

Application: Rochester Academy Charter School

Mehmet Demirtas - demirtas@rochester-academy.org
2022-2023 Annual Report

Summary

ID: 0000000219

Last submitted: Oct 31 2023 03:04 PM (EDT)

Labels: Board of Regents

Entry 1 School Info and Cover Page

Completed - Jul 26 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)

ROCHESTER ACADEMY CHARTER SCHOOL 800000061097

a1. Popular School Name

RACS

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

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

BOARD OF REGENTS

c. School Unionized

Is your charter school unionized?

No

d. DISTRICT / CSD OF LOCATION

ROCHESTER CITY SD

e. Date of Approved Initial Charter

Jan 1 2008

f. Date School First Opened for Instruction

Sep 1 2008

g. Approved School Mission and Key Design Elements

(Regents, NYCDOE and Buffalo BOE authorized schools only)

The mission of the Rochester Academy Charter School (RACS) is to prepare the whole child for a rapidly changing world by cultivating the knowledge, critical thinking skills and personal character to succeed in college or a career of choice. RACS is committed to creating an environment of respect and inclusion that both acknowledges and supports the diversity of the RACS school community.

Provide students with the skills and experiences necessary that will help them master the knowledge detailed in the New York State Learning Standards

Provide a focus on Mathematics and Science to encourage students to pursue college and/or careers in the STEM field

Build a strong supervisory and monitoring system that will provide individualized attention to each student

Assess the needs of students and use research-based methods to intervene relentlessly to promote student success

Build strong parent/student/school relationships

Require enhanced professional development for staff members

Build partnerships with community organizations and other educational institutions

h. School Website Address

www.racschool.com

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

816

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

794

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

I. Charter Management Organization

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

No

FACILITIES INFORMATION

m. FACILITIES

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

	Yes, 3 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	310 Hinchey Road, Rochester 14624	5852350135	Rochester	K-5	K-5	No

m1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Cyndy Belfield	Principal	585-235-0135		belfield@rochester-academy.org
Operational Leader	Jane Kobos	Assistant Principal	585-235-0135		kobos@rochester-academy.org
Compliance Contact	Cyndy Belfield	Principal	585-235-0135		belfield@rochester-academy.org
Complaint Contact	Cyndy Belfield	Principal	585-235-0135		belfield@rochester-academy.org
DASA Coordinator	Brittany Pritchard	Assistant Principal	585-235-0135		pritchard@rochester-academy.org
Phone Contact for After Hours Emergencies	Cyndy Belfield	Principal	585-235-0135		belfield@rochester-academy.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)

[CofO for Elementary School.jpg](#)

Filename: CofO for Elementary School.jpg **Size:** 2.1 MB

Site 1 Fire Inspection Report

This is required, marked optional for administrative purposes.

[Annual Fire Inspection 23-24 ES.pdf](#)

Filename: Annual Fire Inspection 23-24 ES.pdf **Size:** 348.3 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	1757 Latta Road Rochester, NY 14612	585-467-9201	Greece	9-12	9-12	No

m2a. Please provide the contact information for Site 2.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Samuel Martina	Principal	585-467-9201		martina@rochester-academy.org
Operational Leader	Daryl Cranston	Assistant Principal	585-467-9201		cranston@rochester-academy.org
Compliance Contact	Samuel Martina	Principal	585-467-9201		martina@rochester-academy.org
Complaint Contact	Samuel Martina	Principal	585-467-9201		martina@rochester-academy.org
DASA Coordinator	Daryl Cranston	Assistant Principal	585-467-9201		cranston@rochester-academy.org
Phone Contact for After Hours Emergencies	Samuel Martina	Principal	585-467-9201		martina@rochester-academy.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)

[RACS Permit High School.PDF](#)

Filename: RACS Permit High School.PDF **Size:** 53.3 kB

Site 2 Fire Inspection Report

This is required, marked optional for administrative purposes.

[Annual Fire Inspection 23-24 HS.pdf](#)

Filename: Annual Fire Inspection 23-24 HS.pdf **Size:** 424.7 kB

School Site 3

m3. SCHOOL SITES

Please provide information on site 3 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 3	841 Genesee St. Rochester, NY 14611	585-235-4141	Rochester	6-8	6-8	No

m3a. Please provide the contact information for Site 3.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Robyn Roberts-Grant	Principal	585-235-4141		robertsgrant@rochester-academy.org
Operational Leader	Tasia Ortiz	Assistant Principal	585-235-4141		ortiz@rochester-academy.org
Compliance Contact	Robyn Roberts-Grant	Principal	585-235-4141		robertsgrant@rochester-academy.org
Complaint Contact	Robyn Roberts-Grant	Principal	585-235-4141		robertsgrant@rochester-academy.org
DASA Coordinator	Tasia Ortiz	Assistant Principal	585-235-4141		ortiz@rochester-academy.org
Phone Contact for After Hours Emergencies	Robyn Roberts-Grant	Principal	585-235-4141		robertsgrant@rochester-academy.org

m3b. Is site 3 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 3 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)

[CofO for Middle School.pdf](#)

Filename: CofO for Middle School.pdf **Size:** 139.2 kB

Site 3 Fire Inspection Report

This is required, marked optional for administrative purposes.

[Annual Fire Inspection 23-24 MS.pdf](#)

Filename: Annual Fire Inspection 23-24 MS.pdf **Size:** 409.1 kB

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

Separate by semi-colon (;)

None.

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	Rochester Academy Charter School
Position	Director/CEO
Phone/Extension	585-621-2969
Email	demirtas@rochester-academy.org

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

Responses Selected:

Yes


As outlined in ENTRY 10:

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

Responses Selected:

Yes

Signature, Head of Charter School

A large black rectangular redaction box covers the signature. Above the box, there are several handwritten loops and a horizontal line extending to the right, suggesting a signature in progress or a specific style.

Signature, President of the Board of Trustees

A large black rectangular redaction box covers the signature. Above the box, there are a few handwritten strokes, including a small 'A' shape and a vertical line.

Date

Jul 20 2023



Thank you.

Entry 2 Links to Critical Documents on School Website

Completed - Jul 26 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: Rochester Academy 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.racschool.com/apps/pages/index.jsp?uREC_ID=221060&type=d&pREC_ID=485309
2. Board meeting notices, agendas and documents	https://app2.boardontrack.com/public/ywOAFX/home
3. New York State School Report Card	https://data.nysed.gov/profile.php?instid=800000061097
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	https://www.racschool.com/apps/pages/index.jsp?uREC_ID=375397&type=d&pREC_ID=846499
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	https://www.racschool.com/apps/pages/index.jsp?uREC_ID=2585367&type=d&pREC_ID=2261054
6. Authorizer-approved FOIL Policy	https://www.racschool.com/apps/pages/index.jsp?uREC_ID=1837473&type=d&pREC_ID=1991027
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	https://www.racschool.com/apps/pages/index.jsp?uREC_ID=1837473&type=d&pREC_ID=1991027

Thank you.



Entry 3 Progress Toward Goals

Completed - Oct 20 2023

Instructions

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

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

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

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

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

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

1. ACADEMIC STUDENT PERFORMANCE GOALS

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

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

2022-2023 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	The percent of eighth grade students scoring at or above L3 on English and Math State tests will surpass those of the Rochester City School District by at least 10%.	8th grade ELA and Math State Tests	Unable to Assess	State Test Scores have not been posted on schools' report cards.
Academic Goal 2	Total Cohort Results in Regents Exams in English and Math surpass those of the RCSD and New York State average.	Total Cohort Results in Regents Exams in English and Math	Unable to Assess	Regents exam results have not been posted on schools' report cards.
Academic Goal 3	Graduation rate from RACS will exceed NYS average.	Graduation rates.	Unable to Assess	
Academic Goal 4				
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

2. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

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

2022-2023 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	The school will create an environment for student and adult learning with a welcoming culture, high levels of trust, and rigorous standards.	Perception data of students, parents and teachers. Benchmark and Practice test results. NYS ELA and Math results Observations and evaluations.	Met	
Org Goal 2	Teachers and staff will be highly qualified, demonstrate high expectations for all students, and have a positive attitude toward the school and their colleagues.	Teacher recruitment criteria Teacher observations and evaluations Student achievement data	Met	
Org Goal 3	Families will see themselves as partners in their child's education and will be actively involved in the life of the school.	Parent teacher conferences Home visits Parent surveys Robo-calls Letters and emails Grade level meetings Support team meetings Translator provided for ELL families	Met	
Org Goal 4	The school will be led by a strong,	Resumes of Board members	Met	

	active Board of Trustees.	Board member selection process. Board Minutes Audit reports Site visit reports Student achievement.		
Org Goal 5	The school will strive to recruit and retain a diverse group of students, teachers, staff, administrators, and board members.	Student demographic data Teacher demographic data Selection process of the board members Selection of school director Selection of school leaders	Met	
Org Goal 6	The school will be responsible in contributing to the local community and sharing its math and science expertise with the larger educational community.	Science and Technology Entry Program (STEP) Meetings with community leaders and elected officials.	Partially Met	We will continue to reach out to community leaders and institutions for this purpose.
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				

Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

2022-2023 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	Excess revenue over expense	Monthly financial statement review End of year income statement	Met	
Financial Goal 2	Net asset increase	Monthly financial statement review End of year balance sheet	Met	
Financial Goal 3	Audit with minimum findings	Annual Audit Report	Met	
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 3 Accountability Plan Progress Reports

Instructions

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

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

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

Entry 4 - Audited Financial Statements

Completed - Oct 30 2023

Required of ALL Charter Schools

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

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

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

RACS Financial Statement 2023

Filename: RACS_Financial_Statement_2023.pdf Size: 530.9 kB

Entry 4a – Audited Financial Report Template (SUNY)

Incomplete - Hidden from applicant

Instructions - SUNY-Authorized Charter Schools ONLY

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

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

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

Completed - Oct 31 2023

Instructions - Regents-Authorized Charter Schools ONLY

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

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

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

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

[2022-23 RACS-Audited Financial Report](#)

Filename: 2022-23_RACS-Audited_Financial_Report.xlsx Size: 73.5 kB

Entry 4c – Additional Financial Documents

Completed - Oct 30 2023

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

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

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

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

[Additional Financial Documents](#)

Filename: Additional_Financial_Documents.docx Size: 31.8 kB

Entry 4d - Financial Contact Information

Completed - Oct 30 2023

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

Form for "Financial Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Demir Ozcan	ozcan@rochester-academy.org	585-621-2969

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Melinda Perez - Heveron & Company CPAs	mperez@heveroncpa.com	585-232-2956	12

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm

Entry 5 – Fiscal Year 2023-2024 Budget

Completed - Oct 31 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.

[2023-2024 Budget](#)

Filename: 2023-2024_Budget.xlsx Size: 37.8 kB

Entry 6 – Board of Trustees Disclosure of Financial Interest Form

Completed - Jul 26 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.

[Financial Disclosure Forms](#)

Filename: Financial_Disclosure_Forms.pdf **Size:** 1.1 MB

Entry 7 BOT Membership Table

Completed - Jul 26 2023

Instructions

Required of ALL charter schools

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

Entry 7 BOT Table

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

Authorizer:

Who is the authorizer of your charter school?

Board of Regents

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

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Completed Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2022- 2023
1	Dr. William D. Middleton	[REDACTED]	Chair	Governance and AEC	Yes	5	07/01/2021	07/31/2024	11
2	Joann L. Santos	[REDACTED]	Vice Chair	Community Outreach	Yes	2	08/01/2020	07/31/2023	9
3	Mustafa Guler	[REDACTED]	Treasurer	Finance	Yes	4	07/01/2021	07/31/2024	5 or less
4	Jean D. Calder	[REDACTED]	Secretary	Community Outreach	Yes	2	08/01/2020	07/31/2023	10
5	Cheryl Sampson	[REDACTED]	Trustee/Member	Governance and Finance	Yes	3	08/01/2022	07/31/2025	12
6	Saliha Al	[REDACTED]	Trustee/Member	AEC	Yes	1	04/08/2022	07/31/2025	8
7									
8									
9									

1a. Are there more than 9 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	6
b.Total Number of Members Added During 2022-2023	0
c. Total Number of Members who Departed during 2022-2023	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	7

3. Number of Board meetings held during 2022-2023

12

4. Number of Board meetings scheduled for 2023-2024

12

Total number of Voting Members on June 30, 2023:

6

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:

0

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

7

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

0

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

0

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

0

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

0

Thank you.

Entry 8 Board Meeting Minutes

Completed - Jul 26 2023

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

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

2022-23 Board meeting minutes

Filename: 2022-23_Board_meeting_minutes.pdf Size: 2.7 MB

Entry 9 Enrollment & Retention

Completed - Jul 26 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	RACS is already meeting the targets.	<p>RACS will continue to meet the targets in this area by using similar marketing tools. We will use the strategies below for enrollment targets. Additionally, Goodschooolsroc does advertisements on behalf of the charter school sector in Rochester.</p> <ul style="list-style-type: none"> • Engage stakeholders in sharing RACS social media content • Utilize website & social media to highlight quality standards, results, & benefits of RACS education
English Language Learners	<p>RACS updated its lottery policy and used the weighted system to increase the probability of enrolling more ELLs. RACS translated enrollment documents on its website and in the application platform. (Schoolmint) and presentations at community events. The website allows visitors to translate the content into multiple languages.</p>	<p>RACS will continue to use the weighted system in the lottery process to increase the probability of enrolling more ELLs. Spanish-speaking families are receiving school fliers and brochures in Spanish. The school website can be translated into various languages for the applicants. The charter school application form is available in Spanish. Admission forms are available in Spanish. School staff visits local community/worship centers and libraries to reach out to families who speak languages other than English. RACS hired staff members who can speak Spanish to help students and their parents who speak Spanish. Attend Headstart programs and daycares that have UPK programs for recruitment.</p>
Students with Disabilities	<p>RACS updated its lottery policy and used the weighted system to increase the probability of enrolling more SWDs. Our goal is to provide</p>	<p>RACS will continue to use the weighted system in the lottery process to increase the probability of enrolling more SWDs. We will use</p>

	all of our students with a welcoming and inclusive environment. We are hiring our own SPED teachers to provide most of the services and to better meet the needs of our students.	the following strategies for enrollment targets: <ul style="list-style-type: none"> • Engage stakeholders in sharing RACS social media content • Utilize website & social media to highlight quality standards, results, & benefits of RACS education.
--	---	--

Good Faith Efforts To Meet Enrollment Retention Targets

	Describe Retention Efforts in 2022-2023	Describe Retention Plans in 2023-2024
Economically Disadvantaged	For all students, RACS has provided a safe and welcoming learning environment that both acknowledges and supports its diverse population.	RACS will continue to provide a safe, welcoming, and caring learning environment for all students in order to meet their academic and social-emotional needs.
English Language Learners	RACS provides a warm and safe environment for all students in a small setting to meet their needs and engage them in academics. RACS staff does home visits when needed and provides the families of ENL students with support.	RACS will continue to provide a safe, welcoming, and caring learning environment for all students in order to meet their academic and social-emotional needs.
Students with Disabilities	RACS provides a warm and safe environment for all students in a small setting to meet their needs and engage them in academics.	RACS will continue to provide a safe, welcoming, and caring learning environment for all students in order to meet their academic and social-emotional needs.

