



# Entry 1 School Information and Cover Page

Created: 07/24/2018 • Last updated: 07/30/2018

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 authorizer are visible on your task page. While completing this task, please ensure that you select the correct authorizer (**as of June 30, 2018**) or you may not be assigned the correct tasks.

**a. SCHOOL NAME** BROOKLYN EMERGING LEADERS ACAD CS (SUNY TRUSTEES)

(Select name from the drop down menu)

**b. CHARTER AUTHORIZER (As of June 30th, 2018)** SUNY-Authorized Charter School

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

**c. DISTRICT / CSD OF LOCATION** NYC CSD 16

## d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	125 Stuyvesant Ave. Room 205 Brooklyn, NY 11221			

## d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Nicia Fullwood
Title	Head of School
Emergency Phone Number (###-###-####)	

**e. SCHOOL WEB ADDRESS (URL)** [www.belahs.org](http://www.belahs.org)

**f. DATE OF INITIAL CHARTER** 10/2016

**g. DATE FIRST OPENED FOR INSTRUCTION** 08/2017

i. TOTAL ENROLLMENT ON JUNE 30, 2018

58

j. GRADES SERVED IN SCHOOL YEAR 2017-18

Check all that apply

Grades Served	9
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k1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

No

11. FACILITIES

Does the school maintain or operate multiple sites?

	No, just one site.
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12. SCHOOL SITES

Please list the sites where the school will operate for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades Served at Site (K-5, 6-9, etc.)	Receives Rental Assistance	Rental Assistance for Which Grades (write N/A if applicable)
Site 1 (same as primary site)	125 Stuyvesant Ave., Brooklyn, N 11221		NYC CSD 16	9-10	N/A	N/A
Site 2						
Site 3						

**I2a. Please provide the contact information for Site 1.**

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Nicia Fullwood			
Operational Leader	Dionna Matlock			
Compliance Contact	Nicia Fullwood			
Complaint Contact	Nicia Fullwood			
DASA Coordinator	Nicia Fullwood			

**m1. Are any sites in co-located space? If yes, please proceed to the next question.** Yes

**m2. Please list the terms of your current co-location.**

	Date school will leave current co-location	Is school working with NYCDOE to expand into current space?	If so, list year expansion will occur.	Is school working with NYCDOE to move to separate space?	If so, list the proposed space and year planned for move	School at Full Capacity at Site
Site 1 (primary site)	N/A	Yes	2018	No	N/A	No
Site 2						
Site 3						

**n1. Were there any revisions to the school’s charter during the 2017-18 school year? (Please include approved or pending material and non-material charter revisions).**

Yes

**n2. Summary of Charter Revisions**

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in Maximum Approved Enrollment	Grades served: 9-12 Cohort size: 85 Total enrollment: 314	03/2018	06/2018
2				
3				
4				
5				

**o. Name and Position of Individual(s) Who Completed this Annual Report.**

Nicia Fullwood - Head of School

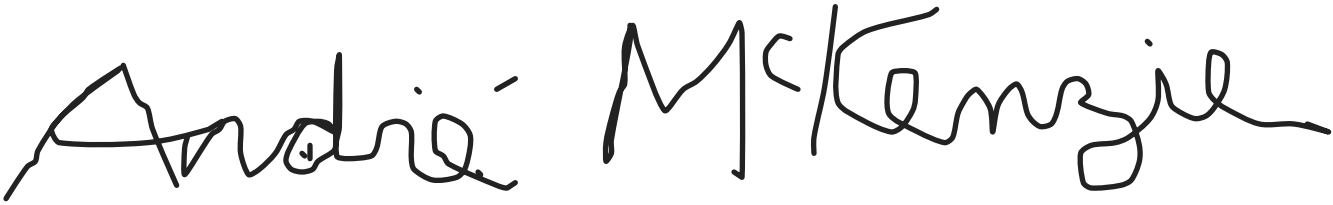
**p. Our signatures (Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We 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. Check **YES** if you agree and then use the mouse on your PC or the stylist on your mobile device to sign your name).**

Yes

**Signature, Head of Charter School**

A stylized, handwritten signature in black ink. It begins with a long horizontal line on the left, followed by a sharp upward and rightward stroke, then a large, rounded loop, and finally a vertical line on the right that is crossed by a diagonal stroke.

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

A handwritten signature in black ink that reads "Andrie McKensie". The first name "Andrie" is written in a cursive style, and the last name "McKensie" is written in a more formal, slightly cursive style.

**Date**

2018/07/30

**Thank you.**



# Entry 2 NYS School Report Card Link

Created: 07/24/2018 • Last updated: 07/30/2018

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## **BROOKLYN EMERGING LEADERS ACAD CS (SUNY TRUSTEES)**

### **1. CHARTER AUTHORIZER (As of June 30th, 2018)**

SUNY-Authorized Charter School

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

### **2. NEW YORK STATE REPORT CARD**

URL is not available

**Provide a direct URL or web link to the most recent New York State School Report Card for the charter school (See <https://reportcards.nysed.gov/>).**

(Charter schools completing year one will not yet have a School Report Card or link to one. Please type "URL is not available" in the space provided).



# Entry 4 Expenditures per Child

Last updated: 08/01/2018

## BROOKLYN EMERGING LEADERS ACAD CS (SUNY TRUSTEES)Section Heading

### Financial Information

This information is required of ALL charter schools. Provide the following measures of fiscal performance of the charter school in Appendix B (Total Expenditures and Administrative Expenditures Per Child):

### 1. Total Expenditures Per Child

To calculate '**Total Expenditures per Child**' take total expenditures (from the unaudited 2017-18 Schedule of Functional Expenses) and divide by the year end FTE student enrollment. (Integers Only. No dollar signs or commas).

**Note: The information on the Schedule of Functional Expenses on pages 41-43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations: <http://www.p12.nysed.gov/psc/AuditGuide.html>**

Line 1: Total Expenditures	2456933
Line 2: Year End FTE student enrollment	61
Line 3: Divide Line 1 by Line 2	40278

## 2. Administrative Expenditures per Child

To calculate **'Administrative Expenditures per Child'** To calculate "Administrative Expenditures per Child" first *add* together the following:

1. Take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2017-18 Schedule of Functional Expenses)
2. Any contracted administrative/management fee paid to other organizations or corporations
3. Take the total from above and divide it by the year-end FTE enrollment. The relevant portion that must be included in this calculation is defined as follows:

Administrative Expenditures: Administration and management of the charter school includes the activities and personnel of the offices of the chief school officer, the finance or business offices, school operations personnel, data management and reporting, human resources, technology, etc. It also includes those administrative and management services provided by other organizations or corporations on behalf of the charter school for which the charter school pays a fee or other compensation. Do not include the FTE of personnel whose role is to directly support the instructional program.

