

# Application: East Harlem Scholars Academy Charter School II

Max Turner - mturner@eastharlemscholars.org  
2022-2023 Annual Report

## Summary

ID: 0000000351

Last submitted: Nov 1 2023 11:14 AM (EDT)

Labels: SUNY Trustees

## Entry 1 School Info and Cover Page

Completed - Aug 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)

EAST HARLEM SCHOLARS ACADEMY CHARTER SCHOOL II 800000076141

**a1. Popular School Name**

East Harlem Scholars Academy II

**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.

SUNY BOARD OF TRUSTEES

**c. School Unionized**

Is your charter school unionized?

No

**d. DISTRICT / CSD OF LOCATION**

CSD # 4 - MANHATTAN

**e. Date of Approved Initial Charter**

Oct 2 2012

**f. Date School First Opened for Instruction**

Aug 13 2013

**g. Approved School Mission and Key Design Elements**

*(Regents, NYCDOE and Buffalo BOE authorized schools only)*

N/A -- SUNY-Authorized

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**h. School Website Address**

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

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

498

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

390

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**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 |
| 6 |
| 7 |
| 8 |

**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 | 1573 Madison Avenue, New York, NY 10029 | 212-348-2518 | NYC CSD 4    | K-8  | K-8  | No   |

**m1a. Please provide the contact information for Site 1.**

|   | Name                 | Title                           | Work Phone   | Alternate Phone | Email Address |
|---|----------------------|---------------------------------|--------------|-----------------|---------------|
| School Leader                             | Jessenia Roman       | Principal                       | 212-348-2518 | ██████████      |               |
| Operational Leader                        | Christopher Cleckley | Director of Operations          | 212-348-2518 | ██████████      |               |
| Compliance Contact                        | Max Turner           | Managing Director of Operations | 347-853-6529 | ██████████      |               |
| Complaint Contact                         | Max Turner           | Managing Director of Operations | 347-853-6529 | ██████████      |               |
| DASA Coordinator                          | Maggie Bender        | Lead Social Worker              | 212-348-2518 | ██████████      |               |
| Phone Contact for After Hours Emergencies | Max Turner           | Managing Dir of Operations      | 347-853-6529 | ██████████      |               |

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

Co-located Space

**m1c. Please list the terms of your current co-location.**

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

**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)**

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**Site 1 Fire Inspection Report**

*This is required, marked optional for administrative purposes.*

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

Separate by semi-colon (;)

N/A

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**CHARTER REVISIONS DURING THE 2022-2023 SCHOOL YEAR**

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**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            | Max Turner   |
| Position        | Managing Director of Operations                        |
| Phone/Extension | 347-853-6529   |
| Email           | <a href="mailto:mturner@ehtp.org">mturner@ehtp.org</a> |

**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



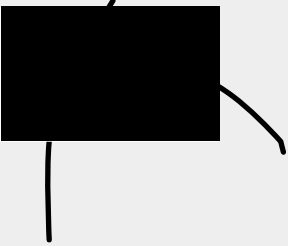
As outlined in ENTRY 10:

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.

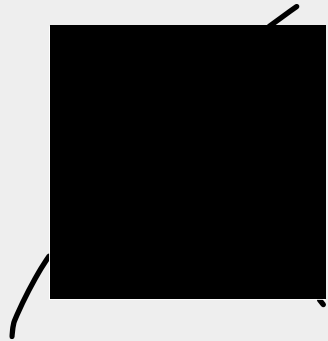
**Responses Selected:**

Yes

**Signature, Head of Charter School**

A black rectangular redaction box covers the signature of the Head of Charter School. A few stray lines of the signature are visible around the edges of the box.

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

A black rectangular redaction box covers the signature of the President of the Board of Trustees. A few stray lines of the signature are visible around the edges of the box.

**Date**

Aug 1 2023



Thank you.

## Entry 2 Links to Critical Documents on School Website

Completed - Aug 1 2023

### 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: East Harlem Scholars Academy Charter School II

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**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)  | <a href="http://www.eastharlemscholars.org/reports-and-financials">http://www.eastharlemscholars.org/reports-and-financials</a> |
| 2. Board meeting notices, agendas and documents   | <a href="http://www.eastharlemscholars.org/board">http://www.eastharlemscholars.org/board</a>                                   |
| 3. New York State School Report Card  | <a href="https://data.nysed.gov/profile.php?instid=800000076141">https://data.nysed.gov/profile.php?instid=800000076141</a>     |
| 4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY) | <a href="http://www.eastharlemscholars.org">http://www.eastharlemscholars.org</a>   |
| 5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo)                               | <a href="http://www.eastharlemscholars.org/resources-and-forms">http://www.eastharlemscholars.org/resources-and-forms</a>       |
| 6. Authorizer-approved FOIL Policy  | <a href="http://www.eastharlemscholars.org/reports-and-financials">http://www.eastharlemscholars.org/reports-and-financials</a> |
| 7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)  | <a href="http://www.eastharlemscholars.org/reports-and-financials">http://www.eastharlemscholars.org/reports-and-financials</a> |

Thank you.



## Entry 3 Progress Toward Goals

**Incomplete** - Hidden from applicant

## 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.

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#### **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**.

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**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  |                                   |   |   |   |
| 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 response)

**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 Meet | 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 21 |                                   |   |                                       |   |
| Academic Goal 22 |                                   |   |                                       |   |
| Academic Goal 23 |                                   |   |                                       |   |
| Academic Goal 24 |                                   |   |                                       |   |
| Academic Goal 25 |                                   |   |                                       |   |
| Academic Goal 26 |                                   |   |                                       |   |
| Academic Goal 27 |                                   |   |                                       |   |
| Academic Goal 28 |                                   |   |                                       |   |
| Academic Goal 29 |                                   |   |                                       |   |
| Academic Goal 30 |                                   |   |                                       |   |
| Academic Goal 31 |                                   |   |                                       |   |
| Academic Goal 32 |                                   |   |                                       |   |
| Academic Goal 33 |                                   |   |                                       |   |
| Academic Goal 34 |                                   |   |                                       |   |
| Academic Goal 35 |                                   |   |                                       |   |
| Academic Goal 36 |                                   |   |                                       |   |
| Academic Goal 37 |                                   |   |                                       |   |
| Academic Goal 38 |                                   |   |                                       |   |
| Academic Goal 39 |                                   |   |                                       |   |
| Academic Goal 40 |                                   |   |                                       |   |
| Academic Goal 41 |                                   |   |                                       |   |

|                  |  |  |  |  |
|------------------|--|--|--|--|
| Academic Goal 42 |  |  |  |  |
| Academic Goal 43 |  |  |  |  |
| Academic Goal 44 |  |  |  |  |
| Academic Goal 45 |  |  |  |  |
| Academic Goal 46 |  |  |  |  |
| Academic Goal 47 |  |  |  |  |
| Academic Goal 48 |  |  |  |  |
| Academic Goal 49 |  |  |  |  |
| Academic Goal 50 |  |  |  |  |
| Academic Goal 51 |  |  |  |  |
| Academic Goal 52 |  |  |  |  |
| Academic Goal 53 |  |  |  |  |
| Academic Goal 54 |  |  |  |  |
| Academic Goal 55 |  |  |  |  |
| Academic Goal 56 |  |  |  |  |
| Academic Goal 57 |  |  |  |  |
| Academic Goal 58 |  |  |  |  |
| Academic Goal 59 |  |  |  |  |
| Academic Goal 60 |  |  |  |  |
| Academic Goal 61 |  |  |  |  |
| Academic Goal 62 |  |  |  |  |
| Academic Goal 63 |  |  |  |  |
| Academic Goal 64 |  |  |  |  |
| Academic Goal 65 |  |  |  |  |
| Academic Goal 66 |  |  |  |  |
| Academic Goal 67 |  |  |  |  |
| Academic Goal 59 |  |  |  |  |

|                  |  |  |  |  |
|------------------|--|--|--|--|
| Academic Goal 60 |  |  |  |  |
| Academic Goal 61 |  |  |  |  |
| Academic Goal 62 |  |  |  |  |

**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”.**

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**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  |                     |                                   |  |   |
| Org Goal 2  |                     |                                   |  |   |
| Org Goal 3  |                     |                                   |  |   |
| Org Goal 4  |                     |                                   |  |   |
| 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 response)

**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 |                 |                                   |                                       |   |
| Financial Goal 2 |                 |                                   |                                       |   |
| Financial Goal 3 |                 |                                   |                                       |   |
| Financial Goal 4 |                 |                                   |                                       |   |
| Financial Goal 5 |                 |                                   |                                       |   |

**7. Do have more financial goals to add?**

(No response)

**2021-2022 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 6  |                 |                                   |                                       |   |
| Financial Goal 7  |                 |                                   |                                       |   |
| Financial Goal 8  |                 |                                   |                                       |   |
| Financial Goal 9  |                 |                                   |                                       |   |
| Financial Goal 10 |                 |                                   |                                       |   |

**Thank you.**

## Entry 3 Accountability Plan Progress Reports

Incomplete

### 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 - Nov 1 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.**

#### [East Harlem Scholars Academy Charter FST \(2\)](#)

Filename: East\_Harlem\_Scholars\_Academy\_Chart\_8X8IDTL.pdf Size: 413.7 kB

## Entry 4a – Audited Financial Report Template (SUNY)

Completed - Nov 1 2023

#### 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.**

#### [2022-23-Audited-Financial-Statement-Template SCH II](#)

Filename: 2022-23-Audited-Financial-Stateme\_tjDgosV.xlsx Size: 182.1 kB

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

Incomplete - Hidden from applicant

#### 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.

## Entry 4c – Additional Financial Documents

Incomplete - Hidden from applicant

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<sup>[1]</sup>
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

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

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

## Entry 4d - Financial Contact Information

Incomplete - Hidden from applicant

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 |
|--|----------------------------------|-----------------------------------|-----------------------------------|
|  |                                  |                                   |                                   |

### 2. Audit Firm Contact Information

|  | School Audit Contact Name | School Audit Contact Email | School Audit Contact Phone | Years Working With This Audit Firm |
|--|---------------------------|----------------------------|----------------------------|------------------------------------|
|  |                           |                            |                            |                                    |

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 |
|--|-----------|----------------|-----------------|-------|-------|-----------------|
|  |           |                |                 |       |       |                 |

## Entry 5 – Fiscal Year 2023-2024 Budget

Incomplete

**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.**

## Entry 6 – Board of Trustees Disclosure of Financial Interest Form

Completed - Aug 1 2023

### 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.

### [FinancialDisclosures](#)

Filename: FinancialDisclosures\_6Jv9DZk.pdf Size: 2.1 MB

## Entry 7 BOT Membership Table

Completed - Aug 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.

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#### **Authorizer:**

Who is the authorizer of your charter school?