Entry 10 – Teacher and Administrator Attrition

Completed - Jul 27 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/employee-fingerprint-oct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

B. Emergency Conditional Clearances

Emergency Conditional Clearances

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

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

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

Attestation

Responses Selected:

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

Entry 11 Percent of Uncertified Teachers

Completed - Jul 27 2023

Instructions

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

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

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

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2023)	5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	0
Total Category A: 5 or 30% whichever is less	5.0

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

	FTE Count
i. Mathematics	1
ii. Science	4
iii. Computer Science	0
iv. Technology	0
v. Career and Technical Education	0
Total Category B: not to exceed 5	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)	4
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	1
Total Category C: not to exceed 5	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	18

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	3

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	60

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	78

Thank you.



Entry 12 Organization Chart

Completed - Jul 26 2023

[Instructions](#)

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

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

Organizational Chart

Filename: Organizational_Chart_4nfb195.pdf Size: 193.2 kB

Entry 13 School Calendar

Completed - Jul 26 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.

2023-2024 RACS School Calendar

Filename: 2023-2024_RACS_School_Calendar.pdf Size: 138.4 kB

Entry 14 Staff Roster

Completed - Jul 27 2023

INSTRUCTIONS

Required of Regents and NYCDOE-authorized Charter Schools ONLY

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

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

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

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

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

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

[Faculty-Staff-Roster 22 23 School Year](#)

Filename: Faculty-Staff-Roster_22_23_School_Year.xlsx **Size:** 52.3 kB

Optional Additional Documents to Upload (BOR)

Incomplete

ROCHESTER ACADEMY CHARTER SCHOOL

FINANCIAL STATEMENTS

June 30, 2023



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INDEPENDENT AUDITORS' REPORT

To the Board of Trustees
Rochester Academy Charter School
Rochester, New York

Opinion

We have audited the accompanying financial statements of Rochester Academy Charter School (a New York State nonprofit organization), which comprise the statement of financial position as of June 30, 2023, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

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

Basis for Opinion

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

Responsibilities of Management for the Financial Statements

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

260 Plymouth Ave. South,
Rochester, New York 14608-2239

P 585.232.2956 • F 585.423.0599

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

Auditors' Responsibilities for the Audit of the Financial Statements

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

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

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

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

Report on Summarized Comparative Information

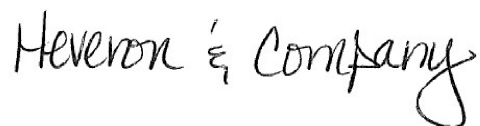
We have previously audited Rochester Academy Charter School's 2022 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated October 28, 2022. In our opinion, the summarized comparative information presented herein, as of and for the year ended June 30, 2022 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Report on Supplementary Information

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

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 20, 2023 on our consideration of Rochester Academy Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Rochester Academy Charter School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Rochester Academy Charter School's internal control over financial reporting and compliance.



Heveron & Company
Certified Public Accountants

Rochester, New York
October 20, 2023

ROCHESTER ACADEMY CHARTER SCHOOL
STATEMENTS OF FINANCIAL POSITION
June 30, 2023 and 2022

ASSETS

	<u>2023</u>	<u>2022</u>
<u>Current Assets</u>		
Cash and Cash Equivalents	\$ 4,812,808	\$ 5,498,218
Accounts Receivable	330,313	365,160
Grants Receivable	2,181,884	445,360
Prepaid Expenses	245,744	292,034
Inventory	<u>9,305</u>	<u>9,305</u>
 Total Current Assets	 <u>7,580,054</u>	 <u>6,610,077</u>
 <u>Property and Equipment</u>		
Building and Improvements	5,104,975	4,977,191
Land	428,600	428,600
Furniture and Fixtures	234,621	487,748
Computers and Software	962,039	1,354,493
Equipment	500,826	623,389
Construction in Progress	5,853,892	2,460,227
Vehicles	134,848	45,000
Less: Accumulated Depreciation and Amortization	<u>(1,750,340)</u>	<u>(2,152,780)</u>
 Net Property and Equipment	 <u>11,469,461</u>	 <u>8,223,868</u>
 <u>Other Assets</u>		
Restricted Cash - Construction Escrow	297,542	-
Restricted Cash - Dissolution Escrow Account	<u>103,038</u>	<u>92,466</u>
 Total Other Assets	 <u>400,580</u>	 <u>92,466</u>
 TOTAL ASSETS	 <u>\$19,450,095</u>	 <u>\$14,926,411</u>

LIABILITIES AND NET ASSETS

	<u>2023</u>	<u>2022</u>
<u>Current Liabilities</u>		
Accounts Payable	\$ 381,483	\$ 843,246
Accrued Payroll and Benefits	1,391,091	1,123,131
Current Portion of Long-Term Debt	<u>315,334</u>	<u>166,024</u>
 Total Current Liabilities	 <u>2,087,908</u>	 <u>2,132,401</u>
 <u>Long-Term Liabilities</u>		
Long-Term Debt, Net of Current Portion	4,388,385	1,928,957
Less: Loan Acquisition Costs, Net	<u>(123,748)</u>	<u>(68,524)</u>
 Total Long-Term Liabilities	 <u>4,264,637</u>	 <u>1,860,433</u>
 Total Liabilities	 <u>6,352,545</u>	 <u>3,992,834</u>
 <u>Net Assets</u>		
Net Assets Without Donor Restrictions		
Undesignated	8,927,587	4,657,772
Board Designated	<u>4,169,963</u>	<u>6,275,805</u>
 Total Net Assets Without Donor Restrictions	 <u>13,097,550</u>	 <u>10,933,577</u>
 TOTAL LIABILITIES AND NET ASSETS	 <u>\$19,450,095</u>	 <u>\$14,926,411</u>

See Accompanying Notes to Financial Statements.

ROCHESTER ACADEMY CHARTER SCHOOL
STATEMENTS OF ACTIVITIES
For The Years Ended June 30, 2023 and 2022

	<u>2023</u>	<u>2022</u>
<u>Revenues and Other Support:</u>		
Public School District:		
Resident Student Enrollment	\$11,325,289	\$10,316,733
Students with Disabilities	691,209	676,636
Federal Grants	2,567,723	2,873,185
State Grants	100,000	-
In Kind State and Local Grants	85,137	69,338
Employee Retention Tax Credit	295,027	-
Miscellaneous Income	<u>79,890</u>	<u>49,497</u>
 Total Revenues and Other Support	 <u>15,144,275</u>	 <u>13,985,389</u>
 <u>Expenses:</u>		
<u>Program Services:</u>		
Regular Education	10,404,908	8,995,996
Special Education	<u>1,107,207</u>	<u>751,029</u>
 Total Program Services Expense	 11,512,115	 9,747,025
 <u>Supporting Services:</u>		
Management and General	<u>1,468,187</u>	<u>1,340,049</u>
 Total Expenses	 <u>12,980,302</u>	 <u>11,087,074</u>
 Change in Net Assets	 2,163,973	 2,898,315
 Net Assets - Beginning of Year	 <u>10,933,577</u>	 <u>8,035,262</u>
 Net Assets - End of Year	 <u><u>\$13,097,550</u></u>	 <u><u>\$10,933,577</u></u>

See Accompanying Notes to Financial Statements.

ROCHESTER ACADEMY CHARTER SCHOOL
STATEMENT OF FUNCTIONAL EXPENSES
For The Year Ended June 30, 2023
(With Comparative Totals For The Year Ended June 30, 2022)

	No. of Positions	Program Services		Management and General	Totals	
		Regular Education	Special Education		2023	2022
Personnel Service Costs						
Instructional Personnel	123	\$ 4,750,418	\$ 723,579	\$ -	\$ 5,473,997	\$ 4,659,703
Non-Instructional	8	319,069	-	24,016	343,085	376,689
Administrative Personnel	21	600,922	-	901,383	1,502,305	1,282,343
Total Salaries and Staff	152	5,670,409	723,579	925,399	7,319,387	6,318,736
Fringe Benefits and Payroll Tax		1,441,946	66,314	218,290	1,726,550	1,590,390
Retirement		484,183	74,456	80,851	639,490	525,861
Total Payroll Service Costs		7,596,538	864,349	1,224,540	9,685,427	8,434,987
Maintenance and Repairs		508,243	44,195	41,581	594,019	585,759
Depreciation and Amortization Expense		351,879	30,598	28,789	411,266	359,634
Other Professional Services		438,834	38,159	33,729	510,722	325,389
Building Rent and Taxes		197,635	17,186	16,169	230,990	241,274
Insurance		207,422	18,037	16,970	242,429	200,356
Supplies and Materials		240,099	20,878	-	260,977	194,405
Student Services		328,992	28,608	-	357,600	175,129
Utilities		175,910	15,296	14,392	205,598	138,616
Technology		111,755	9,718	9,143	130,616	127,269
Interest Expense		99,564	8,658	10,703	118,925	78,456
Office Expense		64,827	5,637	9,748	80,212	77,386

ROCHESTER ACADEMY CHARTER SCHOOL
STATEMENT OF FUNCTIONAL EXPENSES
For The Year Ended June 30, 2023
(With Comparative Totals For The Year Ended June 30, 2022)
(Continued)

	Program Services			Totals	
	Regular	Special	Management	2023	2022
	Education	Education	and General		
Staff Development	55,194	4,799	-	59,993	72,260
Loss on Disposal of Assets	-	-	33,432	33,432	-
Other Expenses	15,488	-	7,321	22,809	34,097
Marketing and Recruitment	12,528	1,089	1,025	14,642	22,422
Accounting and Audit Services	-	-	14,545	14,545	13,535
Equipment and Furnishings	-	-	1,000	1,000	4,558
Legal Services	-	-	5,100	5,100	1,542
Total Expenses	<u>\$10,404,908</u>	<u>\$ 1,107,207</u>	<u>\$ 1,468,187</u>	<u>\$12,980,302</u>	<u>\$11,087,074</u>

See Accompanying Notes to Financial Statements.

ROCHESTER ACADEMY CHARTER SCHOOL
STATEMENTS OF CASH FLOWS
For The Years Ended June 30, 2023 and 2022

	<u>2023</u>	<u>2022</u>
<u>Cash Flow From Operating Activities</u>		
Revenue from School Districts	\$11,705,058	\$11,699,295
Grant Revenues	931,199	2,648,632
Other Cash Receipts/(Payments) not Related to Investing or Financing Activities	635,145	(365,160)
Miscellaneous Sources	79,890	49,497
Payments to Vendors for Goods and Services Rendered	(2,596,941)	(2,025,389)
Payments to Charter School Personnel for Services Rendered	(9,417,467)	(8,209,404)
Payments for Interest	<u>(111,884)</u>	<u>(72,453)</u>
Net Cash Flow Provided/(Used) By Operating Activities	<u>1,225,000</u>	<u>3,725,018</u>
<u>Cash Flow From Investing Activities</u>		
Purchase of Property and Equipment	<u>(4,079,264)</u>	<u>(3,762,385)</u>
Net Cash Flow Provided/(Used) By Investing Activities	<u>(4,079,264)</u>	<u>(3,762,385)</u>
<u>Cash Flow From Financing Activities</u>		
Payments on Long-Term Debt	(225,767)	(178,147)
Increase in Loan Acquisition Costs	(62,265)	-
Proceeds from Long-Term Debt	<u>2,765,000</u>	<u>-</u>
Net Cash Flow Provided/(Used) By Investing Activities	<u>2,476,968</u>	<u>(178,147)</u>
Net Increase/(Decrease) in Cash, Cash Equivalents, and Restricted Cash	(377,296)	(215,514)
Cash, Cash Equivalents, and Restricted Cash - Beginning of Year	<u>5,590,684</u>	<u>5,806,198</u>
Cash, Cash Equivalents, and Restricted Cash - End of Year	<u>\$ 5,213,388</u>	<u>\$ 5,590,684</u>

ROCHESTER ACADEMY CHARTER SCHOOL
STATEMENTS OF CASH FLOWS
For The Years Ended June 30, 2023 and 2022
(Continued)

	<u>2023</u>	<u>2022</u>
<u>Reconciliation of Change in Net Assets to Net Cash</u>		
<u>Provided by Operating Activities</u>		
Change in Net Assets	\$ 2,163,973	\$ 2,898,315
Adjustments to Reconcile Change in Net Assets to Net Cash Used by Operating Activities:		
Depreciation and Amortization	411,266	359,634
Loan Acquisition Interest	7,041	6,003
Loss on Disposal of Assets	33,432	-
Decrease/(Increase) In:		
Accounts Receivable	34,847	340,766
Grants Receivable	(1,736,524)	(224,553)
Prepaid Expenses	46,290	70,084
Increase/(Decrease) In:		
Accounts Payable	(3,285)	49,186
Accrued Payroll and Benefits	<u>267,960</u>	<u>225,583</u>
Net Cash Flow Provided/(Used) By Operating Activities	<u>\$ 1,225,000</u>	<u>\$ 3,725,018</u>
<u>Supplemental Disclosures</u>		
Noncash Investing and Financing Transaction:		
Loan to Finance Cost of Vehicle	<u>\$ 69,506</u>	<u>\$ -</u>
Accounts Payable for Construction in Progress	<u>\$ 320,662</u>	<u>\$ 779,140</u>

See Accompanying Notes to Financial Statements.

ROCHESTER ACADEMY CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
June 30, 2023

NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization

Rochester Academy Charter School (the School) is a nonprofit organization that prepares the whole child for a rapidly changing world by cultivating the knowledge, critical thinking skills, and personal character to succeed in College or a career of their choice. The School promotes a safe, caring, and student-centered classroom environment for grades K-12. The School's revenue is predominantly Charter School Basic Tuition from the Rochester City School District and a few other surrounding school districts.

The main programs of the School is as follows:

REGULAR EDUCATION: The School curriculum is focused on mathematics and sciences. The School also integrates multi-cultural themes into the curriculum, not only through geography and foreign languages, but through each subject area. All courses align with the New York State Learning Standards.

