

Application: Choice Charter School

Maria Campo - grants@csbm.com
2022-2023 Annual Report

Summary

ID: 0000000085

Last submitted: Nov 1 2023 04:33 PM (EDT)

Labels: Board of Regents

Entry 1 School Info and Cover Page

Completed - Nov 1 2023

Instructions

Required of ALL Charter Schools

Each Annual Report begins with a completed School Information and Cover Page. The information is collected in a survey format within the [Annual Report Portal](#). When entering information in the portal, some of the following items may not appear, depending on your authorizer and/or your responses to related items.

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2022-2023 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer (**as of June 30, 2023**) or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

CHOICE CHARTER SCHOOL 800000070182

a1. Popular School Name

New York City Montessori Charter School

b. CHARTER AUTHORIZER (As of June 30th, 2023)

Please select the correct authorizer as of June 30, 2023 or you may not be assigned the correct tasks.

BOARD OF REGENTS

c. School Unionized

Is your charter school unionized?

No

d. DISTRICT / CSD OF LOCATION

CSD # 7 - BRONX

e. Date of Approved Initial Charter

Dec 1 2010

f. Date School First Opened for Instruction

Sep 6 2011

g. Approved School Mission and Key Design Elements

(Regents, NYCDOE and Buffalo BOE authorized schools only)

School Mission: Choice Charter School (The New York City Montessori Charter School) will empower children to be critical thinkers and creative problem solvers with strong social skills so that they can succeed in their world and continue to learn in their pursuit of higher education as they prepare for careers needed in the 21st Century.

Key Design Elements:

- 1- Differentiated Instruction
- 2- Continuous Ongoing Assessment
- 3- Specially Designed Materials
- 4- Responsive flexible classroom sizes to meet students' needs
- 5- Time and practice to achieve mastery
- 6- Individual Work Plans, independence, and the freedom and ability to make choices
- 7- Prepared Environment

h. School Website Address

www.nycmcs.org

i. Total Approved Charter Enrollment for 2022-2023 School Year

295

j. Total Enrollment on June 30, 2023 - excluding Pre-K program enrollment

224

k. Grades Served

Grades served during the 2022-2023 school year (exclude Pre-K program students):

Use the CTRL button to select multiple grades to accurately capture every grade level served.

Responses Selected:

k
1
2
3
4
5

I. Charter Management Organization

Do you have a [Charter Management Organization?](#)

No

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2023-2024?

No, just one site.

School Site 1 (Primary)

m1. SCHOOL SITES

Please provide information on Site 1 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for previous year (K-5, 6-9, etc.)	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	423 East 138th Street, Bronx, NY 10454	347-226-9094	NYC CSD 7	K-5	K-5	5

m1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Abeku Hayes	Principal	347-226-9094	██████████	hayes@nycmcs.org
Operational Leader	Wanda Andujar	Assistant Principal, Operations	347-226-9094	██████████	andujar@nycmcs.org
Compliance Contact	Wanda Andujar	Assistant Principal, Operations	347-226-9094	██████████	andujar@nycmcs.org
Complaint Contact	Abeku Hayes	Principal	347-226-9094	██████████	hayes@nycmcs.org
DASA Coordinator	Cache Rodriguez	Culture Coordinator	347-226-9094	██████████	rodriguez@nycmcs.org
Phone Contact for After Hours Emergencies	Abeku Hayes	Principal	347-226-9094	██████████	hayes@nycmcs.org

m1b. Is site 1 in public (co-located) space or in private space?

Private Space

IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC

m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 1 if located in private space in NYC or located outside of NYC .

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2023.

- Fire inspection certificates must be updated annually. For the upcoming school year 2023-2024, submit a current fire inspection certificate.
- If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2023.

Site 1 Certificate of Occupancy (COO)

[ChoiceCOO.423E138St.pdf](#)

Filename: ChoiceCOO.423E138St.pdf **Size:** 69.4 kB

Site 1 Fire Inspection Report

This is required, marked optional for administrative purposes.

[FDNY Inspection23_11-01-2023-082237.pdf](#)

Filename: FDNY Inspection23_11-01-2023-082237.pdf **Size:** 1.5 MB

n. List of owned, rented, leased facilities not used to educate students

Separate by semi-colon (;)

Not applicable

CHARTER REVISIONS DURING THE 2022-2023 SCHOOL YEAR

o. Were there any revisions to the school's charter during the 2022-2023 school year? (Please include approved or pending material and non-material charter revisions).

Please note, listing the revisions here does not constitute a request. Schools are advised to seek revision requests through their authorizer directly.

No

ATTESTATIONS

p. Individual Primarily Responsible for Submitting the Annual Report. (To write type in a phone number with an extension, please use this format: 123-456-7890-3. The dash and number 3 at the end of the phone number refers to the individual's phone extension. Do not type in the work extension or the abbreviation for it - just the dash and the extension number after the phone number).

Name	Wanda Andujar
Position	Assistant Principal, Operations
Phone/Extension	347-226-9094
Email	andujar@nycmcs.org

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

Responses Selected:

Yes

As outlined in ENTRY 10:

Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that our school has reviewed, understands and will comply with the employee clearance and fingerprint requirements as outlined in Entry 10 and found in the [NYSED CSO Fingerprint Clearance Oct 2019 Memo.](#) Click **YES** to agree.

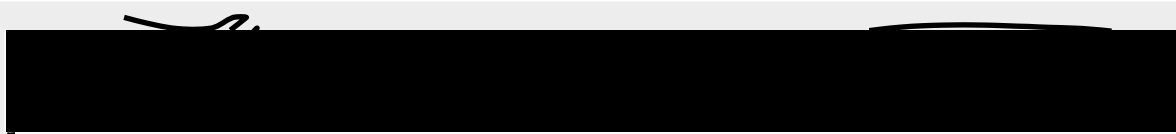
Responses Selected:

Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees



Date

Aug 1 2023

Thank you.



Entry 2 Links to Critical Documents on School Website

Instructions

Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 5: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

1. Current Annual Report (i.e., 2021-2022 Annual Report);[\[1\]](#)
2. Board meeting notices, agendas and documents;
3. New York State School Report Card;
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (**For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY**);
5. District-wide safety plan, not a building level safety plan (as per the September 2021 [Emergency Response Plan Memo](#));
6. Authorizer-approved FOIL Policy; and
7. Subject matter list of FOIL records. (Example: See [NYSED Subject Matter List](#))

[\[1\]](#) Each charter school is required to make the Annual Report publicly available by August 1 and to post on their respective charter school website. Each school should post an updated and complete version to include accountability data and financial statements that are not or may not be available until after the August deadline (i.e., Report when financials have been submitted in November.)

Form for Entry 2 Links to Critical Documents on School Website

School Name: Choice Charter School

Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the **link** from the school's website for each of the items:

[New York State Report Card](#)

[Emergency Response Plan Memo](#)

[NYSED Subject Matter List](#)

	Link to Documents
1. Current Annual Report (i.e., 2022-2023 Annual Report)	https://nycmcs.org/principals-message/
2. Board meeting notices, agendas and documents	https://nycmcs.org/board-of-trustees/
3. New York State School Report Card	https://nycmcs.org/principals-message/
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	https://nycmcs.org/wp-content/uploads/2021/07/DisciplinePolicy.2021.2022.pdf
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo)	https://nycmcs.org/wp-content/uploads/2020/10/School-Safety-Plan-Revision2020-Website.pdf
6. Authorizer-approved FOIL Policy	https://nycmcs.org/wp-content/uploads/2020/07/FOIL-Policy-July-2020-Update.pdf
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	https://nycmcs.org/wp-content/uploads/2020/07/FOIL-Policy-July-2020-Update.pdf

Thank you.



Entry 3 Progress Toward Goals

Completed - Nov 1 2023

Instructions

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2023**.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 1, 2023.

1. ACADEMIC STUDENT PERFORMANCE GOALS

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2023**.

2022-2023 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	Each year, the school will earn a score sufficient to place it at or above the 75th percentile of all schools on the "Performance" section of the citywide Progress Report for students in 3rd-5th grades.	NYS 3rd -8th Grade ELA and Math examination results	Not Met	NYCMCS fell short of this goal for the 22-23 school year and as a result, will work with our curriculum partners to provide additional teacher development around differentiation and reading and math recovery for our students. Additionally, the schedule has been modified to allow for more Response to Intervention (RTI) blocks throughout the day to ensure that each child is getting exactly what they need to meet and/or exceed grade-level standards.
Academic Goal 2				
Academic Goal 3				
Academic Goal 4				
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				

Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

2. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

For the 2022-2023 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2022-2023 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	Each year the school will have a daily student attendance rate of at least 95 percent.	ATS Attendance Records	Not Met	While this goal was not met, the school has made significant progress in increasing the attendance rate over the past school year, missing the goal by less than one percentage point. Therefore, we will continue to implement the strategies used last year, which include frequent communication with transient families to reinforce the importance of attendance and ensuring adequate busing from the NYC Office of Pupil Transportation.
Org Goal 2	Each year the school will comply with all applicable laws, rules, regulations, and contract terms, and have in place and maintain effective systems, policies, procedures, and	Board Policies and Minutes of Meetings, Personnel Manual, Family Manual	Met	

	other controls for ensuring that legal and charter requirements are met.			
Org Goal 3	Each year, student enrollment will be within 10% of full enrollment as defined in the school's contract.	ATS Attendance Records	Not Met	The school fell short of this goal this year as a result of a loss in enrollment due to the COVID-19 pandemic.
Org Goal 4	Each year teacher retention of high-performing staff will be high.	Accepted re-hire letters	Met	
Org Goal 5				
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

2022-2023 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	Upon completion of the school's first year of operation and every year thereafter, the school will undergo an independent financial audit that will result in an unqualified opinion and no major findings.	Independent financial audit findings	Met	
Financial Goal 2	Each year, the school will operate on a balanced budget and maintain a stable cash flow.	Monthly financial statements	Met	
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 3 Accountability Plan Progress Reports

Incomplete - Hidden from applicant

Instructions

SUNY-Authorized Charter Schools ONLY- Complete Template and Upload to Epicenter

SUNY-authorized charter schools must download an Accountability Plan Progress Report template at [Accountability Plan Progress Report](#). After completing, SUNY-authorized charter schools must upload the document into the Annual Report Portal, and into the SUNY Epicenter document management system by September 15, 2023.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 4 - Audited Financial Statements

Completed - Oct 31 2023

Required of ALL Charter Schools

ALL SUNY-authorized charter schools must upload the financial statements and related documents in PDF format into the [Annual Report Portal](#) and into the SUNY Epicenter document management system no later than **November 1, 2023**. **SUNY-authorized charter schools** are asked to ensure that security features such as password protection are turned off.

ALL Regents, NYCDOE, and Buffalo BOE-authorized charter schools must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2023**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a PDF file, ensuring that security features such as password protections are removed from all school uploaded documents.

PLEASE NOTE: This task appears as visible and optional task in the online portal until August 1 2023 but will be identified as a required task thereafter and due on November 1, 2023. This is a required task, and it is marked optional for administrative purposes only.

Choice- FY23 FST with Mgmt Ltr

Filename: Choice-_FY23_FST_with_Mgmt_Ltr.pdf Size: 4.3 MB

Entry 4a – Audited Financial Report Template (SUNY)

Incomplete - Hidden from applicant

Instructions - SUNY-Authorized Charter Schools ONLY

SUNY-authorized schools must download the Excel spreadsheet entitled “Audited Financial Statement Template” at <http://www.newyorkcharters.org/fiscal/>. After completing, schools must upload the document into the [Annual Report Portal](#) and into the SUNY Epicenter document management system no later than **November 1, 2023**.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 4b – Audited Financial Report Template (BOR/NYC/BOE)

Completed - Nov 1 2023

Instructions - Regents-Authorized Charter Schools ONLY

Regents-authorized schools must download and complete the Excel spreadsheet entitled “Audited Financial Report Template” from the online portal or the [2022-2023 Annual Reports](#) webpage. Upload the completed file in Excel format and submit by **November 1, 2023**.

Please complete one spreadsheet at the Education Corporation level and submit the same spreadsheet for each of the schools.

EDUCATION CORPORATIONS WITH MORE THAN ONE SCHOOL SHOULD COMPLETE THE EXCEL SPREADSHEET FOR THE EDUCATION CORPORATION AS A WHOLE, NOT FOR THE INDIVIDUAL SCHOOLS. PLEASE SUBMIT THE SAME EXCEL SPREADSHEET FOR EACH OF THE SCHOOLS.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

[FY2023 audited-financial-report-template-nysed CCS](#)

Filename: FY2023_audited-financial-report-t_uG8Chwo.xlsx Size: 73.5 kB

Entry 4c – Additional Financial Documents

Completed - Nov 1 2023

Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents and submit by **November 1, 2023**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a "federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold."

1. Advisory and/or Management letter
2. Federal Single Audit
3. Agreed-Upon Procedure Report
4. Evidence of Required Escrow Account for each school^[1]
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

^[1] Note: For BOR schools chartered or renewed after the 2017-2018 school year, the escrow account per school is \$100,000.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

[Choice Charter School Mgmt Ltr](#)

Filename: Choice_Charter_School_Mgmt_Ltr.pdf Size: 142.4 kB

[NYCMCS 22-23AR Entry 4C](#)

Filename: NYCMCS_22-23AR_Entry_4C.pdf Size: 77.5 kB

[Choice- Escrow- FY23](#)

Filename: Choice-_Escrow-_FY23.pdf Size: 953.9 kB

Entry 4d - Financial Contact Information

Completed - Nov 1 2023

Regents, NYCDOE, and Buffalo BOE authorized schools should enter financial contact information directly into the form within the portal by **November 1, 2023**.

