

Application: KIPP Troy Prep Charter School

Jen Pasek - jen@pasekconsulting.com
2022-2023 Annual Report

Summary

ID: 0000000327

Labels: SUNY Trustees

Entry 1 School Info and Cover Page

Completed - Nov 4 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)

TRUE NORTH TROY PREPARATORY CHARTER SCHOOL 800000061096

a1. Popular School Name

KIPP Troy Prep

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

TROY SD

e. Date of Approved Initial Charter

Mar 1 2008

f. Date School First Opened for Instruction

Sep 1 2009

g. Approved School Mission and Key Design Elements

(Regents, NYCDOE and Buffalo BOE authorized schools only)

N/A

h. School Website Address

<https://www.kippcapital.org/schools/>

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

742

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

731

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
9
10
11
12
ungraded

I. Charter Management Organization

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

Yes

I1. Charter Management Organization Name

KIPP Capital Region Public Schools

I2. Charter Management Organization Email Address

Stephanie.Valle@kippcapital.org

I3. Charter Management Organization Email Phone Number

518-694-9494

FACILITIES INFORMATION

m. FACILITIES

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

Yes, 2 sites

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	2 Polk Street, Troy, NY 12180	518-445-3100	Troy	5-12	5-12	None

m1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Nicole Cox	Principal	518-445-3100		nikki.cox@kipppcapital.org
Operational Leader	Ian Keefe	Director of Operations	518-445-3100		ian.keefe@kipppcapital.org
Compliance Contact	Alina Daley	Managing Director of Operations	518-445-3100		alina.daley@kipppcapital.org
Complaint Contact	Alina Daley	Managing Director of Operations	518-445-3100		alina.daley@kipppcapital.org
DASA Coordinator	Courtney Mariita	Social Worker	518-445-3100		courtney.mariita@kipppcapital.org
Phone Contact for After Hours Emergencies	Alina Daley	Managing Director of Operations	518-265-3019		alina.daley@kipppcapital.org

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

Private Space

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

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

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

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

Site 1 Certificate of Occupancy (COO)

[KIPP Troy Prep Polk St CO.pdf](#)

Filename: KIPP Troy Prep Polk St CO.pdf **Size:** 95.7 kB

Site 1 Fire Inspection Report

This is required, marked optional for administrative purposes.

[2023 FIRE Kipp High School Troy Prep 8-2-2023.pdf](#)

Filename: 2023 FIRE Kipp High School Troy Prep 8-2-2023.pdf **Size:** 88.4 kB

School Site 2

m2. SCHOOL SITES

Please provide information on Site 2 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 2	3055 6th Ave Troy, NY 12180	518-279-5999	Troy	K-4	K-4	N/A

m2a. Please provide the contact information for Site 2.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Jamila Hammett	Principal	518-279-5999		Jhammett@kipppcapital.org
Operational Leader	Steven Gioeni	Director of Operations	518-279-5999		sgioeni@kipppcapital.org
Compliance Contact	Alina Daley	Managing Director of Operations	518-445-3100		alina.daley@kipppcapital.org
Complaint Contact	Alina Daley	Managing Director of Operations	518-445-3100		alina.daley@kipppcapital.org
DASA Coordinator	Courtney Mariita	Social Worker	518-279-5999		courtney.mariita@kipppcapital.org
Phone Contact for After Hours Emergencies	Alina Daley	Managing Director of Operations	518-265-3019		alina.daley@kipppcapital.org

m2b. Is site 2 in public (co-located) space or in private space?

Private Space

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

m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 2 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)

[KIPP Troy Prep Sixth Ave CO.pdf](#)

Filename: KIPP Troy Prep Sixth Ave CO.pdf **Size:** 124.0 kB

Site 2 Fire Inspection Report

This is required, marked optional for administrative purposes.

[2023 FIRE 2175 6th Ave Kipp Elementary School Troy Prep 8-2-2023.pdf](#)

Filename: 2023 FIRE 2175 6th Ave Kipp Elementary School Troy Prep 8-2-2023.pdf **Size:** 88.1 kB

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

Separate by semi-colon (;)

N/A

CHARTER REVISIONS DURING THE 2022-2023 SCHOOL YEAR

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

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

No

ATTESTATIONS

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

Name	Jen Pasek
Position	Consultant
Phone/Extension	518-542-9810
Email	jen@pasekconsulting.com

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

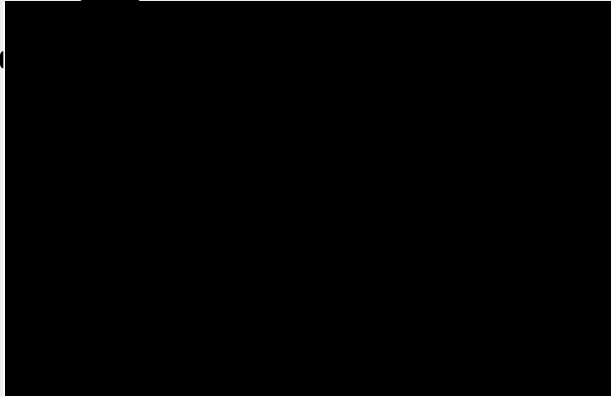
As outlined in ENTRY 10:

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 name and title of the Head of Charter School. To the right of the redaction, a handwritten signature is visible, consisting of a single continuous line that starts with a small loop, rises to a peak, and then tapers off to the right.