SUNY

---

**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 | Carlos Morales   | [REDACTED]            | Secretary             | Finance, Executive                     | Yes                             | 4                                | 07/01/2022                              | 06/30/2024                            | 5 or less                                |
| 2 | David Wildermuth | [REDACTED]            | Trustee/Member        | Finance, Executive, Fund Development   | Yes                             | 4                                | 07/01/2021                              | 06/30/2023                            | 5 or less                                |
| 3 | Iris Chen        | [REDACTED]            | Trustee/Member        | Education & Accountability             | Yes                             | 4                                | 07/01/2021                              | 06/30/2023                            | 5 or less                                |
| 4 | Marilyn Simons   | [REDACTED]            | Trustee/Member        | Governance                             | Yes                             | 3                                | 07/01/2022                              | 06/30/2024                            | 5 or less                                |
| 5 | Joan Solotar     | [REDACTED]            | Trustee/Member        | Governance                             | Yes                             | 4                                | 07/01/2022                              | 06/30/2024                            | 5 or less                                |
| 6 | Lili Lynton      | [REDACTED]            | Trustee/Member        | Facilities, Education & Accountability | Yes                             | 4                                | 07/01/2022                              | 06/30/2024                            | 6  |
| 7 | Hope Knight      | [REDACTED]            | Vice Chair            | Facilities, Governance                 | Yes                             | 2                                | 07/01/2021                              | 06/30/2023                            | 5 or less                                |
| 8 | Brian Gavin      | [REDACTED]            | Treasurer             | Fund Development, Finance,             | Yes                             | 4                                | 07/01/2021                              | 06/30/2023                            | 5 or less                                |

|   |                      |            |                |                              |     |   |            |            |           |
|---|----------------------|------------|----------------|------------------------------|-----|---|------------|------------|-----------|
|   |                      |            |                | Executive                    |     |   |            |            |           |
| 9 | Saskia Levy Thompson | [REDACTED] | Trustee/Member | Education and Accountability | Yes | 3 | 07/01/2021 | 06/30/2023 | 5 or less |

**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 | Billy Rahm   | [REDACTED]            | Chair                 | Executive, Fund Development, External Affairs | Yes                             | 1                      | 07/01/2022                              | 06/30/2024                            | 6  |
| 11 |              |                       |                       |   |                                 |                        |   |                                       |  |
| 12 |              |                       |                       |   |                                 |                        |   |                                       |  |
| 13 |              |                       |                       |   |                                 |                        |   |                                       |  |
| 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                   | 0  |
| c. Total Number of Members who Departed during 2022-2023           | 1  |
| d.Total Number of members, as set in Bylaws, Resolution or Minutes | 11 |

**3. Number of Board meetings held during 2022-2023**

6

**4. Number of Board meetings scheduled for 2023-2024**

6

**Total number of Voting Members on June 30, 2023:**

11

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

0

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

1

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

11

Thank you.

## Entry 8 Board Meeting Minutes

Incomplete - Hidden from applicant

### **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**.

## Entry 9 Enrollment & Retention

Completed - Aug 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>East Harlem Scholars Academy II admissions process preferences students from CSD4. In CSD4, 15% of students are ELLs, 18% receive special education services, and 78% live in poverty.</p> <p>In addition, East Harlem Scholars Academy employed the following outreach strategies to meet recruitment targets for students who qualify as economically disadvantaged:</p> <ul style="list-style-type: none"> <li>• In-person recruitment through the school's partnership Out of School Time programs with East Harlem Tutorial Program</li> <li>• Ensure that all recruitment events provide translation services and all written recruitment materials are translated for community members</li> <li>• Post translated flyers and notices in local supermarkets, communities of faith, community centers and apartment complexes</li> <li>• Provide tours of school to East Harlem community members and host community events</li> </ul> | <p>We are continuing our successful recruitment initiatives and have added a Director of Student Recruitment and Enrollment to lead our efforts. Among their key responsibilities is tracking enrollment, retention, and recruitment data for special populations.</p> |

|                           |  |  |
|---------------------------|--|--|
|                           | <ul style="list-style-type: none"> <li>• Provide applications to the school's Committee on Special Education</li> <li>• Strong word-of-mouth recommendations through families of current students and community partners</li> <li>• Post application through online Common Application</li> </ul> <p>Engage in community-based projects in collaboration with local artists of East Harlem</p>   |  |
| English Language Learners | <p>East Harlem Scholars Academy's lottery includes a preference for MLL students. In addition, the following strategies were used to recruit English Language Learners:</p> <ul style="list-style-type: none"> <li>• All recruitment and outreach materials include translations</li> <li>• All recruitment and community events hosted by the school provide translation services</li> <li>• All community events hosted by East Harlem Tutorial Program provide translation services</li> <li>• Lottery provides preference to siblings; special services coordinators and ELL educators target outreach to families with siblings</li> <li>• Leverage relationships with local</li> </ul> | <p>We are continuing our successful recruitment initiatives and have added a Director of Student Recruitment and Enrollment to lead our efforts. Among their key responsibilities is tracking enrollment, retention, and recruitment data for special populations.</p> |

|                                   |   |  |
|-----------------------------------|---|--|
|                                   | <p>community-based organizations and businesses that service bilingual residents</p>  |  |
| <p>Students with Disabilities</p> | <p>Update the East Harlem Scholars Academy website with recent updates about increased Special Education services and student achievement data of students with IEPs</p> <ul style="list-style-type: none"> <li>• Provide translated recruitment materials that highlight the school's Collaborative Team Teaching model and ICT classes in each grade level</li> <li>• Include in recruitment materials East Harlem Scholars Academies' commitment to implementing restorative justice practices and social-emotional learning to include and serve students at a variety of developmental stages</li> </ul> | <p>We are continuing our successful recruitment initiatives and have added a Director of Student Recruitment and Enrollment to lead our efforts. Among their key responsibilities is tracking enrollment, retention, and recruitment data for special populations.</p> |

**Good Faith Efforts To Meet Enrollment Retention Targets**

|                            | Describe Retention Efforts in 2022-2023  | Describe Retention Plans in 2023-2024  |
|----------------------------|--|--|
| Economically Disadvantaged | <p>we provide:</p> <ul style="list-style-type: none"> <li>• Free breakfast and lunch for all students</li> <li>• Full day Pre-K classes with a record of success (students who attend our Pre-K program perform higher on average in Kindergarten literacy skills)</li> <li>• Culturally relevant curriculum that reflects topics relevant to East Harlem, as well as guides our students to identify as global citizens</li> <li>• Restorative practices promote positive community amongst peers and result in low suspension/exclusion rates</li> <li>• Daily absence/tardy outreach conducted by Culture Support Team and social workers; chronic absences and/or tardiness flagged for social work team to offer support to families</li> <li>• Two social workers on staff to support families' and students' needs</li> <li>• Strong partnerships with community-based organizations and social services; provide office space for organizations</li> </ul> | <p>We are continuing our successful recruitment initiatives and have added a Director of Student Recruitment and Enrollment to lead our efforts. Among their key responsibilities is tracking enrollment, retention, and recruitment data for special populations.</p> |

|                           |   |  |
|---------------------------|---|--|
|                           | <p>that provide mental health and counseling services</p> <ul style="list-style-type: none"> <li>• Family Leadership Council serves as a vehicle to encourage family participation and actively engage in decision-making processes</li> <li>• Rigorous coaching and evaluation process to ensure teacher quality for all students</li> <li>• Collaborative Co-Teaching model creates strong student-to-teacher ratio and provides opportunities for strong relationships and targeted instruction</li> <li>• After-school programs through East Harlem Tutorial Program offered to East Harlem Scholars Academy students after school and in summer</li> </ul> |  |
| English Language Learners | <p>East Harlem Scholars Academy provides an educational program that is inclusive of students across all developmental and academic needs. To serve the needs of English Language Learners, we provide:</p> <ul style="list-style-type: none"> <li>• Intensive early identification process for students to ensure immediate access to language development supports</li> </ul>   | <p>We are continuing our successful recruitment initiatives and have added a Director of Student Recruitment and Enrollment to lead our efforts. Among their key responsibilities is tracking enrollment, retention, and recruitment data for special populations.</p> |



|                                   |  |  |
|-----------------------------------|--|--|
|                                   | <ul style="list-style-type: none"> <li>• English Language Learner (ELL) department consisting of ELL coordinator and ELL specialist track student progress in listening, speaking, reading and writing</li> <li>• ELL department educators have certification and attend ELL-specific professional development workshops throughout the year</li> <li>• ELL specialist provides inclusion support to students in classrooms</li> <li>• Academic Intervention Services (AIS): students receive twice weekly targeted reading and literacy instruction</li> <li>• Academic progress outreach to families is translated; academic events ensure bilingual translation</li> <li>• East Harlem Scholars Academy hosts workshops for families to share strategies in language development</li> </ul> |  |
| <p>Students with Disabilities</p> | <p>East Harlem Scholars Academy provides an educational program that is inclusive of students across all developmental and academic needs. To serve the needs of Students with IEPs, we provide:</p> <ul style="list-style-type: none"> <li>• Student Support Services Coordinator</li> </ul>  | <p>We are continuing our successful recruitment initiatives and have added a Director of Student Recruitment and Enrollment to lead our efforts. Among their key responsibilities is tracking enrollment, retention, and recruitment data for special populations.</p> |

works with Operations Associate to ensure immediate services are provided for new students with IEPs • One ICT classroom per grade to ensure that the Collaborative Co-Teaching model includes at least one certified Special Education teacher to best service students' individual needs

- Student Support Services Coordinator facilitates weekly planning period for Special Education teachers to plan targeted support lessons and provide accommodations to general education lessons
- Student Support Services Coordinator attends Instructional Leadership Team meetings to engage in data analysis and action planning specific to students with IEPs • Data Specialist tracks progress of students with IEPs on benchmark exams to increase teachers' capacity for targeted data action planning
- Academic Intervention Services (AIS): students receive twice weekly targeted reading and literacy instruction
- Restorative justice model matches instructive discipline to students'

|  |  |  |
|--|--|--|
|  | <p>social-emotional learning goals</p> <ul style="list-style-type: none"><li>• Paraprofessionals provide targeted support to students with individualized academic and social-emotional goals</li><li>• Daily Academic and Social-Emotional</li></ul> <p>progress reports shared with families to track student-specific goals</p> |  |
|--|--|--|

### **Entry 10 – Teacher and Administrator Attrition**

Completed - Aug 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<sup>[1]</sup> 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](#).

<sup>[1]</sup> 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/employeefingerprintoct19.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

**Incomplete** - Hidden from applicant

### 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) |           |
| ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)  |           |
| iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)  |           |
| iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)         |           |
| Total Category A: 5 or 30% whichever is less   | 0         |

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

|  | FTE Count |
|--|-----------|
| i. Mathematics                           |           |
| ii. Science                              |           |
| iii. Computer Science                    |           |
| iv. Technology                           |           |
| v. Career and Technical Education        |           |
| <b>Total Category B: not to exceed 5</b> | <b>0</b>  |

**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) |           |
| ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)  |           |
| iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)  |           |
| iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)         |           |
| <b>Total Category C: not to exceed 5</b>   | <b>0</b>  |

**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 |           |

**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 |           |

**CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS**

|                  | FTE Count |
|------------------|-----------|
| Total Category E |           |

**CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS**

Please do not include paraprofessionals, such as teacher aides.

|                  | FTE Count |
|------------------|-----------|
| Total Category F |           |

Thank you.



**Entry 12 Organization Chart**

Incomplete - Hidden from applicant

[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.