Form for "Financial Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Abeku Hayes	hayes@nycmcs.org	347-226-9094

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Gus Saliba, PKF O'Connor Davies	Gsaliba@pkfod.com	201-712-9800	12

3. If applicable, please provide contact information for the school's outsourced financial services firm.

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm
	Charter School Business Management, Inc.	Laron Walker	425 East 79th Street, Suite 1F, New York, NY 10075	lwalker@csbm.com	973-592-5730	11

Entry 5 – Fiscal Year 2023-2024 Budget

Completed - Nov 1 2023

SUNY-authorized charter schools should download the [2023-2024 Budget and Quarterly Report Template and the 2023-2024 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed templates into the Annual Report Portal and into the Epicenter document management system. **Due November 1, 2023.**

Regents, NYCDOE, and Buffalo BOE authorized charter schools should upload a copy of the school's FY22 Budget using the [2023-2024 Budget Template](#) into the Annual Report Portal or from the Annual Report website. **Due November 1, 2023.**

The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, 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.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

[Final2023-2024ARBudgetTemplate NYCMCS](#)

Filename: Final2023-2024ARBudgetTemplate_NYCMCS.xlsx Size: 37.2 kB

Entry 6 – Board of Trustees Disclosure of Financial Interest Form

Required of ALL Charter Schools

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2022-2023 school year must complete and sign a Trustee [Disclosure of Financial Interest Form](#) is due on August 1, 2023. Acceptable signature formats include:

- Digitally certified PDF signature (i.e., DocuSign)
- Manual signature (1. download to print, 2. manually sign, 3. scan signed document to PDF, and 4. upload into portal)

All completed forms must be collected and uploaded in .PDF format for each individual member. **The education corporation is responsible for ensuring that each member who served on the board during the 2022-2023 school year completes the form.**

Charter schools **must** submit the latest version of the form. Forms completed from past years will not be accepted.

Trustees serving on an education corporation that governs more than one school are not required to complete a separate disclosure for each school governed by the education corporation. In the Trustee Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation.

[J Garcia](#)

Filename: J_Garcia.pdf Size: 457.2 kB

[K Creech](#)

Filename: K_Creech.pdf Size: 458.0 kB

[D Clay](#)

Filename: D_Clay.pdf Size: 459.5 kB

[I Shaorshadze](#)

Filename: I_Shaorshadze.pdf Size: 454.8 kB

[H Mutlu](#)

Filename: H_Mutlu.pdf Size: 458.1 kB

[E Esshaki](#)

Filename: E_Esshaki.pdf Size: 318.8 kB

[B Katumkeeryil](#)

Filename: B_Katumkeeryil.pdf Size: 317.5 kB

[N Gulyako](#)

Filename: N_Gulyako.pdf Size: 458.4 kB

[A Jordan](#)

Filename: A_Jordan.pdf Size: 1.3 MB

[M Irukera](#)

Filename: M_Irukera.pdf Size: 458.5 kB

[J Disanto](#)

[M Gosset](#)

Entry 7 BOT Membership Table

Completed - Nov 1 2023

Instructions

Required of ALL charter schools

ALL charter schools or education corporations governing multiple schools must complete the Board of Trustees Membership Table within the online portal. Please be sure to include and identify parents who are members of the Board of Trustees and indicate whether parents are voting or non-voting members.

Entry 7 BOT Table

1. SUNY-AUTHORIZED charter schools are required to provide information for VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools are required to provide information for all --VOTING and NON-VOTING-- trustees.

Authorizer:

Who is the authorizer of your charter school?

Board of Regents

1. 2022-2023 Board Member Information (Enter info for each BOT member)

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Completed Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2022-2023
1	Denise Clay	[REDACTED]	Trustee/Member	Education Finance	Yes	6	07/01/2021	06/30/2023	8
2	Jacqueline Disanto	[REDACTED]	Trustee/Member	Education	Yes	4	07/01/2021	05/24/2023	5 or less
3	Jason Garcia	[REDACTED]	Vice Chair	Buildings and grounds	Yes	3	07/01/2022	06/30/2024	7
4	Neil Gulyako	[REDACTED]	Chair	Building and Grounds, Finance, Executive	Yes	2	07/01/2021	06/30/2023	10
5	Haldun Mutlu	[REDACTED]	Treasurer	Finance	Yes	2	07/01/2021	06/30/2023	9
6	Anthony Jordan	[REDACTED]	Trustee/Member	Building and Grounds, Education	Yes	2	11/01/2022	10/31/2024	9
7	Irina Shaorshadze	[REDACTED]	Trustee/Member	Education	Yes	1	07/01/2022	06/30/2024	8
8	Michelle Ifeoluwa	[REDACTED]	Trustee/Member	Education	No	1	07/01/2022	06/30/2024	10

	po Irukera								
9	Kathryn Creech	██████████ ██████████ ███	Secretar y	Building and Grounds	Yes	1	12/01/20 22	11/30/20 24	6

1a. Are there more than 9 members of the Board of Trustees?

Yes

1b. Board Member Information

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2022-2023
10	Michael Gosset	[REDACTED]	Trustee/Member	Education	No	1	06/01/2023	05/31/2025	5 or less
11	Eric Esshaki	[REDACTED]	Trustee/Member	None	No	1	09/01/2022	08/31/2025	8
12	Ed Tanzer	[REDACTED]	Trustee/Member	Building & Grounds, Education	Yes	2	07/01/2021	05/24/2023	5 or less
13	Boby Katumkeryil	[REDACTED]	Trustee/Member	Finance	Yes	2	11/01/2022	10/31/2024	7
14									
15									

1c. Are there more than 15 members of the Board of Trustees?

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

1. SUNY-AUTHORIZED charter schools provide response relative to VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools provide a response relative to all trustees.

a. Total Number of BOT Members on June 30, 2023	11
b. Total Number of Members Added During 2022-2023	5
c. Total Number of Members who Departed during 2022-2023	2
d. Total Number of members, as set in Bylaws, Resolution or Minutes	15

3. Number of Board meetings held during 2022-2023

10

4. Number of Board meetings scheduled for 2023-2024

11

Total number of Voting Members on June 30, 2023:

8

Total number of Voting Members added during the 2022-2023 school year:

2

Total number of Voting Members who departed during the 2022-2023 school year:

2

Total Maximum Number of Voting members in 2022-2023, as set by the board in bylaws, resolution, or minutes:

10

Total number of Non-Voting Members on June 30, 2023:

3

Total number of Non-Voting Members added during the 2022-2023 school year:

3

Total number of Non-Voting Members who departed during the 2022-2023 school year:

0

Total Maximum Number of Non-Voting members in 2022-2023, as set by the board in bylaws, resolution or minutes:

5

Board members attending 8 or fewer meetings during 2022-2023

9

Thank you.

Entry 8 Board Meeting Minutes

Completed - Nov 1 2023

Instructions - Required of Regents, NYCDOE, and Buffalo BOE Authorized Schools ONLY

Schools must upload a complete set of monthly board meeting minutes (July 2022-June 2023), which should match the number of meetings held during the 2022-2023 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by **August 1, 2023**.

2 NYCMCS September Board Meeting Minutes

Filename: 2_NYCMCS_September_Board_Meeting_Minutes.pdf Size: 106.3 kB

1 NYCMCS July (& August) Board Meeting Minutes

Filename: 1_NYCMCS_July_August_Board_Meeting_Minutes.pdf Size: 104.0 kB

4 NYCMCS November Special Board Meeting Minutes

Filename: 4_NYCMCS_November_Special_Board_Meeting_Minutes.pdf Size: 121.4 kB

3 NYCMCS October Board Meeting Minutes

Filename: 3_NYCMCS_October_Board_Meeting_Minutes.pdf Size: 107.7 kB

5 NYCMCS January 2023 Board Meeting Minutes

Filename: 5_NYCMCS_January_2023_Board_Meeting_Minutes.pdf Size: 106.2 kB

7 NYCMCS March 2023 Board Meeting Minutes

Filename: 7_NYCMCS_March_2023_Board_Meeting_Minutes.pdf Size: 104.1 kB

8 NYCMCS April 2023 Board Meeting Minutes

Filename: 8_NYCMCS_April_2023_Board_Meeting_Minutes.pdf Size: 103.8 kB

9 NYCMCS May 2023 Board Meeting Minutes

Filename: 9_NYCMCS_May_2023_Board_Meeting_Minutes.pdf Size: 83.5 kB

6 NYCMCS February 2023 Board Meeting Minutes

Filename: 6_NYCMCS_February_2023_Board_Meeting_Minutes.pdf Size: 103.8 kB

10 NYCMCS June 2023 Board Meeting Minutes

Filename: 10_NYCMCS_June_2023_Board_Meeting_Minutes.pdf Size: 105.8 kB

Entry 9 Enrollment & Retention

Completed - Nov 1 2023

Instructions for submitting Enrollment and Retention Efforts

Required of ALL Charter Schools

Describe the good faith efforts the charter school has made in 2022-2023 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are

economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2023-2024.

***SUNY-authorized charter schools**

The education corporation must include a plan for the charter to meet or exceed enrollment and retention targets established by the SUNY Trustees for students with disabilities, ELLs, and students who are eligible to participate in the FRPL program. See the [enrollment and retention target calculator](#) to find specific targets.

Entry 9 Enrollment and Retention of Special Populations

Good Faith Efforts to Meet Recruitment Targets (Attract)

	Describe Recruitment Efforts in 2022-2023	Describe Recruitment Plans in 2023-2024
Economically Disadvantaged	<p>In 2022-2023, 89.07% of NYCMCS's students were Economically Disadvantaged. To recruit these students, the school utilized the following strategies:</p> <ul style="list-style-type: none"> • We contacted local daycare centers in high-need neighborhoods. We specifically targeted all daycare centers in the 10454 zip code. Outreach included distributing brochures and notifying parents of admission and lottery instructions. We began outreach in January 2023. • We presented to numerous local, in targeted neighborhoods, early childhood center staff, and parents, with a presentation that included a description of the school, our educational philosophy, and programs to promote an inclusive environment. We also shared application instructions and invited parents to tour the school. • We conducted outreach to local community-based organizations, such as Mott Haven Community Partnership and St. Jerome Church, and shared information to facilitate referrals to our school. • We held monthly recruitment events beginning in February 2023. • We posted signs regarding our application process outside of our building and throughout the community, including grocery stores, churches, and libraries. 	<p>As our enrollment of Economically Disadvantaged students in 2022-23 was high, we intend to employ the same strategies. Based on our experiences from 2022-23, we decided to employ more online recruitment strategies and have hired a digital marketing firm. We also plan to partner with local businesses during the summer and fall months. We intend to begin online and mass print advertising in August of 2023.</p>
English Language Learners	<p>In the past school year, 22% of NYCMCS's students were English</p>	<p>As our enrollment of English Language Learners in 2022-23 was</p>

	<p>Language Learners. To recruit ELL students, the school utilized the following strategies:</p> <ul style="list-style-type: none"> • We contacted local daycare centers that serve a high number of non-English speaking families. All materials shared were translated into Spanish. We began outreach in January 2023. • We presented to numerous local early childhood center staff and parents. Our presentation included a description of the school, our educational philosophy, and programs to serve ELLs students. Translators were brought to every presentation, and applications in multiple languages were available. • We conducted outreach to local community-based organizations, such as Mott Haven Community Partnership and St. Jerome Church, that serve non-English speaking families, and shared information in several languages to facilitate referrals to our school. • We held monthly recruitment events beginning in February 2023. Presentations were provided in English and Spanish. • We posted signs in Spanish regarding our application process outside of our building and throughout the community, including grocery stores, churches, and libraries. 	<p>high, we intend to employ the same strategies. We recently acquired a membership with the Hispanic Federation and intend to partner with them for targeted outreach to ELL families. We will continue to assess and make any necessary adjustments to these recruitment strategies to ensure the health and safety of our staff and community members.</p>
<p>Students with Disabilities</p>	<p>Of the total enrollment for 2022-23, the percentage of Students with Disabilities was 30%. To recruit Students with Disabilities, the school shared information on the wide range of interventions and special education services offered at the school at every</p>	<p>As we met this enrollment goal, we are confident that our specific strategies are effective and will continue to focus on these efforts in the 2022-23 school year. We will continue to assess and make any necessary adjustments to these recruitment strategies to ensure the</p>

community visit, school tour, and information session. Promotional materials also highlight the inclusive nature of the school and the personalized instructional model. We also maintained a strong relationship with the Committee on Special Education.

health and safety of our staff and community members.

Good Faith Efforts To Meet Enrollment Retention Targets

	Describe Retention Efforts in 2022-2023	Describe Retention Plans in 2023-2024
Economically Disadvantaged	<p>Research suggests that Economically Disadvantaged students (students eligible for free or reduced priced lunch) are at a much greater risk for academic failure. To support these and other students, the school has implemented a Response to Intervention (RTI) program to maximize student achievement and minimize behavioral problems. At NYCMCS, we follow a three-tier implementation plan. We use research-based interventions at each tier as appropriate and target interventions to the student, their personality, and their challenges.</p>	<p>Our efforts to retain and serve Economically Disadvantaged students have resulted in the vast majority of our families expressing a high degree of satisfaction with the school and choosing to re-enroll their children year after year. Therefore, changes to the school's program will only be made if necessitated by student data and/or parental concerns.</p>
English Language Learners	<p>To support ELLs, NYCMCS employs a certified English as a Second Language (ESL) Teacher. She has an MA in TESOL and initial NYS TESOL K-12 teacher certification. She has fulfilled all requirements toward Common Branches certification, except for the DASA training. Prior to working full-time, she taught part-time for ten years and is familiar with a variety of languages. The ESL Teacher provides push-in and pull-out instructional support to ELLs based on individual student needs. The ELL teacher oversees the program under the supervision of the Director of Instruction and the Director of Outreach. The ESL teacher collaborates frequently with the classroom teachers, Special Education Support Services teacher, and other service providers,</p>	<p>Our efforts to retain and serve English Language Learners have resulted in the vast majority of our families expressing a high degree of satisfaction with the school and choosing to re-enroll their children year after year. Therefore, changes to the school's program will only be made if necessitated by student data and/or parental concerns. We will be adding a second ELL teacher to help meet the demands of our growing ELL population.</p>

	<p>discussing student needs, setting goals, sharing observations and results from assessments, and providing supports for differentiation, as well as sharing materials.</p>	
<p>Students with Disabilities</p>	<p>To support students with disabilities, NYCMCS employs seven Special Education Teachers who provide the following continuum of services based on a student’s Individualized Education Plan (IEP): Special Education Support Services, Integrated Co-Teaching, and self-contained classrooms. Special Education teachers collaborate routinely and frequently with the General Education Teachers. The school follows a “school within a school” model, with grade-level teachers forming teams with one or more grades. These teams comprise Special Education and General Education teachers who have joint responsibility for planning lessons, activities, and projects. They regularly meet several times a week, plan together, compare data, exchange experiences, build curriculum, and keep in step with the pacing calendar. Resources are combined to strengthen teaching and learning opportunities, methods, and effectiveness. Each team has a Team Leader, who can be either a General or Special Education teacher. The Assistant Principals and Instructional Coach meet regularly to oversee the special education program. Specifically, they ensure that the program meets curricular, teaching, compliance, and special education standards. They also monitor student progress and recommend</p>	<p>Our efforts to retain and serve Students with Disabilities have resulted in the vast majority of our families expressing a high degree of satisfaction with the school and choosing to re-enroll their children year after year. Therefore, changes to the school's program will only be made if necessitated by student data and/or parental concerns.</p>

changes to the program to ensure effectiveness.