Signature, President of the Board of Trustees



A large black rectangular redaction box covers the name and title of the President of the Board of Trustees. To the right of the redaction, a handwritten signature is visible, consisting of a single continuous line that starts with a small loop, rises to a peak, and then tapers off to the right.

Date

(No response)



Thank you.

Entry 2 Links to Critical Documents on School Website

Completed - Nov 4 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: KIPP Troy Prep Charter School

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

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

[New York State Report Card](#)

[Emergency Response Plan Memo](#)

[NYSED Subject Matter List](#)

	Link to Documents
1. Current Annual Report (i.e., 2022-2023 Annual Report)	https://www.kippcapital.org/about/
2. Board meeting notices, agendas and documents	https://app2.boardontrack.com/public/tG1181/home
3. New York State School Report Card	https://www.kippcapital.org/about/
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	https://www.kippcapital.org/
6. Authorizer-approved FOIL Policy	https://www.kippcapital.org/
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	https://www.kippcapital.org/

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.

1. ACADEMIC STUDENT PERFORMANCE GOALS

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

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

2022-2023 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1				
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				
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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”.

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

Completed - Nov 4 2023

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.

[KIPP Troy Prep APPR 2022-23 final \(1\)](#)

Filename: KIPP_Troy_Prep_APPR_2022-23_final_1.docx Size: 116.4 kB

Entry 4 - Audited Financial Statements

Incomplete

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.

Entry 4a – Audited Financial Report Template (SUNY)

Incomplete

Instructions - SUNY-Authorized Charter Schools ONLY

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

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

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

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^[1]
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

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

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

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
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Entry 5 – Fiscal Year 2023-2024 Budget

Completed - Nov 4 2023

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

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

The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

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

[KIPP Cap Budget Narrative Questionnaire](#)

Filename: KIPP_Cap_Budget_Narrative_Questionnaire.pdf Size: 44.6 kB

[2023-2024 Annual Budget\(BCO5A\)\(KIPPTechValleyCharterSchool\)](#)

Filename: 2023-2024_Annual_BudgetBCO5AKIPPT_LGdFtoJ.xlsx Size: 535.1 kB

Entry 6 – Board of Trustees Disclosure of Financial Interest Form

Completed - Nov 4 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.

[Guy A KIPP Capital Region Public Charter Schools 2022-23 BOT Disclosure of Financial Interest](#)

Filename: Guy_A_KIPP_Capital_Region_Public_C_gYteWlk.pdf Size: 457.6 kB

[C Young KIPP Capital 2022-23 BOT Disclosure](#)

Filename: C_Young_KIPP_Capital_2022-23_BOT_D_mR1tuBe.pdf Size: 458.0 kB

[KIPP Capital Don-Lee Applrys 2022-23 BOT Disclosure of Financial Interest](#)

Filename: KIPP_Capital_Don-Lee_Aplyrs_2022-_Qv0YT8w.pdf Size: 455.4 kB

[Robert J](#)

Filename: Robert_J_Bellafiore_KIPP_-_signed_TYkeblM.pdf Size: 459.3 kB

[John P](#)

Filename: John_P_Reilly_KIPP_Capital_Region_Zf8f3s9.pdf Size: 500.4 kB

[Ron Mexico KIPP Capital Region Public Charter Schools 2022-23 BOT Disclosure of Financial Interest](#)

Filename: Ron_Mexico_KIPP_Capital_Region_Pub_cixFhXO.pdf Size: 458.6 kB

[Siena Dean KIPP Capital Region Public Charter Schools 2022-23 BOT Disclosure of Financial Interest](#)

Filename: Siena_Dean_KIPP_Capital_Region_Pub_PgWGUZd.pdf Size: 454.7 kB

[J Buell KIPP Capital 2022-23 BOT Disclosure](#)

Filename: J_Buell_KIPP_Capital_2022-23_BOT_D_OXFxUTj.pdf Size: 457.8 kB

[Sharif Kabir KIPP Capital Region Public Charter Schools 2022-23 BOT Disclosure of Financial Interest](#)

Filename: Sharif_Kabir_KIPP_Capital_Region_P_Txnl50t.pdf Size: 464.1 kB

[Original File Disclosure 4-22 KIMBROUGH](#)

Filename: Original_File_Disclosure_4-22_KIMB_CiHNwcc.pdf Size: 882.3 kB

[Tracy KIPP](#)

Filename: Tracy_KIPP_VuLZUob.pdf Size: 2.1 MB

Entry 7 BOT Membership Table

Completed - Nov 4 2023

Instructions

Required of ALL charter schools

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

Entry 7 BOT Table

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

Authorizer:

Who is the authorizer of your charter school?