**Notes:**  
***The information on the Schedule of Functional Expenses on pages 41-43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations:***  
***<http://www.p12.nysed.gov/psc/AuditGuide.html>.***  
**Employee benefit costs or expenditures should not be reported in the above calculations.**

Line 1: Relevant Personnel Services Cost (Row)	173478
Line 2: Management and General Cost (Column)	258212
Line 3: Sum of Line 1 and Line 2	431690
Line 5: Divide Line 3 by the Year End FTE student enrollment	7077

***Thank you.***





**Charter Schools Institute**  
The State University of New York

## GENERAL INSTRUCTIONS FOR ANNUAL BUDGET/QUARTERLY REPORT

### TEMPLATE TABS

#### 1- GRAY tab contains the Instructions




<a href="#">Instructions</a>	Provides description of tabs and input requirements.
<a href="#">Funding by District</a>	Charter School Tuition Rates

#### 2- BLUE tabs require input of information

<a href="#">1.) Name of School</a>	>Select school name from list. >Enter contact information.
<a href="#">2.) Enrollment</a>	Enter enrollment information for Annual Budget (& Revisions) and Quarterly Actuals. Includes: >Enrollment by Grade >Enrollment by District
<a href="#">3.) Staffing Plan</a>	Enter staffing plan information for Annual Budget (& Revisions) and Quarterly Actuals. Includes: >Full Time Equivalent (FTE), by Position Category, By Quarter
<a href="#">4.) Yearly Budget</a>	Enter Yearly Budget information. Includes: >"Pior Year" column may be completed based upon preliminary data, and adjusted with Annual Audited data when the Quarter 2 Actuals are being submitted. (Note: Quarterly Revenue allocation may be set) >Budgeted Enrollment data and Per Pupil Revenue for the current year are populated based upon input on tab "2.) Enrollment." >Budgeted FTE for current year is populated based upon input on tab "3.) Staffing Plan." >All other sources of revenue >All expenses >Budget Revisions, as necessary and <i>approved</i> by the school's Board of Directors, should be submitted when submitting Quarterly Actuals
<a href="#">5.) Balance Sheet</a>	Enter Balance Sheet information for EdCorps. Separate schools merged into a primary EdCorp should NOT use this tab. >"Pior Year" column may be completed based upon preliminary data, and adjusted with Annual Audited data when the Quarter 2 Actuals are being submitted.

<a href="#">6.) Quarterly Report</a>	Enter Actual Quarterly Report information . Includes: >Actual Enrollment data and Per Pupil Revenue for the current year are populated based upon input on tab "2.) Enrollment." >Actual FTE for current year is populated based upon input on tab "3.) Staffing Plan." >All other sources of revenue >All expenses
<a href="#">7.) Annual Report Requirement</a>	Complete when submitting Actual Quarter 4.

#### CELL COLORS & GUIDANCE COMMENTS

-  = Enter information into the light BLUE shaded cells.
-  = Cells labeled in ORANGE contain guidance regarding the input of information.
-  = Cells containing RED triangles in the upper right corner contain "guidance comments" on that particular line item. Please "mouse-over" the triangle to reveal each comment.

Ver. 20180531

**Charter Funding Alphabetical By NYS School District**  
**\* (Sum of Charter School Basic Tuition and Supplemental Basic Tuition)**



## ANNUAL BUDGET & QUARTERLY REPORT TEMPLATE

### Brooklyn Emerging Leaders Academy Charter School

#### SCHOOL

Name:	Brooklyn Emerging Leaders Academy Charter School
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#### CONTACT INFORMATION

Contact Name:	Andrew
Contact Title:	Elliott
Contact Email:	
Contact Phone:	

#### REPORT PERIOD

Current Academic Year:	2018-19
Prior Academic Year:	2017-18

**BROOKLYN EMERGING LEADERS ACADEMY CHARTER SCHOOL**  
**2018-19**

## ENROLLMENT BY GRADES

<b>GRADES</b>	<b>K</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>INITIAL BUDGETED ENROLLMENT</b>								
<b>TOTAL ENROLLMENT = 170</b>								

## ENROLLMENT BY DISTRICT

[illegible]

[illegible]



[illegible]



**MERGING LEADERS ACADEMY C**  
**2018-19**

**BROOKLYN EMERGING LEADERS ACADEMY CHARTER SCHOOL**  
**2018-19**

**PLAN - FULL TIME EQUIVALENT**

**STAFFING PLAN - FULL TIME EQUIVALENT ("FTE")**

**\*NOTE:** Enter the number of FTE positions in the "blue" cells.

**\*NOTE:** Enter the number of FTE positions in the "blue" cells.

**\*NOTE:** If there are NO budget revisions at the time of quarterly submittal leave the 'REVISED' Column(s) COMPLETELY BLANK.

ADMINISTRATIVE PERSONNEL FTE	ADMINISTRATIVE PERSONNEL FTE
Executive Management	Executive Management
Instructional Management	Instructional Management
Deans, Directors & Coordinators	Deans, Directors & Coordinators
CFO / Director of Finance	CFO / Director of Finance
Operation / Business Manager	Operation / Business Manager
Administrative Staff	Administrative Staff
TOTAL ADMINISTRATIVE STAFF	TOTAL ADMINISTRATIVE STAFF

PRIOR YEAR
2017-18
ACTUAL
0.0

ANNUAL BUDGETED FTE							
Q1		Q2		Q3		Q4	
Original	Revised	Original	Revised	Original	Revised	Original	Revised
1.0		1.0		1.0		1.0	
4.0		4.0		4.0		4.0	
1.0		1.0		1.0		1.0	
1.0		1.0		1.0		1.0	
7.0	0.0	7.0	0.0	7.0	0.0	7.0	0.0

