.org)

**Aplique Ahora**

# URBAN CHOICE

## CHARTER SCHOOL

La redefinición de la educación urbana

Urban Choice Charter School esta aceptando aplicaciones por grades 1-8.



Mejores partes de la escuela:

Urban Choice es una escuela segura, solidaria y

545

participar intelectualmente. Esta situado en

- mucho apoyo de los adultos (un adulto por cada estudiante)

Humboldt St. en el barrio de Winton y Blossom.

- tecnologia

- lab de MAC

- Smartboards

- iPads

- ELA y matematicas concentrarse junto con la ciencia,  
español , salud, educación física, arte, lecciones de musica,  
tecnología y mas.

# URBAN CHOICE CHARTER SCHOOL

La redefinición de la educación urbana

Urban Choice Charter School está aceptando aplicaciones para grados 1-8.



Mejores partes de la escuela:

545

- mucho apoyo de los adultos (un adulto

por cada estudiante)

- tecnología

- lab de MAC

- Smartboards

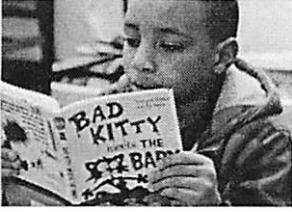
- iPads

Urban Choice es una escuela segura, solidaria

participar intelectualmente. Está situado en

Humboldt St. en el barrio de Winton y Blossom.

- ELA y matematicas concentrarse junt a con la ciencia,  
espano I, sa lud ,educacion ffsica, arte, lecciones de musica,  
tecnologia y mas .



Como aplicar:

Aplicaciones estan disponibles a la escuela,  
545 Humboldt St. Rochester, 14610  
y en nuestro sitio de web [www.urbanchoicecharter.org](http://www.urbanchoicecharter.org)

Para mas informaci6n, par favor hablar con Kisha  
Stubbs en 585-288-5702 ext. 101o en [lstubbs@urbanchoi](mailto:lstubbs@urbanchoi)  
[cecharter.org](http://cecharter.org)

545 Humboldt St. Rochester, NY 14610 585-288-5702 [www .urbanchoicecharter.org](http://www.urbanchoicecharter.org)

55 Rockwood Street  
Rochester, NY 14610  
Phone: 585.244.5330  
Fax: 585.244.4742



Redefining Urban Education

**URBAN CHOICE  
CHARTER SCHOOLS**

Accepting 2015-16 Applications

Check us out at:

[www.UrbanChoiceCharter.org](http://www.UrbanChoiceCharter.org)

545 Humboldt St 288-5702

Ap  
De

Two billboards March 16 - April



# Appendix I: Teacher and Administrator Attrition

Last updated: 07/24/2015

Report changes in teacher and administrator staffing.

Page 1

Charter School Name:

## 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, 2014, the FTE for added staff from July 1, 2014 through June 30, 2015, and the FTE for any departed staff from July 1, 2014 through June 30, 2015 using the two tables provided.

### 2013-14 Teacher Attrition Table

	FTE Teachers on June 30, 2014	FTE Teachers Additions 7/1/14 – 6/30/15	FTE Teacher Departures 7/1/14 – 6/30/15
	37	3	5

### 2013-14 Administrator Position Attrition Table

	FTE Administrator Positions On 6/30/2014	FTE Administrator Additions 7/1/14 – 6/30/15	FTE Administrator Departures 7/1/14 – 6/30/15
	4	0	1

Thank you



# Appendix J: Uncertified Teachers

Last updated: 07/24/2015

"thirty per centum or 5 teachers, whichever is less"

To comply with NYS Education Law Section 2854(3)(a-1), please report the (FTE) count of uncertified and certified teaching staff as of the last day of school for the 2014-15 school year.

## Page 1

Charter School Name:

### 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](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 2014-15?

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

	FTE - (June 30, 2015)
(i) uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience	0
(ii) individuals who are 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
FTE count of uncertified teachers who do not fit into any of the four statutory categories	3
<b>Total</b>	<b>3.0</b>

How many **CERTIFIED** Full-Time Equivalent Teachers were employed in the charter school as of the last day of school in 2014-15?