## Entry 13 School Calendar

Completed - Aug 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.**

### [FY24 ScholarsCalendar PK-8](#)

Filename: FY24\_ScholarsCalendar\_PK-8.pdf Size: 71.1 kB

## Entry 14 Staff Roster

Incomplete - Hidden from applicant

### [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<br><b>NOTE: MUST BE DONE FIRST</b> | <b>Select</b> your school's authorizer from the <b>drop-down list first</b> , before completing the roster. |
| School Name and Institution ID                | <b>Select</b> your school's name from the <b>drop-down list</b> .   |
| 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 <b>7 digit TEACH ID</b> for the Faculty/Staff person.   |
| Role in School                                | <b>Select</b> the best choice of role of the Faculty/Staff person from the <b>drop-down list</b> .          |

|                                      |  |
|--------------------------------------|--|
| CPR/AED Certification Status         | <b>Select</b> the appropriate choice from the <b>drop-down list</b> .                    |
| 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   | <b>Select</b> the appropriate choice from the <b>drop-down list</b> .                    |
| Subject Taught                       | <b>Select</b> the appropriate choice from the <b>drop-down list</b> .                    |
| Notes                                | Optional   |

## Optional Additional Documents to Upload (BOR)

Incomplete

**East Harlem Scholars Academy Charter School**

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

June 30, 2023 and 2022

# East Harlem Scholars Academy Charter School

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

June 30, 2023 and 2022

| <b>TABLE OF CONTENTS</b>  | <b>Page</b> |
|---|-------------|
| Independent Auditors' Report  |             |
| <b>FINANCIAL STATEMENTS</b>   |             |
| Statements of Financial Position  | 4           |
| Statements of Activities  | 5           |
| Statements of Functional Expenses   | 6           |
| Statements of Cash Flows  | 8           |
| Notes to Financial Statements   | 9           |
| <b>SUPPLEMENTARY INFORMATION</b>  |             |
| Schedule of Activities by School  | 20          |
| Schedule of Functional Expenses – East Harlem Scholars Academy School   | 21          |
| Schedule of Functional Expenses – East Harlem Scholars Academy School II  | 22          |
| <b>UNIFORM GUIDANCE REPORTS AND SCHEDULES</b>   |             |
| Schedule of Expenditures of Federal Awards  | 23          |
| Notes to Schedule of Expenditures of Federal Awards   | 24          |
| Report on Internal Control Over Financial Reporting and on Compliance<br>and Other Matters Based on an Audit of Financial Statements Performed<br>in Accordance With <i>Government Auditing Standards</i> |             |
| Report on Compliance for Each Major Federal Program and Report on Internal<br>Control Over Compliance Required by the Uniform Guidance  |             |
| Schedule of Findings and Questioned Costs   | 30          |

## Independent Auditors' Report

### **Board of Trustees East Harlem Scholars Academy Charter School**

#### ***Opinion***

We have audited the accompanying financial statements of East Harlem Scholars Academy 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 opinion.

#### ***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 right of use assets and related lease liabilities 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 audit.
- 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.

***Report on Supplementary Information***

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedules of activities and functional expenses by school for the year ended June 30, 2023 on pages 20 through 22 are presented for purposes of additional analysis and are not a required part of the financial statements. The accompanying schedule of expenditures of federal awards on page 23 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 26, 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.



October 26, 2023

## East Harlem Scholars Academy Charter School

### Statements of Financial Position

|  | June 30,      |               |
|--|---------------|---------------|
|  | 2023          | 2022          |
| <b>ASSETS</b>                                |               |               |
| Current Assets                               |               |               |
| Cash   | \$ 3,292,312  | \$ 6,068,372  |
| Grants and contracts receivable              | 2,307,660     | 2,731,734     |
| Due from East Harlem Tutorial Program, net   | 182,975       | 143,057       |
| Prepaid expenses                             | 403,692       | 79,299        |
| Total Current Assets                         | 6,186,639     | 9,022,462     |
| Finance right-of-use asset, net              | 54,040,497    | -             |
| Operating right-of-use assets, net           | 1,443,732     | -             |
| Restricted cash                              | 150,014       | 150,357       |
| Property and equipment, net                  | 873,207       | 909,683       |
|  | \$ 62,694,089 | \$ 10,082,502 |
| <br><b>LIABILITIES AND NET ASSETS</b>        |               |               |
| Current Liabilities                          |               |               |
| Accounts payable and accrued expenses        | \$ 1,739,003  | \$ 2,016,760  |
| Refundable advances                          | 67,721        | 81,432        |
| Operating lease liabilities, current portion | 1,447,603     | -             |
| Deferred rent, current portion               | -             | 55,669        |
| Total Current Liabilities                    | 3,254,327     | 2,153,861     |
| Finance lease liabilities                    | 55,780,230    | -             |
| Deferred rent                                | -             | 673,765       |
| Total Liabilities                            | 59,034,557    | 2,827,626     |
| Net assets, without donor restrictions       | 3,659,532     | 7,254,876     |
|  | \$ 62,694,089 | \$ 10,082,502 |

See notes to financial statements



## East Harlem Scholars Academy Charter School

### Statements of Activities

|   | Year Ended June 30, |               |
|---|---------------------|---------------|
|   | 2023                | 2022          |
| <b>REVENUE AND SUPPORT</b>                    |                     |               |
| Public School District                        |                     |               |
| State and local per pupil operating revenue   | \$ 23,857,818       | \$ 24,981,088 |
| Universal pre-kindergarten                    | 515,176             | 941,976       |
| Lease assistance                              | 2,879,676           | 1,416,600     |
| Government grants and contracts               | 3,660,844           | 4,405,107     |
| Contributions                                 | 104,654             | 187,000       |
| Contributions from related party              | 4,154,527           | 1,890,000     |
| Other income                                  | 78,660              | 25,331        |
| Total Revenue and Support                     | 35,251,355          | 33,847,102    |
| <b>EXPENSES</b>                               |                     |               |
| Program Services                              |                     |               |
| General education                             | 25,769,868          | 21,254,044    |
| Special education                             | 7,520,250           | 6,817,508     |
| Pre-kindergarten                              | 840,859             | 862,364       |
| Supplemental education                        | 63,965              | -             |
| Total Program Services                        | 34,194,942          | 28,933,916    |
| Supporting Services                           |                     |               |
| Management and general                        | 3,730,495           | 3,460,201     |
| Fundraising                                   | 921,262             | 900,774       |
| Total Expenses                                | 38,846,699          | 33,294,891    |
| <br>  |                     |               |
| Change in Net Assets                          | (3,595,344)         | 552,211       |
| <b>NET ASSETS, WITHOUT DONOR RESTRICTIONS</b> |                     |               |
| Beginning of year                             | 7,254,876           | 6,702,665     |
| <br>  |                     |               |
| End of year                                   | \$ 3,659,532        | \$ 7,254,876  |

See notes to financial statements

## East Harlem Scholars Academy Charter School

### Statement of Functional Expenses Year Ended June 30, 2023

|  | No. of<br>Positions | Program Services     |                      |                      |                           | Total Program<br>Services | Management<br>and General | Fundraising       | Total                |
|--|---------------------|----------------------|----------------------|----------------------|---------------------------|---------------------------|---------------------------|-------------------|----------------------|
|  |                     | General<br>Education | Special<br>Education | Pre-<br>Kindergarten | Supplemental<br>Education |                           |                           |                   |                      |
| Personnel Services Costs                   |                     |                      |                      |                      |                           |                           |                           |                   |                      |
| Administrative staff personnel             | 47                  | \$ 2,155,753         | \$ 611,975           | \$ 69,996            | \$ -                      | \$ 2,837,724              | \$ 860,947                | \$ -              | \$ 3,698,671         |
| Instructional personnel                    | 172                 | 11,773,980           | 3,350,080            | 394,332              | -                         | 15,518,392                | -                         | -                 | 15,518,392           |
| Total Personnel Services Costs             | <u>219</u>          | <u>13,929,733</u>    | <u>3,962,055</u>     | <u>464,328</u>       | <u>-</u>                  | <u>18,356,116</u>         | <u>860,947</u>            | <u>-</u>          | <u>19,217,063</u>    |
| Fringe benefits and payroll taxes          |                     | 2,627,825            | 748,803              | 89,417               | -                         | 3,466,045                 | 165,947                   | -                 | 3,631,992            |
| Retirement                                 |                     | 103,639              | 29,319               | 3,421                | -                         | 136,379                   | 6,390                     | -                 | 142,769              |
| Legal services                             |                     | -                    | -                    | -                    | -                         | -                         | 16,550                    | -                 | 16,550               |
| Accounting and audit services              |                     | -                    | -                    | -                    | -                         | -                         | 519,630                   | -                 | 519,630              |
| Other professional and consulting services |                     | 1,256,453            | 516,651              | 22,634               | -                         | 1,795,738                 | 1,680,131                 | 910,991           | 4,386,860            |
| Building and land rent/lease               |                     | 2,843,129            | 826,752              | 133,119              | -                         | 3,803,000                 | 234,075                   | -                 | 4,037,075            |
| Repairs and maintenance                    |                     | 1,664,557            | 478,912              | 68,977               | -                         | 2,212,446                 | 123,627                   | -                 | 2,336,073            |
| Insurance                                  |                     | 118,987              | 33,649               | 4,095                | -                         | 156,731                   | 7,200                     | -                 | 163,931              |
| Utilities                                  |                     | 214,463              | 62,070               | 9,528                | -                         | 286,061                   | 16,889                    | -                 | 302,950              |
| Supplies and materials                     |                     | 420,220              | 121,409              | -                    | -                         | 541,629                   | -                         | -                 | 541,629              |
| Equipment and furnishings                  |                     | 227,503              | 64,590               | 7,913                | -                         | 300,006                   | 14,631                    | -                 | 314,637              |
| Staff development                          |                     | 485,829              | 138,801              | -                    | -                         | 624,630                   | -                         | -                 | 624,630              |
| Marketing and recruitment                  |                     | 21,630               | 6,088                | -                    | -                         | 27,718                    | -                         | -                 | 27,718               |
| Technology                                 |                     | 158,619              | 45,111               | 5,654                | -                         | 209,384                   | 10,405                    | -                 | 219,789              |
| Food service                               |                     | 381,371              | 111,491              | -                    | -                         | 492,862                   | -                         | -                 | 492,862              |
| Student services                           |                     | 319,476              | 92,473               | -                    | 63,965                    | 475,914                   | -                         | -                 | 475,914              |
| Office expenses                            |                     | 599,112              | 169,621              | 20,015               | -                         | 788,748                   | 52,699                    | 10,271            | 851,718              |
| Depreciation and amortization              |                     | 308,299              | 88,120               | 11,758               | -                         | 408,177                   | 21,374                    | -                 | 429,551              |
| Dues and memberships                       |                     | 36,023               | 10,156               | -                    | -                         | 46,179                    | -                         | -                 | 46,179               |
| Other expenses                             |                     | <u>53,000</u>        | <u>14,179</u>        | <u>-</u>             | <u>-</u>                  | <u>67,179</u>             | <u>-</u>                  | <u>-</u>          | <u>67,179</u>        |
| <b>Total Expenses</b>                      |                     | <u>\$ 25,769,868</u> | <u>\$ 7,520,250</u>  | <u>\$ 840,859</u>    | <u>\$ 63,965</u>          | <u>\$ 34,194,942</u>      | <u>\$ 3,730,495</u>       | <u>\$ 921,262</u> | <u>\$ 38,846,699</u> |