INSTRUCTIONAL PERSONNEL FTE	INSTRUCTIONAL PERSONNEL FTE
Teachers - Regular	Teachers - Regular
Teachers - SPED	Teachers - SPED
Substitute Teachers	Substitute Teachers
Teaching Assistants	Teaching Assistants
Specialty Teachers	Specialty Teachers
Aides	Aides
Therapists & Counselors	Therapists & Counselors
Other	Other
TOTAL INSTRUCTIONAL	TOTAL INSTRUCTIONAL

PRIOR YEAR
2017-18
ACTUAL
0.0

ANNUAL BUDGETED FTE							
Q1		Q2		Q3		Q4	
Original	Revised	Original	Revised	Original	Revised	Original	Revised
9.0		9.0		9.0		9.0	
4.0		4.0		4.0		4.0	
4.0		4.0		4.0		4.0	
17.0	0.0	17.0	0.0	17.0	0.0	17.0	0.0

NON-INSTRUCTIONAL PERSONNEL FTE	NON-INSTRUCTIONAL PERSONNEL FTE
Nurse	Nurse
Librarian	Librarian
Custodian	Custodian
Security	Security
Other	Other
TOTAL NON-INSTRUCTIONAL	TOTAL NON-INSTRUCTIONAL

PRIOR YEAR
2017-18
ACTUAL
0.0

ANNUAL BUDGETED FTE							
Q1		Q2		Q3		Q4	
Original	Revised	Original	Revised	Original	Revised	Original	Revised
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

TOTAL PERSONNEL SERVICE FTE	TOTAL PERSONNEL SERVICE FTE

PRIOR YEAR
2017-18
ACTUAL
0.0

ANNUAL BUDGETED FTE							
Q1		Q2		Q3		Q4	
Original	Revised	Original	Revised	Original	Revised	Original	Revised
24.0	0.0	24.0	0.0	24.0	0.0	24.0	0.0

**MERGING LEADERS ACADEMY C  
2018-19**

**PLAN - FULL TIME EQUIVALENT**

***\*NOTE:** Enter the number of FTE positions in the "blue" cells.*

*Should be input.*

***\*NOTE:** State the assumptions that are being made for personnel FTE levels.*

ADMINISTRATIVE PERSONNEL FTE	
	Q4
	Actual
Executive Management	
Instructional Management	
Deans, Directors & Coordinators	
CFO / Director of Finance	
Operation / Business Manager	
Administrative Staff	
TOTAL ADMINISTRATIVE STAFF	0.0

Description of Assumptions
Head of school
Dean of Advancement, Dean of Student Life, DCI, Ass. Dean
DOO
Office Manager

INSTRUCTIONAL PERSONNEL FTE	
	Q4
	Actual
Teachers - Regular	
Teachers - SPED	
Substitute Teachers	
Teaching Assistants	
Specialty Teachers	
Aides	
Therapists & Counselors	
Other	
TOTAL INSTRUCTIONAL	0.0

Description of Assumptions
2 learning specialists and 2 CTT
2 steam, 1 wellness, 1 latin
no fte associated; stipends only

NON-INSTRUCTIONAL PERSONNEL FTE	
	Q4
	Actual
Nurse	
Librarian	
Custodian	
Security	
Other	
TOTAL NON-INSTRUCTIONAL	0.0

Description of Assumptions

<b>TOTAL PERSONNEL SERVICE FTE</b>	0.0
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		BROOKLYN EMERGING LEADERS ACADEMY CHARTER SCHOOL								
		Budget / Operating Plan								
		2018-19								
Total Revenue		-	948,203	-	-	873,203	-	-	889,723	
Total Expenses		-	883,490	-	-	805,175	-	-	805,175	
Net Income		-	64,713	-	-	68,028	-	-	84,548	
Actual Student Enrollment		-	170	-	-	170	-	-	170	
		Prior Year Actual	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter	
		2017-18 Revenue Per Pupil	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	
REVENUE		Allocate Per Pupil Revenue by Quarter	*NOTE: If there are NO budget revisions at the time of quarterly submittal leave. If budget revisions ARE made, the entire "REVISED" budget columns for the affected quarter will be used.							
REVENUES FROM STATE SOURCES		2018-19 PPR %/Qtr->	25.0%	25.0%		25.0%	25.0%		25.0%	
Per Pupil Revenue	Per Pupil Rate									
NYC CHANCELLOR'S OFFICE	15,307		650,548	-	-	650,548	-	-	650,548	
-	-		-	-	-	-	-	-	-	
-	-		-	-	-	-	-	-	-	
-	-		-	-	-	-	-	-	-	
-	-		-	-	-	-	-	-	-	
-	-		-	-	-	-	-	-	-	
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-	-		-	-	-	-	-	-	-	
-	-		-	-	-	-	-	-	-	
-	-		-	-	-	-	-	-	-	
ALL OTHER School Districts: ( Weighted Avg )	-		-	-	-	-	-	-	-	
TOTAL Per Pupil Revenue (Weighted Average Per Pupil Funding)	15,307		-	650,548	-	-	650,548	-	-	650,548
Special Education Revenue			103,900		-	103,900		-	103,900	
Grants										
Stimulus					-			-		
DYCD (Department of Youth and Community Development)					-			-		
Other			3,377.90		-	3,378		-	3,378	
NYC DoE Rental Assistance										
Other					-			-		
TOTAL REVENUE FROM STATE SOURCES			-	757,825	-	-	757,825	-	-	757,825
REVENUE FROM FEDERAL FUNDING										
IDEA Special Needs					-			-	16,520	
Title I			18,312		-	18,312		-	18,312	
Title Funding - Other			4,055.50		-	4,056		-	4,056	
School Food Service (Free Lunch)			34,000		-	34,000		-	34,000	
Grants										

BROOKLYN EMERGING LEADERS ACADEMY CHARTER SCHOOL								
Budget / Operating Plan								
2018-19								
Total Revenue	-	948,203	-	-	873,203	-	-	889,723
Total Expenses	-	883,490	-	-	805,175	-	-	805,175
Net Income	-	64,713	-	-	68,028	-	-	84,548
Actual Student Enrollment	-	170	-	-	170	-	-	170
	Prior Year Actual	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter
	2017-18 Revenue Per Pupil	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget
Charter School Program (CSP) Planning & Implementation		51,250		-	51,250		-	51,250
Other				-			-	
Other				-			-	
TOTAL REVENUE FROM FEDERAL SOURCES	-	107,618	-	-	107,618	-	-	124,138
<b>LOCAL and OTHER REVENUE</b>								
Contributions and Donations		75,000		-			-	
Fundraising				-			-	
Erate Reimbursement		7,760.24		-	7,760		-	7,760
Earnings on Investments				-			-	
Interest Income				-			-	
Food Service (Income from meals)				-			-	
Text Book				-			-	
OTHER				-			-	
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	-	82,760	-	-	7,760	-	-	7,760
<b>TOTAL REVENUE</b>	-	<b>948,203</b>	-	-	<b>873,203</b>	-	-	<b>889,723</b>