Entry 10 – Teacher and Administrator Attrition

Completed - Nov 1 2023

Form for "Entry 10 – Teacher and Administrator Attrition" Revised to Employee Fingerprint Requirements Attestation

A. TEACH System – Employee Clearance

Required of ALL Charter Schools

Charter schools must ensure that all prospective employees^[1] receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. **This includes paraprofessionals and other school personnel who are provided or assigned by the district of location, or related/contracted service providers.** After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee. For the safety of all students, charter schools must take immediate steps to terminate the employment of individuals who have been denied clearance. Once the employees have been terminated, the school must terminate the request for clearance in the TEACH system.

In the Annual Report, charter schools are asked to confirm that all employees have been cleared through the NYSED TEACH system; and, if denied clearance, confirm that the individual or employee has been removed from the TEACH system, and is not employed by the school.

1. Emergency Conditional Clearances

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates automatically once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

[1] Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.nysed.gov/common/nysed/files/programs/charter-schools/employeeefingerprintoct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

B. Emergency Conditional Clearances

Emergency Conditional Clearances

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates automatically once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

Attestation

Responses Selected:

I hereby attest that the school has reviewed, understands, and will comply with these requirements.

Entry 11 Percent of Uncertified Teachers

Completed - Nov 1 2023

Instructions

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education.

Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education.

Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

If more than one line applies to a teacher, please include in only one FTE uncertified category. Please do not include paraprofessionals, such as teacher aides.

CATEGORY A. 30% OR 5 UNCERTIFIED TEACHERS WHICHEVER IS LESS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2023)	3
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	0
Total Category A: 5 or 30% whichever is less	3.0

CATEGORY B. PLUS FIVE UNCERTIFIED TEACHERS IN MATHEMATICS, SCIENCE, COMPUTER SCIENCE, TECHNOLOGY OR CAREER AND TECHNICAL EDUCATION.

	FTE Count
i. Mathematics	0
ii. Science	2
iii. Computer Science	0
iv. Technology	0
v. Career and Technical Education	0
Total Category B: not to exceed 5	2.0

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2023)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	0
Total Category C: not to exceed 5	0.0

TOTAL FTE COUNT OF UNCERTIFIED TEACHERS (Sum of Categories A, B AND C)

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

	FTE Count
Total	5

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

	FTE Count
Total Category D	0

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	20

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	25

Thank you.



Entry 12 Organization Chart

Completed - Nov 1 2023

[Instructions](#)

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

Upload the 2022-2023 **Organization Chart**. The organization chart should be a graphic representation (A list will not be accepted.) and should include position titles and reporting (hierarchical) relationships. Employee names should **not** appear on the chart.

[22-23 Organization Chart \(Aug 2022 Update\)](#)

Filename: 22-23_Organization_Chart_Aug_2022_Update.pdf Size: 169.7 kB

Entry 13 School Calendar

Completed - Nov 1 2023

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 1, 2023 submission. Charter schools must upload a final school calendar into the portal and may do so at any time but no later than **September 15, 2023**.

School calendars must meet the [minimum instructional requirements](#) as required of other public schools "... *unless the school's charter requires more instructional time than is required under the regulations.*"

Board of Regents-authorized charter schools also are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month (also used to align to schools with extended days/years referenced in their mission statements/key design elements). See an example of a calendar showing the requested information. Schools **must** use a calendar format and ensure there is a monthly tally of instructional days.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

[NYCMCS 23-24 Calendar](#)

Filename: NYCMCS_23-24_Calendar.pdf Size: 250.8 kB

Entry 14 Staff Roster

Completed - Nov 1 2023

[INSTRUCTIONS](#)

Required of Regents and NYCDOE-authorized Charter Schools ONLY

Please click on the MS Excel [Faculty/Staff Roster Template](#) and provide the following information for **ANY and ALL** instructional and non-instructional employees (all faculty and staff employed by the school during the 2022-2023 school year).

Use of the 2022-2023 Annual Report Faculty/Staff Roster Template is required. Each of the data elements, with the exception of the Notes, are required, and use of the drop-down options, when provided, is also required.

Reminders: Please use the Notes section provided to add any additional information as deemed necessary. Failure to adhere to the guidelines and validations in the Faculty/Staff Roster Template will result in a resubmission of a fully corrected roster.

Here is the complete list of data elements in the roster template and an explanation of what information is required to correctly complete this task.

Roster Data Elements	Explanations
Authorizer NOTE: MUST BE DONE FIRST	Select your school's authorizer from the drop-down list first , before completing the roster.
School Name and Institution ID	Select your school's name from the drop-down list .
Faculty/Staff First Name	Enter the first name of the Faculty/Staff person.
Faculty/Staff Last Name	Enter the last name of the Faculty/Staff person.

TEACH ID	Enter the 7 digit TEACH ID for the Faculty/Staff person.
Role in School	Select the best choice of role of the Faculty/Staff person from the drop-down list .
CPR/AED Certification Status	Select the appropriate choice from the drop-down list .
Hire Date	Enter the date that the Faculty/Staff person was hired.
Start Date	Enter the date that the Faculty/Staff person actually began employment in this school.
Total Years' Experience in this Role	Enter Total Years of Experience that the Faculty/Staff person has in their current role.
Total Years at this School	Enter the Total Years that the Faculty/Staff person has been employed in this school.
Out-of-Certification Justification	Select the appropriate choice from the drop-down list .
Subject Taught	Select the appropriate choice from the drop-down list .
Notes	Optional

[faculty-staff-roster-template-2023](#)

Filename: faculty-staff-roster-template-2023.xls Size: 56.8 kB

Optional Additional Documents to Upload (BOR)

Incomplete

Choice Charter School
(Formerly New York City Montessori Charter School)

Financial Statements

June 30, 2023 and 2022

Choice Charter School
(Formerly New York City Montessori Charter School)

Financial Statements and
Uniform Guidance Schedules
Together With Independent Auditors' Reports

June 30, 2023 and 2022

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Independent Auditors' Report

Board of Trustees
Choice Charter School
(Formerly New York City Montessori Charter School)

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of Choice Charter School (formerly New York City Montessori Charter School) (the "School") (a nonprofit organization), which comprise the statements of financial position as of June 30, 2023 and 2022, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the School as of June 30, 2023 and 2022, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the School and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Change in Accounting Policy

As discussed in Note 2 to the financial statements, the School adopted Financial Accounting Standards Board ("FASB") Topic 842, Leases, which resulted in the recognition of a right of use asset and related lease liability effective July 1, 2022. Our opinion is not modified with respect to that matter.

Responsibilities of Management for the Financial Statements

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

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the ██████████
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

**Board of Trustees
Choice Charter School
(Formerly New York City Montessori Charter School)**


Page 3

Report on Supplementary Information

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 2, 2023, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.



Harrison, New York
October 2-

Choice Charter School
(Formerly New York City Montessori Charter School)

Statements of Financial Position

	June 30,	
	2023	2022
ASSETS		
Current Assets		
Cash	\$ 1,052,083	\$ 598,907
Grants and contracts receivable	157,628	948,014
Prepaid expenses and other current assets	371,341	93,224
Total Current Assets	1,581,052	1,640,145
Property and equipment, net	258,164	139,238
Right-of-use assets - operating lease, net	6,307,254	
Security deposits	251,806	244,404
Restricted cash	100,000	100,000
	<u>\$ 8,498,276</u>	<u>\$ 2,123,787</u>
 LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts payable and accrued expenses	\$ 236,161	\$ 174,091
Accrued payroll and payroll taxes	338,537	348,580
Refundable advances	157,956	421
Operating lease liabilities	1,361,493	
Total Current Liabilities	2,094,147	523,092
Operating lease liabilities, less current portion	4,943,966	
Total Liabilities	7,038,113	523,092
Net assets, without donor restrictions	1,460,163	1,600,695
	<u>\$ 8,498,276</u>	<u>\$ 2,123,787</u>

See notes to financial statements

Choice Charter School
(Formerly New York City Montessori Charter School)

Statements of Activities

	Year Ended June 30,	
	2023	2022
REVENUE AND SUPPORT		
State and local per pupil operating revenue		
General and special education	\$ 5,009,954	\$ 4,800,175
Universal pre-kindergarten	333,927	317,684
Facilities	415,506	429,017
Federal grants	939,750	1,473,149
Federal E-Rate & IDEA	64,600	63,542
State grants	18,840	15,668
Other income	41,453	29,423
Total Revenue and Support	6,824,030	7,128,658
EXPENSES		
Program Services		
Regular education	4,397,444	4,066,001
Special education	1,717,862	1,939,720
Other education	17,677	17,572
Total Program Services	6,132,983	6,023,293
Supporting Services		
Management and general	831,579	748,286
Total Expenses	6,964,562	6,771,579
Change in Net Assets	(140,532)	357,079
NET ASSETS, WITHOUT DONOR RESTRICTIONS		
Beginning of year	1,600,695	1,243,616
End of year	\$ 1,460,163	\$ 1,600,695

Choice Charter School
(Formerly New York City Montessori Charter School)

Statement of Functional Expenses
Year Ended June 30, 2023

	No. of Positions	Program Services			Total	Management and General	Total
		Regular Education	Special Education	Other Education			
Personnel Services Costs							
Administrative staff personnel	6	\$ 229,880	\$ 34,450	\$ 8,612	\$ 272,942	\$ 264,332	\$ 537,274
Instructional personnel	<u>44</u>	<u>1,878,294</u>	<u>825,926</u>		<u>2,704,220</u>		<u>2,704,220</u>
Total Personnel Services Costs	<u>50</u>	<u>2,108,174</u>	<u>860,376</u>	<u>8,612</u>	<u>2,977,162</u>	<u>264,332</u>	<u>3,241,494</u>
Fringe benefits and payroll taxes		534,708	201,027	2,184	737,919	67,044	804,963
Legal services						2,558	2,558
Accounting and audit services						52,250	52,250
Other purchased, professional and consulting services		130,262	48,973	532	179,767	215,663	395,430
Building and land renUlease		1,258,659	473,202	5,142	1,737,003	157,816	1,894,819
Insurance		33,400	12,557	136	46,093	4,188	50,281
Utilities		73,457	27,617	300	101,374	9,210	110,584
Supplies and materials		68,370	22,593		90,963		90,963
Equipment and furnishings		16,326	6,138	67	22,531	2,048	24,579
Staff development		7,898	2,969	32	10,899	991	11,890
Marketing and recruitment		7,412	2,787	30	10,229	930	11,159
Technology		33,880	12,737	138	46,755	4,248	51,003
Student services		1,540	509		2,049		2,049
Office expense		84,759	31,866	346	116,971	10,626	127,597
Depreciation and amortization		38,599	14,511	158	53,268	4,840	58,108
Bad debt expense						<u>34,835</u>	<u>34,835</u>
Total Expenses		<u>\$ 4,397,444</u>	<u>\$ 1,717,862</u>	<u>\$ 17,677</u>	<u>\$ 6,132,983</u>	<u>\$ 831,579</u>	<u>\$ 6,964,562</u>

See notes to financial statements

Choice Charter School
(Formerly New York City Montessori Charter School)

Statement of Functional Expenses
Year Ended June 30, 2022

	No. of Positions	Program Services			Total	Management and General	Total
		Regular Education	Special Education	Other Education			
Personnel Services Costs							
Administrative staff personnel	7	\$ 301,464	\$ 36,117	\$ 8,473	\$ 346,054	\$ 304,515	\$ 650,569
Instructional personnel	46	1,627,747	928,739		2,556,486		2,556,486
Non-instructional personnel	1	8,298	1,264		9,562		9,562
Total Personnel Services Costs	<u>54</u>	<u>1,937,509</u>	<u>966,120</u>	<u>8,473</u>	<u>2,912,102</u>	<u>304,515</u>	<u>3,216,617</u>
Fringe benefits and payroll taxes		438,006	203,807	1,915	643,728	68,841	712,569
Legal services						3,145	3,145
Accounting and audit services						28,250	28,250
Other purchased, professional and consulting services		107,319	49,914	469	157,702	130,236	287,938
Building and land renUlease		920,229	428,189	4,024	1,352,442	144,631	1,497,073
Insurance		24,539	11,418	107	36,064	3,857	39,921
Utilities		57,853	26,919	253	85,025	9,093	94,118
Supplies and materials		220,644	86,922	781	308,347		308,347
Staff development		54,973	25,580	240	80,793	8,640	89,433
Marketing and recruitment		15,367	6,118	44	21,529	1,569	23,098
Technology		148,743	69,211	650	218,604	23,378	241,982
Office expense		95,374	44,377	417	140,168	14,989	155,157
Depreciation and amortization		<u>45,445</u>	<u>21,145</u>	<u>199</u>	<u>66,789</u>	<u>7,142</u>	<u>73,931</u>
Total Expenses		<u>\$ 4,066,001</u>	<u>\$ 1,939,720</u>	<u>\$ 17,572</u>	<u>\$ 6,023,293</u>	<u>\$ 748,286</u>	<u>\$ 6,771,579</u>