See notes to financial statements

## East Harlem Scholars Academy Charter School

### Statement of Functional Expenses Year Ended June 30, 2022

|  | No. of<br>Positions | Program Services     |                      |                      |                           | Management<br>and General | Fundraising       | Total                |
|--|---------------------|----------------------|----------------------|----------------------|---------------------------|---------------------------|-------------------|----------------------|
|  |                     | General<br>Education | Special<br>Education | Pre-<br>Kindergarten | Total Program<br>Services |                           |                   |                      |
| Personnel Services Costs                   |                     |                      |                      |                      |                           |                           |                   |                      |
| Administrative staff personnel             | 48                  | \$ 1,896,661         | \$ 548,098           | \$ 103,513           | \$ 2,548,272              | \$ 815,639                | \$ -              | \$ 3,363,911         |
| Instructional personnel                    | 165                 | 10,963,784           | 3,044,707            | 567,602              | 14,576,093                | -                         | -                 | 14,576,093           |
| Total Personnel Services Costs             | <u>213</u>          | 12,860,445           | 3,592,805            | 671,115              | 17,124,365                | 815,639                   | -                 | 17,940,004           |
| Fringe benefits and payroll taxes          |                     | 2,169,100            | 606,551              | 121,091              | 2,896,742                 | 134,846                   | -                 | 3,031,588            |
| Retirement                                 |                     | 154,741              | 44,892               | 2,745                | 202,378                   | 14,150                    | -                 | 216,528              |
| Legal services                             |                     | -                    | -                    | -                    | -                         | 3,607                     | -                 | 3,607                |
| Accounting and audit services              |                     | -                    | -                    | -                    | -                         | 482,010                   | -                 | 482,010              |
| Other professional and consulting services |                     | 342,976              | 934,156              | 5,801                | 1,282,933                 | 1,638,583                 | 898,770           | 3,820,286            |
| Building and land rent/lease               |                     | 1,063,654            | 307,611              | 13,091               | 1,384,356                 | 87,914                    | -                 | 1,472,270            |
| Repairs and maintenance                    |                     | 1,327,042            | 382,821              | 20,817               | 1,730,680                 | 118,406                   | -                 | 1,849,086            |
| Insurance                                  |                     | 114,781              | 31,571               | 1,029                | 147,381                   | 19,363                    | -                 | 166,744              |
| Utilities                                  |                     | 210,569              | 60,846               | 2,828                | 274,243                   | 17,865                    | -                 | 292,108              |
| Supplies and materials                     |                     | 459,536              | 127,566              | -                    | 587,102                   | -                         | -                 | 587,102              |
| Equipment and furnishings                  |                     | 140,774              | 40,501               | 2,716                | 183,991                   | 13,548                    | -                 | 197,539              |
| Staff development                          |                     | 392,281              | 107,069              | -                    | 499,350                   | -                         | -                 | 499,350              |
| Marketing and recruitment                  |                     | 76,086               | 20,820               | -                    | 96,906                    | -                         | -                 | 96,906               |
| Technology                                 |                     | 173,794              | 50,046               | 3,142                | 226,982                   | 16,316                    | -                 | 243,298              |
| Food service                               |                     | 551,578              | 161,396              | -                    | 712,974                   | -                         | -                 | 712,974              |
| Student services                           |                     | 142,304              | 39,846               | -                    | 182,150                   | -                         | -                 | 182,150              |
| Office expenses                            |                     | 758,695              | 218,523              | 13,502               | 990,720                   | 73,813                    | 2,004             | 1,066,537            |
| Depreciation and amortization              |                     | 262,348              | 75,602               | 4,487                | 342,437                   | 24,141                    | -                 | 366,578              |
| Dues and memberships                       |                     | 26,401               | 7,270                | -                    | 33,671                    | -                         | -                 | 33,671               |
| Other expenses                             |                     | 26,939               | 7,616                | -                    | 34,555                    | -                         | -                 | 34,555               |
| <br>Total Expenses                         |                     | <u>\$ 21,254,044</u> | <u>\$ 6,817,508</u>  | <u>\$ 862,364</u>    | <u>\$ 28,933,916</u>      | <u>\$ 3,460,201</u>       | <u>\$ 900,774</u> | <u>\$ 33,294,891</u> |

See notes to financial statements

## East Harlem Scholars Academy Charter School

### Statements of Cash Flows

|  | Year Ended June 30, |              |
|--|---------------------|--------------|
|  | 2023                | 2022         |
| <b>CASH FLOWS FROM OPERATING ACTIVITIES</b>  |                     |              |
| Change in net assets   | \$ (3,595,344)      | \$ 552,211   |
| Adjustments to reconcile change in net assets<br>to net cash from operating activities |                     |              |
| Depreciation and amortization  | 429,551             | 366,578      |
| Amortization of operating right-of-use asset   | 1,400,131           | -            |
| Amortization of finance right-of-use asset   | 1,195,716           | -            |
| Deferred rent  | -                   | 55,669       |
| Changes in operating assets and liabilities  |                     |              |
| Grants and contracts receivable  | 424,074             | (866,164)    |
| Due from East Harlem Tutorial Program  | (39,918)            | 186,505      |
| Prepaid expenses   | (324,393)           | 40,922       |
| Operating lease liabilities  | (1,396,260)         | -            |
| Accounts payable and accrued expenses  | (277,757)           | (80,785)     |
| Refundable advances  | (13,711)            | 49,420       |
| Net Cash from Operating Activities   | (2,197,911)         | 304,356      |
| <br><b>CASH FLOWS FROM INVESTING ACTIVITY</b>  |                     |              |
| Purchases of property and equipment  | (393,075)           | (644,701)    |
| <br><b>CASH FLOWS FROM FINANCING ACTIVITY</b>  |                     |              |
| Principal payments on finance lease liability  | (185,417)           | -            |
| <br>Net Change in Cash and Restricted Cash   | (2,776,403)         | (340,345)    |
| <br><b>CASH AND RESTRICTED CASH</b>  |                     |              |
| Beginning of year  | 6,218,729           | 6,559,074    |
| End of year  | \$ 3,442,326        | \$ 6,218,729 |
| <br><b>SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION</b>                            |                     |              |
| Cash paid for amounts included in the measurement of<br>operating lease liabilities    | \$ 1,460,294        | \$ -         |
| Finance right-of-use assets obtained in exchange<br>for a finance lease liability      | 30,929,973          | -            |
| Operating right-of-use assets obtained in exchange<br>for an operating lease liability | 2,843,863           | -            |

See notes to financial statements

# East Harlem Scholars Academy Charter School

Notes to Financial Statements

June 30, 2023 and 2022

## 1. Organization and Tax Status

### *The Corporation*

Founded upon the 53-year legacy of East Harlem Tutorial Program (“EHTP”), East Harlem Scholars Academy Charter School (the “Corporation” or the “School”) is a not-for-profit education corporation originally formed by the Board of Regents of the University of the State of New York (the “Board of Regents”) on December 14, 2010 by the granting of a Provisional Charter (the education corporation-equivalent of a certificate of incorporation) to operate one (1) (and as of January 1, 2013 two (2)) public charter schools. The Board of Regents has since issued three renewals to the Corporation’s charter. The Corporation’s charter expires on July 31, 2028. The mission of the schools is to prepare students with the academic skills, strength of character and social and emotional well-being to excel in high school and college, to lead in their communities, and to realize their best possible selves. The Corporation does this by challenging their students, teachers, and families to examine issues of racism and identity and model the learning and dialogue needed to ensure a more equitable future for young people of color. Through this commitment, the Corporation prepares their scholars to effect change, challenge the status quo, thrive in the world around them, and thoughtfully contribute to the national fight for racial equity.

### *The Schools*

East Harlem Scholars Academy Charter School (“Scholars”) - also the name of the first school for which the Corporation received a charter to operate – is situated in East Harlem in the borough of Manhattan, New York City. Scholars opened in the fall of 2011 with kindergarten and first grade and added a grade each year so that in fiscal 2023 it served pre-kindergarten through twelfth grade. In 2016 Scholars received a full five year term renewal which authorizes the school to add a grade each year until it serves kindergarten through eighth grade. In fiscal 2017 Scholars added one section of Universal Pre-Kindergarten. In May 2018, Scholars received permission to add high school grades ninth – twelfth. Scholars provided education to approximately 36 students in Universal Pre-Kindergarten and 762 students in kindergarten through twelfth grades during the 2022-2023 academic year.

East Harlem Scholars Academy Charter School II (“Scholars II”) is the second public charter school for which the Corporation received a charter to operate. It opened in the fall of 2013 with kindergarten and first grade and expanded each year until it served students through fifth grade. In winter of fiscal 2018, Scholars II received a full five year term renewal which authorizes the school to add a grade each year until it serves kindergarten through eighth grade. In fiscal 2016 Scholars II added two sections of Universal Pre-Kindergarten, and in fiscal 2017 Scholars added a third section of Universal Pre-Kindergarten. In fiscal 2020, the third section of UPK at Scholars II was transferred to Scholars. Scholars II provided education to approximately 16 students in Universal Pre-Kindergarten and 388 students in kindergarten through eighth grades during the 2022-2023 academic year.

## East Harlem Scholars Academy Charter School

### Notes to Financial Statements

June 30, 2023 and 2022

#### 1. Organization and Tax Status (*continued*)

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

Except for taxes that may be due to 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 contingencies, if any, at the date of the financial statements, and the reported amounts of support and revenue and expenses during the reporting period. Actual results could differ from those estimates.

##### ***Adoption of New Accounting Pronouncement***

###### *Leases*

The School adopted Financial Accounting Standards Board ("FASB") Topic 842, *Leases* ("Topic 842"), using the effective date method with July 1, 2022, as the date of initial adoption.

As a result of the adoption of the new lease accounting guidance, on July 1, 2022, the School recognized a finance lease liability of \$25,035,674 that represents the present value of the remaining finance lease payments of \$36,309,268, discounted with risk free interest rates using the treasury bond rate ranging from 3.11% to 3.35% based on the lease terms, and finance right of use ("ROU") assets of \$24,306,240 that represent the discounted finance lease liabilities of \$25,035,674, with the ROU finance asset adjusted for deferred rent of \$729,434.

The adoption of Topic 842 had a material impact on the School's statement of financial position but did not have a material impact on its statements of activities and cash flows. The most significant impact was the recognition of ROU assets and lease liabilities for operating and finance leases.

## East Harlem Scholars Academy Charter School

Notes to Financial Statements  
June 30, 2023 and 2022

### 2. Summary of Significant Accounting Policies (*continued*)

#### ***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.

#### ***Restricted Cash***

Under the provisions of its charter, the School established a reserve fund of \$150,000 to cover debts in the event of the School's dissolution.

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 as of June 30:

|                 | 2023                | 2022                |
|-----------------|---------------------|---------------------|
| Cash            | \$ 3,292,312        | \$ 6,068,372        |
| Restricted cash | 150,014             | 150,357             |
|                 | <u>\$ 3,442,326</u> | <u>\$ 6,218,729</u> |

#### ***Property and Equipment***

Property and equipment is recorded at cost. Additions and improvements or betterments in excess of \$3,500 with an estimated useful life of more than one year are capitalized. Depreciation is computed using the straight-line method over the estimated useful lives of the assets ranging from 2 to 5 years. Leasehold improvements are amortized over the shorter of the estimated useful life of the asset or term of the related lease. Property and equipment acquired with certain government contract funds are recorded as expenses when the government retains title to such assets.

## East Harlem Scholars Academy Charter School

Notes to Financial Statements  
June 30, 2023 and 2022

### 2. Summary of Significant Accounting Policies (*continued*)

#### ***Property and Equipment (continued)***

The School reviews long-lived assets to determine whether there has been any permanent impairment whenever events or circumstances indicate the carrying amount of an asset may not be recoverable. If the sum of the expected future undiscounted cash flows is less than the carrying amount of the assets, the School recognizes an impairment loss. No impairment losses were recognized during the years ended June 30, 2023 and 2022.

#### ***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 Recognition***

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.

A number of volunteers have made a contribution of their time to the School to develop its programs and to serve on the School's Board of Trustees. The value of such contributed time is not reflected in these financial statements because it does not meet the criteria for recognition.