**BROOKLYN EMERGING LEADERS ACADEMY CHARTER SCHOOL**  
**Budget / Operating Plan**  
**2018-19**

<b>Total Revenue</b>	-	948,203	-	-	873,203	-	-	889,723
<b>Total Expenses</b>	-	883,490	-	-	805,175	-	-	805,175
<b>Net Income</b>	-	64,713	-	-	68,028	-	-	84,548
<b>Actual Student Enrollment</b>	-	170	-	-	170	-	-	170
	<b>Prior Year Actual</b>	<b>1st Quarter - 7/1 - 9/30</b>			<b>2nd Quarter - 10/1 - 12/31</b>			<b>3rd Quarter - 1/1 - 3/31</b>
	<b>2017-18</b>							
	<b>Revenue Per Pupil</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget</b>

**EXPENSES**

**ADMINISTRATIVE STAFF PERSONNEL COSTS**

	<b>Avg. No. of Positions</b>
Executive Management	1.00
Instructional Management	-
Deans, Directors & Coordinators	4.00
CFO / Director of Finance	-
Operation / Business Manager	1.00
Administrative Staff	1.00
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>7.00</b>

	39,000		-	39,000		-	39,000
			-	-		-	-
	77,230		-	77,230		-	77,230
			-	-		-	-
	19,500		-	19,500		-	19,500
	13,780		-	13,780		-	13,780
-	149,510	-	-	149,510	-	-	149,510

**INSTRUCTIONAL PERSONNEL COSTS**

Teachers - Regular	9.00
Teachers - SPED	4.00
Substitute Teachers	-
Teaching Assistants	-
Specialty Teachers	4.00
Aides	-
Therapists & Counselors	-
Other	-
<b>TOTAL INSTRUCTIONAL</b>	<b>17.00</b>

	164,293.11		-	164,293		-	164,293
	74,182		-	74,182		-	74,182
			-	-		-	-
			-	-		-	-
	70,930		-	70,930		-	70,930
			-	-		-	-
			-	-		-	-
	3,750		-	3,750		-	3,750
-	313,155	-	-	313,155	-	-	313,155

**NON-INSTRUCTIONAL PERSONNEL COSTS**

Nurse	-
Librarian	-
Custodian	-
Security	-
Other	-
<b>TOTAL NON-INSTRUCTIONAL</b>	<b>-</b>

			-			-	
			-			-	
			-			-	
			-			-	
			-			-	
-	-	-	-	-	-	-	-

**SUBTOTAL PERSONNEL SERVICE COSTS**

24.00

-	462,665	-	-	462,665	-	-	462,665
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**PAYROLL TAXES AND BENEFITS**

Payroll Taxes

	65,278		-	65,278		-	65,278
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		BROOKLYN EMERGING LEADERS ACADEMY CHARTER SCHOOL							
		Budget / Operating Plan							
		2018-19							
Total Revenue		-	948,203	-	-	873,203	-	-	889,723
Total Expenses		-	883,490	-	-	805,175	-	-	805,175
Net Income		-	64,713	-	-	68,028	-	-	84,548
Actual Student Enrollment		-	170	-	-	170	-	-	170
		Prior Year Actual	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter
		2017-18							
		Revenue Per Pupil	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget
Fringe / Employee Benefits			64,353.40		-	64,353		-	64,353
Retirement / Pension			13,879.95		-	13,880		-	13,880
TOTAL PAYROLL TAXES AND BENEFITS		-	143,511	-	-	143,511	-	-	143,511
TOTAL PERSONNEL SERVICE COSTS	24.00	-	606,176	-	-	606,176	-	-	606,176
CONTRACTED SERVICES									
Accounting / Audit					-			-	
Legal			3,750		-	3,750		-	3,750
Management Company Fee					-			-	
Nurse Services					-			-	
Food Service / School Lunch					-			-	
Payroll Services			7,200		-	7,200		-	7,200
Special Ed Services			2,500		-	2,500		-	2,500
Titlement Services (i.e. Title I)					-			-	
Other Purchased / Professional / Consulting			48,696.25		-	48,696		-	48,696
TOTAL CONTRACTED SERVICES		-	62,146	-	-	62,146	-	-	62,146

	BROOKLYN EMERGING LEADERS ACADEMY CHARTER SCHOOL							
	Budget / Operating Plan							
	2018-19							
Total Revenue	-	948,203	-	-	873,203	-	-	889,723
Total Expenses	-	883,490	-	-	805,175	-	-	805,175
Net Income	-	64,713	-	-	68,028	-	-	84,548
Actual Student Enrollment	-	170	-	-	170	-	-	170
	Prior Year Actual 2017-18 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31
		Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget
<b>SCHOOL OPERATIONS</b>								
Board Expenses		1,250		-	1,250		-	1,250
Classroom / Teaching Supplies & Materials		17,510		-	17,510		-	17,510
Special Ed Supplies & Materials				-			-	
Textbooks / Workbooks		28,315		-			-	
Supplies & Materials other		11,003		-	11,003		-	11,003
Equipment / Furniture				-			-	
Telephone		6,994		-	6,994		-	6,994
Technology		4,000		-			-	
Student Testing & Assessment		23,000		-			-	
Field Trips		4,250		-	4,250		-	4,250
Transportation (student)				-			-	
Student Services - other		2,275		-	2,275		-	2,275
Office Expense		15,250		-	15,250		-	15,250
Staff Development		15,125		-	15,125		-	15,125
Staff Recruitment		1,445		-	1,445		-	1,445
Student Recruitment / Marketing		5,000		-	5,000		-	5,000
School Meals / Lunch		43,000		-	43,000		-	43,000
Travel (Staff)		2,750		-	2,750		-	2,750
Fundraising				-			-	
Other		375		-	375		-	375
TOTAL SCHOOL OPERATIONS	-	181,542	-	-	126,227	-	-	126,227
<b>FACILITY OPERATION &amp; MAINTENANCE</b>								
Insurance		10,625		-	10,625		-	10,625
Janitorial				-			-	
Building and Land Rent / Lease / Facility Finance Interest				-			-	
Repairs & Maintenance		23,000		-			-	
Equipment / Furniture				-			-	
Security				-			-	
Utilities				-			-	
TOTAL FACILITY OPERATION & MAINTENANCE	-	33,625	-	-	10,625	-	-	10,625
<b>DEPRECIATION &amp; AMORTIZATION</b>				-			-	
<b>RESERVES / CONTINGENCY</b>				-			-	