37

Thank you.

# Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Wednesday, September 02, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/baf42dcd1609b64efb>

## 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

	First Name	Last Name
Trustee Name	Spiro	Ziogas

### 2. \*Your Home Address:

2. *Your Home Address:   Street Address	[REDACTED]
2. *Your Home Address:   City/State	[REDACTED]
2. *Your Home Address:   Zip	[REDACTED]

### 3. \*Your Business Address

3. *Your Business Address   Street Address	[REDACTED]
3. *Your Business Address   City/State	[REDACTED]
3. *Your Business Address   Zip	[REDACTED]

### 4. \*Daytime Phone Number:

[REDACTED]

### 5. \*E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

*No, I am not.*

7. Select the name of the education corporation that operates a single charter school.

URBAN CHOICE CS (REGENTS) 261600860877

8. Select all positions you have held on the Board:

(check all that apply)

---

- Treasurer
- Other, please specify...: Finance Committee Chairman

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?

Yes

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

[cmoeY.0] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date.   Position Held	Branch Manager
[cmoeY.1] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date.   Responsibilities	Manage Bank Branch
[cmoeY.2] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date.   Salary	70000.00
[cmoeY.3] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date.   Start Date	12/31/2012

11. 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

12. Are you a member, director, officer or employee of an organization formally partnered with a 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?

Yes

12a. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write **None**.

	Organization Conducting Business with the School	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Member with Interest	Steps Taken to Avoid Conflict of Interest
1	M&T Bank	Day to day banking	n/a	(Self) Spiro Ziogas	Did not vote on any banking issues, proposals brought to the Board
2					
3					
4					

Signature of Trustee

**Thank you.**

# Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Wednesday, September 02, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/789b8ca0067b40de5>

## 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

	First Name	Last Name
Trustee Name	John	Page

### 2. \*Your Home Address:

2. *Your Home Address:   Street Address	[REDACTED]
2. *Your Home Address:   City/State	[REDACTED]
2. *Your Home Address:   Zip	[REDACTED]

### 3. \*Your Business Address

3. *Your Business Address   Street Address	[REDACTED]
3. *Your Business Address   City/State	[REDACTED]
3. *Your Business Address   Zip	[REDACTED]

### 4. \*Daytime Phone Number:

[REDACTED]

### 5. \*E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

*No, I am not.*

7. Select the name of the education corporation that operates a single charter school.

URBAN CHOICE CS (REGENTS) 261600860877

8. Select all positions you have held on the Board:

(check all that apply)

- 
- Secretary
- 

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

No

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

No

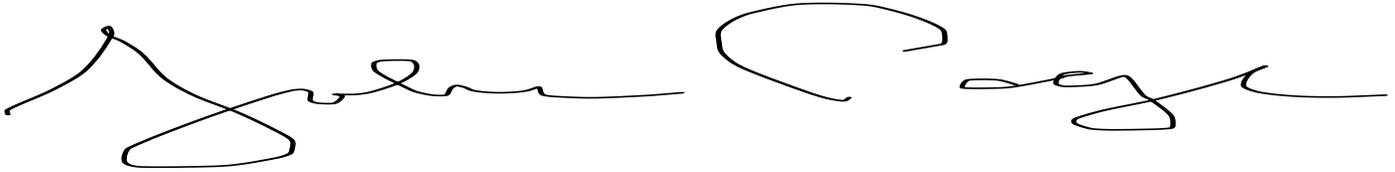
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink, consisting of a series of loops and flourishes, written across the page.