See notes to financial statements

Choice Charter School
(Formerly New York City Montessori Charter School)

Statements of Cash Flows

	Year Ended June 30,	
	2023	2022
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ (140,532)	\$ 357,079
Adjustments to reconcile change in net assets to net cash from operating activities		
Depreciation and amortization	58,108	73,931
Amortization of right-of-use assets - operating lease	1,456,996	
Bad debt expense	34,835	
Deferred rent		(217,470)
Changes in operating assets and liabilities		
Grants and contracts receivable	755,551	(511,763)
Prepaid expenses and other current assets	(278,117)	(52,699)
Security deposits	(7,402)	(13,215)
Accounts payable and accrued expenses	62,070	96,165
Accrued payroll and payroll taxes	(10,043)	53,444
Refundable advances	157,535	(2,401)
Operating lease liabilities	{1,458,791}	
Net Cash from Operating Activities	630,210	(216,929)
CASH FLOWS FROM INVESTING ACTIVITY		
Purchases of property and equipment	(177,034)	(82,941)
Net Change in Cash and Restricted Cash	453,176	(299,870)
CASH AND RESTRICTED CASH		
Beginning of year	698,907	998,777
End of year	\$ 1,152,083	\$ 698,907
SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION		
Cash paid for amounts included in the measurement of lease liabilities	\$ 1,597,486	\$
Right-of-use assets recognized upon adoption of new lease guidance	\$ 7,764,250	\$

See notes to financial statements

Choice Charter School
(Formerly New York City Montessori Charter School)

Notes to Financial Statements
June 30, 2023 and 2022

1. Organization and Tax Status

Choice Charter School (formerly New York City Montessori Charter School (the "School")) is a New York State, not-for-profit educational corporation that was incorporated to operate a charter school pursuant to Article 56 of the Education Law of the State of New York. The School was granted a provisional charter on December 14, 2010 valid for a term of five years and renewable upon expiration by the Board of Regents of the University of the State of New York ("Board of Regents"). On May 17, 2022, the Board of Regents renewed the School's charter for an additional four-year term expiring on June 30, 2026. The Board of Regents also approved a corporate name change to Choice Charter School. The School is an elementary school in the South Bronx neighborhood of New York that empowers its children to be critical thinkers and creative problem solvers with strong social skills so that they can succeed in their world and learn in their pursuit of higher education as they prepare for careers needed in the 21st century. Classes commenced in the Bronx, New York, in September 2011, and the School provided education to approximately 225 students in grades kindergarten through fifth during the 2022-2023 academic year.

Beginning in September 2014, the School was awarded an annual contract with the New York City Department of Education ("NYCDOE") to operate a universal pre-kindergarten program. The NYCDOE renewed the School's contract for one additional year expiring on June 30, 2024. The School provided education to approximately 36 students during the 2022-2023 academic year.

The New York City Department of Education provides free lunches and transportation directly to some of the School's students. Such costs are not included in these financial statements. The School covers a portion of the cost of lunches for children not entitled to the free lunches.

Except for taxes that may be due for unrelated business income, the School is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code and from state and local income taxes under comparable laws.

2. Summary of Significant Accounting Policies

Basis of Presentation and Use of Estimates

The accompanying financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America ("U.S. GAAP"), which requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly actual results could differ from those estimates.

Choice Charter School
(Formerly New York City Montessori Charter School)

Notes to Financial Statements
June 30, 2023 and 2022

2. Summary of Significant Accounting Policies (continued)

Adoption of New Accounting Pronouncement

Leases (Topic 842)

In February 2016, the FASB issued Accounting Standards Update ("ASU") No. 2016-02, *Leases (Topic 842)*, which requires schools that lease assets (lessees) to recognize the assets and related liabilities for the rights and obligations created by the leases on the statement of financial position for leases with terms exceeding 12 months. ASU No. 2016-02 defines a lease as a contract or part of a contract that conveys the right to control the use of identified assets for a period of time in exchange for consideration. The lessee in a lease will be required to initially measure the right-of-use asset and the lease liability at the present value of the remaining lease payments, as well as capitalize initial direct costs as part of the right-of-use asset.

The School adopted the requirements of the new standard effective July 1, 2022, using the modified retrospective transition method, which applies the provisions of the standard at the effective date without any adjustment to the comparative periods presented. The School adopted the following practical expedients and elected the following accounting policies related to this standard: Carry forward of historical lease classifications and accounting treatment.

Accordingly, the School will recognize lease payments on a straight-line basis over the lease term and variable payments in the period when the corresponding obligation is incurred. As a result of the adoption of the new lease accounting guidance, on July 1, 2022, the School recognized a lease liability of \$7,764,250 that represents the present value of the operating lease payments of \$8,434,141, discounted with a risk-free interest rate using the treasury bond rate for 20 years of 3.35% and 3 years of 2.85%, and a right of use ("ROU") asset of \$7,764,250. The standard did not materially impact operating results or liquidity.

Net Asset Presentation

Resources for various purposes are classified for accounting and reporting purposes into net asset categories established according to nature and purpose as follows:

Net assets without donor restrictions - consist of resources available for the general support of the School's operations. Net assets without donor restrictions may be used at the discretion of the School's management and/or the Board of Trustees.

Net assets with donor restrictions - represents amounts restricted by donors for specific activities of the School or to be used at a future date. The School records contributions as net assets with donor restrictions if they are received with donor stipulations that limit their use either through purpose or time restrictions. When a donor restriction expires, that is, when a time restriction ends or a purpose restriction is fulfilled, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions. The School had no net assets with donor restrictions at June 30, 2023 and 2022.

Choice Charter School
(Formerly New York City Montessori Charter School)

Notes to Financial Statements
June 30, 2023 and 2022

2. Summary of Significant Accounting Policies (continued)

Restricted Cash

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

The following table provides a reconciliation of cash and restricted cash reported within the statements of financial position to the amounts presented in the statements of cash flows at June 30:

	2023	2022
Cash	1,052,083	\$ 598,907
Restricted cash	100,000	100,000
	\$1,152,083	\$ 698,907

Property and Equipment

The School follows the practice of capitalizing all expenditures for property and equipment with costs in excess of \$1,000 and a useful life in excess of one year. Leasehold improvements are amortized over the shorter of the term of the lease, inclusive of all renewal periods, which are reasonably assured, or the estimated useful life of the asset. Purchased property and equipment are recorded at cost at the date of acquisition. Minor costs of maintenance and repairs are expensed as incurred. All property and equipment purchased with government funding is capitalized, unless the government agency retains legal title to such assets, in which case it is expensed as incurred.

Depreciation and amortization is recognized on the straight-line method over the estimated useful lives of such assets as follows:

Computers and equipment	3 and 4 years
Furniture and fixtures	5 years
Website development	3 years
Software	3 years

Property and equipment are reviewed for impairment if the use of the asset significantly changes or another indicator of possible impairment is identified. If the carrying amount for the asset is not recoverable, the asset is written down to its fair value. There were no asset impairments for the years ended June 30, 2023 and 2022.

Leases

The School accounts for leases under Topic 842. The School determines if an arrangement is a lease at inception. Operating leases are included in operating lease ROU assets and operating lease liabilities on the accompanying statement of financial position. The School made the short-term lease election for leases with an initial term of less than 12 months.

Choice Charter School
(Formerly New York City Montessori Charter School)

Notes to Financial Statements
June 30, 2023 and 2022

2. Summary of Significant Accounting Policies (continued)

Leases (continued)

ROU assets represent the right to use underlying assets for the lease terms and lease liabilities represent the obligation to make lease payments arising from the leases. Operating lease ROU assets and liabilities are recognized at the lease commencement dates based on the present value of lease payments over the lease terms. When leases do not provide an implicit borrowing rate, the School uses a risk-free rate based on the information available at the commencement date in determining the present value of lease payments. The operating lease ROU assets includes any lease payments made and excludes lease incentives. The lease terms may include options to extend or terminate the lease when it is reasonably certain that the School will exercise that option. Lease expense for lease payments is recognized on a straight-line basis over the lease terms. The School's lease agreements do not contain any material residual value guarantees or material restrictive covenants. The School has lease agreements with lease and non-lease components, which are generally accounted for separately. The School's lease agreements do not contain any variable lease components. The School applies the short-term lease exemption to all of its classes of underlying assets.

Refundable Advances

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

Revenue and Support

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

Contributions are recognized when the donor makes a promise to give to the School that is, in substance, unconditional. Grants and other contributions of cash are reported as net assets with donor restrictions if they are received with donor stipulations. Restricted contributions and grants that are made to support the School's current year activities are recorded as net assets without donor restrictions. Contributions of assets other than cash are recorded at their estimated fair value at the date of donation.

Marketing and Recruitment

Marketing and recruitment costs are expensed as incurred for staff and student recruitment. Marketing and recruitment expense for the years ended June 30, 2023 and 2022 was \$11,159 and \$23,098.

Choice Charter School
(Formerly New York City Montessori Charter School)

Notes to Financial Statements
June 30, 2023 and 2022

2. Summary of Significant Accounting Policies (continued)

Functional Expense Allocation

The majority of expenses can generally be directly identified with the program or supporting service to which they relate and are charged accordingly. Other expenses such as personnel service costs, fringe benefits and payroll taxes, other purchased professional and consulting services, and building and land rent/lease have been allocated among program and supporting services classifications on the basis of periodic time and expense studies and other basis as determined by management of the School to be appropriate.

Accounting for Uncertainty in Income Taxes

The School recognizes the effect of income tax positions only if those positions are more likely than not to be sustained. Management has determined that the School had no uncertain tax positions that would require financial statement recognition or disclosure. The School is no longer subject to examinations by the applicable taxing jurisdictions for years prior to June 30, 2020.

Subsequent Events Evaluation by Management

Management has evaluated subsequent events for disclosure and/or recognition in the financial statements through the date that the financial statements were available to be issued, which date is October 2, 2023.

3. Grants and Contracts Receivable

Grants and contracts receivable consist of federal, state, city entitlements and grants. The School expects to collect these receivables within one year. Management has assessed the need for an allowance and has determined that such an allowance is not necessary.

4. Property and Equipment

Property and equipment, net consists of the following at June 30:

	<u>2023</u>	<u>2022</u>
Computers and equipment	\$ 387,093	\$ 389,912
Furniture and fixtures	282,242	282,242
Website development	11,325	11,325
Software	4,816	4,816
Leasehold improvements	<u>418,177</u>	<u>238,324</u>
	1,103,653	926,619
Accumulated depreciation and amortization	<u>(845,489)</u>	<u>(787,381)</u>
	<u>\$ 258,164</u>	<u>\$ 139,238</u>

Choice Charter School
(Formerly New York City Montessori Charter School)

Notes to Financial Statements
June 30, 2023 and 2022

5. Liquidity and Availability of Financial Assets

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use within one year of the statement of financial position date, are comprised of the following at June 30:

	2023	2022
Cash	\$1,052,083	\$ 598,907
Grants and contracts receivable	<u>157,628</u>	<u>948,014</u>
	<u>\$1,209,711</u>	<u>\$1,546,921</u>

As part of the School's liquidity management plan, the status of grants and contracts receivable is monitored regularly and any excess cash is held in liquid instruments until it is required for operational use. The School will continue to rely on funding received from the New York City Department of Education to cover its future operating costs (see Note 7).

6. Concentration of Credit Risk

Financial instruments that potentially subject the School to concentrations of credit and market risk consist principally of cash and restricted cash on deposit with financial institutions, which from time to time may exceed the Federal Deposit Insurance Corporation ("FDIC") limit. The School does not believe that a significant risk of loss due to the failure of a financial institution presently exists. As of June 30, 2023 and 2022, approximately \$900,000 and \$449,000 of cash was maintained with an institution in excess of FDIC limits.

7. Concentration of Revenue and Support

The School receives a substantial portion of its revenue and support from the New York City Department of Education. For the years ended June 30, 2023 and 2022, the School received approximately 84% and 78% of its total revenue and support from the New York City Department of Education. If the charter school laws were modified, reducing or eliminating these revenues, the School's finances could be materially adversely affected.

8. Commitments

In March 2012, the School entered into a 10-year non-cancelable operating lease for permanent office and classroom space beginning July 1, 2012. On July 7, 2022, the School entered into an amendment, effective July 1, 2022, to extend the term of the lease to July 30, 2027. Beginning July 1, 2022, the fixed minimum rent shall increase by 3% above the annual rent for the preceding year. The fixed minimum rent shall increase by 3% on the first day of July each subsequent year, until the end of term.

In March 2022, the School entered into a 3-year operating lease for copier and printer equipment beginning April 1, 2022, with payments totaling \$4,604 due on a quarterly basis and terminating March 30, 2025.