SPECIAL EDUCATION: The School is open to all children and does not discriminate on the basis of ethnicity, national origin, gender, disability, or any other grounds that would be unlawful or deny the civil rights of any individual. In accordance with the Individuals with Disabilities Education Act, the Rehabilitation Act, Section 504, and the Americans with Disabilities Act, the School provides a free and appropriate education in the least restrictive environment to students with disabilities. The primary service delivery for students with special needs is inclusion. For students requiring supplemental services, the School contracts with local individuals or agencies to provide the required services outlined in the student's Individual Education Plan or 504 Plan.

Basis of Accounting

The accompanying financial statements have been prepared on the accrual basis of accounting. The significant accounting policies followed are described below to enhance the usefulness of the financial statements to the reader.

ROCHESTER ACADEMY CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
June 30, 2023
(Continued)

NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Net Assets

In accordance with accounting principles generally accepted in the United States of America, the School reports information regarding its financial position and activities according to the existence or absence of donor or grantor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

Net Assets Without Donor Restrictions – Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions. The board did designate funds. See Note 7 for more information.

Net Assets With Donor Restrictions – Net assets subject to donor (or certain grantor) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both.

Contributions restricted by donors are reported as increases in net assets without donor restrictions if the restrictions expire (that is, when a stipulated time restriction ends or purpose restriction is accomplished) in the reporting period in which the revenue is recognized. All other donor-restricted contributions are reported as increases in net assets with donor restrictions, based on the nature of the restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

There were no net assets with donor restrictions at June 30, 2023 and 2022.

Use of Estimates in the Preparation of Financial Statements

Accounting principles generally accepted in the United States of America, require management to make estimates and assumptions that affect the amounts of assets and liabilities, revenues and expenses, and the disclosure of contingent assets and liabilities. Actual results could vary from those estimates.

ROCHESTER ACADEMY CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
June 30, 2023
(Continued)

**NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING
POLICIES (Continued)**

Revenue and Revenue Recognition

A portion of the School's revenue is derived from cost-reimbursable federal and state contracts and grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when the School has incurred expenditures in compliance with specific contract or grant provisions. Amounts received prior to incurring qualifying expenditures are reported as refundable advances in the statement of functional expense. The School received cost-reimbursable grants of \$1,047,593 and \$2,761,800 that have not been recognized at June 30, 2023 and 2022, respectively, because qualifying expenditures have not yet been incurred.

The School recognizes revenue derived from tuition. Tuition income is recognized during the school year based on enrollment.

Accounts and Grants Receivable

Receivables are stated at the amount management expects to collect. Amounts that management believes to be uncollectible after collection efforts have been completed are written off. In addition, management evaluates the need for, and if appropriate, provides an allowance to reduce receivables to amounts management expects will be collected. Management determined that no allowances were necessary at June 30, 2023 and 2022.

Income Taxes

The Internal Revenue Service has determined that the School is qualified as a charity exempt under Section 501(c)(3) of the Internal Revenue Code. As a result, no provision for federal or state income taxes has been made.

Contributions

The School recognizes contributions when cash, securities or other assets, an unconditional promise to give or a notification of a beneficial interest is received. Contributions that are expected to be received in future years are recorded at their present value. Conditional promises to give, that is, those with a measurable performance or other barrier and a right of return are not recognized until the conditions on which they depend have been met.

ROCHESTER ACADEMY CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
June 30, 2023
(Continued)

**NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING
POLICIES (Continued)**

Property and Equipment

Property and equipment are stated at cost. The School capitalizes property and equipment with a cost of over \$2,000 individually or over \$20,000 per bundle purchase, and an estimated life of three or more years. Depreciation and amortization is computed using the straight-line method based on the estimated useful lives of the assets, as follows:

	<u>Years</u>
Building and Improvements	5-30
Furniture and Fixtures	5-7
Computers and Software	3-7
Vehicles and Equipment	5-10

Depreciation and amortization expense amounted to \$411,266 and \$359,634 for the years ended June 30, 2023 and 2022, respectively.

Functional Expenses

The costs of providing the various program services have been summarized on a functional basis in the statement of functional expenses. Accordingly, certain costs have been allocated among the program, and management and general categories. An immaterial amount of fund raising costs for the years ended June 30, 2023 and 2022 are included in management and general expenses.

The financial statements report certain categories of expenses that are attributed to both program and supporting functions. Therefore, allocation on a reasonable basis that is consistently applied is required. The expenses that are allocated include occupancy, depreciation, and amortization, which are allocated on a square footage basis, as well as salaries and wages, benefits, payroll taxes, professional services, office expenses, information technology, interest, insurance, and other expenses which are allocated on the basis of estimates of time and effort for each category.

Marketing

Marketing costs are expensed as incurred.

ROCHESTER ACADEMY CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
June 30, 2023
(Continued)

NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Comparative Financial Information

The financial statements include certain prior year summarized comparative information in total, but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the School's financial statements for the year ended June 30, 2022, from which the summarized information was derived.

Loan Acquisition Costs

Loan acquisition costs are reported on the statement of functional expense as a direct reduction from the face amount of debt in accordance with accounting principles generally accepted in the United States of America. The School reflects amortization of loan acquisition costs as interest expense on the straight-line method over the term of the obligation.

Recent Accounting Pronouncements

In September 2020, FASB issued ASU 2020-07, *Presentation and Disclosures by Not-for-Profit Entities for Contributed Nonfinancial Assets*. ASU 2020-07 requires the presentation of contributed nonfinancial assets as a separate line item in the statement of activities, apart from contributions of cash and other financial assets. The main difference between the guidance in ASU 2020-07 and previous GAAP is the disclosure of a disaggregation of the amount of contributed nonfinancial assets, qualitative information about whether the contributed nonfinancial assets were either monetized or utilized during the period, the School's policy about monetizing rather than utilizing the assets, a description of any donor-imposed restrictions associated with the assets, a description of the valuation techniques used, and the principal market used to arrive at a fair value measurement. During the year ended June 30, 2022, the School adopted ASU 2020-07 for its contributed nonfinancial assets. This adoption was applied on a retrospective basis.

In February 2016, FASB issued ASU 2016-02, *Leases (Topic 842)*. ASU 2016-02 requires the recognition of lease assets and lease liabilities by lessees for those leases currently classified as operating leases and makes certain changes to the accounting for lease expenses. The main difference between the guidance in ASU 2016-02 and current GAAP is the recognition of lease assets and lease liabilities by lessees for those leases classified as operating leases under current GAAP. During the year ended June 30, 2023, the School adopted ASU 2016-02 for its leasing arrangements, along with the practical expedient, which allows modifications of contracts to be applied at the time of adoption. Implementation of ASU No. 2016-02 had no effect on the School's statements of financial position as of July 1, 2022.

ROCHESTER ACADEMY CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
June 30, 2023
(Continued)

NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Inventories

Inventories consist of school store items and are recorded at cost.

NOTE 2 - LIQUIDITY AND AVAILABILITY

The School regularly monitors the availability of resources required to meet its operating needs and other contractual commitments, while also striving to maximize the investment of its available funds. For purposes of analyzing resources available to meet general expenditures over a 12-month period, the School considers all expenditures related to its ongoing activities of education, as well as the conduct of services undertaken to support those activities to be general expenditures.

At June 30, the following financial assets could readily be made available within one year of the statement of functional expense date to meet general expenditures:

	<u>2023</u>	<u>2022</u>
Cash and cash equivalents	\$ 4,812,808	\$ 5,498,218
Accounts receivable	330,313	365,160
Grants receivable	2,181,884	445,360
Less Board-Designated Net Assets	<u>(4,169,963)</u>	<u>(6,275,805)</u>
	<u>\$ 3,155,042</u>	<u>\$ 32,933</u>

The School has a \$250,000 line of credit available for general use. The School also receives tuition payments from school districts and grant revenue during the year.

Although the board has designated funds intended for a specific use, the board has the ability to make those funds available for general expenditures if necessary.

ROCHESTER ACADEMY CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
June 30, 2023
(Continued)

NOTE 3 - CASH, CASH EQUIVALENTS, AND RESTRICTED CASH

For the purposes of the statements of cash flows, cash and cash equivalents include all cash on hand and in banks, which, at times may exceed federally insured limits. The School considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents. Amounts in bank accounts over \$250,000 were not federally insured, however, the School does have private insurance coverage for any losses up to \$500,000. The School has not experienced any losses in these accounts and does not believe it is exposed to any significant credit risk with respect to cash and cash equivalents.

The School maintains cash in an escrow account in accordance with the terms of their charter agreement. The escrow is restricted to fund legal and other costs related to the dissolution of the School.

Cash, cash equivalents, and restricted cash consisted of the following at June 30:

	<u>2023</u>	<u>2022</u>
Cash and Cash Equivalents - Checking	\$4,812,808	\$5,498,218
Restricted Cash - Construction Escrow	297,542	-
Restricted Cash - Dissolution Escrow Account	<u>103,038</u>	<u>92,466</u>
Total Cash, Cash Equivalents and Restricted Cash	<u>\$5,213,388</u>	<u>\$5,590,684</u>

NOTE 4 - PRIOR PERIOD ADJUSTMENT

A prior period adjustment affecting the year ended June 30, 2022 was made. The June 30, 2022 comparative financial statements have been restated to reflect this adjustment. The adjustment was necessary to record retirement expense and accrued retirement payable in the proper period under accounting principles generally accepted in the United States of America. The adjustment decreased the prior year unrestricted net assets by \$82,462.

NOTE 5 - LINE OF CREDIT

The School has a line of credit with a maximum authorization of \$250,000. Advances against this line bear interest rates at 1% above the current bank prime rate. There was no amount outstanding as of June 30, 2023 and 2022.

ROCHESTER ACADEMY CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
June 30, 2023
(Continued)

NOTE 6 - PENSION EXPENSE

The School participates in the New York State Teachers' Retirement System (System), a cost-sharing, multiple-employer, defined benefit pension plan administered by the New York State Teachers' Retirement Board. The System provides retirement, disability, withdrawal, and death benefits to plan members and beneficiaries as authorized by the Education Law and the Retirement and Social Security Law of the State of New York.

Plan members who joined the System before July 27, 1976 are not required to make contributions. Those joining after that date and before January 1, 2010 who have less than ten years of service or membership, are required to contribute 3% of their annual salary. Those joining on or after January 1, 2010 and before April 1, 2012, are required to contribute 3.5% of their annual salary for their entire working career. Those joining on or after April 1, 2012 are required to contribute between 3% and 6%, dependent upon their salary, for their entire working career.

Employers are required to contribute at an actuarially determined rate. Rates applicable to the fiscal years ended June 30, 2023 and 2022 were respectively, 10.29% and 9.80%.

The School also has a 403(b) annuity retirement plan for its employees that are not eligible for the New York State Teachers' Retirement System. The School matches contributions for employees who contribute 3%-6% of their salaries. Employees who contribute more than 6% receive 6% matching, and the School does not match employees who contribute 2% or less. This plan took effect in September 2020.

The total retirement contribution expense was \$639,490 and \$525,861 for the years ended June 30, 2023 and 2022, respectively.

NOTE 7 - BOARD-DESIGNATED NET ASSETS

The governing board has designated, from net assets without donor restrictions, net assets for the following purposes at June 30:

	<u>2023</u>	<u>2022</u>
60 Day Cash Reserve	\$ 653,951	\$ 1,375,905
Capital Improvements and Building Purchase	1,014,905	3,335,000
Salary Reserve	<u>2,501,107</u>	<u>1,564,900</u>
	<u>\$ 4,169,963</u>	<u>\$ 6,275,805</u>

ROCHESTER ACADEMY CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
June 30, 2023
(Continued)

NOTE 8 - LEASES

The School determines if an arrangement is or contains a lease at inception. Leases are included in right-of-use (ROU) assets and lease liabilities in the statements of financial position. ROU assets and lease liabilities reflect the present value of the future minimum lease payments over the lease term, and ROU assets also include prepaid or accrued rent. Operating lease expense is recognized on a straight-line basis over the lease term. The School does not report ROU assets and leases liabilities for its immaterial or short-term leases (leases with a term of 12 months or less). Instead, the lease payments of those leases are reported as lease expense on a straight-line basis over the lease term. The School did not have any long term leases to record as an ROU asset and lease liability at June 30, 2023.

The School's operating leases consist of a non-cancelable operating lease for a building. The monthly rent per the lease is \$17,653. This lease includes a provision that the School is responsible for all real estate taxes if they are assessed for the facilities. In addition, it includes a clause that the landlord is responsible for 100% of the utilities for the gymnasium during the months of July and August and 30% for the other months. This lease runs through June 2024.

Future minimum lease payment commitments are as follows:

2024	\$ 211,831
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The following summarizes the line items in the statements of activities which include the components of lease expense for the year ended June 30:

	<u>2023</u>	<u>2022</u>
Operating lease expense included in program services expenses	\$ 197,003	\$ 206,304
Operating lease expense included in management and general expenses	<u>14,828</u>	<u>15,528</u>
Total operating lease costs	<u><u>\$ 211,831</u></u>	<u><u>\$ 221,832</u></u>

ROCHESTER ACADEMY CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
June 30, 2023
(Continued)

NOTE 9 - LONG-TERM DEBT

Long-term debt consists of the following as of June 30:

	<u>2023</u>	<u>2022</u>
Mortgage payable to ESL Federal Credit Union, secured by a building, net of loan acquisition costs of \$32,177 and \$35,752 at June 30, 2023 and 2022, respectively, originally in the amount of \$2,000,000. In May 2020, the School refinanced the loan. This mortgage bears interest at a rate of 3.25%. Principal and interest are payable in monthly installments of \$14,333 through July 2032.	\$ 1,246,811	\$ 1,387,563
Mortgage payable to ESL Federal Credit Union, secured by a building, net of loan acquisition costs of \$30,344 and \$32,772 at June 30, 2023 and 2022, respectively, originally in the amount of \$725,900. This mortgage bears interest at a rate of 3.28%. Principal and interest are payable in monthly installments of \$5,128 through January 2036.	601,526	638,894
Loan payable to ESL Federal Credit Union secured by a building net of loan acquisition costs of \$61,227 at June 30, 2023 originally in the amount of \$2,765,000. This mortgage bears interest at a rate of 6.93%. Principal and interest are payable in monthly installments of \$25,918 through March 2037.	2,668,356	-
Loan payable to a bank, originally in the amount of \$69,506, secured by a vehicle. This note bears interest at a rate of 12.14%. Principal and interest are payable in monthly installments of \$2,325 through February 2026.	63,278	-
Loan Acquisition Costs, Net	123,748	68,524
Less: Current Maturities	<u>(315,334)</u>	<u>(166,024)</u>
Long-Term Portion	<u>\$ 4,388,385</u>	<u>\$ 1,928,957</u>

ROCHESTER ACADEMY CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
June 30, 2023
(Continued)

NOTE 9 - LONG-TERM DEBT (Continued)

Maturities of long-term debt for the years after June 30, 2024 are as follows:

<u>Year</u>	<u>Amount</u>
2025	\$ 333,308
2026	342,509
2027	340,989
2028	357,801
Thereafter	<u>3,013,778</u>
Total	<u>\$ 4,388,385</u>

NOTE 10 - SPECIAL EDUCATION AND OTHER SUPPORT

Some of the special education services required by students of the School are provided by the Rochester City School District. The Rochester City School District also provided transportation and food services. The School was unable to determine the value for these services, thus, these financial statements do not reflect revenue or expenses associated with those services.