	BROOKLYN EMERGING LEADERS ACADEMY CHARTER SCHOOL							
	Budget / Operating Plan							
	2018-19							
Total Revenue	-	948,203	-	-	873,203	-	-	889,723
Total Expenses	-	883,490	-	-	805,175	-	-	805,175
Net Income	-	64,713	-	-	68,028	-	-	84,548
Actual Student Enrollment	-	170	-	-	170	-	-	170
	Prior Year Actual 2017-18 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31
		Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget
DEFERRED RENT								
TOTAL EXPENSES	-	883,490	-	-	805,175	-	-	805,175
NET INCOME	-	64,713	-	-	68,028	-	-	84,548



	BROOKLYN EMERGING LEADERS ACADEMY CHARTER SCHOOL							
	Budget / Operating Plan							
	2018-19							
Total Revenue	-	948,203	-	-	873,203	-	-	889,203 C
Total Expenses	-	883,490	-	-	805,175	-	-	805,175
Net Income	-	64,713	-	-	68,028	-	-	84,548
Actual Student Enrollment	-	170	-	-	170	-	-	170
	Prior Year Actual 2017-18 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31
		Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget
ENROLLMENT - *School Districts Are Linked To Above Entries*								
Number of Districts:	-	1	-	-	1	-	-	1
NYC CHANCELLOR'S OFFICE	-	170	-	-	170	-	-	170
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
ALL OTHER School Districts: ( Weighted Avg )	-	-	-	-	-	-	-	-
TOTAL ENROLLMENT	-	170	-	-	170	-	-	170
REVENUE PER PUPIL	-	5,578	-	-	5,136	-	-	5,234
EXPENSES PER PUPIL	-	5,197	-	-	4,736	-	-	4,736



<b>Total Revenue</b>	-	-	<b>949,873</b>	-	-
<b>Total Expenses</b>	-	-	<b>880,008</b>	-	-
<b>Net Income</b>	-	-	<b>69,865</b>	-	-
<b>Actual Student Enrollment</b>	-	-	<b>170</b>	-	-
	<b>Quarter - 1/1 - 3/31</b>		<b>4th Quarter - 4/1 - 6/30</b>		
	<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>
Charter School Program (CSP) Planning & Implementation		-	51,250		-
Other		-			-
Other		-			-
<b>TOTAL REVENUE FROM FEDERAL SOURCES</b>	-	-	107,618	-	-
<b>LOCAL and OTHER REVENUE</b>					
Contributions and Donations		-			-
Fundraising		-			-
Erate Reimbursement		-	7,760		-
Earnings on Investments		-			-
Interest Income		-			-
Food Service (Income from meals)		-			-
Text Book		-			-
OTHER		-			-
<b>TOTAL REVENUE FROM LOCAL and OTHER SOURCES</b>	-	-	7,760	-	-
<b>TOTAL REVENUE</b>	-	-	<b>949,873</b>	-	-

<b>Total Revenue</b>			-	-	949,873
<b>Total Expenses</b>			-	-	880,008
<b>Net Income</b>			-	-	69,865
<b>Actual Student Enrollment</b>			-	-	170
			<b>Quarter - 1/1 - 3/31</b>		<b>4th Quarter - 4/1 - 6/30</b>
			<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget</b>
					<b>Revised Budget</b>
					<b>Variance</b>
<b>EXPENSES</b>					
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>		Avg. No. of Positions			
Executive Management	1.00		-	39,000	-
Instructional Management	-		-	-	-
Deans, Directors & Coordinators	4.00		-	77,230	-
CFO / Director of Finance	-		-	-	-
Operation / Business Manager	1.00		-	19,500	-
Administrative Staff	1.00		-	13,780	-
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>7.00</b>		-	149,510	-
<b>INSTRUCTIONAL PERSONNEL COSTS</b>					
Teachers - Regular	9.00		-	164,293	-
Teachers - SPED	4.00		-	74,182	-
Substitute Teachers	-		-	-	-
Teaching Assistants	-		-	-	-
Specialty Teachers	4.00		-	70,930	-
Aides	-		-	-	-
Therapists & Counselors	-		-	-	-
Other	-		-	3,750	-
<b>TOTAL INSTRUCTIONAL</b>	<b>17.00</b>		-	313,155	-
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>					
Nurse	-		-	-	-
Librarian	-		-	-	-
Custodian	-		-	-	-
Security	-		-	-	-
Other	-		-	-	-
<b>TOTAL NON-INSTRUCTIONAL</b>	<b>-</b>		-	-	-
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>		<b>24.00</b>	-	462,665	-
<b>PAYROLL TAXES AND BENEFITS</b>					
Payroll Taxes			-	65,278	-

<b>Total Revenue</b>		-	-	949,873	-
<b>Total Expenses</b>		-	-	880,008	-
<b>Net Income</b>		-	-	69,865	-
<b>Actual Student Enrollment</b>		-	-	170	-
		<b>Quarter - 1/1 - 3/31</b>		<b>4th Quarter - 4/1 - 6/30</b>	
		<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget</b>	<b>Revised Budget</b>
					<b>Variance</b>
Fringe / Employee Benefits			-	64,353	-
Retirement / Pension			-	13,880	-
TOTAL PAYROLL TAXES AND BENEFITS		-	-	143,511	-
<b>TOTAL PERSONNEL SERVICE COSTS</b>		-	-	606,176	-
<b>CONTRACTED SERVICES</b>					
Accounting / Audit			-	14,000	-
Legal			-	3,750	-
Management Company Fee			-		-
Nurse Services			-		-
Food Service / School Lunch			-		-
Payroll Services			-	7,200	-
Special Ed Services			-	2,500	-
Titlement Services (i.e. Title I)			-		-
Other Purchased / Professional / Consulting			-	48,696	-
TOTAL CONTRACTED SERVICES		-	-	76,146	-