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	John P. Reilly	[REDACTED]	Chair	Finance	Yes	1	7/1/2022	6/30/2025	7
2	Dr. Shai Butler	[REDACTED]	Vice Chair	Finance	Yes	1	7/1/2022	6/30/2025	5 or less
3	Sharif Kabir	[REDACTED]	Secretary	pending	Yes	1	7/1/2022	6/30/2023	7
4	Carl Young	[REDACTED]	Trustee/Member	Governance	Yes	1	7/1/2022	6/30/2024	7
5	Guy Alonge III	[REDACTED]	Treasurer	Finance	Yes	1	7/1/2022	6/30/2024	7
6	Dr. Don-Lee Applrys	[REDACTED]	Trustee/Member	Development	Yes	1	7/1/2022	6/30/2024	5 or less
7	Katie Hohman	[REDACTED]	Trustee/Member	Governance	Yes	1	7/1/2022	6/30/2023	5 or less
8	Kelly Kimbrough	[REDACTED]	Trustee/Member	Development	Yes	1	7/1/2022	6/30/2024	5 or less
9	Ron Mexico	[REDACTED]	Trustee/Member	Finance	Yes	1	7/1/2022	6/30/2024	6

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

Yes

1b. Board Member Information

	Trustee Email Address	Position on the Board	Committee Affiliation	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	Robert Bellafore ■■■■■ ■■■■■ ■■■■■	Trustee/ Member	Develop ment	Yes	1	7/1/2022	6/30/202 5	7
11	Kimberly Young Wilkins ■■■■■ ■■■■■ ■■■■■	Trustee/ Member		Yes	1	7/1/2022	6/30/202 5	6
12	Jeff Buell ■■■■■ ■■■■■ ■■■■■	Trustee/ Member		Yes	1	7/1/2022	6/30/202 4	5 or less
13	Siena Dean ■■■■■ ■■■■■ ■■■■■	Trustee/ Member		Yes	1	7/1/2022	6/30/202 3	5 or less
14	Tracy Kennedy ■■■■■ ■■■■■ ■■■■■ ■	Trustee/ Member			1	7/1/2022	5/10/202 3	5 or less
15	Michael Strianes e ■■■■■ ■■■■■ ■■■■■	Trustee/ Member			1	7/1/2022	5/10/202 3	5 or less

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	13
b.Total Number of Members Added During 2022-2023	0
c. Total Number of Members who Departed during 2022-2023	2
d.Total Number of members, as set in Bylaws, Resolution or Minutes	13

3. Number of Board meetings held during 2022-2023

7

4. Number of Board meetings scheduled for 2023-2024

6

Total number of Voting Members on June 30, 2023:

13

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:

2

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

13

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 - Nov 4 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>To continue to make progress toward and ultimately meet or exceed all of our targets, we will continue to closely monitor our current enrollment of students in each subgroup, and we will continue to offer preferences within our enrollment lottery for students who qualify for free or reduced-price lunch (FRPL).</p> <ul style="list-style-type: none"> -Conduct enrollment events in neighborhoods with high rates of economically disadvantaged populations -Have a member of the school leadership team conduct follow-up phone calls to families who express interest at enrollment events -Communicate clearly that KIPP Troy Prep is a tuition-free public school in promotional materials to prevent confusion with tuition-based private schools -Send enrollment information to families who expressed interest in enrollment events but were unable to attend <p>For SY 2022–2023, KIPP Troy Prep has exceeded its targets for economically disadvantaged students at all three schools (by 13.3 percentage points in the elementary school, 22.2 percentage points at the middle school, and 23.3 percentage points at the high school).</p>	<p>For SY 2022–2023, KIPP Troy Prep has exceeded its targets for economically disadvantaged students at all three schools (by 13.3 percentage points in the elementary school, 22.2 percentage points at the middle school, and 23.3 percentage points at the high school).</p>