Choice Charter School
(Formerly New York City Montessori Charter School)

Notes to Financial Statements
June 30, 2023 and 2022

8. Commitments (continued)

ROU assets consist of the following at June 30, 2023:

ROU asset - operating lease	\$ 7,764,250
Accumulated amortization	<u>(1,456,996)</u>
	<u>\$ 6,307,254</u>

Weighted average remaining lease term	3.99 years
Weighted average discount rate	3.35%

The future minimum lease payments under these leases are as follows for the years ending June 30:

2024	\$ 1,544,858
2025	1,689,047
2026	1,725,493
2027	<u>1,777,257</u>
Total minimum lease payments	6,736,655
Present value discount	<u>(431,196)</u>
Present value of operating lease liability	6,305,459
Current portion	<u>(1,361,493)</u>
Operating lease liabilities, less current portion	<u>\$ 4,943,966</u>

9. Contingency

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

Choice Charter School
(Formerly New York City Montessori Charter School)

Uniform Guidance
Schedules and Reports

June 30, 2023

Choice Charter Schools
(Formerly New York City Montessori Charter School)

Schedule of Expenditures of Federal Awards
Year Ended June 30, 2023

Federal Granter/Pass-Through Granter/ <u>Program or Cluster Title</u>	Federal Assistance Listing <u>Number</u>	Pass-Through Entity Identifying <u>Number</u>	Provided <u>to Subrecipients</u>	Total Federal <u>Expenditures</u>
<u>U.S. Department of Education</u>				
Pass-Through New York State Education Department:				
Title I Grants to Local Educational Agencies	84.010	0021234875	\$	\$ 172,783
Supporting Effective Instruction State Grants (Formerly Improving Teacher Quality State Grants)	84.367	0147234875		17,199
Student Support and Academic Enrichment Program	84.424	0204234875		14,189
COVID 19 Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund ARP HCY II	84.425W	5218214875		4,106
COVID 19 Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund II	84.425D	5891214875		15,112
COVID 19 Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund ARP	84.425U	5880214875	_____	<u>716,361</u>
Total U.S. Department of Education			_____	<u>939,750</u>
Total Expenditures of Federal Awards			\$ _____	\$ <u>939,750</u>

See independent auditors' report and notes to schedule of expenditures of federal awards

Choice Charter Schools

(Formerly New York City Montessori Charter School)

Notes to Schedule of Expenditures of Federal Awards
Year Ended June 30, 2023

1. Basis of Presentation

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal award activity of Choice Charter School (formerly New York City Montessori Charter School) (the "School"), under programs of the federal government for the year ended June 30, 2023. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the School, it is not intended to and does not present the financial position, changes in net assets or cash flows of the School.

2. Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

3. Indirect Cost Rate

The School has elected not to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With Government Auditing Standards

Independent Auditors' Report

**Board of Trustees
Choice Charter School
(Formerly New York City Montessori Charter School)**

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Choice Charter School (formerly New York City Montessori Charter School) (the "School") (a nonprofit organization), which comprise the statement of financial position as of June 30, 2023, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 2, 2023.

Report on Internal Control Over Financial Reporting

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

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

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

Report on Compliance and Other Matters

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

Purpose of this Report

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



Harrison, New York
October 2, 2023

**Report on Compliance for Each Major Federal Program and Report on Internal Control
Over Compliance Required by the Uniform Guidance**

Independent Auditors' Report

**Board of Trustees
Choice Charter School
(Formerly New York City Montessori Charter School)**

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Choice Charter School (formerly New York City Montessori Charter School) (the "School") compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the School's major federal programs for the year ended June 30, 2023. The School's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the School complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2023.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the School and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the School's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the School's federal programs.

Auditors' Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the School's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the School's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the School's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the School's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

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

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

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



Harrison, New York
October 2, 2023

Choice Charter Schools

(Formerly New York City Montessori Charter School)

Schedule of Findings and Questioned Costs
Year Ended June 30, 2023

Section I - Summary of Auditors' Results

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with U.S. GAAP:

Unmodified

Internal control over financial reporting:

Material weakness(es) identified?

yes__X__no

Significant deficiency(ies) identified?

yes__X__none reported

Noncompliance material to the financial statements noted?

yes__X__no

Federal Awards

Internal control over major federal programs:

Material weakness(es) identified?

__ yes__X__no

Significant deficiency(ies) identified?

__ yes__X__none reported

Type of auditors' report issued on compliance for major federal programs:

Unmodified

Any audit findings disclosed that are required

to be reported in accordance with 2 CFR 200.516(a)?

__ yes__X__no

Identification of major federal programs:

Federal Assistance Listing Number(s)

Name of Federal Program or Cluster

84.425D

COVID-19 Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund II

84.425U

COVID-19 Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund ARP

Dollar threshold used to distinguish between Type A and Type B programs:

\$750,000

Auditee qualified as low-risk auditee?

__ yes no

Section II - Financial Statement Findings

During our audit, we noted no material findings for the year ended June 30, 2023.

Section III - Federal Award Findings and Questioned Costs

During our audit, we noted no material instance of noncompliance and none of the costs tested which were reported in the federal financially assisted programs are questioned or recommended to be disallowed.

Section IV - Prior Year Findings

There were no findings in the prior year.

Board of Trustees
Choice Charter School (Formerly Choice Charter School)

Auditors' Communication on Internal Control

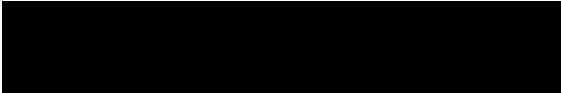
In planning and performing our audit of the financial statements of Choice Charter School (Formerly Choice Charter School) (the "School") as of and for the year ended June 30, 2023, in accordance with auditing standards generally accepted in the United States of America, we considered the School's internal control over financial reporting ("internal control") as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

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

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be deficiencies, significant deficiencies, or material weaknesses and, therefore, there can be no assurance that all such deficiencies have been identified.

We did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above.

This communication is intended solely for the information and use of management, audit committee, Board of Trustees, The State Education Department of the State University of New York, and others within the School, and is not intended to be and should not be used by anyone other than these specified parties.


Harrison, New York
October 2, 2023

Board of Trustees
Choice Charter School (Formerly Choice Charter School)

Auditors' Communication on Internal Control

In planning and performing our audit of the financial statements of Choice Charter School (Formerly Choice Charter School) (the "School") as of and for the year ended June 30, 2023, in accordance with auditing standards generally accepted in the United States of America, we considered the School's internal control over financial reporting ("internal control") as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

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

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be deficiencies, significant deficiencies, or material weaknesses and, therefore, there can be no assurance that all such deficiencies have been identified.

We did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above.

This communication is intended solely for the information and use of management, audit committee, Board of Trustees, The State Education Department of the State University of New York, and others within the School, and is not intended to be and should not be used by anyone other than these specified parties.

[REDACTED]

Harrison, New York
October 2, 2023



**Choice Charter School (formerly NYCMCS) 22-23 Annual Report:
Entry 4C – Additional Financial Documents**

2. Federal Single Audit: The Federal Single Audit can be found in the Audited Financial Statements (in Entry 4).
3. CSP Agreed-Upon Procedure Report: A CSP Agreed-Upon Procedure Report was not required because the school did not have CSP funds.
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations: Not applicable because there were no findings.

CHASEO

JPMorgan Chase Bank, N.A.
PO Box 182051
Columbus, OH 43218-2051

June 01, 2023 through June 30, 2023

Primary Account [REDACTED]

CUSTOMER SERVICE INFORMATION

Web site www.Chase.com
Service Center **1-877-425-8100**
Para Espanol **1-888-622-4273**
International Calls **1-713-262-1679**
We accept operator relay calls

00093605 DRE 802 21918723 NNNNNNNNNNNN 1 000000000 Z9 0000
NEW YORK CITY MONTESSORI CHARTER SCHOOL
MONEY MARKET ACCOUNT
423 E 138TH ST
BRONX NY 10454-3041

You now have more time to let us know about certain check errors on your account

In June we increased the timeframe for when you can make a claim for checks drawn on your account that have either been altered or that you did not authorize. You now have up to 60 days from when we make a statement available to make a claim on these items in order to be considered for reimbursement.

We've updated the **Safeguarding Your Information** section in our Deposit Account Agreement to reflect this change as well as provide additional information about our check claims process.

If you'd like a copy of the Deposit Account Agreement, please visit chase.com/business/disclosures, visit a branch or call us at the number on this statement. We also accept operator relay calls.

CONSOLIDATED BALANCE SUMMARY

ASSETS

Checking & Savings

ACCOUNT	BEGINNING BALANCE THIS PERIOD	ENDING BALANCE THIS PERIOD
Chase Platinum Business Checking	\$43,356.38	\$43,356.38
Chase Platinum Business Checking	100,000.00	100,000.00
Chase Platinum Business Checking	6,409.80	3,748.86
Total	\$149,766.18	\$147,105.24
TOTAL ASSETS	\$149,766.18	\$147,105.24

CHASE PLATINUM BUSINESS CHECKING

NEW YORK CITY MONTESSORI CHARTER SCHOOL

Account Number: [REDACTED]

MONEY MARKET ACCOUNT

CHECKING SUMMARY

	INSTANCES	AMOUNT
Beginning Balance		\$43,356.38
Ending Balance	0	\$43,356.38

Your Chase Platinum Business Checking account provides

- No transaction fees for unlimited electronic deposits (including ACH, ATM, wire, Chase Quick Deposit)
- 500 debits and non-electronic deposits (those made via check or cash in branches) per statement cycle
- \$25,000 in cash deposits per statement cycle
- Unlimited return deposited items with no fee

There are additional fee waivers and benefits associated with your account - please refer to your Deposit Account Agreement for more information.

SERVICE CHARGE SUMMARY!

Monthly Service Fee	\$0.00
Other Service Charges	\$0.00
Total Service Charges	\$0.00

CHASE PLATINUM BUSINESS CHECKING

NEW YORK CITY MONTESSORI CHARTER SCHOOL
ESCROW ACCOUNT

Account Number: [REDACTED]

CHECKING SUMMARY

	INSTANCES	AMOUNT
Beginning Balance		\$100,000.00
Ending Balance	0	\$100,000.00

CHASE PLATINUM BUSINESS CHECKING

NEW YORK CITY MONTESSORI CHARTER SCHOOL
DEBIT ACCOUNT

Account Number: [REDACTED]

CHECKING SUMMARY

	INSTANCES	AMOUNT
Beginning Balance		\$6,409.80
Deposits and Additions	5	5,389.75
ATM & Debit Card Withdrawals	23	-8,050.69
Ending Balance	28	\$3,748.86

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Jason Garcia

Name of Charter School Education Corporation:

Lourdes Zapata

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

-Member
-Vice Chair

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

[REDACTED]

Business Address:

[REDACTED]

E-mail Address:

[REDACTED]

Home Telephone:

Home Address:

[REDACTED]

6/22/23

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Kathryn Creech

Name of Charter School Education Corporation:

New York City Montessori Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).
Secretary

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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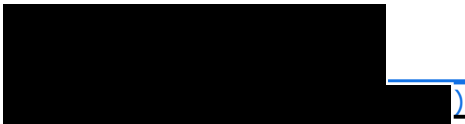
Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:



6/26/2023

Signature

Date

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- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Denise Clay

Name of Charter School Education Corporation:

New York City Montessori Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Chair - Education Committee

Member - Finance Committee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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Business Telephone:

[Redacted]

Business Address:

[Redacted]

E-mail Address:

[Redacted]

Home Telephone:

[Redacted]

Home Address:

[Redacted]

[Redacted]

6/21/2023

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Irina Shaorshadze

Name of Charter School Education Corporation:

New York Montessori Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).
Education committee, secretary.

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

[Redacted]

Business Address:

[Redacted]

E-mail Address:

[Redacted]

Home Telephone:

[Redacted]

Home Address:

[Redacted]

[Redacted] (Jul 11, 2023 08:06 EDT)

Signature **Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Haldun Mutlu

Name of Charter School Education Corporation:

Hal Mutlu

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Finance Committee Chair

Treasurer

2.

Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

[Redacted]

Business Address:

[Redacted]

E-mail Address:

[Redacted]

Home Telephone:

[Redacted]

Home Address:

[Redacted]

[Redacted Signature]

7/8/2023

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Eric Esshaki

Name of Charter School Education Corporation:

New York City Montessori Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

board member (pending)

2.

Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Boby Katumkeeryil

Name of Charter School Education Corporation:

New York City Montessori Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Trustee

2.

Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

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

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None

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None

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Business Telephone:

Business Address:

E-mail Address:

[Redacted]

Home Telephone:

[Redacted]

Home Address:

[Redacted]

[Redacted]

Date: 2023.07.10 15:35:41 -04'00'

Signature

Date

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last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Neil Gulyako

Name of Charter School Education Corporation:

NYCMCS

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).
Chair

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

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Yes No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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None

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Business Telephone:

[REDACTED]

Business Address:

[REDACTED]

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

[REDACTED]

July 6, 2023

Signature

Date

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- Digitally certified PDF signature
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last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

ANTHONY R. JORDAN

Name of Charter School Education Corporation:

New York City Montessori Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).
Trustee/ Board Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

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Yes No

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

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None

Date(s)	Nature of financial interest/ transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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None

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Business Telephone:

[Redacted]

Business Address:

[Redacted]

E-mail Address:

[Redacted]

Home Telephone:

[Redacted]

Home Address:

[Redacted]

[Redacted Signature]

7/2023

Signature

Date

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- Digitally certified PDF signature
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last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Michelle Ife Irukera

Name of Charter School Education Corporation:

Michelle Irukera

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).
Board Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

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Yes No

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

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Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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Business Telephone:

[REDACTED]

Business Address:

[REDACTED]

E-mail Address:

Home Telephone:

Home Address:

[REDACTED]

07/11/2023

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
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last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Jacqueline M. DiSanto

Name of Charter School Education Corporation:

New York City Montessori Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).
Board member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

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

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None

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Business Telephone:

[REDACTED]

Business Address:

[REDACTED]

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

Jac [REDACTED] 3 14:13 EDT)

07/12/2023

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
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last revised 04/2022

Disclosure of Financial Interest by a Current
or Former Trustee

Trustee Name:

Or. Michael Gosset

Name of Charter School Education Corporation:

New York City Montessori Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Secretary, Education Committee

2. Are you related by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If Yes, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If Yes, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related . by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

If **Yes** , please describe the nature of your relationship and if this person could benefit from your participation.

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Yes No

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

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None

Date(s)	Nature of financial interest/ transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to VOU

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IZJ None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and for immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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Business Telephone:

 _____

Business Address:

Hostos Community College, 

Email Address:

 _____

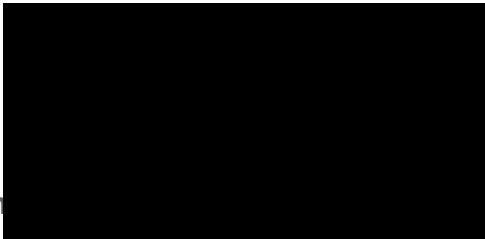
Home Telephone:

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Home Address:

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Signature



Date

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- Printform. manually sign, scan to PDF

New York City Montessori Charter School Board of Trustees
September 21, 2022 9:30 a.m.