**Thank you.**

# Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Tuesday, October 13, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/e7a9838cc04614cce3>

## 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

	First Name	Last Name
Trustee Name	Frank	Rossi

### 2. \*Your Home Address:

2. *Your Home Address:   Street Address	[REDACTED]
2. *Your Home Address:   City/State	[REDACTED]
2. *Your Home Address:   Zip	[REDACTED]

### 3. \*Your Business Address

3. *Your Business Address   Street Address	[REDACTED]
3. *Your Business Address   City/State	[REDACTED]
3. *Your Business Address   Zip	[REDACTED]

### 4. \*Daytime Phone Number:

[REDACTED]

### 5. \*E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

*No, I am not.*

7. Select the name of the education corporation that operates a single charter school.

URBAN CHOICE CS (REGENTS) 261600860877

8. Select all positions you have held on the Board:

(check all that apply)

- 
- Chair/President
- 
- Vice Chair/Vice President
- 
- Secretary

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

No

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

No

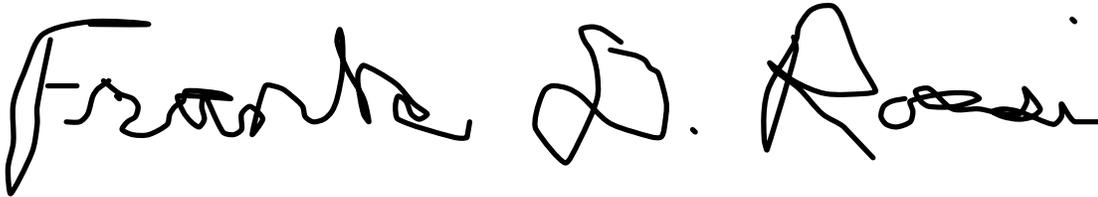
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

12. Are you a member, director, officer or employee of an organization formally partnered with a 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 "Frank D. Rossi". The signature is written in a cursive style with a large initial 'F' and a distinct 'D'.

**Thank you.**

# Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Wednesday, November 04, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/eb2ffc1eebe62c8564>

## 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

	First Name	Last Name
Trustee Name	Jason	Mellen

### 2. \*Your Home Address:

2. *Your Home Address:   Street Address	[REDACTED]
2. *Your Home Address:   City/State	[REDACTED]
2. *Your Home Address:   Zip	[REDACTED]

### 3. \*Your Business Address

3. *Your Business Address   Street Address	[REDACTED]
3. *Your Business Address   City/State	[REDACTED]
3. *Your Business Address   Zip	[REDACTED]

### 4. \*Daytime Phone Number:

[REDACTED]

### 5. \*E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

*No, I am not.*

7. Select the name of the education corporation that operates a single charter school.

URBAN CHOICE CS (REGENTS) 261600860877

8. Select all positions you have held on the 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

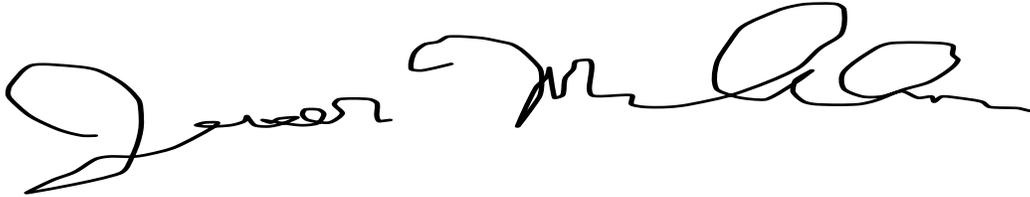
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink, appearing to be "James M. [unclear]". The signature is written in a cursive style with a large initial "J" and a distinct "M".

**Thank you.**

# Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Wednesday, November 04, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/a3564a9b054feae4f7>

## 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

	First Name	Last Name
Trustee Name	Gladys	Pedraza-Burgos

### 2. \*Your Home Address:

2. *Your Home Address:   Street Address	[REDACTED]
2. *Your Home Address:   City/State	[REDACTED]
2. *Your Home Address:   Zip	[REDACTED]

### 3. \*Your Business Address

3. *Your Business Address   Street Address	[REDACTED]
3. *Your Business Address   City/State	[REDACTED]
3. *Your Business Address   Zip	[REDACTED]

### 4. \*Daytime Phone Number:

[REDACTED]

### 5. \*E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

*No, I am not.*

7. Select the name of the education corporation that operates a single charter school.

URBAN CHOICE CS (REGENTS) 261600860877

8. Select all positions you have held on the Board:

(check all that apply)