<p>English Language Learners</p>	<p>We continue to utilize the following recruitment strategies: Encourage current ELL families (e.g., through referral incentives) to refer new families to enroll at KIPP Troy Prep -Translate our application and other recruitment materials into Spanish, the most common home language of ELL students in Troy -Add information about our services supporting ELL students to key marketing and recruitment materials -Draw on KIPP regional and national resources to learn about and apply ELL recruitment strategies that have been successful at other schools -We have exceeded our target for English language learners at the elementary school (by 0.4 percentage points), though we fell short of our target at the middle school (by 1.5 percentage points) and the high school (by 1.3 percentage points).</p>	<p>In response to not meeting our enrollment targets for English language learners at the middle and high schools, the entire KIPP Capital Region network of schools has changed its enrollment preferences to offer admission priorities for students who are English learners.</p>
<p>Students with Disabilities</p>	<p>We did not meet our targets for students with disabilities (by 6.9 percentage points at the elementary school, 0.1 percentage points at the middle school, and 2.1 percentage points at the high school). Specific to students with disabilities, because the student's home district makes all individualized educational program (IEP) determinations, KIPP Troy Prep does not have full agency in classifying students. In key promotional materials, describe our full range of special education services available to students through KIPP Troy Prep and the district -Ensure special education staff are able to attend key recruitment and enrollment events to share</p>	<p>To ensure we meet targets for students with disabilities, we will continue to communicate to families the robust special education programming we offer at each of our schools during the recruitment and enrollment processes. We will also seek input from our special education staff at both the regional and school levels to ensure our marketing materials communicate the schools' services clearly and accurately.</p>

information about special education services with families who are interested in the school

- Build or enhance partnerships across the KIPP Capital Region network with outside organizations, particularly those who work directly with populations of students with disabilities

Good Faith Efforts To Meet Enrollment Retention Targets

	Describe Retention Efforts in 2022-2023	Describe Retention Plans in 2023-2024
Economically Disadvantaged	<p>KIPP Troy Prep’s general strategy for retaining scholars is to provide an excellent educational experience for all of our students. Additionally, each of the three KIPP Troy Prep schools work to establish close communication with all families to ensure the school is serving their children’s needs. As students prepare to transition from one KIPP Troy Prep school to another (e.g., from elementary school to middle school), leaders from each school collaborate to discuss the specific needs of the transitioning class of students and communicate with families to ensure a smooth process. Specific strategies for each subgroup are outlined below:</p> <ul style="list-style-type: none"> -Offer an extended school day -Provide supports for families in need (e.g., two free uniforms for all students, free transportation to school) -Connect families to community services that provide free or reduced-price supports (e.g., food pantry, education programming, community dental provider). -Promote the enrichment opportunities that students at KIPP Troy Prep have (e.g., afterschool clubs, field trips, college visits) that may not be available to students at other schools 	<p>For the 2021–2022 to the 2022–2023 school years, KIPP Troy Prep has exceeded its retention targets, with the exception of economically disadvantaged students at the high school, where we fell short of our targets by 1.9 percentage points. One of the driving forces for expanding our high school is to have the ability to offer free extracurricular and athletic opportunities for our students. Currently, some students chose to return to their home district high school for these opportunities, and the school-funded nature of these opportunities is particularly important for economically disadvantaged students.</p>
English Language Learners	<ul style="list-style-type: none"> -Promote the resources available to English language learners and their families through the regional team (KIPP Capital Region) and KIPP network of schools, such as 	<p>We benchmark our retention efforts and attrition rates against the whole KIPP network annually, and the KIPP Foundation provides strategies, best practices, and</p>

	<p>additional translation services.</p> <p>-Strengthen the relationship between ELL families and the school via frequent communication about scholars' progress in their ELL programming.</p>	<p>resources to improve student retention.</p>
<p>Students with Disabilities</p>	<p>-Provide a full range of high-quality special education services in accordance with students' individualized education plans (IEPs), including resource rooms, 1:1 aides, and integrated co-teaching</p> <p>-Continue to foster high levels of communication between special education staff and families of students with disabilities to ensure families understand and are satisfied with the services their children are receiving</p> <p>-Provide counseling services through in-school and external providers to support social-emotional needs</p>	

Entry 10 – Teacher and Administrator Attrition

Completed - Nov 4 2023

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

A. TEACH System – Employee Clearance

Required of ALL Charter Schools

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

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

1. Emergency Conditional Clearances

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

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

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

^[1] Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.nysed.gov/common/nysed/files/programs/charter-schools/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	
Total Category B: not to exceed 5	0

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2023)	
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 C: not to exceed 5	0

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

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

	FTE Count
Total	

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 - Nov 4 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.

[KIPP Cap Family 2023-24 Calendar](#)

Filename: KIPP_Cap_Family_2023-24_Calendar.pdf Size: 111.3 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 NOTE: MUST BE DONE FIRST	Select your school's authorizer from the drop-down list first , before completing the roster.
School Name and Institution ID	Select your school's name from the drop-down list .
Faculty/Staff First Name	Enter the first name of the Faculty/Staff person.
Faculty/Staff Last Name	Enter the last name of the Faculty/Staff person.
TEACH ID	Enter the 7 digit TEACH ID for the Faculty/Staff person.
Role in School	Select the best choice of role of the Faculty/Staff person from the drop-down list .

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

Optional Additional Documents to Upload (BOR)

Incomplete

SUNY Charter Schools Institute
Budget Narrative

Education Corporation Name:

Fiscal Contact:

Date:

Name:

Email:

1. What steps has the education corporation taken to ensure it has enacted a conservative budget?

2. How much of the education corporation's tier two of the ESSER funds would be spent by September 30, 2023? How much of the tier three ESSER funds does the education corporation plan to spend by September 30, 2024?