#### ***Functional Expenses***

Expenses that can be directly identified with the program or supporting service to which they relate are charged accordingly. Other expenses, such as personnel services costs, fringe benefits and payroll taxes, other professional and consulting services, and building and land rent and lease have been allocated among program and supporting services classifications based upon periodic time and expense studies and other bases as determined by management of the School to be appropriate. Expenses are classified according to the functional categories for which they are incurred, as follows:

General Education Program Services – represents expenses directly associated with general education.

Special Education Program Services – represents expenses directly associated with special education for certain students requiring additional attention and guidance.



## East Harlem Scholars Academy Charter School

Notes to Financial Statements  
June 30, 2023 and 2022

### 2. Summary of Significant Accounting Policies (*continued*)

#### ***Functional Expenses (continued)***

Pre-Kindergarten Program Services – represents expenses directly associated with Pre-Kindergarten programs.

Supplemental Education Program Services – represents expenses directly associated with after-school and summer school programs.

Management and General – represents expenses related to the overall administration and operation of the School that are not associated with any education services or fundraising.

Fundraising – represents expenses related to efforts to raise additional funds for the School.

#### ***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 \$27,718 and \$96,906.

#### ***Accounting For Uncertainty in Income Taxes***

The School recognizes the effect of income tax positions only when they 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 examination by applicable taxing authorities for periods prior to June 30, 2020.

#### ***Leases***

The School accounts for leases under Topic 842. The School determines if an arrangement is a lease at inception. Operating and finance leases are included in operating and finance lease ROU assets and lease liabilities in the statements of financial position. The School made the short-term lease election for leases with an initial term of less than 12 months. ROU assets represent the right to use an underlying asset for the lease term and lease liabilities represent the obligation to make lease payments arising from the lease. Operating and finance lease ROU assets and liabilities are recognized at the lease commencement date based on the present value of lease payments over the lease term. 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 and finance 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 term. 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.

## East Harlem Scholars Academy Charter School

Notes to Financial Statements

June 30, 2023 and 2022

### 2. Summary of Significant Accounting Policies (*continued*)

#### *Leases (continued)*

For the year ended June 30, 2022, U.S. GAAP guidance stated rent shall be charged to expense over the lease term as it became payable. If rental payments are not made on a straight-line basis, rental expense shall be recognized on a straight-line basis unless another systematic and rational basis is more representative of the time pattern in which use benefit is derived from the leased property, in which case that basis shall be used. The difference between the straight-line rent expense and rent paid is reflected within deferred rent in the statement of financial position as of June 30, 2022.

#### *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 26, 2023.

### 3. Concentration of Credit Risk and Revenue

The School's financial instruments that are potentially exposed to concentration of credit risk consist of cash. The School places its cash with quality financial institutions in the United States. At times, cash balances may be in excess of Federal Deposit Insurance Corporation ("FDIC") insurance limits. The School routinely assesses the financial strength of its cash. The School has not experienced any losses in such accounts and believes its cash balances are not exposed to any significant risk. At June 30, 2023 and 2022, approximately \$3,322,000 and \$5,969,000 was maintained with an institution in excess of FDIC limits.

The School receives a majority of its revenues from the New York City Department of Education ("NYCDOE"). The NYCDOE provides general operating support to the School based upon the location and the number of students enrolled. Support from per pupil general education, special education, lease assistance, and Universal Pre-Kindergarten provided to the School was 77% and 81% of total revenue for the years ended June 30, 2023 and 2022. The School is dependent upon this level of funding in order to continue its operations.

### 4. Grants and Accounts Receivable

At June 30, 2023 and 2022, grants and contracts receivable primarily consist of federal, state, city entitlements and grants and are deemed to be fully collectible by management. Management has assessed the need for an allowance and has determined that such an allowance is not necessary.

## East Harlem Scholars Academy Charter School

Notes to Financial Statements  
June 30, 2023 and 2022

### 5. Property and Equipment

Property and equipment consist of the following at June 30:

|  | 2023         | 2022         |
|--|--------------|--------------|
| Computers and other equipment                | \$ 1,626,381 | \$ 1,483,599 |
| Furniture and fixtures                       | 1,488,719    | 1,331,426    |
| Leasehold improvements                       | 544,101      | 472,101      |
| Vehicles                                     | 21,000       | -            |
|  | 3,680,201    | 3,287,126    |
| Accumulated depreciation<br>and amortization | (2,806,994)  | (2,377,443)  |
|  | \$ 873,207   | \$ 909,683   |

### 6. 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                                  | \$ 3,292,312 | \$ 6,068,372 |
| Grants and contracts receivable       | 2,307,660    | 2,731,734    |
| Due from East Harlem Tutorial Program | 182,975      | 143,057      |
|                                       | \$ 5,782,947 | \$ 8,943,163 |

As part of the School's liquidity management plan, the status of grants and contracts receivable is monitored regularly and any excess cash is invested in highly liquid instruments until it is required for operational use. The School will continue to rely on funding received from the NYCDOE to cover its future operating costs (see Note 3).

### 7. Related Party Transactions (not disclosed elsewhere)

The School's bylaws stipulate that at least 51% and no more than 60% of its Trustees may also be members of the board of EHTP, thus resulting in common control. Under a cost sharing agreement with EHTP, approved by a supermajority of the board, EHTP provides the School with administrative support. During the years ended June 30, 2023 and 2022, shared operating costs were allocated to the School based on a flat fee of 12% of per pupil and special education revenues projected in the budget for the relevant fiscal year. The total budgeted amount of the cost sharing agreement for the years ended June 30, 2023 and 2022 was \$3,643,963 and \$3,341,783. The total amount of expenses under this agreement for the years ended June 30, 2023 and 2022 was \$3,643,963 and \$3,341,783, which is included in other professional and consulting services on the accompanying statements of functional expenses.

## East Harlem Scholars Academy Charter School

Notes to Financial Statements

June 30, 2023 and 2022

### 7. Related Party Transactions (not disclosed elsewhere) (continued)

In addition, EHTP pays certain expenses on behalf of the School which are subsequently reimbursed. The total amount of these reimbursed expenses for the years ended June 30, 2023 and 2022 was \$2,139,098 and \$2,702,997, which is included in various expense accounts on the accompanying statements of functional expenses.

On November 5, 2021, the School and East Harlem Center, LLC (“EHC”), a wholly owned subsidiary of EHTP, entered into a Mortgage and Security Agreement with BankUnited in the amount of \$12,000,000 for the property located at 2050 Second Avenue, New York, NY (the “Premises”) (see Note 9). EHC received the principal balance of the mortgage loan payable and is responsible for the principal and interest payments. The mortgage loan payable matures on December 15, 2036. Pursuant to the terms of the Mortgage and Security Agreement, the School and EHC pledged as collateral the Premises, all improvements, chattels, intangibles, leases, subleases, and agreements relating to the Premises, and all revenues arising from, or related to, the per pupil charter funding from New York State, New York City, or any federal, state, city or local entity or agency, for the School and any other schools occupying the Premises (excluding State Operating Aid, Disability Aid and any other aid that cannot be legally pledged).

On December 15, 2022, EHC and East Harlem HS LLC (“EHS”), a wholly owned subsidiary of EHTP, closed on a \$71.22 million revenue bond transaction issued through Build NYC Resource Corporation (the “Bond”). A portion of the tax-exempt bonds were issued to refinance the BankUnited Mortgage and Security Agreement. The Bond is due on June 1, 2062.

During the years ended June 30, 2023 and 2022, grants from EHTP amounted to \$4,154,527 and \$1,890,000, which is included in contributions from related party on the accompanying statements of activities. At June 30, 2023 and 2022, grants receivable from EHTP amounted to \$0 and \$13,543, and are included within due from East Harlem Tutorial Program on the accompanying statements of financial position. Net balance due from EHTP at June 30, 2023 and 2022 totaled \$182,975 and \$143,057.

The accompanying financial statements reflect only the activities and net assets of the School. Management has applied U.S. GAAP standards in assessing the need to consolidate the financial statements of the School with those of EHTP and EHC. Under these standards, consolidation should occur if both an economic interest in the School and control by a majority of common board members exist. Management has determined that the School has no economic interest in EHTP and EHC and consolidation is precluded.

## East Harlem Scholars Academy Charter School

Notes to Financial Statements  
June 30, 2023 and 2022

### 8. Agreement with School Facility

Scholars had an agreement through the school year 2015-2016 with the New York City Department of Education for space at the Jackie Robinson Educational Complex (the "Complex"), a New York City public school located at 1573 Madison Avenue, New York, New York. Beginning September 1, 2011, Scholars occupies a facility located at 2040-2050 Second Avenue, New York, NY (see Note 9). Scholars II has an agreement to be permanently co-located at the Complex. The fair value of the rent has not been included in the accompanying financial statements. The School will be responsible for any overtime-related costs for services provided beyond the regular operating hours. For the years ended June 30, 2023 and 2022, the School incurred \$3,437 and \$571 in overtime related costs.

### 9. Commitments

During the fiscal year ended June 30, 2015, an agreement to lease the land and buildings located at 2040-2050 Second Avenue, New York, NY, was executed between Scholars and EHC. In connection with this agreement, at June 30, 2016, the School made a contribution to EHC toward the cost of the new building in the amount of \$200,000 to be amortized over the life of the lease. The lease had a term of 30 years commencing on September 1, 2016. The School determined the lease to be a finance lease on July 1, 2022. On December 15, 2022, the lease was amended to terminate on June 30, 2062.

Effective July 1, 2022, the School entered into an operating sublease agreement with El Museo del Barrio for classroom space at 1 East 104<sup>th</sup> Street for a term of two years terminating on June 30, 2024.

Effective July 1, 2022, the School entered into an operating license agreement with El Museo del Barrio for gymnasium and office space at 1230-37 Fifth Avenue for a term of two years terminating on June 30, 2024.

Right of use assets consist of the following at June 30, 2023:

|                          | <u>Finance Lease</u> | <u>Operating Leases</u> |
|--------------------------|----------------------|-------------------------|
| Right-of-use asset       | \$ 55,236,213        | \$ 2,843,863            |
| Accumulated amortization | <u>(1,195,716)</u>   | <u>(1,400,131)</u>      |
|                          | <u>\$ 54,040,497</u> | <u>\$ 1,443,732</u>     |

Weighted average remaining lease term (years)

|                  |          |
|------------------|----------|
| Finance lease    | 39 years |
| Operating leases | 1 year   |

Weighted average discount rate

|                  |       |
|------------------|-------|
| Finance lease    | 3.41% |
| Operating leases | 3.07% |

## East Harlem Scholars Academy Charter School

Notes to Financial Statements  
June 30, 2023 and 2022

### 9. Commitments *(continued)*

Future minimum lease payments are as follows for years ending June 30:

|   | <u>Finance Lease</u> | <u>Operating Leases</u> |
|---|----------------------|-------------------------|
| 2024                                    | \$ 1,580,124         | \$ 1,468,032            |
| 2025                                    | 1,627,524            | -                       |
| 2026                                    | 1,676,352            | -                       |
| 2027                                    | 1,726,644            | -                       |
| 2028                                    | 1,778,448            | -                       |
| Thereafter                              | <u>105,749,868</u>   | <u>-</u>                |
| Total minimum lease payments            | 114,138,960          | 1,468,032               |
| Present value discount                  | <u>(58,358,730)</u>  | <u>(20,429)</u>         |
| Present value of lease liabilities      | 55,780,230           | 1,447,603               |
| Current portion                         | <u>-</u>             | <u>(1,447,603)</u>      |
| Lease liabilities, less current portion | <u>\$ 55,780,230</u> | <u>\$ -</u>             |

Components of lease cost are as follows for the years ended June 30, 2023 and 2022 and are included in building and land rent/lease expense within the accompanying statements of functional expenses:

|                           | <u>2023</u>         | <u>2022</u>         |
|---------------------------|---------------------|---------------------|
| Finance amortization cost | \$ 1,195,715        | \$ -                |
| Finance interest cost     | 1,350,355           | -                   |
| Operating lease cost      | 1,464,163           | 1,464,163           |
| Variable lease cost       | <u>26,842</u>       | <u>-</u>            |
|                           | <u>\$ 4,037,075</u> | <u>\$ 1,464,163</u> |

In addition, Scholars entered into an agreement with EHTP to sublease a portion of its space located at 2040-2050 Second Avenue, New York, NY. The lease has a term of 30 years commencing on September 1, 2016. Future minimum rental payments to be received under this lease are as follows:

|            |                   |
|------------|-------------------|
| 2024       | \$ 24,600         |
| 2025       | 25,500            |
| 2026       | 25,500            |
| 2027       | 25,500            |
| 2028       | 25,500            |
| Thereafter | <u>478,068</u>    |
|            | <u>\$ 604,668</u> |

Rental income under this sublease for each of the years ended June 30, 2023 and 2022 was \$24,600, which is included in other income on the accompanying statements of activities.