Call to order. The meeting was convened via videoconference at 9:34am. Neil Gulayako, Denise Cummings-Clay, Anthony Jordan, Jason Garcia, Hal Mutlu, Bobby Katumkeeryil, Irina Shaorshadze, Michelle Ife Irukera, Eric Esshaki, Krystal Astwood, and Abeku Hayes were present.

Public Comments. There were no members of the public present.

Board Candidates. The Board confirmed that it is prepared to consider the candidacy of Kathryn Creech.

Articles and Bylaws. The Board approved, by common consent, a motion to amend the Bylaws to include language indicating that the Board is in compliance with New York's Open Meeting requirement.

Board Committee Membership. The Board approved a motion to maintain the membership of the Building and Grounds, Education, and Finance committees. Vice Chairperson Jason Garcia was also added to the Education Committee.

CSBM Services Agreement. The Board considered the proposed services agreement including the adjusted fees and the utility of the proposed accounting services. The Board also considered adjusting the date that services commence to the date that the agreement is signed.

Dashboard Review and Principal's Report. The Principal reported that the School's rebranding process is being shared with teachers, parents, and students, as well as with the Board members. The Board members discussed and considered the rebranding efforts. The Principal also reported the trends in the students' test results; there was a drop in math performance, but in all other subjects, students met expectations. The Principal also reported that the impact virtual learning appears to have had on testing outcomes. School enrollment is fluctuating. The administration continues to undertake aggressive recruiting efforts.

Staffing and Budget. The School is appropriately staffed to match its enrollment. Staffing continues to be challenging regionally and nationally.

Education Committee. The Committee reviewed the Principal's Report and the Dashboard Review and had no further comments or recommendations. The Committee did consider and study the timeline for transitioning the School to being Choice Charter School while The Committee will explore the students' test results at its next meeting.

Finance Committee. The Committee updated the Board on the budget; the budget has increased and there is a projected surplus. The Committee continues to monitor the School's finances closely.

Family Association Report. There was nothing to report, but the Association will meet in the second week of October.

Next Meeting. The next meeting, the Board's annual meeting will be held on October 19, 2022 via videoconference beginning at 9:30 am.

Adjournment. The meeting was adjourned at 10:39:am.

Respectfully submitted – Neil Gulyako

/s Neil Gulyako

New York City Montessori Charter School Board of Trustees
July 20, 2022 9:30 a.m.

Call to order. The meeting was convened via videoconference at 9:35am. Neil Gulyako, , Anthony Jordan, Hal Mutlu, Ed Tanzer, Irina Shaorshadze, Michelle Ife Irukera, and Abeku Hayes were present.

Candidate Interview. The Board interviewed Eric Esshaki as a candidate for the Board of Trustees. Chairman of the Board, Neil Gulyako introduced Mr. Esshaki and then the Board conducted the interview. There was a motion to accept Mr. Esshaki's application and the motion carried.

Public Comments. There were no members of the public present.

Dashboard Review and Principal's Report. The Principal reported that the new lease for the school building and grounds has been signed. We still don't have certificate of occupancy. We are currently slated at 275 in terms of enrollment next year. Enrollment will be confirmed in September and then the Principal and staff will adjust staffing based on the school's September enrollment numbers. The school administration continues to undertake aggressive recruiting efforts.

Staffing and Budget. The Principal reported that the school anticipates being fully staffed next year.

Board Meeting Schedule. There was a motion to maintain the Board's current meeting schedule (the third Wednesday of every month) for the 2022-23 term. The motion carried.

Building and Grounds Committee. The Committee updated the Board on the status of the lease negotiations and extension, and the Board considered how to move forward and what recommendations it might make in September now that the lease has been signed.

Finance Committee. The Committee reported that the School's cash balance is adequate and that the Committee is prepared to consider the budget as the new term begins. The Committee also confirmed that it is internally finalizing its meeting schedule.

Family Association Report. There was no meeting, but the School's administration is working on surveying the members to learn about their experience.

Next Meeting. The next meeting will be held on September 21, 2022 via videoconference beginning at 9:30 am.

Adjournment. The meeting was adjourned at 10:40am.

Respectfully submitted – Neil Gulyako

/s Neil Gulyako

**New York City Montessori Charter School Board of Trustees Special Meeting
November 11, 2022 7:00pm.**

Call to order. The meeting was called to order by Neil Gulyako, the Chairman of the Board (the “Chair”), upon the agreement of a majority of the Board, and convened via videoconference at 7:03pm. Neil Gulyako, Denise Cummings-Clay, Anthony Jordan, Irina Shaorshadze, Michelle Ife Irukera, Eric Eshaki, Jacqueline DiSanto, Hal Mutlu, and Abeku Hayes were present.

Public Comments. There were no members of the public present.

CSBM Proposal. The Chair confirmed that the edits to CSBM’s proposed agreement that the Board had discussed previously were made by CSBM. The proposed agreement was approved by a majority of the Board.

Benefits and Health Insurance. The Principal provided the Board with an overview of the health insurance benefit plans that fit the School’s budget. After discussing each option in detail, a majority of the Board approved the HBA health care plan, subject to continued review of other options that are more favorable to staff.

Adjournment. The meeting was adjourned at 7:52pm.

Respectfully submitted – Michelle Ife Irukera

s/ Michelle Ife Irukera

New York City Montessori Charter School Board of Trustees
October 19, 2022 9:30 a.m.

Call to order. The meeting was convened via videoconference at 9:35am. Neil Gulayako, Denise Cummings-Clay, Anthony Jordan, Jason Garcia, Bobby Katumkeeryil, Irina Shaorshadze, Michelle Ife Irukera, Eric Esshaki, Jacqueline DiSanto, Krystal Astwood, and Abeku Hayes were present.

Board Candidate Interview. The Board interviewed Kathryn Creech as a candidate for the Board of Trustees. Principal Abeku Hayes introduced Ms. Creech and then the Board conducted the interview. There was a motion to invite Ms. Creech's to join the Board and the motion carried.

Public Comments. There were no members of the public present.

Meeting Minutes. The minutes for the June, July, and September meetings were approved.

School Branding Transition. The Board considered the School's potential new logo. The Board approves of the logo, but will enact formal approval when the School's colors are finalized.

Dashboard Review and Principal's Report. The Principal reported that the School administration was notified by SAnnuity that healthcare benefit costs have increased by 80% and noted that the budget cannot accommodate this increase. The Principal explained that he is awaiting quotes and will share them with the Board when they are available, but that in the meantime, the School administration is also considering the flexibility of the School's employment structure and its compatibility with the health insurance marketplace. The Principal also reported that the budget still projects a surplus, but that the surplus has decreased. The Principal also reported that the building is operating smoothly and that the water boiler and water pump problem, which caused a flood, has been solved. Finally, the Principal reported that School enrollment is still fluctuating. The administration continues to balance its resources against the special needs of current and potential student.

Staffing and Budget. The School is adequately staffed to match its enrollment. Staffing continues to be challenging regionally and nationally.

Building and Grounds Committee. Chairperson Neil Gulyako will meet with the landlord later this month. The Committee had nothing more to report.

Education Committee. The Committee reviewed the Principal's Report and the Dashboard Review and had no further comments or recommendations. The Committee discussed the Board's notification preferences for when any circumstances affect the manner or frequency of students' attendance.

Finance Committee. The Committee had nothing new to report, but will study the budget in anticipation of the healthcare benefit cost increase, and will consider any accommodations that could be made.

Family Association Report. The Family Association's first meeting of the year and was relatively well attended. The Association decided to have two meetings each month and will hold officer elections next month. The math challenge event will be held soon and will raise money for the Association's budget.

Next Meeting. The next meeting, the Board's annual meeting will be held on November 16, 2022 via videoconference beginning at 9:30 am.

Adjournment. The meeting was adjourned at 10:33am.

Respectfully submitted – Neil Gulyako

/s Neil Gulyako

New York City Montessori Charter School Board of Trustees
January 25, 2023 9:30 a.m.

Call to order. The meeting was convened via videoconference at 9:36am. Neil Gulyako, Denise Cummings-Clay, Kathryn Creech, Jason Garcia, Michelle Ife Irukera, Krystal Astwood, Hal Mutlu, Jessica Loewer, Anthony Jordan, Bobby Katumkeeryil, and Abeku Hayes were present.

Public Comments. Jessica Loewer, the president of the Family Association, was present. She noted that the Family Association continues to encourage school leadership to take the initiative with regard to staffing teachers who have experience working with special needs students.

Meeting Minutes. The minutes for the November meeting were approved.

Dashboard Review and Principal's Report. Board discussed matters related to school personnel. The school continues to undertake strong recruiting efforts. The Principal relayed that the school has seen increased enrollment of students with special needs. The Principal also discussed the exploration of basketball and dance extracurriculars for the school community. Current enrollment is at 235 students.

Staffing and Budget. The school currently has three vacancies. One for a TA and another for 5th grade special education teacher, and another special education teacher. One teacher was terminated for conduct issues.

Building and Grounds Committee. The HVAC work on the school grounds is set to begin soon. The Principal will be meeting with the landlord soon.

Education Committee. The Committee met on January 4, 2023 and reviewed the Principal's Report and the Dashboard Review. The Committee discussed the school's rebranding and the Principals' search of a graphic designer.

Finance Committee. The Committee had nothing new to report. The school's cash flow is appropriate. The Chair noted that the committee is aware of how the school enrollment is impacting the school's finances. Discussions about fundraising are ongoing. The Chair of the Committee will be meeting with the Principal soon.

Family Association Report. Ms. Loewer delivered the report. The FA meetings are proceeding well and with increased frequency. The parents are planning a Valentine's Day program for the students. There were 26 family members present at the last meeting.

Next Meeting. The next meeting, the Board's annual meeting will be held on February 15, 2023 via videoconference beginning at 9:30 am.

Adjournment. The meeting was adjourned at 10:23am.

/s Neil Gulyako

Neil Gulyako, Chairman

**New York City Montessori Charter School
Board of Trustees Monthly Meeting**

Via Video Conference
March 22, 2023 9:30 a.m.

Call to order. The meeting was convened via videoconference at 9:30am. Quorum was present.

Public Comments. There were no public comments.

Minutes. The prior minutes remained outstanding and will be approved at the next Board meeting.

Dashboard Review and the Principal's Report. The Principal provided a report on the School's staffing/enrollment as well as discussions with the landlord about HVAC.

Education Committee. The Chair of the Education Committee, Dr. Denise Clay, provided an overview of education topics.

Finance Committee. The Committee reported the state of the School's finances and the budget outlook.

Buildings & Grounds Committee. The Building & Grounds Committee did not provide any report.

Family Association Report. There was no Family Association Committee report.

Next Meeting. The next meeting will be held on April 19, 2023 via videoconference beginning at 9:30 am.

Adjournment. The meeting was adjourned at 10:21 am.

Respectfully submitted – Neil Gulyako

/s Neil Gulyako

Attachment A

(see attached)

**New York City Montessori Charter School
Board of Trustees Monthly Meeting**

Via Video Conference
April 19, 2023 9:30 a.m.

Call to order. The meeting was convened via videoconference at 9:30am. Quorum was present.

Public Comments. There were no public comments.

Minutes. The prior minutes remained outstanding and will be approved at the next Board meeting.

Dashboard Review and the Principal's Report. The Principal provided a report on the School's enrollment and staffing.

Education Committee. The Chair of the Education Committee, Dr. Denise Clay, provided an overview of education topics.

Finance Committee. The Committee reported the state of the School's finances.

Buildings & Grounds Committee. The Building & Grounds Committee discussed a potential leasehold application.

Family Association Report. There was no Family Association Committee report.

Next Meeting. The next meeting will be held on March 22, 2023 via videoconference beginning at 9:30 am.

Adjournment. The meeting was adjourned at 10:12 am.

Respectfully submitted – Neil Gulyako

/s Neil Gulyako

Attachment A

(see attached)

**New York City Montessori Charter School
Board of Trustees Monthly Meeting**

Via Video Conference
May 24, 2023 9:30 a.m.

Call to order. The meeting was convened via videoconference at 9:30am. Neil Gulyako (Chair), Michelle Ife Irukera, Hal Mutlu, Neil Gulyako, Kathryn Creech, Bobby Katumkeeryil, Abeku Hayes (Principal), and Krystal Astwood (Administrative Staff) were present.

Public Comments. There were no members of the public present.

Minutes. The prior minutes remained outstanding and will be approved at the next Board meeting.

Dashboard Review and the Principal's Report. The Principal provided a report on the School's enrollment and staffing, HVAC work, and adding 7th and 8th grades to the School. The Board granted a motion to begin growing into middle school (grades 7 and 8) contingent on finances and related metrics.

Lastly, the Board granted a motion to permit the Principal, Neil Gulyako, and the Finance Committee to make a decision regarding the budget. Thereafter, the foregoing group approved payment of the staff salaries in accordance with the draft budget, and provisionally approved the draft budget subject to a rent concession being considered by the landlord. The draft budget is attached hereto as Attachment A.

Change in Board Composition. Ed Tanzer and Jacqueline DiSanto both resigned from the Board due to personal matters. The Board elected to appoint a new Board member, Dr. Michael Gosset.

Principal Evaluation. The Chair requested that everyone submit their completed evaluations by next Board meeting.

Education Committee. The Chair of the Education Committee, Dr. Denise Clay, provided an overview of the IEP process and DOE's responsibilities related thereto. Dr. Denise Clay requested that all members review a presentation regarding the same.

Finance Committee. The Committee reported the state of the School's budget and indicated that the budget would be approved prior to the next Board meeting.

Buildings & Grounds Committee. The Building & Grounds Committee discussed a potential leasehold application and related next steps.

Family Association Report. There was no Family Association Committee report.

Next Meeting. The next meeting will be held on June 21, 2023 via videoconference beginning at 9:30 am.

Adjournment. The meeting was adjourned at 10:27 am.

Respectfully submitted – Neil Gulyako

/s Neil Gulyako

**New York City Montessori Charter School
Board of Trustees Monthly Meeting**

Via Video Conference
February 22, 2023 9:30 a.m.