---

- Vice Chair/Vice President
- Other, please specify...: Trustee member

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

No

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

No

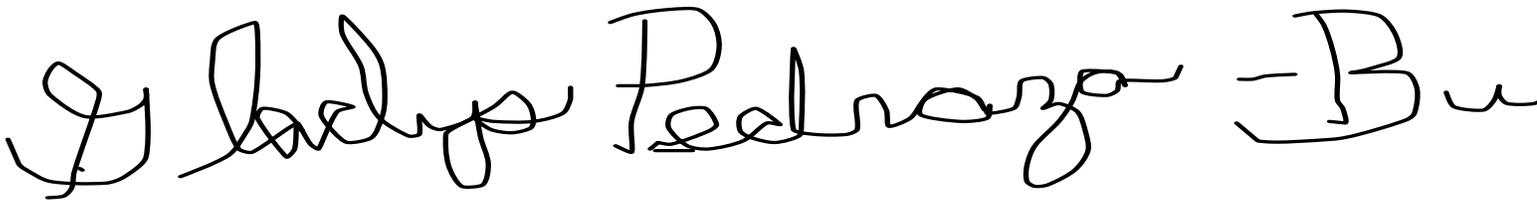
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

12. Are you a member, director, officer or employee of an organization formally partnered with a 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 "J Indira Pedraza - Bu". The signature is written in a cursive style with a large initial "J" and a long horizontal line extending from the end of the name.

**Thank you.**

# Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Thursday, November 05, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/343c63850ce769514>

## 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

	First Name	Last Name
Trustee Name	Antwan	Williams

### 2. \*Your Home Address:

2. *Your Home Address:   Street Address	[REDACTED]
2. *Your Home Address:   City/State	[REDACTED]
2. *Your Home Address:   Zip	[REDACTED]

### 3. \*Your Business Address

3. *Your Business Address   Street Address	[REDACTED]
3. *Your Business Address   City/State	[REDACTED]
3. *Your Business Address   Zip	[REDACTED]

### 4. \*Daytime Phone Number:

[REDACTED]

### 5. \*E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

*No, I am not.*

7. Select the name of the education corporation that operates a single charter school.

URBAN CHOICE CS (REGENTS) 261600860877

8. Select all positions you have held on the Board:

(check all that apply)

- 
- Other, please specify...: Co-Chair Parent Engagement Committee
- 

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

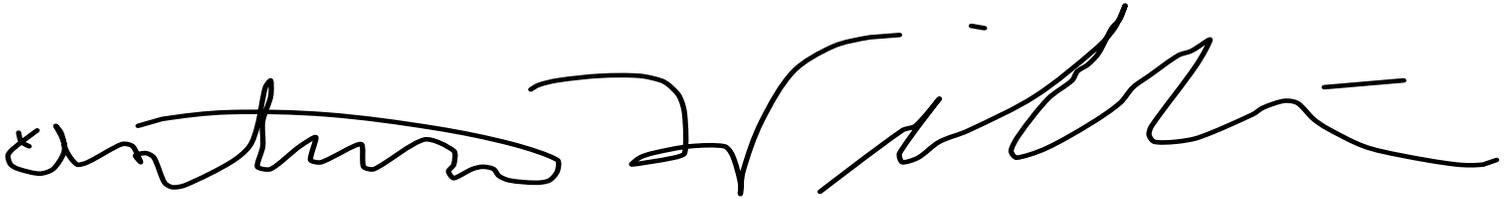
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink, appearing to read "Christopher J. [unclear]", written in a cursive style.