The School receives state aid in the form of textbooks, computer hardware, computer software, and library materials through the Rochester City School District. The total aid received for the years ended June 30, 2023 and 2022 was \$85,137 and \$69,338, respectively. The value of this aid is provided by Rochester City School District and is based on the original cost.

NOTE 11 - DONATED SERVICES AND GOODS

The School receives donated services that, although substantial, do not meet the criteria for recording as revenue and expense under accounting principles generally accepted in the United States of America. During the years ended June 30, 2023 and 2022, 6 active volunteers provided approximately 300 hours of service. These services consisted primarily of board services.

The School's policy related to gifts-in-kind is to utilize the assets given to carry out the mission of the School. If an asset is provided that does not allow the School to utilize it in its normal course of business, the asset will be sold at its fair market value as determined by an appraisal or by a specialist depending on the type of asset.

**ROCHESTER ACADEMY CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS**

**June 30, 2023
(Continued)**

NOTE 12 - SUBSEQUENT EVENTS

Subsequent events have been evaluated through October 20, 2023, which is the date the statements were available for issuance.

ROCHESTER ACADEMY CHARTER SCHOOL
FEDERAL FINANCIAL ASSISTANCE
SUPPLEMENTARY INFORMATION
For the Year Ended June 30, 2023



**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

Independent Auditors' Report

To the Board of Trustees
Rochester Academy Charter School
Rochester, New York

We have audited in accordance with the auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Rochester Academy Charter School (a New York State nonprofit organization), which comprise the statement of financial position as of June 30, 2023, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 20, 2023.

Report on Internal Control Over Financial Reporting

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

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

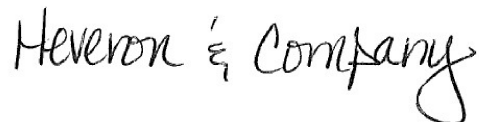
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not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

Report on Compliance and Other Matters

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

Purpose of this Report

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

A handwritten signature in cursive script that reads "Heveron & Company".

Heveron & Company
Certified Public Accountants

Rochester, New York
October 20, 2023



**REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM
AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE
REQUIRED BY THE UNIFORM GUIDANCE**

Independent Auditors' Report

To the Board of Trustees
Rochester Academy Charter School
Rochester, New York

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

We have audited Rochester Academy Charter School's compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of Rochester Academy Charter School's major federal programs for the year ended June 30, 2023. Rochester Academy Charter School's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

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

Basis for Opinion on Each Major Federal Program

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

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



Responsibilities of Management for Compliance

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

Auditor's Responsibilities for the Audit of Compliance

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

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we

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

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

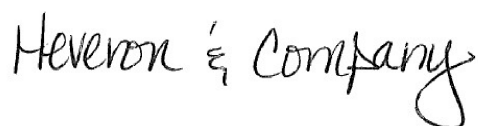
Report on Internal Control Over Compliance

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

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

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

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



Heveron & Company
Certified Public Accountants

Rochester, New York
October 20, 2023

**ROCHESTER ACADEMY CHARTER SCHOOL
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For The Year Ended June 30, 2023**

Section I - Summary of Auditors' Results

Financial Statements

The auditors' report expresses an unmodified opinion on the general-purpose financial statements of Rochester Academy Charter School.

No material weaknesses were identified in the internal controls over financial reporting.

No significant deficiencies were identified in the internal controls over financial reporting.

No instances of noncompliance material to the financial statements of Rochester Academy Charter School were disclosed during the audit.

Federal Awards

The auditors' report on compliance for major programs expresses an unmodified opinion.

No material weaknesses were identified in the internal control over major programs.

No significant deficiencies were identified in the internal controls over major programs.

There are no audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a).

Identification of Major Programs:

<u>AL Number(s)</u>	<u>Name of Federal Program or Cluster</u>
84.425D	Elementary and Secondary School - Emergency Relief Fund
84.425U	American Rescue Plan - Elementary and Secondary School Emergency Relief

Dollar Threshold used to distinguish
between type A and type B programs: \$ 750,000

The auditee did not qualify as a low risk auditee.

**ROCHESTER ACADEMY CHARTER SCHOOL
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For The Year Ended June 30, 2023
(Continued)**

Section II - Financial Statement Findings

None

Section III - Federal Award Findings and Questioned Costs

None

ROCHESTER ACADEMY CHARTER SCHOOL
SUMMARY OF PRIOR YEAR FINDINGS
For The Year Ended June 30, 2023

UNITED STATES DEPARTMENT OF EDUCATION

Finding 2022-001: Elementary and Secondary School Emergency Relief Fund (ESSER) - COVID-19 - Assistance Listing No. 84.425D and American Rescue Plan - Elementary and Secondary School Emergency Relief (ARP ESSER) - COVID-19 - Assistance Listing No. 84.425U

Condition: This finding was a material weakness over internal controls stating that there were no controls in place to ensure that they complied with the Davis Bacon Act.

Recommendation: The auditor recommended that procedures be implemented to ensure that all federally funded construction contracts over \$2,000 should include the required provision to follow the Act and the School should ensure that the contractors are following the regulations and paying proper wages.

Current Status: The recommendation was adopted October 2022. No similar findings were noted in the June 30, 2023 year end audit.

Finding 2022-002: Elementary and Secondary School Emergency Relief Fund (ESSER) - COVID-19 - Assistance Listing No. 84.425D and American Rescue Plan - Elementary and Secondary School Emergency Relief (ARP ESSER) - COVID-19 - Assistance Listing No. 84.425U

Condition: Funds expended for construction did not comply with the Davis Bacon Act.

Recommendation: The auditor recommended that procedures be implemented to ensure that all federally funded construction contracts over \$2,000 should include the required provision to follow the Act and the School should ensure that the contractors are following the regulations and paying proper wages.

Current Status: The recommendation was adopted October 2022. No similar findings were noted in the June 30, 2023 year end audit.

ROCHESTER ACADEMY CHARTER SCHOOL
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For The Year Ended June 30, 2023

Federal Grantor/Program Title Pass-Through Grantor	Federal AL Number	Agency or Pass Through Number	Passed Through to Subrecipients	Federal Expenditures
<u>United States Department of Education</u>				
COVID-19 Elementary and Secondary School - Emergency Relief Fund Passed Through New York State Education Department	84.425D	260501861067	-	\$ 611,790
COVID-19 American Rescue Plan - Elementary and Secondary School Emergency Relief Passed Through New York State Education Department	84.425U	260501861067	-	<u>1,102,417</u>
Total Education Stabilization Fund	84.425			1,714,207
Title I Grants to Local Educational Agencies Passed Through New York State Education Department	84.010A	260501861067	\$ -	574,401
Supporting Effective Instruction State Grant Passed Through New York State Education Department	84.367A	260501861067	-	65,945
Student Support and Academic Enrichment Program Passed Through New York State Education Department	84.424	260501861067	<u>-</u>	<u>43,533</u>
Total United States Department of Education			<u>-</u>	<u>2,398,086</u>
Total Federal Expenditures			<u>\$ -</u>	<u>\$ 2,398,086</u>

ROCHESTER ACADEMY CHARTER SCHOOL
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For The Year Ended June 30, 2023

Note 1 - Basis of Presentation:

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

Note 2 - Summary of Significant Accounting Policies:

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Rochester Academy Charter School has not yet elected not to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance. All costs are directly allocated.

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

Trustee Name:

WILLIAM D. MIDDLETON

Name of Charter School Education Corporation:

ROCHESTER ACADEMY CHARTER SCHOOL

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

PRESIDENT, BOT
SECRETARY, BOT

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☒ **None**

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

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

☒ **None**

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

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

Business Telephone:

[REDACTED]

Business Address:

[REDACTED]

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

[REDACTED]

Signature

21 JULY 2023

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:

Joann Santos Santiago

Name of Charter School Education Corporation:

Rochester Academy Charter School

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

*Vice-chair
member, Comm. Engagement & Development Committee*

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☒ **None**

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

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

☒ **None**

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

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Business Telephone:

[REDACTED]

Business Address:

[REDACTED]

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

Signature

[REDACTED]

Date

7/00/23

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:

Sadina Al

Name of Charter School Education Corporation:

Rochester Academy Charter School

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

- Academic Excellence Committee Chair

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☒ **None**

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

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

☒ **None**

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

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Business Telephone:

Business Address:

E-mail Address:



Home Telephone:



Home Address:





Signature

Date 07.21.2023

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:

D. Jean Calder

Name of Charter School Education Corporation:

Rochester Academy Charter School

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

Community Outreach Committee Chair
Board Secretary

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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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:

N/A

Business Address:

N/A

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

Signature

[REDACTED]

Date

7/21/23

Acceptable signature formats include:

- Digitally certified PDF signature
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last revised 04/2022

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

Trustee Name:

Mustafa Guler

Name of Charter School Education Corporation:

Rochester Academy Charter School

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

Treasurer

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

☐

Yes

☒ No

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

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

☐

Yes

☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☒ **None**

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

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

☒ **None**

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

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

Business Telephone:

[REDACTED]

Business Address:

[REDACTED]

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

[REDACTED]

Signature

7-24-2023

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:

Cheryl Sampson

Name of Charter School Education Corporation:

Rochester Academy Charter School

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

Board member, Governance Committee, Finance & Facilities Committee

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☒ **None**

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

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

☒ **None**

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

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:

None

Business Address:

None

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

[REDACTED]

Signature

July 25, 2023

Date

Acceptable signature formats include:

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

last revised 04/2022



Rochester Academy Charter School

Minutes

Board Meeting

Date and Time

Friday July 15, 2022 at 5:30 PM

Location

District Office - 310 Hinchey Road

Trustees Present

C. Sampson, M. Guler, S. Al, W. Middleton

Trustees Absent

D. Calder, J. Santos

Guests Present

D. Ozcan, J. Rivera, M. Demirtas, Z. Ercan

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

W. Middleton called a meeting of the board of trustees of Rochester Academy Charter School to order on Friday Jul 15, 2022 at 5:35 PM.

C. Approve Minutes

C. Sampson made a motion to approve the minutes from June Board Meeting on 06-10-22.

M. Guler seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Academic Excellence and Equity

A. Monthly Topic

The discipline and restorative practices data will be presented at the August Board meeting.

B. Committee Meeting Minutes

III. Community Outreach & Development

A. Report

Ms. Zehra shared a 3-minute clip of the graduation ceremony.

The board recommended to keep the photographer for future projects including a video about RACS to be posted on our website.

The board members will join the ribbon-cutting ceremony to celebrate our first year of being a fully K-12 school.

B. Committee Meeting Minutes

IV. Finance, Facilities & Audit

A. Enrollment

Based on the data presented, RACS will have full student enrollment at the beginning of the school year.

B. Financials

The financial report for the entire 2021-22 school year will be presented after the independent auditor report is finalized.

C. GYM Construction

M. Guler made a motion to go into executive session.

C. Sampson seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Sampson made a motion to end the executive session.

S. Al seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Committee Meeting Minutes

V. Governance

A. CEO Evaluation

W. Middleton will present the evaluation report at the August Board Meeting.

B. Strategic Plan Proposal

The board will go over the plan with the Causewave representative at the August Board Retreat meeting.

C. Committee Meeting Minutes

VI. Other Business

A. Employee Contract Decisions

M. Guler made a motion to approve staffing changes.

S. Al seconded the motion.

The board **VOTED** unanimously to approve the motion.

VII. Closing Items

A. Board Meeting Evaluation

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:30 PM.

Respectfully Submitted,

W. Middleton



Rochester Academy Charter School

Minutes

Board Meeting

Date and Time

Saturday August 20, 2022 at 1:30 PM

Location

310 Hinchey Road

Trustees Present

C. Sampson, D. Calder, S. Al, W. Middleton

Trustees Absent

J. Santos, M. Guler

Guests Present

D. Ozcan, J. Doyle, M. Demirtas, Z. Ercan

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

W. Middleton called a meeting of the board of trustees of Rochester Academy Charter School to order on Saturday Aug 20, 2022 at 1:30 PM.

C. Approve Minutes

C. Sampson made a motion to approve the minutes from Board Meeting on 07-15-22.

D. Calder seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Academic Excellence and Equity

A. Monthly Topic

J. Doyle presented the End of the Year Checklist Data and Action Steps for the 2022-2023 school year.

B. Committee Meeting Minutes

III. Finance, Facilities & Audit

A. Enrollment

B. Financials

D. Ozcan presented the summary of the budget for the Summer of July 2022.

C. Committee Meeting Minutes

IV. Governance

A. CEO Evaluation

B. Strategic Plan Proposal

C. Sampson made a motion to approve the Strategic Plan Proposal from Causewave.

S. Al seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Complaint Policy Revision

M. Demirtas shared the changes to the Complaint Policy Revision.

D. Calder made a motion to approve the changes to the Complaint Policy Revision.

S. Al seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Committee Meeting Minutes

V. Other Business

A. Employee Contract Decisions

M. Demirtas shared the Employee changes.

S. Al made a motion to approve the staffing changes.

D. Calder seconded the motion.

The board **VOTED** unanimously to approve the motion.

VI. Closing Items

A. Board Meeting Evaluation

Great meeting

Food was delicious

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:44 PM.

Respectfully Submitted,
Z. Ercan



Rochester Academy Charter School

Minutes

Board Meeting

Date and Time

Friday September 16, 2022 at 5:00 PM

Location

RACS District Office

Trustees Present

C. Sampson, D. Calder, J. Santos, M. Guler, S. Al, W. Middleton

Trustees Absent

None

Trustees who arrived after the meeting opened

J. Santos, M. Guler

Guests Present

D. Ozcan, G. Santiago, H. Eysaman, J. Doyle, M. Demirtas, R. Roberts-Grant, T. Manchester, Z. Ercan

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

C. Sampson called a meeting of the board of trustees of Rochester Academy Charter School to order on Friday Sep 16, 2022 at 5:10 PM.