Call to order. The meeting was convened via videoconference at 9:30am. Quorum was present.

Public Comments. There were no public comments.

Minutes. The prior minutes remained outstanding and will be approved at the next Board meeting.

Dashboard Review and the Principal's Report. The Principal provided a report on the School's enrollment and staffing.

Education Committee. The Chair of the Education Committee, Dr. Denise Clay, provided an overview of education topics.

Finance Committee. The Committee reported the state of the School's finances.

Buildings & Grounds Committee. The Building & Grounds Committee discussed a potential leasehold application.

Family Association Report. There was no Family Association Committee report.

Next Meeting. The next meeting will be held on March 22, 2023 via videoconference beginning at 9:30 am.

Adjournment. The meeting was adjourned at 10:12 am.

Respectfully submitted – Neil Gulyako

/s Neil Gulyako

Attachment A

(see attached)

**New York City Montessori Charter School
Board of Trustees Monthly Meeting**

Via Video Conference
June 21, 2023 9:30 a.m.

Call to order. The meeting was convened via videoconference at 9:35am. Neil Gulyako (Chair), Michelle Ife Irukera, Hal Mutlu, Neil Gulyako, Kathryn Creech, Dr. Michael Gosset, Eric Esshaki, Anthony R Jordan, Irina Shaorshadze, Jason Garcia, Denise Cummings-Clay, Abeku Hayes (Principal), and Krystal Astwood (Administrative Staff) were present.

Interview Candidate. Ray Wong, candidate interviewed. After a fulsome interview and careful consideration, the Board determined that Mr. Wong would be a welcome addition to the Board. The Board moved and approved Mr. Wong candidacy.

Public Comments. There were no members of the public present.

Minutes. The prior minutes are approved.

Building & Grounds Committee Report. The Chair provided described the leasehold proposal to the Board, along with the benefits and risk. The Board moved to approve the start of the leasehold application and execution of a Letter of Intent with the School's landlord, subject to negotiations with the landlord regarding the scope of the leasehold and any warranties or related indemnities regarding repairs.

Dashboard Review and the Principal's Report. Principal Hayes provided his report, including regarding school efforts related to the recent air quality issues in NYS, ESF monitoring, and recruitment efforts. Principal Hayes also provided the Board with latest enrollment figures.

Policy Review. The Chair requested that the Education committee meet and review the School's manual and the Principal Goals document, and present edits (if any) to the Board during the September Board meeting.

Term Renewal. The Board carried a motion to renew Neil Gulyako's, Hal Mutlu's, and Denise Clay's two-year terms.

Annual elections. The Board held annual elections, as reflected in consent agenda maintained on file by the School. .

Committee Reports. All Committees reported. The only new business was confirmation that the budget was approved.

Next Meeting. August 23, 2023..

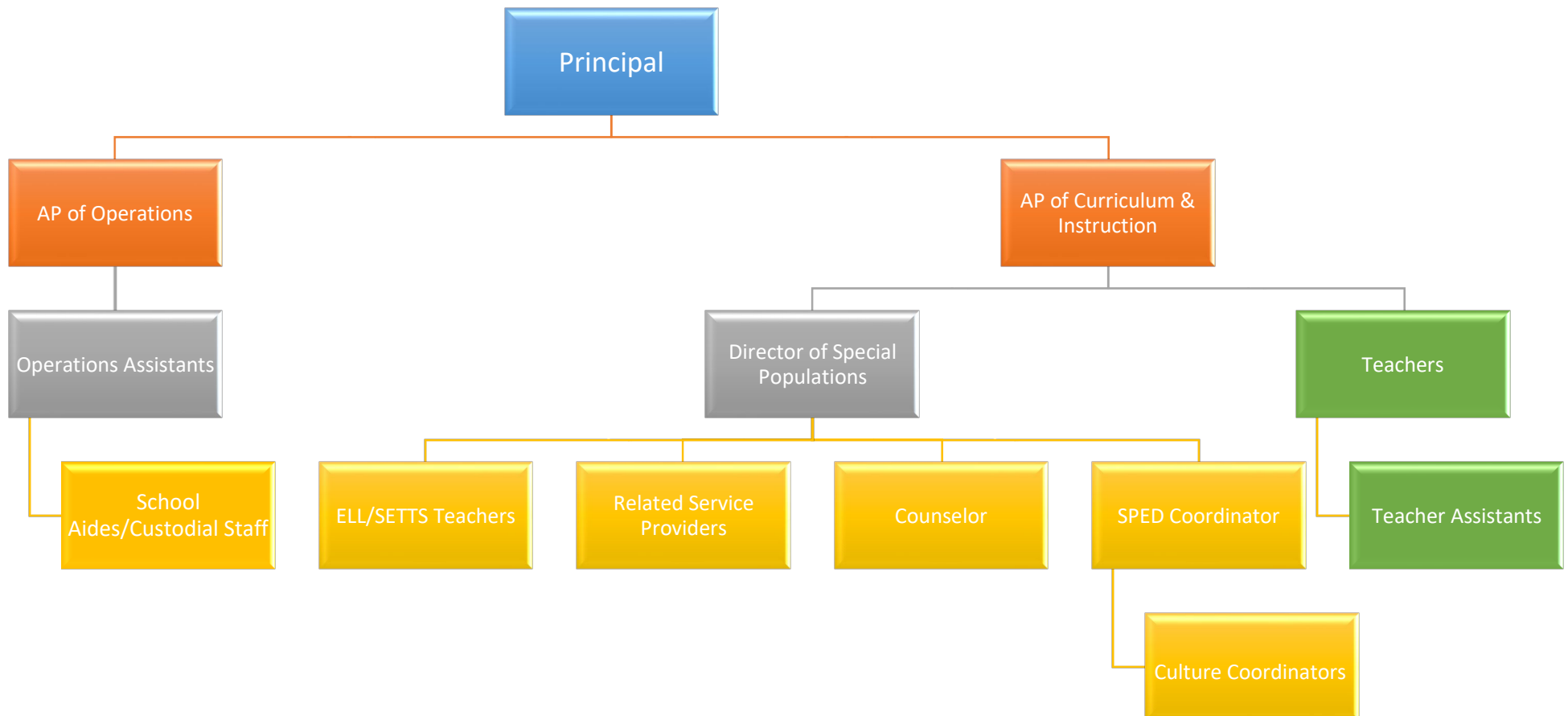
Adjournment: [10:44 PM]

Respectfully submitted,

/Kathryn Creech/

Kathryn Creech

2022/2023 Organizational Chart



New York City Montessori Charter School

2023-24 School Calendar

August 2023						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
						4

September 2023						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
						17

October 2023						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
						21

November 2023						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
						19

December 2023						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						11

January 2024						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
						21

February 2024						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		
						16

March 2024						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						18

April 2024						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
						22

May 2024						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
						19

June 2024						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						12

July 2024						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
30	31					0

CALENDAR KEY

	First/Last Day of School
	School Closed/Holidays
	Teacher In-Service. NO STUDENTS
	State Test Administration
	Parent Teacher Conferences
	End of the Trimester
	End of the Report Period

	School Events
	Remote Instruction

Calendar Details

Date(s)	Details
Aug. 24	Family Orientation Night (4pm-6pm)
Aug. 28	First Day of School (All Students Remote)
Aug. 28-29	PreK Remote Phase in Days (10am-10:30am)
Aug. 28-Sept.8	Remote Instruction- All Students Remote
Sept. 4	School Closed (Labor Day)
Sept. 11	First Day of School On-site
Sept. 11-12	PreK On-Site Phase in Days (10am-12pm)
Sept. 15	School Closed (Rosh Hashanah)
Sept. 25	School Closed (Yom Kippur)
Oct. 9	School Closed (Indigenous People's Day)
Oct. 13	End of Report Period 1
Oct. 30	Teacher PD (No Students)
Oct. 31	Teacher PD (No Students)
Nov. 7	Remote Instruction- Election Day
Nov. 10	Schools Closed (Veterans Day)
Nov. 16	School Picture Day- Fall
Nov. 22	Thanksgiving Celebration- Early Dismissal (12pm Dismissal)
Nov. 23-24	School Closed (Thanksgiving)
Nov. 27	End Of Trimester 1
Dec.6-Dec. 7	Parent Teacher Conference
Dec. 7	Remote Instruction- Parent Teacher Conference
Dec. 18-Dec. 29	Winter Recess
Jan. 1	School Closed (New Year's Day)
Jan. 15	School Closed (Martin Luther King Jr. Day)
Jan. 19	End of Report Period 3
Feb. 19	School Closed (Presidents' Day)
Feb. 20-23	School Closed (Mid-Winter Recess)
Mar. 1	End of Trimester 2
Mar. 6-Mar. 7	Parent Teacher Conference
Mar. 7	Remote Instruction- Parent Teacher Conference
Mar. 8	Teacher PD (No Students)
Mar. 21-22	School Closed
Mar. 29	School Closed (Good Friday)
Apr. 10-12	State Test Administration- 3-8 English Language Arts
Apr. 15	NYSESLAT Speaking Test Administration Window Opens (Test Window: April 17 th - May 26 th)

Apr. 15-17	Make-up Testing- 3-8 English Language Arts
Apr. 19	End of Report Period 5
May 7-9	State Test Administration- 3-8 Mathematics
May 10-14	Make-up Testing- 3-8 Mathematics
May 13	NYSESLAT Listening, Reading, Writing Test Administration Window Opens (Test Window: May 15 th - May 26 th)
May 17	School Closed
May 27	School Closed (Memorial Day)
May 28-29	School Closed
May 31	End of Trimester 3
June 12-June 13	Parent Teacher Conference (OPTIONAL)
June 13	Remote Instruction- Parent Teacher Conference
June 18	Last Day of School for Students Early Dismissal (12pm Dismissal)
June 19	School Closed (Juneteenth)
June 20-21	Teacher EOY PD- No Students



October 31, 2023

To Whom It May Concern :

This letter verifies that the two FDNY violations placed on 423 East 138th Street in January 2023 were cleared as of Monday, October 30, 2023. The location received a failed building inspection in April 2023 as a result of the unresolved violations. Attached are the original violations for (1) failing to maintain the fire alarm system and for (2) failure to provide an updated Temporary Certificate of Occupancy (TCO), and the documents uploaded to clear them.

A re-inspection of the premises was scheduled for Tuesday, October 31st but has since been rescheduled for Friday, November 3rd at 9am due to a system error in the FDNY scheduling portal.

See attached:

- (1) Violation for failure to maintain fire alarm system
Photo of cleared panel with no trouble signals.


- (2) Violation for failure to provide updated TCO
Copy of TCO

Once the FDNY portal has been updated, a 'passed' inspection report will be provided.

Feel free to reach out with any questions or concerns.



Assistant Principal of Operations
New York City Montessori Charter School
Andujar@nycmcs.org
646.660.3251

	CITY OF NEW YORK SATTUON	
	FIRE DEPARTMENT DISTRICT OFFICE	
VIOLATION NO: 2022-EH10AC-0011... VIOLATION		
NAMES OF OWNERS: 554 THE NEW YORK CITY LIONEL SIKORSKI CHAIRMAN & CO. INC.		
LESSEE / OCCUPANT: AAATEA & CHOOI		
423 East 138 Street Bronx NY 10454-3041		
ADDITIONAL INFORMATION	ROOM: A.000	ACCOUNT: ACC000ff
	& SCHOOL: 3118.2006	

An inspection of this date of the above premises indicates the existence of the following violation under the enforcement jurisdiction of this Department. You are hereby directed to correct such violation by compliance with the following order.

STAN	ROER	DESCRIPTION
		Failed to provide and maintain fire protection and/or communication system in good working order, in violation of FC001.1.

If this order is not complied with, a summons will be served for violations of the Administrative Code of the City of New York.


Laura R. Kavanaugh
By Order of the Fire Commissioner

This is to certify that I have made an inspection of the premises and have issued the above order to:

NAME OF THE PERSON WHO RECEIVED THE ORDER	TITLE
JANUSZ SANOWSKI	BUILDING MANAGER
CONTRACT NUMBER	6465028801

INSPECTOR: Roberto Alarcon	UNIT: Public Building
UNIFORM: 69	UNIT PHONE:
1 Metro Tech Center, 3rd Floor, Brooklyn, (718)-999-2411 NY 11201.	

DATE 01/19/2023

	CITY OF NEW YORK FIRE DEPARTMENT DISTRICT OFFICE	
	VIOLATION: 2022-EH10AC-0011... VIOLATION	
SUPPLEMENTAL INFORMATION		
NAMES OF OWNERS: 554 THE NEW YORK CITY LIONEL SIKORSKI CHAIRMAN & CO. INC.		
ADDRESS: 423 East 138 Street, Bronx, NY 10454-3041		
ADDITIONAL INFORMATION: OCCUPANCY ACCOUNT NUMBER: a115200ff		
<p>An inspection of this date of the above premises indicates the existence of the following violation under the enforcement jurisdiction of this Department. You are hereby directed to correct such violation by compliance with the following order.</p>		
STANDARD ORDER FORM NUMBER	FPS-U-01	
DETAILED DESCRIPTION	Failed to provide and maintain fire protection and/or communication system in good working order, in violation of FC901.1.	
REMEDY	Restore fire protection and/or communication system to good working order and maintain same at all times in accordance with FC101.6.	
COMMENT	Fire Alarm System, play trouble signal	

If this order is not complied with, a summons will be served for violations of the Administrative Code of the City of New York.

NAME OF THE PERSON WHO RECEIVED THE ORDER	TITLE
JANUSZ SANOWSKI	BUILDING MANAGER
CONTRACT NUMBER	6465028801
INSPECTOR: Roberto Alarcon	UNIT: Public Building
UNIFORM: 69	UNIT PHONE: (711)-999-2411
1 Metro Tech Center, 3rd Floor, Brooklyn, NY 11201.	
DATE 01/19/2023	

VM SERIES

- Power
- Test
- Ground Fault
- Monitor

10/27/2023 10:27:07
 HONTESSORI
 428 E 158 ST
 STAIR #1 STOR: 8010

- ACK/Panel Silence
- Alarm Silence
- Details
- Drill
- Reset

Navigation buttons: Left arrow, Right arrow, Up arrow, Down arrow, Home button, Back button.