**Thank you.**

# Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Thursday, November 05, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/b0184654e254aaaa43>

## 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

	First Name	Last Name
Trustee Name	Joan	Moorehead

### 2. \*Your Home Address:

2. *Your Home Address:   Street Address	[REDACTED]
2. *Your Home Address:   City/State	[REDACTED]
2. *Your Home Address:   Zip	[REDACTED]

### 3. \*Your Business Address

3. *Your Business Address   Street Address	[REDACTED]
3. *Your Business Address   City/State	[REDACTED]
3. *Your Business Address   Zip	[REDACTED]

### 4. \*Daytime Phone Number:

[REDACTED]

### 5. \*E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

*No, I am not.*

7. Select the name of the education corporation that operates a single charter school.

URBAN CHOICE CS (REGENTS) 261600860877

8. Select all positions you have held on the Board:

(check all that apply)

*(No response)*

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

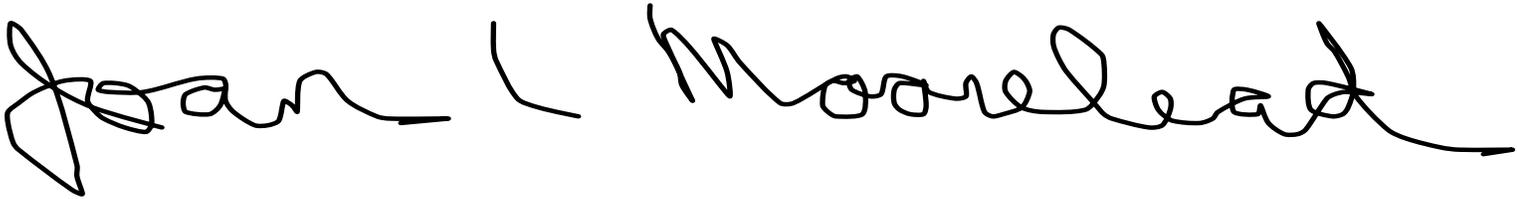
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

12. Are you a member, director, officer or employee of an organization formally partnered with a 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 "Jean L. Morehead". The signature is written in a cursive style with a large, stylized initial "J" and a long horizontal stroke at the end.

**Thank you.**

# Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Friday, November 06, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/a61ea98a7a3f0e4d5d>

## 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

	First Name	Last Name
Trustee Name	Natosha	McDonald

### 2. \*Your Home Address:

2. *Your Home Address:   Street Address	[REDACTED]
2. *Your Home Address:   City/State	[REDACTED]
2. *Your Home Address:   Zip	[REDACTED]

### 3. \*Your Business Address

3. *Your Business Address   Street Address	[REDACTED]
3. *Your Business Address   City/State	[REDACTED]
3. *Your Business Address   Zip	[REDACTED]

### 4. \*Daytime Phone Number:

[REDACTED]

### 5. \*E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

*No, I am not.*

7. Select the name of the education corporation that operates a single charter school.

URBAN CHOICE CS (REGENTS) 261600860877

8. Select all positions you have held on the Board:

(check all that apply)

*(No response)*

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

11. 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

12. Are you a member, director, officer or employee of an organization formally partnered with a 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

**Thank you.**

# Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Saturday, November 07, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/16e156042e2b1da01>

## 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

	First Name	Last Name
Trustee Name	Nelson	Blish

### 2. \*Your Home Address:

2. *Your Home Address:   Street Address	[REDACTED]
2. *Your Home Address:   City/State	[REDACTED]
2. *Your Home Address:   Zip	[REDACTED]

### 3. \*Your Business Address

3. *Your Business Address   Street Address	[REDACTED]
3. *Your Business Address   City/State	[REDACTED]
3. *Your Business Address   Zip	[REDACTED]

### 4. \*Daytime Phone Number:

[REDACTED]

### 5. \*E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

*No, I am not.*

7. Select the name of the education corporation that operates a single charter school.

URBAN CHOICE CS (REGENTS) 261600860877

8. Select all positions you have held on the Board:

(check all that apply)

---

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

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

No

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

No

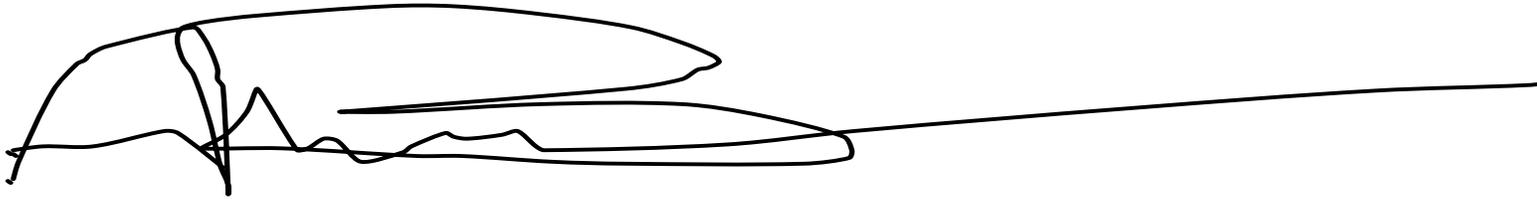
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