C. Approve Minutes

D. Calder made a motion to approve the minutes from Board Meeting on 08-20-22.
C. Sampson seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Academic Excellence and Equity

A. Monthly Topic

The summary of the building level goals presented by the building leaders to the Board.
M. Guler arrived at 5:15 PM.
J. Santos arrived at 5:29 PM.

B. High School Summer School Policy

T. Machester presented a summary of the high school summer school policy.
C. Sampson made a motion to approve summer school policy.
S. Al seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. High School Standards-Based Grading Policy

T. Manchester presented a summary of the high school standards-based grading policy.
C. Sampson made a motion to approved the high school standards-based grading policy.
M. Guler seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Committee Meeting Minutes

III. Community Outreach & Development

A. Report

B. Committee Meeting Minutes

Z. Ercan presented the events that took place at the school buildings during the last month.

IV. Finance, Facilities & Audit

A. Enrollment

M. Demirtas presented the enrollment report from the beginning of the school year

B. Financials

D. Ozcan shared the financial summary.

C. Budget Amendment-1 for 22-23 School Year

D. Ozcan shared the reasons for the budget amendment request.
M. Guler made a motion to approve the budget amendment for the 2022-23 school year.
S. Al seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Purchase of Detection Machines for Student and Staff Safety

M. Demirtas shared the request to purchase bag scanning machines.
M. Guler made a motion to approve the purchase of Smith detection machines for students and staff safety.
J. Santos seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. High School Parking Lot Project

C. Sampson made a motion to approve paving of the high school parking lot by Alco Paving.
M. Guler seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Committee Meeting Minutes

V. Governance

A. CEO Evaluation

W. Middleton summarized the CEO evaluation.

B. Adoption of District-wide School Safety Plan

M. Guler made a motion to adopt the district wide school safety plan.
J. Santos seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Committee Meeting Minutes

VI. Other Business

A. Employee Contract Decisions

M. Demirtas presented the staff diversity data and staffing changes as of September 2022.
C. Sampson made a motion to approve the staffing changes.
J. Santos seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Closing Items

A. Board Meeting Evaluation

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:55 PM.

Respectfully Submitted,
W. Middleton



Rochester Academy Charter School

Minutes

Board Meeting

Date and Time

Friday October 28, 2022 at 5:00 PM

Location

District Office

Trustees Present

C. Sampson, D. Calder, S. Al, W. Middleton

Trustees Absent

J. Santos, M. Guler

Guests Present

D. Ozcan, G. Santiago, J. Doyle, M. Demirtas, Melinda Perez

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

W. Middleton called a meeting of the board of trustees of Rochester Academy Charter School to order on Friday Oct 28, 2022 at 5:08 PM.

C. Approve Minutes

C. Sampson made a motion to approve the minutes from Board Meeting on 09-16-22.

S. Al seconded the motion.

The board **VOTED** unanimously to approve the motion.

D.

Independent Auditor's Presentation

Melinda Perez presented the summary of our financial audit for the 2021-2022 school year.

II. Academic Excellence and Equity

A. Monthly Topic

Ms. Doyle presented the academic goals for the 2022-2023 school year.

B. Committee Meeting Minutes

III. Community Outreach & Development

A. Report

Ms. Zehra presented photos from former events and celebrations for the RACS community.

B. Committee Meeting Minutes

IV. Finance, Facilities & Audit

A. Enrollment

M. Demirtas presented the current enrollment numbers and the enrollment and retention data based on 2021-22 and 2022-23 school years data.

B. Financials

D. Ozcan presented the monthly financial report.

C. Gym Construction Status Update

D. Ozcan presented a slide show about the gym construction updates.

D. Committee Meeting Minutes

E. School Minivan Buyout and Lease Options

D. Ozcan discussed the school minivan buyout and lease options.

C. Sampson made a motion to buyout the current school van.

S. Al seconded the motion.

The board **VOTED** unanimously to approve the motion.

V. Governance

A.

Committee Meeting Minutes

The governance committee shared their opinions on the parent and student guests that attended the last strategic plan meeting.

VI. Other Business

A. Employee Contract Decisions

C. Sampson made a motion to approve the new hire staffing changes.

S. Al seconded the motion.

The board **VOTED** unanimously to approve the motion.

VII. Closing Items

A. Board Meeting Evaluation

Ms.Sampson suggested that moving forward the board members have a small portion of the meeting timeframe to speak amongst board members only.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:10 PM.

Respectfully Submitted,
W. Middleton



Rochester Academy Charter School

Minutes

Board Meeting

Date and Time

Friday November 18, 2022 at 5:00 PM

Location

District Office

Trustees Present

C. Sampson, D. Calder, J. Santos, S. Al

Trustees Absent

M. Guler, W. Middleton

Guests Present

D. Ozcan, G. Santiago, J. Doyle, M. Demirtas, Z. Ercan

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

J. Santos called a meeting of the board of trustees of Rochester Academy Charter School to order on Friday Nov 18, 2022 at 5:36 PM.

C. Approve Minutes

S. Al made a motion to approve the minutes from Board Meeting on 10-28-22.

D. Calder seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Academic Excellence and Equity

A. Monthly Topic

J.Doyle presented a slideshow on the data of the iReady diagnostic between all of the charters in Rochester. J.Doyle also presented the slide show with details of the parent engagements through parent square and graphs on the plans and past events.

B. Enrollment Expansion Proposal

M.Demirtas proposed a few different enrollment expansion ideas.

C. Committee Meeting Minutes

III. Community Outreach & Development

A. Report

Ms.Zehra presented a slideshow with pictures and details of events from the 22-23 school year so far.

B. Committee Meeting Minutes

IV. Finance, Facilities & Audit

A. Enrollment

Ms.Zehra presented enrollment numbers and data for the 22-23 school year so far.

B. Financials

Mr.Demir presented a few photographs of the upcoming gym and went over the budget (the balance sheet/cash flow)

C. Form 990

D. Construction Payment Plan Options

C. Sampson made a motion to move acceptance of the construction payment plan proposal.

S. Al seconded the motion.

The board **VOTED** unanimously to approve the motion.

E. Gym Construction Update

Mr.Demir went over the two change of orders in the gym construction expense and payment info.

F.

Lawn Maintenance Options

S. Al made a motion to purchase the 2023 chevy w/large cargo bed.

D. Calder seconded the motion.

The board **VOTED** unanimously to approve the motion.

G. Committee Meeting Minutes

V. Other Business

A. Employee Contract Decisions

D. Calder made a motion to approve the staffing changes.

C. Sampson seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Executive Meeting

VI. Closing Items

A. Board Meeting Evaluation

Ms. Calder's delta was that the meeting was very long. Ms.Santos stated her plus was the details and data of the iready diagnostic and comparison with the other schools.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:45 PM.

Respectfully Submitted,

G. Santiago



Rochester Academy Charter School

Minutes

Board Meeting

Date and Time

Wednesday December 21, 2022 at 5:00 PM

Trustees Present

C. Sampson, D. Calder, J. Santos, W. Middleton

Trustees Absent

M. Guler, S. Al

Guests Present

D. Ozcan, G. Santiago, J. Doyle, M. Demirtas, Z. Ercan

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

W. Middleton called a meeting of the board of trustees of Rochester Academy Charter School to order on Wednesday Dec 21, 2022 at 5:12 PM.

C. Approve Minutes

C. Sampson made a motion to approve the minutes from Board Meeting on 11-18-22.

J. Santos seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Academic Excellence and Equity

A.

Monthly Topic

Ms. Doyle went over the annual Regents data. The exemptions do not allow us to make a reliable comparison with previous school years' data.

B. Committee Meeting Minutes

III. Community Outreach & Development

A. Report

Ms. Zehra presented a slideshow of events that have been held at all three locations.

B. Committee Meeting Minutes

IV. Finance, Facilities & Audit

A. Enrollment

Mr. Demirtas presented the enrollment report comparing enrollment numbers from September to December.

B. Financials

Mr. Demir went over the monthly summary income statement. Mr. Demir also went over the balance sheet and cash flow.

C. Form 990

J. Santos made a motion to approve form 990.

D. Calder seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Committee Meeting Minutes

E. Gym Construction Update

Mr. Demir went over three change orders for the gymnasium construction.

V. Other Business

A. Employee Contract Decisions

D. Calder made a motion to approve staffing changes.

J. Santos seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Executive Meeting

VI. Closing Items

A. Board Meeting Evaluation

Ms. Sampson stated we had a good discussion of agenda items.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:05 PM.

Respectfully Submitted,
G. Santiago



Rochester Academy Charter School

Minutes

Board Meeting

Date and Time

Friday January 20, 2023 at 5:00 PM

Location

Rochester Academy Charter Middle School

Trustees Present

C. Sampson, D. Calder, J. Santos, M. Guler, W. Middleton

Trustees Absent

S. Al

Guests Present

D. Ozcan, G. Santiago, M. Demirtas, Z. Ercan

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

W. Middleton called a meeting of the board of trustees of Rochester Academy Charter School to order on Friday Jan 20, 2023 at 5:13 PM.

C. Approve Minutes

M. Guler made a motion to approve the minutes from Board Meeting on 12-21-22.

D. Calder seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Academic Excellence and Equity

A. Monthly Topic

M. Demirtas stated that the mission statement has been revised and the new vision statement has been crafted. Both were approved in 2022 by NYSED Charter School Office. The CSO also evaluated the organizational capacity of RACS recently. The board and the administration reviewed the evaluation report and created a plan to continue improving our practices. There will be no changes in the enrollment plan for the future year ahead. The cap will be 816 students for the next year.

B. Committee Meeting Minutes

III. Community Outreach & Development

A. Report

Ms. Zehra presented the slideshow of events that took place since the last board meeting.

B. Committee Meeting Minutes

IV. Finance, Facilities & Audit

A. Enrollment

Mr. Demirtas presented the enrollment data.

B. Financials

Mr. Demir reviewed the summary income statement as well as the balance sheet for our cash flow. Mr. Demir also went over the budget vs actual numbers from 7/1/22 to 12/31/22.

C. Appraisal for the School Building

Mr. Demirtas presented the appraisal from Bruckner, Tillett, Rossi, Cahill & Association for the middle school building (841 Genessee St).

D. Committee Meeting Minutes

V. Governance

A. Reviewing and Revising Committee Job Descriptions

Ms. Sampson presented the task for each committee. The committees are asked to go over and edit the responsibilities document. The final version of these documents is scheduled to be reviewed and approved for the March board meeting.

B. Committee Meeting Minutes

VI. Other Business

A. Employee Contract Decisions

Mr. Demirtas went over the employment changes for the month of January 2023.

J. Santos made a motion to approve the staffing changes for January.

C. Sampson seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Executive Meeting

VII. Closing Items

A. Board Meeting Evaluation

Mr. Guler stated a plus would be that the meeting was short and fast.

Mr. Middleton reiterated handling everything efficiently as a plus.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:07 PM.

Respectfully Submitted,
G. Santiago



Rochester Academy Charter School

Minutes

Board Meeting

Date and Time

Friday February 17, 2023 at 5:00 PM

Location

Rochester Academy Charter High School

Trustees Present

C. Sampson, D. Calder, J. Santos, W. Middleton

Trustees Absent

M. Guler, S. Al

Guests Present

D. Ozcan, G. Santiago, J. Doyle, M. Demirtas

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

W. Middleton called a meeting of the board of trustees of Rochester Academy Charter School to order on Friday Feb 17, 2023 at 5:04 PM.

C. Approve Minutes

D. Calder made a motion to approve the minutes from Board Meeting on 01-20-23.

J. Santos seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Academic Excellence and Equity

A. Monthly Topic

Ms. Doyle presented the accountability status and discipline and restorative mid-year data. The action plan to improve our practices was presented as well.

B. Committee Meeting Minutes

III. Community Outreach & Development

A. Report

Ms. Zehra will present the monthly events combined for two months at the next board meeting.

B. Committee Meeting Minutes

IV. Finance, Facilities & Audit

A. Enrollment

Mr. Demirtas went over the enrollment numbers for February. Our enrollment number is above the target for the year.

B. Financials

Mr. Demir went over the summary income statement, building assets & balance sheet/cash flow as of 1/31/2023. Mr. Demir presented two videos of the finished product of the additions to the high school.

C. Committee Meeting Minutes

D. MS Project Financial Review

The board will discuss this agenda item at the next board meeting.

V. Governance

A. Reviewing and Revising Committee Job Descriptions

The board will review the final versions of the job descriptions at the next board meeting.

B. Committee Meeting Minutes

VI. Other Business

A.

Employee Contract Decisions

Mr. Demirtas presented the staffing change document.

J. Santos made a motion to approve the staffing changes.

C. Sampson seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Executive Meeting

VII. Closing Items

A. Board Meeting Evaluation

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:48 PM.

Respectfully Submitted,

G. Santiago



Rochester Academy Charter School

Minutes

Board Meeting

Date and Time

Friday March 17, 2023 at 5:00 PM

Location

Rochester Academy Charter Middle School

Trustees Present

C. Sampson, D. Calder, J. Santos, S. Al, W. Middleton

Trustees Absent

M. Guler

Guests Present

D. Ozcan, G. Santiago, J. Doyle, Jane Kobos, M. Demirtas

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

W. Middleton called a meeting of the board of trustees of Rochester Academy Charter School to order on Friday Mar 17, 2023 at 5:03 PM.

C. Approve Minutes

C. Sampson made a motion to approve the minutes from Board Meeting on 02-17-23.

D. Calder seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Academic Excellence and Equity

A. Monthly Topic

Ms. Doyle presented i-Ready winter diagnostic and IRLA data and compared it with the annual i-Ready goals. After that, Ms. Doyle went over the Cohort Regents data. Mr. Demirtas suggested reviewing the professional development document at the next board meeting.

B. Committee Meeting Minutes

III. Finance, Facilities & Audit

A. Enrollment

Mr. Demirtas went over the numbers of student enrollment per grade level.

B. Financials

Mr. Demir went over the summary income statement for the month as well as the reserves in use. Mr. Demir explained the items on the balance sheet of cash flow.

C. MS Project Review

Mr. Demirtas reviewed the documents for the MS project.

C. Sampson made a motion to proceed with the purchase of the Middle School building using Terrance Shannon as a consultant.

The board **VOTED** unanimously to approve the motion.

D. MS Lease Extension

C. Sampson made a motion to approve the lease extension under the terms outlined in the lease extension document dated 3/20/2023.

The board **VOTED** unanimously to approve the motion.

E. Budget 22-23 Preparation

Mr. Demir went over the budget preparation timeline.