3. How does the education corporation ensure the sustainability of programs enacted through the use of ESSER funding once ESSER funding period ends?

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

Trustee Name:

Guy Alonge

Name of Charter School Education Corporation:

Guy Alonge

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

None

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

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

None

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

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

Business Telephone:

[REDACTED]

Business Address:

[REDACTED]

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

[REDACTED] 15:27 EDT)

06/27/2023

Signature

Date

Acceptable signature formats include:

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

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

Trustee Name:

Carl Young

Name of Charter School Education Corporation:

KIPP Capital Region Public School

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

None

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

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

None

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

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

Business Telephone:

[REDACTED]

Business Address:

[REDACTED]

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

[REDACTED] 17:15 EDT)

07/25/2023

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Don-Lee Applyrs

Name of Charter School Education Corporation:

KIPP Capital Region Public Charter Schools

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

None

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

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

None

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

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

Business Telephone:

[Redacted] _____

Business Address:

N/A

E-mail Address:

[Redacted] _____

Home Telephone:

[Redacted] _____

Home Address:

[Redacted] _____

[Redacted]

Don [Redacted] rs (Jul 8, 2023 00:05 EDT)

07/08/2023

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Robert J. Bellafiore

Name of Charter School Education Corporation:

Robert Bellafiore

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

None

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

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

None

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

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Business Telephone:

[REDACTED]

Business Address:

[REDACTED]

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

[REDACTED]

06/22/2023

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

John P. Reilly

Name of Charter School Education Corporation:

KIPP Capital Region Public Charter Schools

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

None

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

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None

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

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Business Telephone:

[REDACTED] _____

Business Address:

[REDACTED] _____

E-mail Address:

[REDACTED] _____

Home Telephone:

[REDACTED] _____

Home Address:

[REDACTED] _____

[REDACTED] _____
:23 EDT)

06/23/2023

Signature

Date

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last revised 04/2022







KIPP Capital Region Public Charter Schools 2022-23 BOT Disclosure of Financial Interest

Final Audit Report

2023-06-23

Created:	2023-06-23
By:	Jen Pasek (jen@pasekconsulting.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA-ZT_yD_olbxO2YGRWxnWPARPDethObFW

"KIPP Capital Region Public Charter Schools 2022-23 BOT Disclosure of Financial Interest" History

-  Document created by Jen Pasek (jen@pasekconsulting.com)
2023-06-23 - 8:18:54 PM GMT
-  Document emailed to jpr@dynamicapps.com for signature
2023-06-23 - 8:19:29 PM GMT
-  Email viewed by jpr@dynamicapps.com
2023-06-23 - 8:21:21 PM GMT- IP address: 24.213.153.102
-  Signer jpr@dynamicapps.com entered name at signing as John P. Reilly
2023-06-23 - 8:23:23 PM GMT- IP address: 24.213.153.102
-  Document e-signed by John P. Reilly (jpr@dynamicapps.com)
Signature Date: 2023-06-23 - 8:23:25 PM GMT - Time Source: server- IP address: 24.213.153.102
-  Agreement completed.
2023-06-23 - 8:23:25 PM GMT

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

Trustee Name:

Ronald Mexico

Name of Charter School Education Corporation:

KIPP Capital Region Public Charter Schools

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

None

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

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

None

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

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Business Telephone:

[REDACTED]

Business Address:

[REDACTED]

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

[REDACTED] 13:17 EDT)

06/22/2023

Signature

Date

Acceptable signature formats include:

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

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

Trustee Name:

Siena Alayne Dean

Name of Charter School Education Corporation:

KIPP Capital Region Public Charter Schools

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

None

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

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

None

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

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Business Telephone:

[Redacted] _____

Business Address:

N/a

E-mail Address:

[Redacted] _____

Home Telephone:

([Redacted]) _____

Home Address:

[Redacted] _____

[Redacted]

Sie [Redacted] 3, 2023 21:26 EDT)

07/13/2023

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Jeffrey Buell

Name of Charter School Education Corporation:

KIPP Capital Region Public Charter Schools

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

None

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

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None

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

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Business Telephone:

[REDACTED]

Business Address:

[REDACTED]

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

[REDACTED]

07/27/2023

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Sharif Kabir

Name of Charter School Education Corporation:

Sharif Kabir

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

None

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

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None

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

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Business Telephone:

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Business Address:

N/A

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

[REDACTED]

06/27/2023

Signature

Date

Acceptable signature formats include:

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

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

Trustee Name:

Kelly R. Kimbrough

Name of Charter School Education Corporation:

KIPP Capital Region Public Schools

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

TRUSTEE

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

Yes No

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

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

Yes No

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

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

Yes No

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

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Yes No

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

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

None

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

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None

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

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Business Telephone:

Business Address:

E-mail Address:

[Redacted]

Home Telephone:

[Redacted]

Home Address:

[Redacted]

[Redacted Signature]

7/26/2023

Signature

Date

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last revised 04/2022

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

Trustee Name:
Tracy W Kennedy

Name of Charter School Education Corporation:
KIPP Capital

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

None

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

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

None

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

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

Business Telephone:

[REDACTED]

Business Address:

N/A - Work from Home

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

Signature

[REDACTED SIGNATURE]

Date

8/1/2023

Acceptable signature formats include:

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

last revised 04/2022



2023-2024 Family Regional Calendar

Please note: All Fridays are early dismissal days

July '23						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

August '23						
S	M	T	W	Th	F	S
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	4 School Days	

- 24-25 Incoming Grades Orientation (1/2 Days)
- 24 Early Dismissal
- 28 First Day K-12

September '23						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

20 School Days

October '23						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

21 School Days

- 4 Labor Day (School Closed)

- 9 Indigenous People's Day (School Closed)
- 28 KTPH Only- Early Dismissal

November '23						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

17 School Days

December '23						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

14 School Days

- 2 End of Quarter 1
- 3 School Based PD Day - No School for Students
- 10 Veteran's Day (School Closed)
- 16 Early Dismissal
- 16-17 Q1 Report Card Conferences
- 22-24 Thanksgiving (School Closed)

- 20 Early Dismissal
- 21-31 Winter Break (School Closed)

January '24						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

20 School Days

February '24						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

15 School Days

- 1 New Year's Day Observed (School Closed)
- 2 School Based PD Day - No School for Students
- 15 MLK Day (School Closed)
- 18 KTPH Early Dismissal
- 26 End of Quarter 2
- 23-26 NYS January Regents

- 2 School Based PD Day - No School for Students
- 19 President's Day (School Closed)
- 20-23 February Break (School Closed)

March '24						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

20 School Days

April '24						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

17 School Days

- 29 Good Friday - Spring Break (School Closed)

- 1-5 Spring Break (School Closed)
- 8 Lottery Application Deadline
- 10-11 NYS ELA Exams (3-8)
- 11 New Student Lottery
- 12 End of Quarter 3
- 25-26 Q3 Report Card Conferences
- 25 Early Dismissal

May '24						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

22 School Days

June '24						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

14 School Days

- 8-9 NYS Math Exams (3-8)
- 14-15 NYS Science Exams (5th & 8th)
- 27 Memorial Day (School Closed)

- 4 Algebra I Regents Exam
- 14 End of Quarter 4
- 14-25 NYS Regents Exams
- 19 Juneteenth Observed (School Closed)
- 20 Early Dismissal
- 21 Last Day of School

184 School Days



Troy Fire Department

2175 6th Ave
Troy, NY 12180
(518)270-4471
Fax (518)271-8193

Inspection Date 08/02/2023

Name Kipp Schools Troy Prep

Address Elementary 3055 6th Ave

Troy NY 12180

C-Compliance NC-Non-Compliance NA – Not Applicable

	C	NC	NA		C	NC	NA
Combustible Waste Material				Fire-Resistance-Rated-Construction			
1. 304.1 Waste Accumulation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	29. 704.1 Maintenance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. 304.2 Storage of Combustibles	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	30. 704.2 Opening Protectives	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. 304.3 Containers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	31. 705.2.3 Hold Open Devices & Closures	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Open Flame				Furnishings			
4. 308.4 Open Flame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	33. 803.1 General Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Smoking				Decorations & Trim			
5. 310.1 General	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	34. 805.1 General Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Miscellaneous Combustible Materials Storage				Automatic Sprinkler Systems			
6. 315.3.1 Ceiling Clearance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	35. 903.5 Testing & Maintenance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. 315.3.2 Means of Egress	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	36. 912.3 Access	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. 315.3.3 Equipment Room	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	37. 912.6 Inspection, Testing & Maintenance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire Safety & Evacuation Plans				Extinguishing Systems			
9. 404.2 Where Required	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	38. 904.1 General	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Emergency Evacuation Drills				Portable Fire Extinguishers			
10. 405.1 General	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	43. 906.2 General Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hazard Communication				Fire Alarm/ Carbon Monoxide and Detection Systems			
11. 407.2 MSDS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	44. 906.6 Unobstructed & Unobscured	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. 407.3 704 Identification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fire Alarm/ Carbon Monoxide and Detection Systems			
H F R Other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	45. 907.8/ 915 Maint., Inspection & Testing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Premise Identification				Means of Egress			
13. 505.1 Address Numbers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	46. 314.2 Fixtures & Displays	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Key Boxes				Exit Access			
14. 506.1 Where Required	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	57. 1016.1 General	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. 506.2 Key Box Maintenance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exits			
Fire Department Access to Equipment				Hazardous Materials			
16. 509.1 Identification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	58. 1018.1 General	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. 509.2 Equipment Access	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Commercial Kitchens Hoods			
Fuel Fired Appliances				Commercial Kitchens Hoods			
18. 603.1.5 Access	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	28. 607.3 Inspection and Maintenance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
19. 603.6 Chimneys & Appliances	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Emergency & Standby Power Systems			
Emergency & Standby Power Systems				Electrical Equipment, Wiring and Hazards			
20. 604.4 Inspection & Testing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	21. 604.1 Abatement of Electrical Hazards	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elevator Recall and Maintenance				Electrical Equipment, Wiring and Hazards			
27. 606.3 Emergency Signs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	22. 604.3 Clearance to Equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				23. 604.4 Multiple Adaptors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				24. 604.5 Extension Cords	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				25. 604.6 Unapproved Conditions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				26. 604.10 Electric Space Heaters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				Fuel Fired Appliances			
				18. 603.1.5 Access	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				19. 603.6 Chimneys & Appliances	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Address: 3055 6th Ave Troy NY 12180 Owner / Occupant: Kipp Troy Prep
Contact Name: Jen Brady jen.brady@kippcapital.org Contact Phone: 518-858-1171