<b>Total Revenue</b>	-	-	<b>949,873</b>	-	-
<b>Total Expenses</b>	-	-	<b>880,008</b>	-	-
<b>Net Income</b>	-	-	<b>69,865</b>	-	-
<b>Actual Student Enrollment</b>	-	-	<b>170</b>	-	-
	<b>Quarter - 1/1 - 3/31</b>		<b>4th Quarter - 4/1 - 6/30</b>		
	<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>
<b>SCHOOL OPERATIONS</b>					
Board Expenses		-	1,250		-
Classroom / Teaching Supplies & Materials		-	17,510		-
Special Ed Supplies & Materials		-			-
Textbooks / Workbooks		-			-
Supplies & Materials other		-	11,003		-
Equipment / Furniture		-			-
Telephone		-	6,994		-
Technology		-			-
Student Testing & Assessment		-			-
Field Trips		-	4,250		-
Transportation (student)		-			-
Student Services - other		-	2,275		-
Office Expense		-	15,250		-
Staff Development		-	15,125		-
Staff Recruitment		-	1,445		-
Student Recruitment / Marketing		-	5,000		-
School Meals / Lunch		-	43,000		-
Travel (Staff)		-	2,750		-
Fundraising		-			-
Other		-	375		-
<b>TOTAL SCHOOL OPERATIONS</b>	-	-	126,227	-	-
<b>FACILITY OPERATION &amp; MAINTENANCE</b>					
Insurance		-	10,625		-
Janitorial		-			-
Building and Land Rent / Lease / Facility Finance Interest		-			-
Repairs & Maintenance		-			-
Equipment / Furniture		-			-
Security		-			-
Utilities		-			-
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	-	-	10,625	-	-
<b>DEPRECIATION &amp; AMORTIZATION</b>		-	60,833		-
<b>RESERVES / CONTINGENCY</b>		-			-

Total Revenue	-	-	949,873	-	-
Total Expenses	-	-	880,008	-	-
Net Income	-	-	69,865	-	-
Actual Student Enrollment	-	-	170	-	-
	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
	Revised Budget	Variance	Original Budget	Revised Budget	Variance
DEFERRED RENT					
TOTAL EXPENSES	-	-	880,008	-	-
NET INCOME	-	-	69,865	-	-

Total Revenue	Quarter - 1/1 - 3/31		-	949,873	-
Total Expenses	-		-	880,008	-
Net Income	-		-	69,865	-
Actual Student Enrollment	-		-	170	-
	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
	Revised Budget	Variance	Original Budget	Revised Budget	Variance
ENROLLMENT - *School Districts Are Linked To Above Entries*					
Number of Districts:	-	-	1	-	-
NYC CHANCELLOR'S OFFICE	-	-	170	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
ALL OTHER School Districts: ( Weighted Avg )	-	-	-	-	-
TOTAL ENROLLMENT	-	-	170	-	-
REVENUE PER PUPIL	-	-	5,587	-	-
EXPENSES PER PUPIL	-	-	5,177	-	-





**BROOKLYN EMERGING LEADERS ACADEMY CHARTER SCHOOL**  
**Budget / Operating Plan**

**2018-19**

<b>Total Revenue</b>	<b>3,661,003</b>	<b>3,661,003</b>	<b>-</b>	<b>3,661,003</b>	<b>3,661,003</b>
<b>Total Expenses</b>	<b>3,373,847</b>	<b>3,373,847</b>	<b>-</b>	<b>(3,373,847)</b>	<b>(3,373,847)</b>
<b>Net Income</b>	<b>287,155</b>	<b>287,155</b>	<b>-</b>	<b>287,155</b>	<b>287,155</b>
<b>Actual Student Enrollment</b>					
	<b>Total Year</b>			<b>VARIANCE</b>	
	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget vs. PY Budget</b>	<b>Revised Budget vs. PY Budget</b>
Charter School Program (CSP) Planning & Implementation	205,000	205,000	-	205,000	205,000
Other	-	-	-	-	-
Other	-	-	-	-	-
<b>TOTAL REVENUE FROM FEDERAL SOURCES</b>	<b>446,990</b>	<b>446,990</b>	<b>-</b>	<b>446,990</b>	<b>446,990</b>
<b>LOCAL and OTHER REVENUE</b>					
Contributions and Donations	75,000	75,000	-	75,000	75,000
Fundraising	-	-	-	-	-
Erate Reimbursement	31,041	31,041	-	31,041	31,041
Earnings on Investments	-	-	-	-	-
Interest Income	-	-	-	-	-
Food Service (Income from meals)	-	-	-	-	-
Text Book	-	-	-	-	-
OTHER	-	-	-	-	-
<b>TOTAL REVENUE FROM LOCAL and OTHER SOURCES</b>	<b>106,041</b>	<b>106,041</b>	<b>-</b>	<b>106,041</b>	<b>106,041</b>
<b>TOTAL REVENUE</b>	<b><u>3,661,003</u></b>	<b><u>3,661,003</u></b>	<b><u>-</u></b>	<b><u>3,661,003</u></b>	<b><u>3,661,003</u></b>