## East Harlem Scholars Academy Charter School

### Notes to Financial Statements

June 30, 2023 and 2022

#### 10. Contingencies

The School is exposed to various risks of loss related to torts; thefts of, damage to, and destruction of assets; injuries to employees; and natural disasters. The School maintains commercial insurance to protect itself from such risks and is self-insured for other risks.

The School entered into contractual relationships with certain governmental funding sources. The governmental agencies may request a return of funds as a result of noncompliance by the School, as well as additional funds for the use of facilities. The accompanying financial statements make no provision for the possible disallowance or refund, because management does not believe that there are any liabilities to be recorded.

#### 11. Employee Benefit Plan

The School maintains a pension plan qualified under Internal Revenue Code 403(b), for the benefit of its eligible employees. The School elects to make contributions to the plan on a discretionary basis. The School contributed \$142,768 and \$216,526 to the plan for the years ended June 30, 2023 and 2022.

\* \* \* \* \*

**East Harlem Scholars Academy Charter School**

Supplementary Information

June 30, 2023



## East Harlem Scholars Academy Charter School

### Schedule of Activities by School Year Ended June 30, 2023

|   | <u>East Harlem<br/>Scholars<br/>Academy<br/>Charter School</u> | <u>East Harlem<br/>Scholars<br/>Academy<br/>Charter School<br/>II</u> | <u>Total</u>        |
|---|--|---|---------------------|
| <b>REVENUE AND SUPPORT</b>                    |  |   |                     |
| Public School District                        |  |   |                     |
| State and local per pupil operating revenue   | \$ 15,876,268  | \$ 7,981,550  | \$ 23,857,818       |
| Universal pre-kindergarten                    | 339,607  | 175,569   | 515,176             |
| Lease assistance                              | 2,879,676  | -   | 2,879,676           |
| Government grants and contracts               | 2,637,300  | 1,023,544   | 3,660,844           |
| Contributions                                 | 64,000   | 40,654  | 104,654             |
| Contributions from related party              | 4,154,527  | -   | 4,154,527           |
| Other income                                  | 59,036   | 19,624  | 78,660              |
| Total Revenue and Support                     | <u>26,010,414</u>  | <u>9,240,941</u>  | <u>35,251,355</u>   |
| <b>EXPENSES</b>                               |  |   |                     |
| Program Services                              |  |   |                     |
| General education                             | 17,996,739   | 7,773,129   | 25,769,868          |
| Special education                             | 5,359,823  | 2,160,427   | 7,520,250           |
| Pre-kindergarten                              | 755,948  | 84,911  | 840,859             |
| Supplemental education                        | 62,465   | 1,500   | 63,965              |
| Total Program Services                        | <u>24,174,975</u>  | <u>10,019,967</u>   | <u>34,194,942</u>   |
| Supporting Services                           |  |   |                     |
| Management and general                        | 2,761,342  | 969,153   | 3,730,495           |
| Fundraising                                   | 610,215  | 311,047   | 921,262             |
| Total Expenses                                | <u>27,546,532</u>  | <u>11,300,167</u>   | <u>38,846,699</u>   |
| <br>Change in Net Assets                      | <br>(1,536,118)  | <br>(2,059,226)   | <br>(3,595,344)     |
| <b>NET ASSETS, WITHOUT DONOR RESTRICTIONS</b> |  |   |                     |
| Beginning of year                             | <u>4,551,957</u>   | <u>2,702,919</u>  | <u>7,254,876</u>    |
| End of year                                   | <u>\$ 3,015,839</u>  | <u>\$ 643,693</u>   | <u>\$ 3,659,532</u> |

See independent auditors' report

## East Harlem Scholars Academy Charter School

### Schedule of Functional Expenses East Harlem Scholars Academy School Year Ended June 30, 2023

|   | No. of<br>Positions | Program Services     |                      |                      |                           | Total Program<br>Services | Management<br>and General | Fundraising       | Total                |
|---|---------------------|----------------------|----------------------|----------------------|---------------------------|---------------------------|---------------------------|-------------------|----------------------|
|   |                     | General<br>Education | Special<br>Education | Pre-<br>Kindergarten | Supplemental<br>Education |                           |                           |                   |                      |
| Personnel Services Costs  |                     |                      |                      |                      |                           |                           |                           |                   |                      |
| Administrative staff personnel                                    | 29                  | \$ 1,258,565         | \$ 369,057           | \$ 59,424            | \$ -                      | \$ 1,687,046              | \$ 699,982                | \$ -              | \$ 2,387,028         |
| Instructional personnel   | 110                 | 7,225,560            | 2,118,795            | 341,157              | -                         | 9,685,512                 | -                         | -                 | 9,685,512            |
| Total Personnel Services Costs                                    | <u>139</u>          | <u>8,484,125</u>     | <u>2,487,852</u>     | <u>400,581</u>       | <u>-</u>                  | <u>11,372,558</u>         | <u>699,982</u>            | <u>-</u>          | <u>12,072,540</u>    |
| Fringe benefits and payroll taxes                                 |                     | 1,651,588            | 484,305              | 77,980               | -                         | 2,213,873                 | 136,264                   | -                 | 2,350,137            |
| Retirement  |                     | 62,794               | 18,260               | 2,940                | -                         | 83,994                    | 5,170                     | -                 | 89,164               |
| Legal services  |                     | -                    | -                    | -                    | -                         | -                         | 10,121                    | -                 | 10,121               |
| Accounting and audit services                                     |                     | -                    | -                    | -                    | -                         | -                         | 331,487                   | -                 | 331,487              |
| Other professional and consulting services                        |                     | 946,107              | 375,768              | 21,772               | -                         | 1,343,647                 | 1,120,749                 | 601,369           | 3,065,765            |
| Building and land rent/lease                                      |                     | 2,841,412            | 826,253              | 133,039              | -                         | 3,800,704                 | 233,934                   | -                 | 4,034,638            |
| Repairs and maintenance   |                     | 1,408,849            | 409,678              | 65,964               | -                         | 1,884,491                 | 115,990                   | -                 | 2,000,481            |
| Insurance   |                     | 87,450               | 25,430               | 4,095                | -                         | 116,975                   | 7,200                     | -                 | 124,175              |
| Utilities   |                     | 199,833              | 58,109               | 9,356                | -                         | 267,298                   | 16,452                    | -                 | 283,750              |
| Supplies and materials  |                     | 364,604              | 106,915              | -                    | -                         | 471,519                   | -                         | -                 | 471,519              |
| Equipment and furnishings   |                     | 149,352              | 43,430               | 6,993                | -                         | 199,775                   | 12,296                    | -                 | 212,071              |
| Staff development   |                     | 373,583              | 109,548              | -                    | -                         | 483,131                   | -                         | -                 | 483,131              |
| Marketing and recruitment   |                     | 13,844               | 4,059                | -                    | -                         | 17,903                    | -                         | -                 | 17,903               |
| Technology  |                     | 115,493              | 31,414               | 5,058                | -                         | 151,965                   | 8,894                     | -                 | 160,859              |
| Food service  |                     | 370,944              | 108,774              | -                    | -                         | 479,718                   | -                         | -                 | 479,718              |
| Student services  |                     | 282,407              | 82,812               | -                    | 62,465                    | 427,684                   | -                         | -                 | 427,684              |
| Office expenses   |                     | 369,747              | 107,518              | 17,312               | -                         | 494,577                   | 43,711                    | 8,846             | 547,134              |
| Depreciation and amortization                                     |                     | 231,891              | 67,432               | 10,858               | -                         | 310,181                   | 19,092                    | -                 | 329,273              |
| Dues and memberships  |                     | 23,542               | 6,903                | -                    | -                         | 30,445                    | -                         | -                 | 30,445               |
| Other expenses  |                     | 19,174               | 5,363                | -                    | -                         | 24,537                    | -                         | -                 | 24,537               |
| <b>Total Expenses East Harlem Scholars Academy Charter School</b> |                     | <u>\$ 17,996,739</u> | <u>\$ 5,359,823</u>  | <u>\$ 755,948</u>    | <u>\$ 62,465</u>          | <u>\$ 24,174,975</u>      | <u>\$ 2,761,342</u>       | <u>\$ 610,215</u> | <u>\$ 27,546,532</u> |