1234567890 .#* POKS TUV WXYZ

- Alarm
- Supervisory
- Trouble
- Disable
- CPU Fail

ALL CALL	FIRE PUMP WARDEN PHONE	1ST FLOOR PURGE
STAIR PAGE	MEZZANINE WARDEN PHONE	2ND FLOOR PURGE
1ST FLOOR PAGE	2ND FLOOR WARDEN PHONE	3RD FLOOR PURGE
MEZZANINE PAGE	3RD FLOOR WARDEN PHONE	4TH FLOOR PURGE
2ND FLOOR PAGE	4TH FLOOR WARDEN PHONE	5TH FLOOR PURGE
3RD FLOOR PAGE	5TH FLOOR WARDEN PHONE	6TH FLOOR PURGE
4TH FLOOR PAGE	6TH FLOOR WARDEN PHONE	7TH FLOOR PURGE
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7TH FLOOR PAGE	STAIR A WARDEN PHONE	STAIR B PRESS. FAN
8TH FLOOR PAGE	STAIR B WARDEN PHONE	STAIR C WARDEN PHONE
1ST FLOOR WARDEN PHONE	STAIR C WARDEN PHONE	FAN RESTART

STAIR #1 STOR: 8010
 10/27/2023 10:27:07
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STAIR #1 STOR: 8010
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CITY OF NEW YORK FIRE DEPARTMENT DISTRICT OFFICE
 NAME OF FIRE: E NEW
 CHA R SC
 AOOAISS
 ADDITIONAL INFORMATION
 AOOMI
 U NCT
 ACCOUprff
 SCHOOL: J3320015

An inspection of the above premises indicates the following violations under the enforcement jurisdiction of this Department. You are hereby directed to correct such violations by compliance with the following order.

STANDARD ORDER FORM #	DESCRIPTION
AOM-02-01	Failed to provide a Certificate of Occupancy or other authorization or approval issued by the Department of Building or other agency having jurisdiction that the building, structure or premises has been approved to operate. In violation of FC105.3.9, AC28-ID.1 and 28-118.19.

If this order has not been complied within 30 days of the issuance date, a SUMMONS will be served for violation of the Administrative Code of the City of New York.

Laura R. Kavanaugh
By Order of the Fire Commissioner

This is to certify that I have made an inspection of said premises and have audited the above order to:

NAME OF PERSON WHO RECEIVED THIS ORDER: JANUSZ SANDOWSKI
 TITLE: BUILDING MANAGER
 CONTACT NUMBER: 465028801
 INSPECTOR: Roberto Alarcon
 UNIT: Public Building
 UNIT ADDRESS: MetroTech Center, 3rd Floor, Brooklyn, (718)-999-2411
 NY 11201.

DATE: 01/10/2023

CITY OF NEW YORK BATTAL
 DEPARTMENT: ST. RIT. Office
 DISTRICT: 1-011
 COMPANY: 1-0 RC 001-00B

SUPPLEMENTAL INFORMATION

NAME OF OWNER: 423 East 138 Street Bronx NY 10454-3041

ADDRESS	FLOOR	TYPE OF OCCUPANCY	ACCOUNT NUMBER
423 East 138 Street			

An inspection of this date of the above premises indicates the existence of the following violation under the enforcement jurisdiction of this Department. You are hereby directed to correct such violation by compliance with the following order.

STANDARD ORDER FORM NUMBER	ADM-02-01
DETAILED DESCRIPTION	Failed to provide a Certificate of Occupancy or other authorization or approval issued by the Department of Building or other agency having jurisdiction that the building, structure or premises has been approved to operate. In violation of FC105.3.9, AC28-ID.1 and 28-118.19.
REMEDY	Submit to this Department a Certificate of Occupancy or other authorization or approval issued by the Department of Building or other agency having jurisdiction that the building, structure or premises has been approved to operate. In violation of FC105.3.9, AC28-ID.1 and 28-118.19.
COMMENT	CERTIFICATE OF OCCUPANCY EXPIRED

If this order has not been complied within 30 days of the issuance date, a SUMMONS will be served for violation of the Administrative Code of the City of New York.

NAME OF PERSON WHO RECEIVED THIS ORDER: JANUSZ SANDOWSKI
 TITLE: BUILDING MANAGER
 CONTACT NUMBER: 50 3333
 INSPECTOR: Roberto Alarcon
 UNIT: Public Building
 UNIT ADDRESS: MetroTech Center, 3rd Floor, Brooklyn, NY 11201.
 (718)-999-2411
 DATE: 01/19/2023

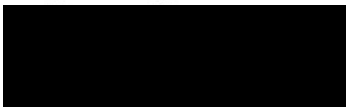
Certificate of Occupancy

CO Number: 2101568-0000004

This certifies that the premises described herein conforms substantially to the approved plans and specifications and to the requirements of all applicable laws, rules and regulations for the uses and occupancies specified. No change of use or occupancy shall be made unless a new Certificate of Occupancy is issued. *This document or a copy shall be available for inspection at the building at all reasonable times.*

<p>A. Borough : BRO NX Address: 423 EAST 138 STREET Building Identification Number(BIN): 2101568</p>	<p>Block Number: 2283 Lot Number(s): 88 Additional Lot Number(s): Application Type: NB - NEW BUILDING</p>	<p>Full Building Certificate Type: Temporary Date Issued: 10/18/2023</p>
<p>This building is subject to this Building Code: 1968</p>		
<p>This Certificate of Occupancy is associated with job# 200153671-01</p>		
<p>B. Construction Classification: I-A: 4 HOUR PROTECTED Building Occupancy Group classification: E - BUSINESS Multiple Dwelling Law Classification: Not Available</p>		
<p>No. of stories: 8</p>	<p>Height in feet: 109</p>	<p>No. of dwelling units: 0</p>
<p>C. Fire Protection Equipment: Fire Alarm System, Sprinkler System</p>		
<p>D. Parking Spaces and Loading Berths: Open Parking Spaces: 0 Enclosed Parking Spaces: 0 Total Loading Berths: Not available</p>		
<p>E. This Certificate is issued with the following legal limitations: Restrictive Declaration: None Zoning Exhibit: None BSA Calendar Number(s): None CPC Calendar Number(s): None</p>		
<p>Borough Comments:</p>		

Borough Commissioner



Commissioner



Permissible Use and Occupancy

FLOOR	Occ Group	Max. Persons Permitted	Live Loads {lbs per sq ft}	Zoning Use Group	Dwelling or Rooming Units	Job Reference	Certificate of Occupancy Type	CO Expirator Date
Floor 2	B	50	100	4A		200153671	Temporary	01/16/202•
Description of Use: Business and Service COMMUNITY CENTER, OFFICES (ACCESSORY)						Exceptions:		
Floor 2	E	6	100	3A		200153671	Temporary	01/16/202•
Description of Use: Academies and schools KITCHEN IN CONJUNCTION WITH SCHOOL, CAFETERIA IN CONJUNCTION WITH SCHOOL						Exceptions:		
Floor 2	E	136	100	3A		200153671	Temporary	01/16/202•
Description of Use: Academies and schools SCHOOL						Exceptions:		
Floor 3	E	99	100	3B		200153671	Temporary	01/16/202•
Description of Use: Academies and schools OUTDOOR PLAY AREA IN CONJUNCTION WITH SCHOOL						Exceptions:		
Floor 3	E	175	100	3A		200153671	Temporary	01/16/202•
Description of Use: Academies and schools SCHOOL						Exceptions:		
Floor 4	E	215	100	3A		200153671	Temporary	01/16/202•
Description of Use: Academies and schools SCHOOL						Exceptions:		



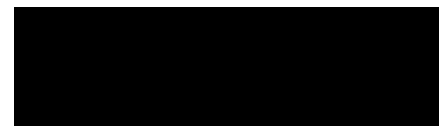
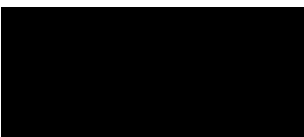
Certificate of Occupancy

CO Number: 2101568-0000002

This certifies that the premises described herein conforms substantially to the approved plans and specifications and to the requirements of all applicable laws, rules and regulations for the uses and occupancies specified. No change of use or occupancy shall be made unless a new Certificate of Occupancy is issued. *This document or a copy shall be available for inspection at the building at all reasonable times.*

A.	Borough: BRONX Address: 423 EAST 138 STREET Building Identification Number(BIN): 2101568	Block Number: 2283 Lot Number(s): 88 Additional Lot Number(s): Application Type: NB - NEW BUILDING	Full Building Certificate Type: Temporary Date Issued: 03/03/2023
	This building is subject to this Building Code: 1968 This Certificate of Occupancy is associated with job# 200153671-01		
B.	Construction Classification: I-A: 4 HOUR PROTECTED Building Occupancy Group classification: E - BUSINESS Multiple Dwelling Law Classification: Not Available		
	No. of stories: 8	Height in feet: 109	No. of dwelling units: 0
C.	Fire Protection Equipment: Fire Alarm System, Sprinkler System		
D.	Parking Spaces and Loading Berths: Open Parking Spaces: 0 Enclosed Parking Spaces: 0 Total Loading Berths: Not available		
	This Certificate is issued with the following legal limitations: Restrictive Declaration: None Zoning Exhibit: None BSA Calendar Number(s): None CPC Calendar Number(s): None		
E.	Borough Comments:		

Borough Commissioner



Acting Commissioner of Buildings



Permissible Use and Occupancy

FLOOR	Occ Group	Max. Persons Permitted	Live Loads (lbs per sq ft)	Zoning Use Group	Dwelling or Rooming Units	Job Reference	Certificate of Occupancy Type	CO Expiration Date
Cellar	S-2	N/A	OG	3b		200153671	Temporary	06/01/2023
Description of Use: Storage of non combustible Materials MECHANICAL METER ROOM						Exceptions:		
Floor 1	E	24	OG	3a		200153671	Temporary	06/01/2023
Description of Use: Academies and schools SCHOOL LOBBY						Exceptions:		
Floor 1	B	30	OG	4A		200153671	Temporary	06/01/2023
Description of Use: Business and Service MEDICAL OFFICES,MEDICAL OFFICE LOBBY						Exceptions:		
Floor 1	E	160	100	3A		200153671	Temporary	06/01/2023
Description of Use: Academies and schools MULTI-PURPOSE AREA IN CONJUNCTION WITH SCHOOL AT SECOND FLOOR, ACCESSORY OFFICES						Exceptions:		
Floor 1	M	60	OG	6A		200153671	Temporary	06/01/2023
Description of Use: Retail Sales 3 STORES (LAUNDRY,PHARMACY,RETAIL STORE)						Exceptions:		



Permissible Use and Occupancy

FLOOR	Occ Group	Max. Persons Permitted	Live Loads (lbs per sq ft)	Zoning Use Group	Dwelling or Rooming Units	Job Reference	Certificate of Occupancy Type	CO Expiration Date
Mezzanine - 1	I-2	60	100	3A		200153671	Temporary	06/01/2023
Description of Use: Child care facilities DAY CARE FACILITY: 20 CHILDREN 3-4 YEARS AND 2 TEACHERS, 26 CHILDREN, 4-5 YEARS AND 2 TEACHERS, ACCESSORY OFFICES						Exceptions:		
Floor 2	B	50	100	4A		200153671	Temporary	06/01/2023
Description of Use: Business and Service COMMUNITY CENTER, OFFICES (ACCESSORY)						Exceptions:		
Floor 2	E	6	100	3A		200153671	Temporary	06/01/2023
Description of Use: Academies and schools KITCHEN IN CONJUNCTION WITH SCHOOL, CAFETERIA IN CONJUNCTION WITH SCHOOL						Exceptions:		
Floor 2	E	136	100	3A		200153671	Temporary	06/01/2023
Description of Use: Academies and schools SCHOOL						Exceptions:		
Floor 3	E	175	100	3A		200153671	Temporary	06/01/2023
Description of Use: Academies and schools SCHOOL						Exceptions:		



Permissible Use and Occupancy

FLOOR	Occ Group	Max. Persons Permitted	Live Loads (lbs per sq ft)	Zoning Use Group	Dwelling or Rooming Units	Job Reference	Certificate of Occupancy Type	CO Expiration Date
Floor 3	E	N/A	100	3B		200153671	Temporary	06/01/2023
Description of Use: Academies and schools OUTDOOR PLAY AREA IN CONJUNCTION WITH SCHOOL						Exceptions:		
Floor 4	E	215	100	3A		200153671	Temporary	06/01/2023
Description of Use: Academies and schools SCHOOL						Exceptions:		
Floor 5	E	141	100	3A		200153671	Temporary	06/01/2023
Description of Use: Academies and schools SCHOOL						Exceptions:		
Floor 6	E	N/A	100	3B		200153671	Temporary	06/01/2023
Description of Use: Academies and schools GYMNASIUM IN CONJUNCTION WITH SCHOOL						Exceptions:		
Floor 6	E	141	100	3A		200153671	Temporary	06/01/2023
Description of Use: Academies and schools SCHOOL						Exceptions:		



Permissible Use and Occupancy

FLOOR	Occ Group	Max. Persons Permitted	Live Loads (lbs per sq ft)	Zoning Use Group	Dwelling or Rooming Units	Job Reference	Certificate of Occupancy Type	CO Expiration Date
Floor 7	E	120	100	3A		200153671	Temporary	06/01/2023
Description of Use: Academies and schools SCHOOL						Exceptions:		
Floor 8	E	120	100	3A		200153671	Temporary	06/01/2023
Description of Use: Academies and schools SCHOOL						Exceptions:		

CofO Comments: NOTE: THE BUILDING SPACE AT THE SECOND FLOOR PROJECTING INTO THE REQUIRED BUFFER AREA SHALL BE OCCUPIED ONLY BY A COMMUNITY FACILITY USE

Borough Commissioner



Commissioner



Acting Commissioner of Buildings