F. Committee Meeting Minutes

IV. Governance

A. Reviewing and Revising Committee Job Descriptions

D. Calder made a motion to approve the reviewed and revised committee job descriptions.

S. Al seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Board Member Recruitment Process Revision

The board reviewed the board member recruitment process revisions.

C. Sampson made a motion to approve the revisions made to the board member recruitment process.

S. Al seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Committee Meeting Minutes

V. Other Business

A. Employee Contract Decisions

Mr. Demirtas went over the staffing changes report for the month of March. Mr. Middleton suggested including start date information for the employees leaving RACS.

D. Calder made a motion to approve the employee contract changes.

J. Santos seconded the motion.

The board **VOTED** unanimously to approve the motion.

VI. Closing Items

A. Board Meeting Evaluation

Ms. Santos and Mr. Middleton agreed that the board covered a lot of important agenda items during the meeting and the meeting ended almost on time.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:08 PM.

Respectfully Submitted,

G. Santiago



Rochester Academy Charter School

Minutes

Board Meeting

Date and Time

Friday April 28, 2023 at 5:00 PM

Location

Rochester Academy Charter Middle School

Trustees Present

C. Sampson, J. Santos, S. Al, W. Middleton

Trustees Absent

D. Calder, M. Guler

Guests Present

D. Ozcan, G. Santiago, J. Doyle, M. Demirtas, Z. Ercan

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

W. Middleton called a meeting of the board of trustees of Rochester Academy Charter School to order on Friday Apr 28, 2023 at 5:12 PM.

C. Approve Minutes

J. Santos made a motion to approve the minutes from Board Meeting on 03-17-23.

S. Al seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Academic Excellence and Equity

A. Monthly Topic

Ms. Doyle introduced the professional development plan. Ms. Santos recommended a budget chart that shows the current budget and the budget allocated for the instructional program and staffing needs. Ms. Santos also recommended calling the tutoring center a learning center.

J. Santos made a motion to approve the Professional Development Plan.

C. Sampson seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Committee Meeting Minutes

III. Community Outreach & Development

A. Report

Ms. Zehra presented the slideshow going over the events that took place in the last two months at our school buildings.

B. Committee Meeting Minutes

IV. Finance, Facilities & Audit

A. Enrollment

Mr. Demirtas went over the enrollment number supported by Ms. Zehra.

B. Financials

Mr. Demir went over the financial report from the beginning of July to the end of March.

C. Salary Increase Review

Mr. Demirtas went over the salary increase & salary analysis in Rochester.

C. Sampson made a motion to increase the school leaders' salaries by \$10K using the 60-day cash reserve to fund that over 13 years.

S. Al seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. NYS Comptroller's Office Audit

Mr. Demirtas went over the presentation that Mr. Demir prepared in regard to the Comptroller's Office audit. Mr. Middleton suggested the finance committee work on a corrective action plan.

E.

Budget 22-23 Preparation

Mr. Demir stated that the budget is still being worked on.

F. Committee Meeting Minutes

V. Governance

A. Review the Calendar for the 2023-24 School Year

Mr. Demirtas presented and briefly went over the 2023-24 academic calendar.

S. Al made a motion to approve the 2023-24 school year calendar.

C. Sampson seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Committee Meeting Minutes

VI. Other Business

A. Employee Contract Decisions

S. Al made a motion to approve the staffing changes.

The board **VOTED** unanimously to approve the motion.

VII. Closing Items

A. Board Meeting Evaluation

Mr. Middleton stated that the meeting was very important but ran a little long.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,

G. Santiago



Rochester Academy Charter School

Minutes

Board Meeting

Date and Time

Friday May 26, 2023 at 5:00 PM

Location

Rochester Academy Charter High School

Trustees Present

C. Sampson, D. Calder, J. Santos, M. Guler, W. Middleton

Trustees Absent

S. Al

Guests Present

D. Ozcan, G. Santiago, M. Demirtas, Z. Ercan

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

W. Middleton called a meeting of the board of trustees of Rochester Academy Charter School to order on Friday May 26, 2023 at 5:13 PM.

The thank you cards and appreciation pictures were presented to the current and former board members to express the school community's gratitude for their numerous hours of voluntary services to make RACS a better place for students and staff.

C. Approve Minutes

M. Guler made a motion to approve the minutes from Board Meeting on 04-28-23.

J. Santos seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Academic Excellence and Equity

A. Monthly Topic

Mr. Demirtas went over the instructional programs staffing needs for 2023-2024 school year.

M. Guler made a motion to approve the 2023-2024 instructional plan that does not increase the expenditure amount in the next school year's budget.

J. Santos seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Committee Meeting Minutes

III. Community Outreach & Development

A. Report

Ms. Zehra presented the recent updates from RACS Community.

B. Committee Meeting Minutes

IV. Finance, Facilities & Audit

A. Enrollment

Mr. Demirtas went over the current enrollment numbers and briefly presented the enrollment numbers for the 2023-2024 school year.

B. Financials

Mr. Demir went over the budget and income statements.

C. Budget 2023-24

D. Discuss the Purchase of a Middle School Building

Ms. Sampson briefly went over the results of the meeting for the purchase of a middle school building. Ms. Sampson recommended meeting once again with the current owner to look at each item on the list of things that need to be repaired in the building before the next financial meeting.

E. Committee Meeting Minutes

V. Governance

A.

Board and Committee Resources

Dr. Middleton showed how to enter and review the board and committee goals using the BoardOnTrack site. Dr. Middleton is recommending that everyone attend a webinar provided by the BoardOnTrack site.

Ms. Santos suggested that the governance committee start working on the summer board retreat.

B. Ombudsperson

Dr. Middleton stated that he has made it a goal to put together the structure and responsibilities of our future ombudsperson.

C. Board and Committee Calendars

Dr. Middleton stated that we need to work on the calendar template for the committees to complete during the summer retreat. Mr. Demirtas advised the board that he would create the template.

D. Upcoming Webinar: Dreaming Big – The Role of Your Development Committee

Dr. Middleton suggested that everyone register the upcoming webinar.

E. Committee Meeting Minutes

VI. Other Business

A. Employee Contract Decisions

Mr. Demirtas went over the staffing changes.

J. Santos made a motion to approve the staffing changes.

C. Sampson seconded the motion.

The board **VOTED** unanimously to approve the motion.

VII. Closing Items

A. Board Meeting Evaluation

Dr. Middleton stated that the meeting went very well talking about a lot of important things and finished on time.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:07 PM.

Respectfully Submitted,
G. Santiago



Rochester Academy Charter School

Minutes

Board Meeting

Date and Time

Friday June 16, 2023 at 5:00 PM

Location

Rochester Academy Charter Elementary School

Trustees Present

C. Sampson, D. Calder, J. Santos, M. Guler, S. Al, W. Middleton

Trustees Absent

None

Guests Present

D. Ozcan, G. Santiago, J. Doyle, M. Demirtas, Mr. Tillery, Z. Ercan

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

W. Middleton called a meeting of the board of trustees of Rochester Academy Charter School to order on Friday Jun 16, 2023 at 5:24 PM.

C. Approve Minutes

M. Guler made a motion to approve the minutes from Board Meeting on 05-26-23.

D. Calder seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Finance, Facilities & Audit

A. Enrollment

B. Financials

C. Budget 2023-24

Mr. Demir presented the 23-24 budget slideshow including details of a comparison of revenue and expenses for current and next school years.

D. Discuss the Purchase of a Middle School Building

E. Educational Service Purchases-1

Mr. Guler recommended that we have one person in-house that specializes solely in becoming an expert on the amplify software. The finance committee recommends voting for approval for software totaling \$42,397.00

M. Guler made a motion to approve the amount for the amplify software to be purchased. The board **VOTED** unanimously to approve the motion.

F. Educational Service Purchase-2

Ms. Doyle introduced frontline education with cost information.

M. Guler made a motion to approve the purchase of frontline education in total of 22,700 including the 10,600.00 implementation fee and the annual fee.

J. Santos seconded the motion.

The board **VOTED** unanimously to approve the motion.

G. Educational Service Purchase-3

Ms. Doyle went over the details of the American Reading curriculum. Dr. Middleton suggested waiting until next month so there would be communication with the teachers before voting to purchase this software.

H. Committee Meeting Minutes

III. Governance

A. Discuss Plan for Having an Ombudsperson

Dr. Middleton stated that the board has decided to drop the idea to have an ombudsperson.

B. Committee Meeting Minutes

C.

Determine a Board Retreat Date

Mr. Demirtas proposed 4 dates for the Board retreat date, the board decided on the date of August 5th for the board retreat date.

IV. Other Business

A. Employee Contract Decisions

Mr. Demirtas went over the staffing changes reflecting 5/16/23 - 6/16/23.

J. Santos made a motion to approve staffing changes.

S. Al seconded the motion.

The board **VOTED** unanimously to approve the motion.

V. Closing Items

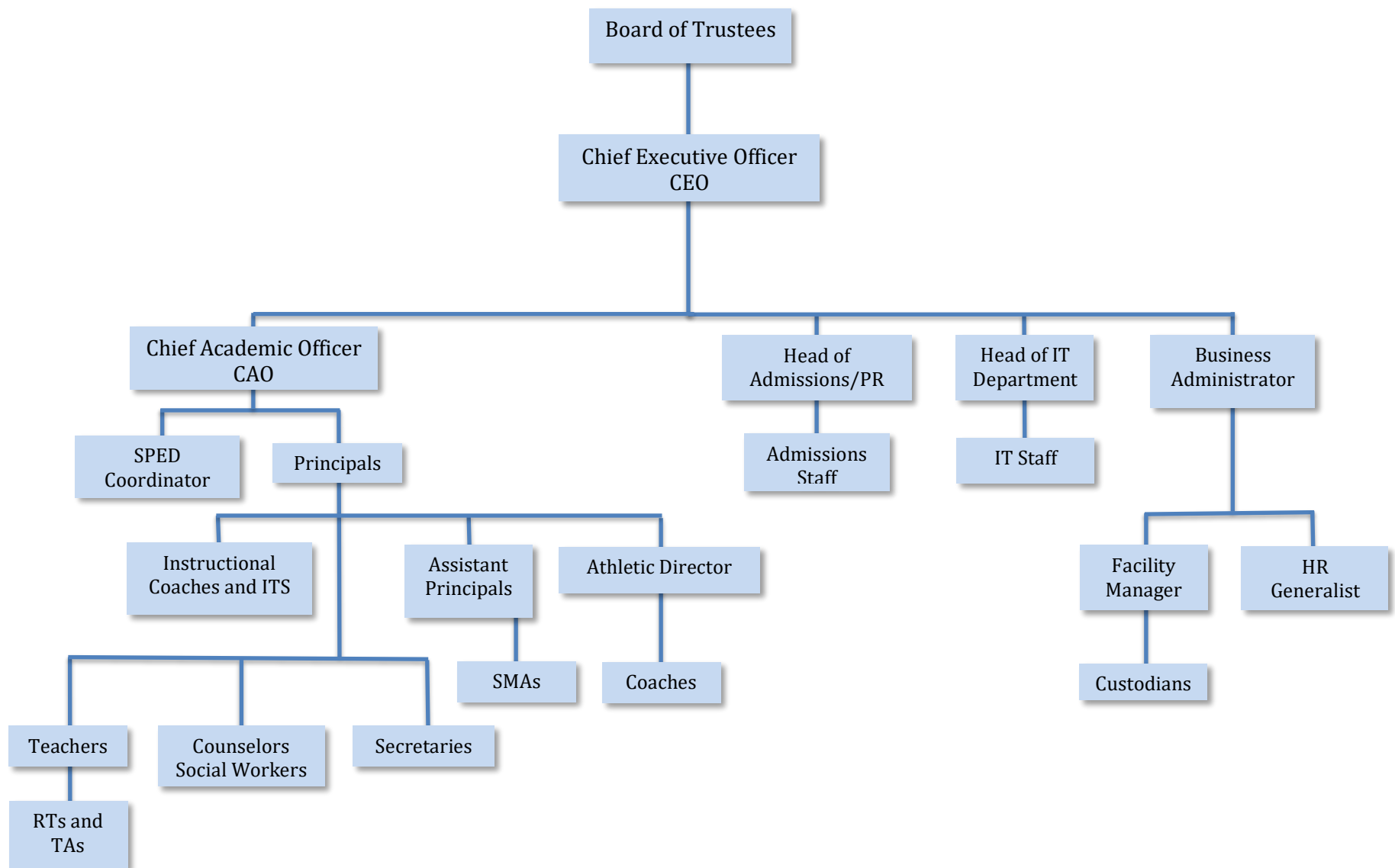
A. Board Meeting Evaluation

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:15 PM.

Respectfully Submitted,

G. Santiago





ROCHESTER ACADEMY CHARTER SCHOOL 2023-2024 SCHOOL CALENDAR

Aug. 28-31 -Summer Institute
 Sep. 1,5 -Summer Institute
 Sep. 4 -Labor Day Holiday (Buildings Closed)
 Sep. 6 -First day for students
 Sep. 7 -Elementary School Back to School Night
 Sep. 28 -Middle School Back to School Night
 Oct. 4 -High School Back to School Night
 Oct. 9 -Columbus/Indigenous Peoples' Day (Buildings Closed)
 Oct. 24 -ES Parent Teacher Conferences (Half Day ES only)
 Oct. 26 -Parent Teacher Conferences (Half Day for All)
 Nov. 7 -Conference Day (No School for Students)
 Nov. 10 -Veterans Day (Buildings Closed)
 Nov. 22-24 -Thanksgiving Recess (Buildings Closed)
 Dec. 8 -Conference day (½ Day for students)
 Dec. 25-Jan. 1 -Winter Recess
 Jan. 2 -School Resumes
 Jan. 15 -Martin Luther King Jr. Day (Buildings Closed)
 Jan. 23-26 -Regents Week for High School (Full day ES/ MS)
 Feb. 7 -High School Winter Festival
 Feb. 19 -Presidents' Day (Buildings Closed)
 Feb. 20-23 -Mid-Winter Recess
 Mar. 1 -Conference day (½ Day for students)
 Mar. 29 -Good Friday (Buildings Closed)
 Apr. 1-8 -Spring Recess
 Apr. 10-11 -NYS 3-8 ELA Paper-Based Test (early release for MS)
 Apr. 22 -Conference Day (No School for Students)
 May 7-8 -NYS Grade 3-8 Math Paper-Based Test (early release for MS)
 May 14 -NYS Grades 5-8 Science Computer-Based Test
 May 17 -Conference Day (No School for Students)
 May 23 -Conference day (½ Day for students)
 May 24 -Recess(Buildings Closed)
 May 27 -Memorial Day (Buildings Closed)
 June 4,14-25 -Regents Exams
 June 19 -Juneteenth Holiday (Buildings Closed)
 June 25 -Last day of school for students (Half Day)
 June 26 -Regents' Rating Day/Last Day for Staff

JULY '23				Days T:0 / S:0
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

AUGUST '23				Days T:4 / S:0
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

SEPTEMBER '23				Days T:20 / S:18
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

OCTOBER '23				Days T:21 / S:21
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

NOVEMBER '23				Days T:18 / S:17
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

DECEMBER '23				Days T:16 / S:16
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

JANUARY '24				Days T:21 / S:21
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

FEBRUARY '24				Days T:16 / S:16
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	

MARCH '24				Days T:20 / S:20
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

APRIL '24				Days T:16 / S:15
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

MAY '24				Days T:21 / S:20
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

JUNE '24				Days T:17 / S:16
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

Teacher Days:190, Student Days:180

	First/Last Day of School for K-12 Students
	Holiday/Recess
	Staff Conference Days - No School for Students
	Staff Conference Days - Half Day for Students
	Parent Teacher Conference Days - Half Day for Students
	Testing Days
	Regents Rating Day/Last Day for 10 Month Staff

First Emergency Make-up Day: May 24, 2024

This school calendar is tentative depending on weather conditions, and may be modified as required. Approved by the RACS Board of Trustees on April 28, 2023.