See independent auditors' report

## East Harlem Scholars Academy Charter School

### Schedule of Functional Expenses East Harlem Scholars Academy School II Year Ended June 30, 2023

|   | No. of Positions | Program Services  |                   |                  |                        | Total Program Services | Management and General | Fundraising | Total         |
|---|------------------|-------------------|-------------------|------------------|------------------------|------------------------|------------------------|-------------|---------------|
|   |                  | General Education | Special Education | Pre-Kindergarten | Supplemental Education |                        |                        |             |               |
| Personnel Services Costs                                      |                  |                   |                   |                  |                        |                        |                        |             |               |
| Administrative staff personnel                                | 18               | \$ 897,188        | \$ 242,918        | \$ 10,572        | \$ -                   | \$ 1,150,678           | \$ 160,965             | \$ -        | \$ 1,311,643  |
| Instructional personnel                                       | 62               | 4,548,420         | 1,231,285         | 53,175           | -                      | 5,832,880              | -                      | -           | 5,832,880     |
| Total Personnel Services Costs                                | 80               | 5,445,608         | 1,474,203         | 63,747           | -                      | 6,983,558              | 160,965                | -           | 7,144,523     |
| Fringe benefits and payroll taxes                             |                  | 976,237           | 264,498           | 11,437           | -                      | 1,252,172              | 29,683                 | -           | 1,281,855     |
| Retirement  |                  | 40,845            | 11,059            | 481              | -                      | 52,385                 | 1,220                  | -           | 53,605        |
| Legal services  |                  | -                 | -                 | -                | -                      | -                      | 6,429                  | -           | 6,429         |
| Accounting and audit services                                 |                  | -                 | -                 | -                | -                      | -                      | 188,143                | -           | 188,143       |
| Other professional and consulting services                    |                  | 310,346           | 140,883           | 862              | -                      | 452,091                | 559,382                | 309,622     | 1,321,095     |
| Building and land rent/lease                                  |                  | 1,717             | 499               | 80               | -                      | 2,296                  | 141                    | -           | 2,437         |
| Repairs and maintenance                                       |                  | 255,708           | 69,234            | 3,013            | -                      | 327,955                | 7,637                  | -           | 335,592       |
| Insurance   |                  | 31,537            | 8,219             | -                | -                      | 39,756                 | -                      | -           | 39,756        |
| Utilities   |                  | 14,630            | 3,961             | 172              | -                      | 18,763                 | 437                    | -           | 19,200        |
| Supplies and materials  |                  | 55,616            | 14,494            | -                | -                      | 70,110                 | -                      | -           | 70,110        |
| Equipment and furnishings                                     |                  | 78,151            | 21,160            | 920              | -                      | 100,231                | 2,335                  | -           | 102,566       |
| Staff development   |                  | 112,246           | 29,253            | -                | -                      | 141,499                | -                      | -           | 141,499       |
| Marketing and recruitment                                     |                  | 7,786             | 2,029             | -                | -                      | 9,815                  | -                      | -           | 9,815         |
| Technology  |                  | 43,126            | 13,697            | 596              | -                      | 57,419                 | 1,511                  | -           | 58,930        |
| Food service  |                  | 10,427            | 2,717             | -                | -                      | 13,144                 | -                      | -           | 13,144        |
| Student services  |                  | 37,069            | 9,661             | -                | 1,500                  | 48,230                 | -                      | -           | 48,230        |
| Office expenses   |                  | 229,365           | 62,103            | 2,703            | -                      | 294,171                | 8,988                  | 1,425       | 304,584       |
| Depreciation and amortization                                 |                  | 76,408            | 20,688            | 900              | -                      | 97,996                 | 2,282                  | -           | 100,278       |
| Dues and memberships  |                  | 12,481            | 3,253             | -                | -                      | 15,734                 | -                      | -           | 15,734        |
| Other expenses  |                  | 33,826            | 8,816             | -                | -                      | 42,642                 | -                      | -           | 42,642        |
| Total Expenses East Harlem Scholars Academy Charter School II |                  | 7,773,129         | 2,160,427         | 84,911           | 1,500                  | 10,019,967             | 969,153                | 311,047     | 11,300,167    |
| Total Expenses East Harlem Scholars Academy Charter School    |                  | 17,996,739        | 5,359,823         | 755,948          | 62,465                 | 24,174,975             | 2,761,342              | 610,215     | 27,546,532    |
| Total Expenses  |                  | \$ 25,769,868     | \$ 7,520,250      | \$ 840,859       | \$ 63,965              | \$ 34,194,942          | \$ 3,730,495           | \$ 921,262  | \$ 38,846,699 |

See independent auditors' report

# **East Harlem Scholars Academy Charter School**

Uniform Guidance  
Schedules and Reports

June 30, 2023

## East Harlem Scholars Academy Charter School

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

| Federal Grantor/Pass-through Grantor/<br>Program or Cluster Title                                  | Federal<br>Assistance Listing<br>Number | Pass-Through<br>Entity Identifying<br>Number | Provided<br>to Subrecipients | Total<br>Federal<br>Expenditures |
|--|---|--|------------------------------|----------------------------------|
| <u>U.S. Department of Education</u>  |   |  |                              |                                  |
| Pass-through New York State Education Department   |   |  |                              |                                  |
| Title I Grants to Local Educational Agencies   | 84.010                                  | 021-23-4840                                  | \$ -                         | \$ 287,312                       |
| Title I Grants to Local Educational Agencies   | 84.010                                  | 021-23-4980                                  | -                            | 157,153                          |
|  |   |  | <u>-</u>                     | <u>444,465</u>                   |
| Supporting Effective Instruction State Grants<br>(formerly Improving Teacher Quality State Grants) | 84.367                                  | 0147-23-4840                                 | -                            | 36,774                           |
| Supporting Effective Instruction State Grants<br>(formerly Improving Teacher Quality State Grants) | 84.367                                  | 0147-23-4980                                 | -                            | 18,503                           |
|  |   |  | <u>-</u>                     | <u>55,277</u>                    |
| Student Support and Academic Enrichment Grant  | 84.424                                  | 0204-23-4840                                 | -                            | 19,473                           |
| Student Support and Academic Enrichment Grant  | 84.424                                  | 0204-23-4980                                 | -                            | 12,647                           |
|  |   |  | <u>-</u>                     | <u>32,120</u>                    |
| English Language Acquisition State Grants  | 84.365                                  | 0293-23-4840                                 | -                            | 25,482                           |
| COVID-19 Education Stabilization Fund/Elementary and<br>Emergency Relief Fund ARP                  | 84.425U                                 | 5880-21-4840                                 | -                            | 783,504                          |
| COVID-19 Education Stabilization Fund/Elementary and<br>Emergency Relief Fund ARP                  | 84.425U                                 | 5880-21-4980                                 | -                            | 615,231                          |
|  |   |  | <u>-</u>                     | <u>1,398,735</u>                 |
| Total Pass-through New York State Education Department   |   |  | <u>-</u>                     | <u>1,956,079</u>                 |
| The Expansion and Replication of the East Harlem Scholars Academic Model<br>Charter Schools        | 84.282M                                 |  | -                            | 828,341                          |
| Total U.S. Department of Education   |   |  | <u>-</u>                     | <u>2,784,420</u>                 |
| <u>U.S. Department of Agriculture</u>  |   |  |                              |                                  |
| Pass-through New York State Education Department   |   |  |                              |                                  |
| <i>Child Nutrition Cluster:</i>  |   |  |                              |                                  |
| School Breakfast Program   | 10.553                                  | Not available                                | -                            | 121,769                          |
| National School Lunch Program  | 10.555                                  | Not available                                | -                            | 316,199                          |
| Fresh Fruit and Vegetable Program  | 10.582                                  | Not available                                | -                            | 29,381                           |
| Total Child Nutrition Cluster  |   |  | <u>-</u>                     | <u>467,349</u>                   |
| Total U.S. Department of Agriculture   |   |  | -                            | 467,349                          |
| Total Expenditures of Federal Awards   |   |  | <u>\$ -</u>                  | <u>\$ 3,251,769</u>              |

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

## **East Harlem Scholars Academy 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 East Harlem Scholars Academy 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  
East Harlem Scholars Academy Charter School**

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of East Harlem Scholars Academy 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 26, 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 26, 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  
East Harlem Scholars Academy Charter School**

#### **Report on Compliance for Each Major Federal Program**

##### ***Opinion on Each Major Federal Program***

We have audited East Harlem Scholars Academy Charter School's (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 26, 2023

**East Harlem Scholars Academy 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

84.425U

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

84.282M

The Expansion and Replication of the East Harlem Scholars Academic Model Charter Schools

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

\$750,000

Auditee qualified as low-risk auditee?

X 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.



**DISCLOSURE OF FINANCIAL INTEREST  
BY A NOT-FOR-PROFIT CHARTER SCHOOL  
EDUCATION CORPORATION TRUSTEE**

1. Name of education corporation: EAST HARLEM SCHOOLS ACADEMIES
2. Trustee's name (print): BRIAN GAVIN
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): \_\_\_\_\_  
TREASURER
4. Home address: \_\_\_\_\_
5. Business Address: NYC \_\_\_\_\_
6. Daytime phone: \_\_\_\_\_
7. E-mail: \_\_\_\_\_
8. Is Trustee an employee of the education corporation? \_\_\_ Yes.  No. If you checked yes, please provide a description of the position you hold, your salary and your start date.  
\_\_\_\_\_
9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please write "None." Please note that if you answered yes to Question 8, you need not disclose again your employment status, salary, etc.

| Date(s)   | Nature of Financial Interest/Transaction | Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion) | Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name)) |
|---|--|--|--|
| <p>Please write "None" if applicable. Do not leave this space blank.</p> <p><u>NONE</u></p> |  |  |  |

10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write "None."*

| Entity Conducting Business with the Education Corporation  | Nature of Business Conducted | Approximate Value of the Business Conducted | Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest | Steps Taken to Avoid Conflict of Interest |
|--|------------------------------|---|---|---|
| <p><i>Please write "None" if applicable. Do not leave this space blank.</i></p> <p style="font-size: 2em; color: blue;">NONE</p> |                              |   |   |   |

  
 \_\_\_\_\_  
**Signature**

7/15/20  
 \_\_\_\_\_  
**Date**



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DATE RECEIVED: \_\_\_\_\_

DISCLOSURE OF FINANCIAL INTEREST  
BY A NOT-FOR-PROFIT CHARTER SCHOOL  
EDUCATION CORPORATION TRUSTEE

1. Name \_\_\_\_\_ of \_\_\_\_\_ education  
corporation: \_\_\_\_\_

2. Trustee \_\_\_\_\_ name  
(print): CAROL LYNTON

3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair,  
etc.): \_\_\_\_\_

4. H \_\_\_\_\_ e  
address: \_\_\_\_\_

5. B \_\_\_\_\_ e  
Address: \_\_\_\_\_

6. D \_\_\_\_\_ e  
phone: \_\_\_\_\_

7. E \_\_\_\_\_  
mail: \_\_\_\_\_

8. Is Trustee an employee of the education corporation? \_\_\_ Yes.  No. If you  
checked yes, please provide a description of the position you hold, your salary and  
your start date.

9. Identify each interest/transaction (and provide the requested information) that you or  
any of your immediate family members have held or engaged in with the education  
corporation during the prior school year. If there has been no such financial interest  
or transaction, please write "None." Please note that if you answered yes to Question  
8, you need not disclose again your employment status, salary, etc.


| Date(s) | Nature of Financial Interest/Transaction | Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion) | Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name)) |
|---------|--|--|--|
|         | None                                     |  |  |

10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the education corporation *and* in which such entity, during the preceding school year (July 1 - June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write "None."*

| Entity Conducting Business with the Education Corporation | Nature of Business Conducted | Approximate Value of the Business Conducted | Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest | Steps Taken to Avoid Conflict of Interest |
|---|------------------------------|---|---|---|
|   |                              |   |   |   |



|  |       |  |  |  |
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|  | 12/20 |  |  |  |
|--|-------|--|--|--|

 7/6/20  
\_\_\_\_\_  
**Signature** **Date**

Form Revised November 16, 2015



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**DISCLOSURE OF FINANCIAL INTEREST  
BY A NOT-FOR-PROFIT CHARTER SCHOOL  
EDUCATION CORPORATION TRUSTEE**

1. Name of education corporation: \_\_\_\_\_

2. Trustee's name (print): CARLOS M. MORALES

3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): \_\_\_\_\_

Trustee, Member of Audit & Finance Ctee, Secretary

4. Home address: \_\_\_\_\_

5. Business Address: Same

6. Daytime phone: \_\_\_\_\_

7. E-mail: \_\_\_\_\_

8. Is Trustee an employee of the education corporation? \_\_\_ Yes.  No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please write "None." Please note that if you answered yes to Question 8, you need not disclose again your employment status, salary, etc.

| Date(s)  | Nature of Financial Interest/Transaction | Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion) | Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name)) |
|--|--|--|--|
| <p><i>None</i></p> <p><i>Please write "None" if applicable. Do not leave this space blank.</i></p> |  |  |  |

10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please write "None."

| Entity Conducting Business with the Education Corporation                | Nature of Business Conducted | Approximate Value of the Business Conducted | Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest | Steps Taken to Avoid Conflict of Interest |
|--|------------------------------|---|---|---|
| <i>Please write "None" if applicable. Do not leave this space blank.</i> |                              |   |   |   |

  
 \_\_\_\_\_  
**Signature**

  
 \_\_\_\_\_  
**Date**



**DISCLOSURE OF FINANCIAL INTEREST  
BY A NOT-FOR-PROFIT CHARTER SCHOOL  
EDUCATION CORPORATION TRUSTEE**

1. Name of education corporation: East Harlem Tutorial Program
2. Trustee's name (print): Saskia Levy Thompson
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): \_\_\_\_\_

Chair, Ed & Accountability Committee (EHSA)

4. Home address: [REDACTED]
5. Business Address: [REDACTED]
6. Daytime phone: [REDACTED]
7. E-mail: [REDACTED]

8. Is Trustee an employee of the education corporation?  Yes.  **No**. If you checked yes, please provide a description of the position you hold, your salary and your start date.