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

**Thank you.**

# Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Sunday, November 08, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/d7ac3fd57e5df0cd61>

## 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

	First Name	Last Name
Trustee Name	Megan	

### 2. \*Your Home Address:

2. *Your Home Address:   Street Address	[REDACTED]
2. *Your Home Address:   City/State	[REDACTED]
2. *Your Home Address:   Zip	[REDACTED]

### 3. \*Your Business Address

3. *Your Business Address   Street Address	[REDACTED]
3. *Your Business Address   City/State	[REDACTED]
3. *Your Business Address   Zip	[REDACTED]

### 4. \*Daytime Phone Number:

[REDACTED]

### 5. \*E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

*No, I am not.*

7. Select the name of the education corporation that operates a single charter school.

URBAN CHOICE CS (REGENTS) 261600860877

8. Select all positions you have held on the Board:

(check all that apply)

- 
- 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

11. 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

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

No

Signature of Trustee

A handwritten signature in black ink, appearing to read 'M. J. [unclear]', written in a cursive style.

**Thank you.**

# Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Monday, November 09, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/0bfafcc41d36210111>

## 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

	First Name	Last Name
Trustee Name	Augustin	Melendez

### 2. \*Your Home Address:

2. *Your Home Address:   Street Address	[REDACTED]
2. *Your Home Address:   City/State	[REDACTED]
2. *Your Home Address:   Zip	[REDACTED]

### 3. \*Your Business Address

3. *Your Business Address   Street Address	[REDACTED]
3. *Your Business Address   City/State	[REDACTED]
3. *Your Business Address   Zip	[REDACTED]

### 4. \*Daytime Phone Number:

[REDACTED]

### 5. \*E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

*No, I am not.*

7. Select the name of the education corporation that operates a single charter school.

URBAN CHOICE CS (REGENTS) 261600860877

8. Select all positions you have held on the Board:

(check all that apply)

- 
- Other, please specify...: Board Member
- 

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

No

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

No

11. 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

12. Are you a member, director, officer or employee of an organization formally partnered with a 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 "Augustin". The letters are cursive and connected, with a large loop at the beginning of the word.A handwritten signature in black ink that reads "Melendez". The letters are cursive and connected, with a large loop at the end of the word.

**Thank you.**

# Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Tuesday, November 10, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/a7507c52ec1efa57f0>

## 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

	First Name	Last Name
Trustee Name	Sidney	Moore

### 2. \*Your Home Address:

2. *Your Home Address:   Street Address	[REDACTED]
2. *Your Home Address:   City/State	[REDACTED]
2. *Your Home Address:   Zip	[REDACTED]

### 3. \*Your Business Address

3. *Your Business Address   Street Address	[REDACTED]
3. *Your Business Address   City/State	[REDACTED]
3. *Your Business Address   Zip	[REDACTED]

### 4. \*Daytime Phone Number:

[REDACTED]

### 5. \*E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

*No, I am not.*

7. Select the name of the education corporation that operates a single charter school.

URBAN CHOICE CS (REGENTS) 261600860877

8. Select all positions you have held on the 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

11. 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

12. Are you a member, director, officer or employee of an organization formally partnered with a 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?

Yes

12a. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write **None**.

	Organization Conducting Business with the School	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Member with Interest	Steps Taken to Avoid Conflict of Interest
1	First Niagara	Banking	&lt;5000 dollars	Sidney Moore	Abstained from voting on matters with First Niagara
2					
3					
4					
5					

Signature of Trustee

*Eward J. Cavalieri on behalf of Sidney Moore*

Thank you.