NONPUBLIC FIRE AND BUILDING SAFETY REPORT

Per NYS Education Law 807-A(1) All school buildings containing classroom, dormitory, laboratory, physical education, dining or recreational facilities for student use, which are owned, operated, or leased by nonpublic schools must be inspected at least annually for hazards which may endanger the lives of students, teachers and employees therein and for compliance with applicable sections of 8NYCRR155 Regulations of the Commissioner of Education and for compliance with the 2020 Building Code of New York State, 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.

NONPUBLIC SCHOOL BEDS CODE#

261600860910

School Name

ROCHESTER ACADEMY CHARTER

Facility/Building Name

Street Address (NO PO Box Numbers)

1757 LATTA RD

City/Town/Village

Zip Code

ROCHESTER NY 14612

Name of Municipality Responsible for Local Code Enforcement

GREACE NY

INSTRUCTIONS

- Read the “*Manual for Nonpublic School Facility - Fire & Building Safety Inspections*” prior to inspecting the facility and complete a separate report for each facility/building and location.
- **Part I:** General Information. School officials must complete this section annually.
- **Part II:**
 - Items 08A-2 through 08E-2 on the Non-Conformance Report Sheet – Must be completed for facilities with electrically operated partitions per Regulations of the Commissioner 155.25
 - Items 09A-2 through 26 on the Non-Conformance Report Sheet – Must be completed for all facilities per 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.
- **Part III (A, B, C & D) Certifications** -To be completed by individuals as indicated.

A copy of this form must be kept on file at the school for three years and must be available for public review.

Part I: General Information and Fire/Life Safety History (complete annually)

Inspection Date

Note: Please insert the date the actual inspection took place.

Inspections shall be performed between July 1st and December 1st of the current school year.

1. Please indicate the primary use of this facility:

☒ STUDENT INSTRUCTION

☐ OTHER STUDENT USE

Please Specify:

2. Is there a fire sprinkler system in this facility?

☒ YES ☐ NO

If 'yes', is the sprinkler alarm connected with the building alarm?

☒ YES ☐ NO

3. Is there a fire hydrant system for facility protection?

☐ YES ☐ NO

If YES, indicate ownership of system (select one):

_____ public owned
_____ school owned
_____ other (please specify)

4. Indicate the ownership of this facility

☐ LEASED

☒ OWNED

5. What is the current gross Square footage of this facility?

(to the nearest whole ten feet)

6. Fire and Emergency Drills

- a. Per Section 807, paragraph 2 of the New York State Education Law entitled Fire and Emergency Drills, confirm that a copy of Section 807 has been printed and distributed as guidance to teaching staff as required ☒ YES ☐ NO
- b. Provide dates of twelve fire and emergency drills required by Section 807 of Education Law held between September 1st and June 30th of the previous school year:

FIRE & EMERGENCY DRILLS

NOTE Eight (8) are required between September 1, and December 31

Eight (8) drills are required to be evacuation drills.

Four (4) drills are required to be lockdown drills

	Date	Evacuation	Lockdown
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			

c. If the required number of fire and emergency drills were not held during this reporting cycle, please describe the reason:

d. Average time to evacuate this facility was: 1 minutes 45 seconds

e. Confirm that arson and fire prevention instruction was provided in accordance with Section 808 of the Education Law (revised 9/1/05) which requires every school in New York State to provide a minimum of 45 minutes of instruction in arson and fire prevention; injury prevention and life safety for each month that school is in session.

X YES NO

f. Confirm that employee fire prevention, evacuation and fire safety training was provided and records maintained are being maintained in accordance with Section F406 of the NYS Fire Code

X YES NO

7. Have there been any fires in this facility since the last annual fire safety inspection report?

 YES X NO

a. If YES, indicate: total number of fires

b. total number of injuries

c. _____ total cost of property damage

8. If the fire alarm system was activated since the last fire safety inspection, was the fire department immediately notified in accordance with Section F401.3.2 of the NYS Fire Code?

_____ YES _____ NO

Part II: Nonpublic School Fire & Building Safety Non-Conformance Report Sheet

School Name Rochester Academy Charter Building Name Rochester Academy

Item #	Non-Conformance	Date Corrected
08A-2		
08B-2		
08C-2		
08D-2		
08E-2		
09A-2		
09B-2		
09C-1	✓	6-19-23
09D-1		
09F-2	✓	6-19-23
09G-2		
10A-2	✓	6-19-23
10B-2		
10C-1		
10D-1		
11A-2		
11B-1		
11C-2		
11D-2		
11E-1		
12A-1	✓	6-19-23
12B-3		
12C-2		
12D-2		
12E-1	✓	6-19-23
12F-1		
12G-1		
12H-1		
12I-1		
12J-1	✓	6-19-23
12K-1	✓	7-25-23
12L-1		
12M-1		
12N-1		
12O-2		
13A-2		
13B-2		

Item #	Non-Conformance	Date Corrected
14A-2	✓	7-16-23
14B-2		
14C-2		
14D-1		
14E-1	✓	6-19-23
15A-2		
15B-1		
15C-2		
15D-2		
15E-1		
16A-2	✓	7-25-23
16B-2	✓	6-19-23
16C-2		
16D-2	✓	6-19-23
17A-3	✓	7-25-23
17B-2		
17C-2		
17D-2		
17E-1		
17F-3		
17G-1	✓	7-25-23
17H-2		
17I-2		
17J-1		
17K-1		
17L-1		
18A-2		
18B-2		
18C-2		
18D-2		
19A-3		
19B-2		
19C-1		
19D-1		
19E-1		
19F-1		
19G-1		
19H-2		

Item #	Non-Conformance	Date Corrected
20A-1		
20B-1		
20C-1		
21A-3		
22A-3		
22B-3		
22C-3		
23A-1		
23B-1		
23C-1		
23D-2		
24A-3		
25A-1		
25B-1		
25C-1		
26A-3		

If any additional non-conformances are observed, check item 26A-3 and list the Code section below.

Inspector

The inspector has been provided with a copy of the previous year's school fire safety report:

Yes _____ No _____

Part III: NonPublic School Certifications

All sections are required to be completed: Section III-A; III-B III-C & III-D

Section III-A Fire Inspection Method

Which method(s) did the school authorities use to complete the annual fire safety inspection for this building?

Check appropriate box or boxes

- ☐ Inspection by the fire department of the city, town, village or fire district in which the building is located
- ☐ Inspection by a fire corporation whose territory includes the school building
- ☐ Inspection by the county fire coordinator, or the officer performing the powers and duties of a county fire coordinator pursuant to a local law, of the county in which the building is located
- ☒ Inspection by a fire inspector (Building Safety Inspector or Code Enforcement Official) who holds a valid certification

For additional information regarding these methods, please see: <https://www.nysenate.gov/legislation/laws/EDN/807-A>

Section III-B-Fire Inspection by Local Fire Department, Fire District, Fire Corporation, County Fire Coordinator and/ or Fire Inspector (Building Safety Inspector or Code Enforcement official) who holds a valid certification.

The individual noted below inspected this building on 7-26-2023 (date) and the information in this Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to 19 NYCRR 1208-3.1.

Inspector's Name: Steven Mills Title: Assistant Fire Marshal

Signature: [Redacted] Date: 7-26-2023

Inspector's Organization: Town of Greece Fire Marshal

Inspector's Telephone #: (585) 723-2442 Inspector's Email: smills@greece-ny.gov

Inspector's Code Enforcement Certification # 0822-0349
(as assigned by the NYS Department of State)

Section III-C Contact info for the Authority-Having-Jurisdiction [AHJ] Local Municipality, Town or Village

Name of Local/Municipal Code Enforcement Office: Town of Greece Fire Marshal

Address: 1 Vince Toffany Blvd
Rochester, NY 14612

Name of contact person: Don Powers Title: Fire Marshal

Telephone #: (585) 723-2439 Email address: dpowers@greece-ny.gov

Section III-D School or Building Administrator, Director, or Headmaster

The individual noted below certifies that this building was inspected as indicated in Section III-A above and hereby submits this fire inspection report on behalf of the Board of Trustees and certifies that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Nonpublic School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. Violations which were not corrected immediately shall be corrected within an accepted period of time as approved by the Commissioner.

Name: MEHMET DEMIRTAS Title: DIRECTOR

Signature: [Redacted] Telephone #: 585 467-9201

Email: demirtas@rochester-academy.org



Samir Huseinovic <huseinovic@rochester-academy.org>

Drill Dates

2 messages

Samuel Martina <martina@rochester-academy.org>

To: Samir Huseinovic <huseinovic@rochester-academy.org>

Mon, Jun 6, 2022 at 10:43 AM

Here are the drills we performed at the high school this year:

10/5/22 - fire drill #1 - 8:10 AM
10/5/22 - fire drill #2 - 8:56 AM
10/5/22 - fire drill #3 - 9:42 AM
10/5/22 - fire drill #4 - 10:28 AM
10/5/22 - lockdown drill #1 - 11:14 AM
10/6/22 - fire drill #5 - 11:14 AM
10/6/22 - fire drill #6 - 12:00 PM
10/6/22 - fire drill #7 - 12:46 PM
10/6/22 - fire drill #8 - 1:32 PM
10/6/22 - lockdown drill #2 - 2:18 PM
10/7/22 - lockdown drill #3 - 8:10 AM
10/7/22 - lockdown drill #4 - 12:00 PM

Best,
Sam

Samuel Martina

Assistant Principal



Rochester Academy Charter High School
1757 Latta Road
Rochester, New York 14612

Phone: 585.467.9201
Fax: 585.467.9250

NOTICE: This message is covered by the Electronic Communications Privacy Act, Title 18, United States Code, §§ 2510-2521. This e-mail and any attached files are the exclusive property of Rochester Academy Charter School of Rochester, NY, are deemed privileged and confidential, and are



CITY OF ROCHESTER

CERTIFICATE NO.: 74857
DATE ISSUED: JULY 20, 2011
EXPIRATION: NOT APPLICABLE
LEGAL USE: SCHOOL

CASE NO.: 435250
PERMIT:
SBL NO: 13526000030330010000

CERTIFICATE OF OCCUPANCY

PROPERTY LOCATION: 0841 GENESEE ST

This is to certify that the above property may be legally occupied in the following manner:

BRICK 3 STORIES

CERTIFICATE FOR ROCHESTER ACADEMY CHARTER SCHOOL

This Certificate is issued and based on the application made by:
BOLKAN BOLKANLI, {OWNER'S AGENT}, ON OCTOBER 20, 2008

The Certificate of Occupancy remains in effect from the date of issuance until the expiration date noted above and must be renewed, if applicable, no later than that expiration date of this Certificate.

This is to certify that the above property conforms to issued building permits and substantially conforms with the requirements of the following codes of the City of Rochester: Zoning Ordinance, Building Code, Property Code, and, where applicable, the N.Y.S Multiple Residency Law.

CODE COMPLIANCE COORDINATOR



NOTICE AND DISCLAIMER

PROPERTY INSPECTIONS ARE VISUAL AND NON-DESTRUCTIVE ONLY AND ARE NOT INTENDED TO PROVIDE INFORMATION CONCERNING POSSIBLE HIDDEN DEFECTS WITHIN OR BEHIND WALLS, CEILINGS, PARTITIONS OR FLOORS. IN ADDITION, THE CITY MAKES NO REPRESENTATION, CERTIFICATION OR GUARANTEE TO ANY PERSON OR ENTITY, AND ASSUMES NO LIABILITY FOR REAL OR CLAIMED FAILURE TO OBSERVE OR CITE ANY DEFECTS, WHETHER HIDDEN OR OBVIOUS, IN CONJUNCTION WITH ANY INSPECTION REQUISITE FOR ISSUANCE OF A CERTIFICATE OF OCCUPANCY. PROPERTY INSPECTIONS MAY RESULT IN CERTAIN DEFICIENCIES BEING NOTED BUT NOT CITED AS VIOLATIONS BASED ON THEIR CATEGORIZATION AS MINOR IN NATURE. CITY INSPECTIONS ARE DONE TO PROMOTE THE HEALTH, SAFETY AND WELFARE OF THE PUBLIC AS A WHOLE, BY ENHANCING THE CITY'S HOUSING STOCK AND RESIDENTIAL NEIGHBORHOODS.

LENDERS AND PURCHASERS ARE STRONGLY ENCOURAGED TO CONSULT INDEPENDENT INSPECTORS.
EEO Employer/Handicapped

NONPUBLIC FIRE AND BUILDING SAFETY REPORT

Per NYS Education Law 807-A(1) All school buildings containing classroom, dormitory, laboratory, physical education, dining or recreational facilities for student use, which are owned, operated, or leased by nonpublic schools must be inspected at least annually for hazards which may endanger the lives of students, teachers and employees therein and for compliance with applicable sections of 8NYCRR155 Regulations of the Commissioner of Education and for compliance with the 2020 Building Code of New York State, 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.

NONPUBLIC SCHOOL BEDS CODE#

261600860910

School Name

ROCHESTER ACADEMY CHARTER

Facility/Building Name

Street Address (NO PO Box Numbers)

841 GENESSEE ST

City/Town/Village

Zip Code

ROCHESTER NY 14611

Name of Municipality Responsible for Local Code Enforcement

CITY OF ROCHESTER NY

INSTRUCTIONS

- Read the "Manual for Nonpublic School Facility - Fire & Building Safety Inspections" prior to inspecting the facility and complete a separate report for each facility/building and location.
- **Part I:** General Information. School officials must complete this section annually.
- **Part II:**
 - Items 08A-2 through 08E-2 on the Non-Conformance Report Sheet – Must be completed for facilities with electrically operated partitions per Regulations of the Commissioner 455.25
 - Items 09A-2 through 26 on the Non-Conformance Report Sheet – Must be completed for all facilities per 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.
- **Part III (A, B, C & D) Certifications** -To be completed by individuals as indicated.