**DESCRIPTION OF ASSUMPTIONS**

balance of grant

			BROOKLYN EMERGING LEADERS ACADEMY CHARTER SCHOOL Budget / Operating Plan 2018-19					DESCRIPTION OF ASSUMPTIONS
Total Revenue			3,661,003	3,661,003	-	3,661,003	3,661,003	
Total Expenses			3,373,847	3,373,847	-	(3,373,847)	(3,373,847)	
Net Income			287,155	287,155	-	287,155	287,155	
Actual Student Enrollment								
			Total Year			VARIANCE		
			Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	
EXPENSES								
ADMINISTRATIVE STAFF PERSONNEL COSTS								
		Avg. No. of Positions						
Executive Management		1.00	156,000	156,000	-	(156,000)	(156,000)	Head of school
Instructional Management		-	-	-	-	-	-	Dean of Advancement, Dean of Student Life, DCI, Ass. Dean
Deans, Directors & Coordinators		4.00	308,920	308,920	-	(308,920)	(308,920)	
CFO / Director of Finance		-	-	-	-	-	-	
Operation / Business Manager		1.00	78,000	78,000	-	(78,000)	(78,000)	DOO
Administrative Staff		1.00	55,120	55,120	-	(55,120)	(55,120)	Office Manager
TOTAL ADMINISTRATIVE STAFF		7.00	598,040	598,040	-	(598,040)	(598,040)	
INSTRUCTIONAL PERSONNEL COSTS								
Teachers - Regular		9.00	657,172	657,172	-	(657,172)	(657,172)	
Teachers - SPED		4.00	296,728	296,728	-	(296,728)	(296,728)	2 learning specialists and 2 CTT
Substitute Teachers		-	-	-	-	-	-	
Teaching Assistants		-	-	-	-	-	-	
Specialty Teachers		4.00	283,720	283,720	-	(283,720)	(283,720)	2 steam, 1 wellness, 1 latin
Aides		-	-	-	-	-	-	
Therapists & Counselors		-	-	-	-	-	-	
Other		-	15,000	15,000	-	(15,000)	(15,000)	no fte associated; stipends only
TOTAL INSTRUCTIONAL		17.00	1,252,620	1,252,620	-	(1,252,620)	(1,252,620)	
NON-INSTRUCTIONAL PERSONNEL COSTS								
Nurse		-	-	-	-	-	-	
Librarian		-	-	-	-	-	-	
Custodian		-	-	-	-	-	-	
Security		-	-	-	-	-	-	
Other		-	-	-	-	-	-	
TOTAL NON-INSTRUCTIONAL		-	-	-	-	-	-	
SUBTOTAL PERSONNEL SERVICE COSTS		24.00	1,850,660	1,850,660	-	(1,850,660)	(1,850,660)	
PAYROLL TAXES AND BENEFITS								
Payroll Taxes			261,112	261,112	-	(261,112)	(261,112)	SSI, Medicare, SUI

**BROOKLYN EMERGING LEADERS ACADEMY CHARTER SCHOOL**  
**Budget / Operating Plan**  
**2018-19**

<b>Total Revenue</b>	<b>3,661,003</b>	<b>3,661,003</b>	<b>-</b>	<b>3,661,003</b>	<b>3,661,003</b>
<b>Total Expenses</b>	<b>3,373,847</b>	<b>3,373,847</b>	<b>-</b>	<b>(3,373,847)</b>	<b>(3,373,847)</b>
<b>Net Income</b>	<b>287,155</b>	<b>287,155</b>	<b>-</b>	<b>287,155</b>	<b>287,155</b>
<b>Actual Student Enrollment</b>					
	<b>Total Year</b>			<b>VARIANCE</b>	
	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget vs. PY Budget</b>	<b>Revised Budget vs. PY Budget</b>
Fringe / Employee Benefits	257,414	257,414	-	(257,414)	(257,414)
Retirement / Pension	55,520	55,520	-	(55,520)	(55,520)
TOTAL PAYROLL TAXES AND BENEFITS	574,045	574,045	-	(574,045)	(574,045)
<b>TOTAL PERSONNEL SERVICE COSTS</b>	2,424,706	2,424,706	-	(2,424,706)	(2,424,706)
<b>CONTRACTED SERVICES</b>					
Accounting / Audit	14,000	14,000	-	(14,000)	(14,000)
Legal	15,000	15,000	-	(15,000)	(15,000)
Management Company Fee	-	-	-	-	-
Nurse Services	-	-	-	-	-
Food Service / School Lunch	-	-	-	-	-
Payroll Services	28,800	28,800	-	(28,800)	(28,800)
Special Ed Services	10,000	10,000	-	(10,000)	(10,000)
Titlement Services (i.e. Title I)	-	-	-	-	-
Other Purchased / Professional / Consulting	194,785	194,785	-	(194,785)	(194,785)
TOTAL CONTRACTED SERVICES	262,585	262,585	-	(262,585)	(262,585)

**DESCRIPTION OF ASSUMPTIONS**

Health insurance and workers comp  
3% \$401k

back office services, technology, subs, and social  
worker contracted services

**BROOKLYN EMERGING LEADERS ACADEMY CHARTER SCHOOL**  
**Budget / Operating Plan**

**2018-19**

<b>Total Revenue</b>	<b>3,661,003</b>	<b>3,661,003</b>	<b>-</b>	<b>3,661,003</b>	<b>3,661,003</b>
<b>Total Expenses</b>	<b>3,373,847</b>	<b>3,373,847</b>	<b>-</b>	<b>(3,373,847)</b>	<b>(3,373,847)</b>
<b>Net Income</b>	<b>287,155</b>	<b>287,155</b>	<b>-</b>	<b>287,155</b>	<b>287,155</b>
<b>Actual Student Enrollment</b>					

	Total Year			VARIANCE	
	Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget

**DESCRIPTION OF ASSUMPTIONS**

**SCHOOL OPERATIONS**

Board Expenses	5,000	5,000	-	(5,000)	(5,000)
Classroom / Teaching Supplies & Materials	70,040	70,040	-	(70,040)	(70,040)
Special Ed Supplies & Materials	-	-	-	-	-
Textbooks / Workbooks	28,315	28,315	-	(28,315)	(28,315)
Supplies & Materials other	44,012	44,012	-	(44,012)	(44,012)
Equipment / Furniture	-	-	-	-	-
Telephone	27,977	27,977	-	(27,977)	(27,977)
Technology	4,000	4,000	-	(4,000)	(4,000)
Student Testing & Assessment	23,000	23,000	-	(23,000)	(23,000)
Field Trips	17,000	17,000	-	(17,000)	(17,000)
Transportation (student)	-	-	-	-	-
Student Services - other	9,100	9,100	-	(9,100)	(9,100)
Office Expense	61,000	61,000	-	(61,000)	(61,000)
Staff Development	60,500	60,500	-	(60,500)	(60,500)
Staff Recruitment	5,780	5,780	-	(5,780)	(5,780)
Student Recruitment / Marketing	20,000	20,000	-	(20,000)	(20,000)
School Meals / Lunch	172,000	172,000	-	(172,000)	(172,000)
Travel (Staff)	11,000	11,000	-	(11,000)	(11,000)
Fundraising	-	-	-	-	-
Other	1,500	1,500	-	(1,500)	(1,500)
<b>TOTAL SCHOOL OPERATIONS</b>	<b>560,224</b>	<b>560,224</b>	<b>-</b>	<b>(560,224)</b>	<b>(560,224)</b>