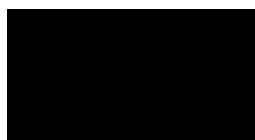
\_\_\_\_\_

9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None."* Please note that if you answered yes to Question 8, you need not disclose again your employment status, salary, etc.

| Date(s)     | Nature of Financial Interest/Transaction | Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion) | Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name)) |
|-------------|--|--|--|
| <i>NONE</i> |  |  |  |

10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write "None."*

| <b>Entity Conducting Business with the Education Corporation</b> | <b>Nature of Business Conducted</b> | <b>Approximate Value of the Business Conducted</b> | <b>Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest</b> | <b>Steps Taken to Avoid Conflict of Interest</b>  |
|--|-------------------------------------|--|--|---|
| Teagle Foundation  | Philanthropic support               | Unknown  | Self – Board member, Teagle Foundation   | No financial relationship. Recusal from board decisions related to education corporation. |



\_\_\_\_\_  
**Signature**

\_\_\_\_8/4/20\_\_\_\_  
**Date**



**DISCLOSURE OF FINANCIAL INTEREST  
BY A NOT-FOR-PROFIT CHARTER SCHOOL  
EDUCATION CORPORATION TRUSTEE**

1. Name of education corporation: \_\_\_\_\_
2. Trustee's name (print): \_\_\_\_\_
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): \_\_\_\_\_  
\_\_\_\_\_
4. Home address: \_\_\_\_\_
5. Business Address: \_\_\_\_\_
6. Daytime phone: \_\_\_\_\_
7. E-mail: \_\_\_\_\_
8. Is Trustee an employee of the education corporation?  Yes.  No. If you checked yes, please provide a description of the position you hold, your salary and your start date.  
\_\_\_\_\_
9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None."* Please note that if you answered yes to Question 8, you need not disclose again your employment status, salary, etc.

| Date(s)  | Nature of Financial Interest/Transaction | Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion) | Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name)) |
|--|--|--|--|
| <i>Please write "None" if applicable. Do not leave this space blank.</i> |  |  |  |

10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write "None."*

| Entity Conducting Business with the Education Corporation                                   | Nature of Business Conducted | Approximate Value of the Business Conducted | Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest | Steps Taken to Avoid Conflict of Interest |
|---|------------------------------|---|---|---|
| <p>None</p> <p><i>Please write "None" if applicable. Do not leave this space blank.</i></p> |                              |   |   |   |

\_\_\_\_\_  
**Signature**

08/03/20  
 \_\_\_\_\_  
**Date**



|                               |
|-------------------------------|
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**DISCLOSURE OF FINANCIAL INTEREST  
BY A NOT-FOR-PROFIT CHARTER SCHOOL  
EDUCATION CORPORATION TRUSTEE**

1. Name of education corporation: **East Harlem Scholars Academy**
2. Trustee’s name (print): **Iris Chen**
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): **N/A**
4. Home address: **697 West End Avenue, Apt. 16A, NY, NY 10025**
5. Business Address: **Same as above**
6. Daytime phone: **917-902-5726**
7. E-mail: **ichen@mba2001.hbs.edu**
8. Is Trustee an employee of the education corporation? \_\_\_Yes. **X**No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

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9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None."* Please note that if you answered yes to Question 8, you need not disclose again your employment status, salary, etc.

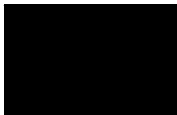
| Date(s) | Nature of Financial Interest/Transaction | Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion) | Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name)) |
|---------|--|--|--|
|         |  | <b>None</b>  |  |



10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship.

11.5 If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write "None."*

| Entity Conducting Business with the Education Corporation | Nature of Business Conducted | Approximate Value of the Business Conducted | Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest | Steps Taken to Avoid Conflict of Interest |
|---|------------------------------|---|---|---|
|   |                              | None  |   |   |

  
 \_\_\_\_\_  
**Signature**

7/16/20  
 \_\_\_\_\_  
**Date**



|                               |
|-------------------------------|
| FOR INSTITUTE USE ONLY        |
| FILING FOR SCHOOL YEAR: _____ |
| DATE RECEIVED: _____          |

**DISCLOSURE OF FINANCIAL INTEREST  
BY A NOT-FOR-PROFIT CHARTER SCHOOL  
EDUCATION CORPORATION TRUSTEE**

- Name of education corporation: East Harlem Scholars Academies
- Trustee's name (print): DAVID WILDERMUTH
- Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): \_\_\_\_\_
- Home address: \_\_\_\_\_
- Business Address: \_\_\_\_\_
- Daytime phone: \_\_\_\_\_
- E-mail: \_\_\_\_\_
- Is Trustee an employee of the education corporation? \_\_\_ Yes.  No. If you checked yes, please provide a description of the position you hold, your salary and your start date. \_\_\_\_\_
- Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None."* Please note that if you answered yes to Question 8, you need not disclose again your employment status, salary, etc.

| Date(s)  | Nature of Financial Interest/Transaction | Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion) | Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name)) |
|--|--|--|--|
| <p align="center"><i>Please write "None" if applicable. Do not leave this space blank.</i></p> |  |  |  |

10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write "None."*

| Entity Conducting Business with the Education Corporation                       | Nature of Business Conducted | Approximate Value of the Business Conducted | Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest | Steps Taken to Avoid Conflict of Interest |
|---|------------------------------|---|---|---|
| <p><i>Please write "None" if applicable. Do not leave this space blank.</i></p> |                              |   |   |   |

  
 \_\_\_\_\_  
**Signature**

  
 \_\_\_\_\_  
**Date**

**Elementary And Middle School Family Calendar  
2023-2024**

|  |    |    |    |    |    |  |
|--|----|----|----|----|----|--|
|  |    |    |    |    |    |  |
|  |    |    |    |    |    |  |
|  |    |    |    |    |    |  |
|  | 3  | 4  | 5  | 6  | 7  |  |
|  | 10 | 11 | 12 | 13 | 14 |  |
|  | 17 | 18 | 19 | 20 | 21 |  |
|  | 24 | 25 | 26 | 27 | 28 |  |
|  | 31 |    |    |    |    |  |

| Aug 23 |     |     |     |      |     |     |
|--------|-----|-----|-----|------|-----|-----|
| Sun    | Mon | Tue | Wed | Thur | Fri | Sat |
|        |     | 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   |     |     |

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|  | 11 | 12 | 13 | 14 | 15 |   |
|  | 18 | 19 | 20 | 21 | 22 |   |
|  | 25 | 26 | 27 | 28 | 29 |   |

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|  |    |    |    |    |    |  |
|  |    |    |    |    |    |  |
|  | 2  | 3  | 4  | 5  | 6  |  |
|  |    | 10 | 11 | 12 | 13 |  |
|  | 16 | 17 | 18 | 19 | 20 |  |
|  | 23 | 24 | 25 | 26 | 27 |  |
|  | 30 | 31 |    |    |    |  |

| Nov 23 |     |     |     |      |     |     |
|--------|-----|-----|-----|------|-----|-----|
| Sun    | Mon | Tue | Wed | Thur | Fri | Sat |
|        |     |     | 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   |     |     |

| Dec 23 |     |     |     |      |     |     |
|--------|-----|-----|-----|------|-----|-----|
| Sun    | Mon | Tue | Wed | Thur | Fri | Sat |
|        |     |     |     |      | 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     |     |     |     |      |     |     |

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|  |    |    |    |    |    |  |
|  |    | 3  | 4  | 5  |    |  |
|  | 8  | 9  | 10 | 11 | 12 |  |
|  |    | 16 | 17 | 18 | 19 |  |
|  |    |    |    |    |    |  |
|  | 22 | 23 | 24 | 25 | 26 |  |
|  | 29 | 30 | 31 |    |    |  |

| Feb 24 |     |     |     |      |     |     |
|--------|-----|-----|-----|------|-----|-----|
| Sun    | Mon | Tue | Wed | Thur | Fri | Sat |
|        |     |     |     |      | 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  |     |

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|  | 18 | 19 | 20 | 21 | 22 |   |
|  | 25 | 26 | 27 | 28 | 29 |   |

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|  |    |    |    |    |    |  |
|  | 8  | 9  |    | 11 | 12 |  |
|  | 15 | 16 | 17 | 18 | 19 |  |
|  | 22 | 23 | 24 | 25 | 26 |  |
|  | 29 | 30 |    |    |    |  |

| May 24 |     |     |     |      |     |     |
|--------|-----|-----|-----|------|-----|-----|
| Sun    | Mon | Tue | Wed | Thur | Fri | Sat |
|        |     |     | 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  |     |

| Jun 24 |     |     |     |      |     |     |
|--------|-----|-----|-----|------|-----|-----|
| Sun    | Mon | Tue | Wed | Thur | Fri | Sat |
|        |     |     |     |      |     | 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  |     |     |      |     |     |

|                   |   |
|-------------------|---|
| 8/21/2023         |   |
| 9/4/2023          | Labor Day - NO SCHOOL                     |
| 10/9/2023         | Indigenous Peoples' Day - NO SCHOOL       |
| 11/10/2023        | Veterans Day (Observed) - NO SCHOOL       |
| 11/17/2023        | Teacher Data Day 1 - NO SCHOOL            |
| 11/22/23-11/24/23 | Thanksgiving Break - NO SCHOOL            |
| 11/30/2023        | Family Conferences - After School         |
| 12/1/2023         | Family Conferences - NO SCHOOL            |
| 12/18/23 - 1/2/24 | Winter Break - NO SCHOOL                  |
| 1/3/2024          | All-Staff PD Day - NO SCHOOL              |
| 1/15/2024         | MLK Holiday - NO SCHOOL                   |
| 2/19/24 - 2/23/24 | Mid-Winter Break - NO SCHOOL              |
| 3/15/2024         | Teacher Data Day 2 - NO SCHOOL            |
| 3/21/2024         | Family Conferences - After School         |
| 3/22/2024         | Family Conferences - NO SCHOOL            |
| 3/29/24 - 4/5/24  | Spring Break - NO SCHOOL                  |
| 4/8/24-5/17/24    | State Testing Window (Grades 3-8)         |
| 4/10/24           | Eid al Fitr - NO SCHOOL                   |
| 5/27/2024         | Memorial Day - NO SCHOOL                  |
| 6/23/24-6/26/24   | Regents Testing Window                    |
| 6/17/2024         | Eid al Adha - NO SCHOOL                   |
| 6/19/2024         | Juneteenth - NO SCHOOL                    |
| 6/21/2024         | Last Day of School for Students and Staff |

|  |   |
|--|---|
|  | Build Days -- All Staff (No Students)       |
|  | No School -- Staff Professional Development |
|  | Half Day (1:00 Dismissal)                   |
|  | No School -- Holiday                        |
|  | Data Day -- NO SCHOOL                       |
|  | State Testing                               |
|  | Family Conferences (Evening)                |
|  | Family Conferences - NO SCHOOL              |
|  | Start Date (Half Day 1:00 Dismissal)        |
|  | End Date (Half Day 1:00 Dismissal)          |
|  | End of Trimester                            |