NYS Fire Code Violations (Sections): _____
NFPA Code Violations: _____
Other Applicable Laws: _____

**Occupancy Types
Operating Permit**

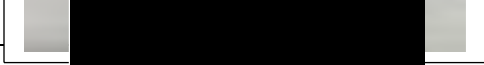
- | | | | | | |
|------------------------|-------------------------------------|----------|-------------------|--------------------------|---------|
| A – Assembly | <input type="checkbox"/> | Capacity | I – Institutional | <input type="checkbox"/> | |
| B – Business | <input type="checkbox"/> | | M – Mercantile | <input type="checkbox"/> | |
| E – Education | <input checked="" type="checkbox"/> | | R – Residential | <input type="checkbox"/> | # Units |
| F – Factory-Industrial | <input type="checkbox"/> | | S – Storage | <input type="checkbox"/> | |
| H – Hazardous Group | <input type="checkbox"/> | | Misc. Group | <input type="checkbox"/> | |

**Comments & Violations
Notes**

Violations:
At the time of inspection small items were addresssed on site and fire alarm and fire extinguisher report were provided at a later date.

The above listed address was free from any code violations.

Inspector (print) Jared Barringer Date 09/30/2023

Title: Deputy Chief Signature 



Troy Fire Department

2175 6th Ave
 Troy, NY 12180
 (518)270-4471
 Fax (518)271-8193

Inspection Date 08/02/2023

Name Kipp Schools Troy Prep

Address High School 2 Polk St

Troy NY 12180

C-Compliance NC-Non-Compliance NA – Not Applicable

	C	NC	NA
Combustible Waste Material			
1. 304.1 Waste Accumulation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. 304.2 Storage of Combustibles	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. 304.3 Containers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Open Flame			
4. 308.4 Open Flame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Smoking			
5. 310.1 General	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Miscellaneous Combustible Materials Storage			
6. 315.3.1 Ceiling Clearance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. 315.3.2 Means of Egress	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. 315.3.3 Equipment Room	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Fire Safety & Evacuation Plans			
9. 404.2 Where Required	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Emergency Evacuation Drills			
10. 405.1 General	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Hazard Communication			
11. 407.2 MSDS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. 407.3 704 Identification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
H F R Other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Premise Identification			
13. 505.1 Address Numbers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Key Boxes			
14. 506.1 Where Required	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. 506.2 Key Box Maintenance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Fire Department Access to Equipment			
16. 509.1 Identification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. 509.2 Equipment Access	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Fuel Fired Appliances			
18. 603.1.5 Access	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19. 603.6 Chimneys & Appliances	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Emergency & Standby Power Systems			
20. 604.4 Inspection & Testing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Electrical Equipment, Wiring and Hazards			
21. 604.1 Abatement of Electrical Hazards	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
22. 604.3 Clearance to Equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23. 604.4 Multiple Adaptors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24. 604.5 Extension Cords	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
25. 604.6 Unapproved Conditions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
26. 604.10 Electric Space Heaters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Elevator Recall and Maintenance			
27. 606.3 Emergency Signs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