A copy of this form must be kept on file at the school for three years and must be available for public review.

Part I: General Information and Fire/Life Safety History (complete annually)

Inspection Date

Note: Please insert the date the actual inspection took place.

Inspections shall be performed between July 1st and December 1st of the current school year.

1. Please indicate the primary use of this facility:

☒ STUDENT INSTRUCTION

☐ OTHER STUDENT USE

Please Specify:

2. Is there a fire sprinkler system in this facility?

☐ YES ☐ NO

If 'yes', is the sprinkler alarm connected with the building alarm?

☐ YES ☐ NO

3. Is there a fire hydrant system for facility protection?

☐ YES ☐ NO

If YES, indicate ownership of system (select one):

other (please specify)

public owned

school owned

4. Indicate the ownership of this facility

☒ LEASED

☐ OWNED

5. What is the current gross Square footage of this facility?

34890

(to the nearest whole ten feet)

6. Fire and Emergency Drills

a. Per Section 807, paragraph 2 of the New York State Education Law entitled Fire and Emergency Drills, confirm that a copy of Section 807 has been printed and distributed as guidance to teaching staff as required _____ YES _____ NO

b. Provide dates of twelve fire and emergency drills required by Section 807 of Education Law held between September 1st and June 30th of the previous school year:

FIRE & EMERGENCY DRILLS

NOTE Eight (8) are required between September 1, and December 31

Eight (8) drills are required to be evacuation drills.

Four (4) drills are required to be lockdown drills

	Date	Evacuation	Lockdown
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			

c. If the required number of fire and emergency drills were not held during this reporting cycle, please describe the reason:

- d. Average time to evacuate this facility was: _____ minutes _____ seconds
- e. Confirm that arson and fire prevention instruction was provided in accordance with Section 808 of the Education Law (revised 9/1/05) which requires every school in New York State to provide a minimum of 45 minutes of instruction in arson and fire prevention; injury prevention and life safety for each month that school is in session.
 _____ YES _____ NO
- f. Confirm that employee fire prevention, evacuation and fire safety training was provided and records maintained are being maintained in accordance with Section F406 of the NYS Fire Code
 _____ YES _____ NO

7. Have there been any fires in this facility since the last annual fire safety inspection report?

_____ YES _____ NO

a. If YES, indicate: _____ total number of fires

b. _____ total number of injuries

c. _____ total cost of property damage

8. If the fire alarm system was activated since the last fire safety inspection, was the fire department immediately notified in accordance with Section F401.3.2 of the NYS Fire Code?

_____ YES _____ NO

Part II: Nonpublic School Fire & Building Safety Non-Conformance Report Sheet

School Name _____ Building Name _____

Item #	Non-Conformance	Date Corrected
08A-2		
08B-2		
08C-2		
08D-2		
08E-2		
09A-2		
09B-2		
09C-1		
09D-1		
09F-2		
09G-2		
10A-2		
10B-2		
10C-1		
10D-1		
11A-2		
11B-1		
11C-2		
11D-2		
11E-1		
12A-1		
12B-3		
12C-2		
12D-2		
12E-1		
12F-1		
12G-1		
12H-1		
12I-1		
12J-1		
12K-1		
12L-1		
12M-1		
12N-1		
12O-2		
13A-2		
13B-2		

Item #	Non-Conformance	Date Corrected
14A-2		
14B-2		
14C-2		
14D-1		
14E-1		
15A-2		
15B-1		
15C-2		
15D-2		
15E-1		
16A-2		
16B-2		
16C-2		
16D-2		
17A-3		
17B-2		
17C-2		
17D-2		
17E-1		
17F-3		
17G-1		
17H-2		
17I-2		
17J-1		
17K-1		
17L-1		
18A-2		
18B-2		
18C-2		
18D-2		
19A-3		
19B-2		
19C-1		
19D-1		
19E-1		
19F-1		
19G-1		
19H-2		

Item #	Non-Conformance	Date Corrected
20A-1		
20B-1		
20C-1		
21A-3		
22A-3		
22B-3		
22C-3		
23A-1		
23B-1		
23C-1		
23D-2		
24A-3		
25A-1		
25B-1		
25C-1		
26A-3		

If any additional non-conformances are observed, check item 26A-3 and list the Code section below.

Inspector

The inspector has been provided with a copy of the previous year's school fire safety report:

Yes ☒ No ☐

Part III: NonPublic School Certifications

All sections are required to be completed: Section III-A: III-B III-C & III-D

Section III-A Fire Inspection Method

Which method(s) did the school authorities use to complete the annual fire safety inspection for this building?

Check appropriate box or boxes

- ☒ Inspection by the fire department of the city, town, village or fire district in which the building is located
- ☐ Inspection by a fire corporation whose territory includes the school building
- ☐ Inspection by the county fire coordinator, or the officer performing the powers and duties of a county fire coordinator pursuant to a local law, of the county in which the building is located
- ☐ Inspection by a fire inspector (Building Safety Inspector or Code Enforcement Official) who holds a valid certification

For additional information regarding these methods, please see: <https://www.nysenate.gov/legislation/laws/EDN/807-A>

Section III-B-Fire Inspection by Local Fire Department, Fire District, Fire Corporation, County Fire Coordinator and/ or Fire Inspector (Building Safety Inspector or Code Enforcement official) who holds a valid certification.

The individual noted below inspected this building on _____ (date) and the information in this Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to 19 NYCRR 1208-3.1.

Inspector's Name: Francisco Rest. Albo Title: CEO

Signature: _____ Date: 6-15-23

Inspector's Organization: _____

Inspector's Telephone #: 585-502-4652 Inspector's Email: Francisco.Rest.Albo@cityofRochester

Inspector's Code Enforcement Certification # 28-3050
(as assigned by the NYS Department of State)

Section III-C Contact info for the Authority-Having-Jurisdiction [AHJ] Local Municipality, Town or Village

Name of Local Municipal Code Enforcement Office: _____

Address: _____

Name of contact person: _____ Title: _____

Telephone #: _____ Email address: _____

Section III-D School or Building Administrator, Director, or Headmaster

The individual noted below certifies that this building was inspected as indicated in Section III-A above and hereby submits this fire inspection report on behalf of the Board of Trustees and certifies that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Nonpublic School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. Violations which were not corrected immediately shall be corrected within an accepted period of time as approved by the Commissioner.

Name: Mehmet Demirtas Title: CEO

Signature: _____ Telephone #: 585 235 0135

Email: demirtas@rochester-academy.org



City of Rochester

Fire Department
185 Exchange Blvd, Ste 665
Rochester, New York 14614-2124
www.cityofrochester.gov

Fire Safety
Division

February 28, 2023

CHARTER SCHOOL ROCHESTER ACADEMY
835 HUDSON AV
ROCHESTER, NY 14621

Reference: 841 GENESEE ST

A Fire Code inspection was conducted by the Rochester Fire Department on 02/28/2023.

The occupied space and/or building have been deemed to be in substantial compliance. At the time of the inspection no fire code violations were observed.

I want to thank you for your efforts to maintain your premise(s) in a code compliant status, thereby enhancing the image of the City of Rochester as a safe place to live and work.

If you have any questions regarding this inspection or any other Fire Safety issue, please contact us at 585-428-7037 OR visit the website www.cityofrochester.gov to learn more about fire safety codes and safety practices for the home and work environments.

Regards,



Edward P. Kuppinger
Fire Marshal

revised 11.12.2020

Part I: General Information and Fire/Life Safety History (complete annually)

Inspection Date 6/5/23

Note: Please insert the date the actual inspection took place.

Inspections shall be performed between July 1st and December 1st of the current school year.

1. Please indicate the primary use of this facility:

☐ STUDENT INSTRUCTION

☐ OTHER STUDENT USE

Please Specify:

2. Is there a fire sprinkler system in this facility?

☐ YES ☒ NO

If 'yes', is the sprinkler alarm connected with the building alarm?

☐ YES ☐ NO

3. Is there a fire hydrant system for facility protection?

☒ YES ☐ NO

If YES, indicate ownership of system (select one):

MCHA

public owned

school owned

other (please specify)

4. Indicate the ownership of this facility

☐ LEASED

☒ OWNED

5. What is the current gross Square footage of this facility?

✶

(to the nearest whole ten feet)

6. Fire and Emergency Drills

a. Per Section 807, paragraph 2 of the New York State Education Law entitled Fire and Emergency Drills, confirm that a copy of Section 807 has been printed and distributed as guidance to teaching staff as required ☒ YES ☐ NO

b. Provide dates of twelve fire and emergency drills required by Section 807 of Education Law held between September 1st and June 30th of the previous school year:

FIRE & EMERGENCY DRILLS

NOTE Eight (8) are required between September 1, and December 31

Eight (8) drills are required to be evacuation drills.

Four (4) drills are required to be lockdown drills

	Date	Evacuation	Lockdown
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12			

c. If the required number of fire and emergency drills were not held during this reporting cycle, please describe the reason:

d. Average time to evacuate this facility was: _____ minutes _____ seconds

e. Confirm that arson and fire prevention instruction was provided in accordance with Section 808 of the Education Law (revised 9/1/05) which requires every school in New York State to provide a minimum of 45 minutes of instruction in arson and fire prevention; injury prevention and life safety for each month that school is in session.

_____ YES _____ NO

f. Confirm that employee fire prevention, evacuation and fire safety training was provided and records maintained are being maintained in accordance with Section F406 of the NYS Fire Code

_____ YES _____ NO

7. Have there been any fires in this facility since the last annual fire safety inspection report?

_____ YES _____ NO

a. If YES, indicate: _____ total number of fires

b. _____ total number of injuries

c. _____ total cost of property damage

8. If the fire alarm system was activated since the last fire safety inspection, was the fire department immediately notified in accordance with Section F401.3.2 of the NYS Fire Code?

_____ YES _____ NO

Part II: Nonpublic School Fire & Building Safety Non-Conformance Report Sheet

School Name ROCHESTER ACADEMY CHARTER Building Name 310 HINCHLEY RD.

Item #	Non-Conformance	Date Corrected
08A-2		
08B-2		
08C-2		
08D-2		
08E-2		
09A-2		
09B-2		
09C-1		
09D-1		
09F-2		
09G-2		
10A-2		
10B-2		
10C-1		
10D-1		
11A-2		
11B-1		
11C-2		
11D-2		
11E-1		
12A-1		
12B-3		
12C-2		
12D-2		
12E-1		
12F-1		
12G-1		
12H-1		
12I-1		
12J-1		
12K-1		
12L-1		
12M-1		
12N-1		
12O-2		
13A-2		
13B-2		

Item #	Non-Conformance	Date Corrected
14A-2		
14B-2		
14C-2		
14D-1		
14E-1		
15A-2		
15B-1		
15C-2		
15D-2		
15E-1		
16A-2		
16B-2		
16C-2		
16D-2		
17A-3		
17B-2		
17C-2		
17D-2		
17E-1		
17F-3		
17G-1		
17H-2		
17I-2		
17J-1		
17K-1		
17L-1		
18A-2		
18B-2		
18C-2		
18D-2		
19A-3		
19B-2		
19C-1		
19D-1		
19E-1		
19F-1		
19G-1		
19H-2		

Item #	Non-Conformance	Date Corrected
20A-1		
20B-1		
20C-1		
21A-3		
22A-3		
22B-3		
22C-3		
23A-1		
23B-1		
23C-1		
23D-2		
24A-3		
25A-1		
25B-1		
25C-1		
26A-3		

If any additional non-conformances are observed, check item 26A-3 and list the Code section below.

Hood Extinguishers → Remedied

Inspector

The inspector has been provided with a copy of the previous year's school fire safety report:

Yes ☒ No ☐

Part III: NonPublic School Certifications
All sections are required to be completed: Section III-A; III-B III-C & III-D

Section III-A Fire Inspection Method

Which method(s) did the school authorities use to complete the annual fire safety inspection for this building?

Check appropriate box or boxes

- ☐ Inspection by the **fire department** of the city, town, village or **fire district** in which the building is located
- ☐ Inspection by a **fire corporation** whose territory includes the school building
- ☐ Inspection by the **county fire coordinator**, or the officer performing the powers and duties of a county fire coordinator pursuant to a local law, of the county in which the building is located
- ☒ Inspection by a **fire inspector (Building Safety Inspector or Code Enforcement Official)** who holds a valid certification

For additional information regarding these methods, please see: <https://www.nysenate.gov/legislation/laws/EDN/807-A>

Section III-B-Fire Inspection by Local Fire Department, Fire District, Fire Corporation, County Fire Coordinator and/ or Fire Inspector (Building Safety Inspector or Code Enforcement official) who holds a valid certification.

The individual noted below inspected this building on 6/5/23 (date) and the information in this Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to 19 NYCRR 1208-3.1.

Inspector's Name: Salvatore Montemurro Title: Fire Marshal

Signature:  Date: 6/5/23

Inspector's Organization: Town of Gates

Inspector's Telephone #: 585-353-1985 Inspector's Email: smontemurro@townofgates.org

Inspector's Code Enforcement Certification # CE 1002781 (as assigned by the NYS Department of State)

Section III-C Contact info for the Authority-Having-Jurisdiction [AHJ] Local Municipality, Town or Village

Name of Local/Municipal Code Enforcement Office : _____

Address: _____

Name of contact person : _____ Title: _____

Telephone #: _____ Email address: _____

Section III-D School or Building Administrator, Director, or Headmaster

The individual noted below certifies that this building was inspected as indicated in Section III-A above and hereby submits this fire inspection report on behalf of the Board of Trustees and certifies that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Nonpublic School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. Violations which were not corrected immediately shall be corrected within an accepted period of time as approved by the Commissioner.

Name: Mehmet Demirtas Title: CEO

Signature:  Telephone #: 585 621 2969

Email: demirtas@rochesteracademy.org



Building Permit Notice

Owner: Rochester Academy Charter School

Permit Number: B-4191-2017

Lot Number:

Subdivision:

Address: 1757 Latta Road

Date: 7/10/2017

RACS School

This notice is to be fastened on a part of the building for which it is issued where it may be seen plainly by all persons.

All work on this building must be done in accordance with the Ordinances of the Building Code of the Town of Greece.


BUILDING INSPECTOR

Work must commence within three months of issue date.

Unless used, this Permit will expire 7/10/2018