	C	NC	NA
Fire-Resistance-Rated-Construction			
29. 704.1 Maintenance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
30. 704.2 Opening Protectives	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
31. 705.2.3 Hold Open Devices & Closures	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
32. 705.2.4 Door Operation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Furnishings			
33. 803.1 General Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Decorations & Trim			
34. 805.1 General Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Automatic Sprinkler Systems			
35. 903.5 Testing & Maintenance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
36. 912.3 Access	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
37. 912.6 Inspection, Testing & Maintenance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Extinguishing Systems			
38. 904.1 General	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
39. 903.2.11.5 Commercial Cooking Systems	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
40. 904.11.6 Operations & Maintenance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
41. 904.4 Inspection and Testing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
42. 906.4.2 Type K Extinguisher	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Portable Fire Extinguishers			
43. 906.2 General Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
44. 906.6 Unobstructed & Unobscured	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Fire Alarm/ Carbon Monoxide and Detection Systems			
45. 907.8/ 915 Maint., Inspection & Testing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Means of Egress			
46. 314.2 Fixtures & Displays	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
47. 101.3 Exit Signs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
48. 1009.2 Means of Egress Continuity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
49. 1013.1 Exit Sign Illumination	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
50. 1013.6.2 Power Source	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51. 1008.3 Illumination Emergency Power	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
52. 1010.1.9.4 Door Swing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
53. 1010.1.9.4 Locks & Latches	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
54. 1010.1.9.5 Bolt Locks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
55. 1020.1 Enclosures Required	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
56. 1028.5 Furnishings & Decorations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Exit Access			
57. 1016.1 General	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Exits			
58. 1018.1 General	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Hazardous Materials			
59. 5001.1 General	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
60. 5303.5.3 Securing Compressed Gas Containers, Cylinder and Tanks	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
61. 5704.1 Liquid Storage Cabinets	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Commercial Kitchens Hoods			
28. 607.3 Inspection and Maintenance	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Address: 2 Polk St Troy NY 12180 Owner / Occupant: Kipp Troy Prep
Contact Name: Jen Brady jen.brady@kippcapital.org Contact Phone: 518-858-1171

NYS Fire Code Violations (Sections): _____
NFPA Code Violations: _____
Other Applicable Laws: _____


**Occupancy Types
Operating Permit**

A – Assembly	<input type="checkbox"/>	Capacity	I – Institutional	<input type="checkbox"/>	
B – Business	<input type="checkbox"/>		M – Mercantile	<input type="checkbox"/>	
E – Education	<input checked="" type="checkbox"/>		R – Residential	<input type="checkbox"/>	# Units
F – Factory-Industrial	<input type="checkbox"/>		S – Storage	<input type="checkbox"/>	
H – Hazardous Group	<input type="checkbox"/>		Misc. Group	<input type="checkbox"/>	

**Comments & Violations
Notes**

Violations:
Electrical room and Mechanical room had items removed at the time of inspection. Sprinkler and fire alarm reports were provided at a later date and the above listed address was free of any violations.

Inspector (print) Jared Barringer Date 09/30/2023

Title: Deputy Chief Signature 

City of Troy
Department of Public Works
Bureau of Code Enforcement
City Hall
Troy, New York 12180

CERTIFICATE OF OCCUPANCY

8-68



This is to certify that the property located at 3055 Birch Ave.
Troy, New York, and/or known as (same)
is in compliance with the applicable Zoning Ordinance and Building Code Requirements of the City of Troy
and may be occupied and use as school (No. dwellings units 0 *).

Scope of Work: New Building Addition Alterations & Repairs Other

This Certificate is issued to the Permit Holder, Pike Co. Inc., and
may be revoked if the premises are not maintained in accordance with the plans and specifications filed
under Work Permit No: 17-0176 and/or if the following additional conditions are not complied with:
(NONE)

Fee: \$ 50.00
 Cash Check No. 955849

*Occupancy is limited to one family
per dwelling unit, as defined in the
Troy Zoning Ordinance.

Received by: [Signature] Date 7/17/17

[Signature]
Authorized Signature

Copies: White/Address File
Pink/Applicant

Yellow/Central File
Gold/Accounting

Date C of O issued 7/13/17

City of Troy
Department of Public Works
Bureau of Code Enforcement
City Hall
Troy, New York 12180

CERTIFICATE OF OCCUPANCY

8083



This is to certify that the property located at ~~XXXXXXXXXX~~ 2 Polk St. - South Portion
Troy, New York, and/or known as (same) 4 Tyler St "Troy Prep Charter School"
is in compliance with the applicable Zoning Ordinance and Building Code Requirements of the City of Troy
and may be occupied and use as Charter School (No. dwellings units 0 *)

Scope of Work: New Building Addition Alterations & Repairs Other

This Certificate is issued to the Permit Holder, Sano-Rubin Construction, and
may be revoked if the premises are not maintained in accordance with the plans and specifications filed
for Work Permit No. 10-0963 and/or if the following additional conditions are not complied with:
(NONE) Remainder of work (kitchen & North portion to be completed by 10-15-11)

Fee: \$30.00 prepaid
 Cash Check No. _____

*Occupancy is limited to one family
per dwelling unit, as defined in the
Troy Zoning Ordinance.

Received by: Treas Date 3/29/2011

[Redacted Signature]

Authorized Signature

Copies: White/Address File
Pink/Applicant

Yellow/Central File
Gold/Accounting

Date C of O Issued 8-17-11