FAMIS spending & afterschool/extraurricular

software

uniforms, special events, parent meetings  
office supplies, shipping, copier

staff recruitment and appreciation

fees

**FACILITY OPERATION & MAINTENANCE**

Insurance	42,500	42,500	-	(42,500)	(42,500)
Janitorial	-	-	-	-	-
Building and Land Rent / Lease / Facility Finance Interest	-	-	-	-	-
Repairs & Maintenance	23,000	23,000	-	(23,000)	(23,000)
Equipment / Furniture	-	-	-	-	-
Security	-	-	-	-	-
Utilities	-	-	-	-	-
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	<b>65,500</b>	<b>65,500</b>	<b>-</b>	<b>(65,500)</b>	<b>(65,500)</b>

air conditioners, signage

**DEPRECIATION & AMORTIZATION**

**RESERVES / CONTINGENCY**

60,833	60,833	-	(60,833)	(60,833)
-	-	-	-	-

includes prior year depreciation and current year capitalization of furniture, equipment, and computers

**BROOKLYN EMERGING LEADERS ACADEMY CHARTER SCHOOL  
Budget / Operating Plan**

**2018-19**

<b>Total Revenue</b>	<b>3,661,003</b>	<b>3,661,003</b>	<b>-</b>	<b>3,661,003</b>	<b>3,661,003</b>
<b>Total Expenses</b>	<b>3,373,847</b>	<b>3,373,847</b>	<b>-</b>	<b>(3,373,847)</b>	<b>(3,373,847)</b>
<b>Net Income</b>	<b>287,155</b>	<b>287,155</b>	<b>-</b>	<b>287,155</b>	<b>287,155</b>
<b>Actual Student Enrollment</b>					
	<b>Total Year</b>			<b>VARIANCE</b>	
	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget vs. PY Budget</b>	<b>Revised Budget vs. PY Budget</b>
<b>DEFERRED RENT</b>					
<b>TOTAL EXPENSES</b>	<u><b>3,373,847</b></u>	<u><b>3,373,847</b></u>	<b>-</b>	<u><b>(3,373,847)</b></u>	<u><b>(3,373,847)</b></u>
<b>NET INCOME</b>	<u><b>287,155</b></u>	<u><b>287,155</b></u>	<b>-</b>	<u><b>287,155</b></u>	<u><b>287,155</b></u>

**DESCRIPTION OF ASSUMPTIONS**

		BROOKLYN EMERGING LEADERS ACADEMY CHARTER SCHOOL Budget / Operating Plan 2018-19					DESCRIPTION OF ASSUMPTIONS
Total Revenue	3,661,003	3,661,003	-	3,661,003	3,661,003		
Total Expenses	3,373,847	3,373,847	-	(3,373,847)	(3,373,847)		
Net Income	287,155	287,155	-	287,155	287,155		
Actual Student Enrollment							
		Total Year			VARIANCE		
		Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	
ENROLLMENT - *School Districts Are Linked To Above Entries*							
Number of Districts:							
NYC CHANCELLOR'S OFFICE							
-							
-							
-							
-							
-							
-							
-							
-							
-							
-							
-							
ALL OTHER School Districts: ( Weighted Avg )							
TOTAL ENROLLMENT							
REVENUE PER PUPIL							
EXPENSES PER PUPIL							

	BROOKLYN EMERGING LEADERS ACADEMY CHARTER SCHOOL							
	Budget / Operating Plan							
	2018-19							
Total Revenue	-	948,203	-	-	873,203	-	-	889,723
Total Expenses	-	883,490	-	-	805,175	-	-	805,175
Net Income	-	64,713	-	-	68,028	-	-	84,548
Actual Student Enrollment	-	170	-	-	170	-	-	170
	Prior Year Actual 2017-18 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31
		Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget
<b>CASH FLOW ADJUSTMENTS</b>								
OPERATING ACTIVITIES {enter descriptions below}								
Example - Add Back Depreciation	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total Operating Activities	-	-	-	-	-	-	-	-
INVESTMENT ACTIVITIES {enter descriptions below}								
Example - Subtract Property and Equipment Expenditures	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total Investment Activities	-	-	-	-	-	-	-	-
FINANCING ACTIVITIES {enter descriptions below}								
Example - Add Expected Proceeds from a Loan or Line of Credit	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total Financing Activities	-	-	-	-	-	-	-	-
Total Cash Flow Adjustments	-	-	-	-	-	-	-	-
NET INCOME	-	64,713	-	-	68,028	-	-	84,548
Beginning Cash Balance	-	-	-	-	64,713	-	-	132,742
ENDING CASH BALANCE	-	64,713	-	-	132,742	-	-	217,290



<b>Total Revenue</b>	-	-	<b>949,873</b>	-	-
<b>Total Expenses</b>	-	-	<b>880,008</b>	-	-
<b>Net Income</b>	-	-	<b>69,865</b>	-	-
<b>Actual Student Enrollment</b>	-	-	<b>170</b>	-	-
	<b>Quarter - 1/1 - 3/31</b>		<b>4th Quarter - 4/1 - 6/30</b>		
	<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>
<b>CASH FLOW ADJUSTMENTS</b>					
OPERATING ACTIVITIES {enter descriptions below}					
Example - Add Back Depreciation	-	-	-	-	-
Other	-	-	-	-	-
Total Operating Activities	-	-	-	-	-
INVESTMENT ACTIVITIES {enter descriptions below}					
Example - Subtract Property and Equipment Expenditures	-	-	-	-	-
Other	-	-	-	-	-
Total Investment Activities	-	-	-	-	-
FINANCING ACTIVITIES {enter descriptions below}					
Example - Add Expected Proceeds from a Loan or Line of Credit	-	-	-	-	-
Other	-	-	-	-	-
Total Financing Activities	-	-	-	-	-
<b>Total Cash Flow Adjustments</b>	-	-	-	-	-
<b>NET INCOME</b>	-	-	<b>69,865</b>	-	-
<b>Beginning Cash Balance</b>	-	-	<b>217,290</b>	-	-
<b>ENDING CASH BALANCE</b>	-	-	<b>287,155</b>	-	-

		BROOKLYN EMERGING LEADERS ACADEMY CHARTER SCHOOL Budget / Operating Plan 2018-19					DESCRIPTION OF ASSUMPTIONS
Total Revenue	3,661,003	3,661,003	-	3,661,003	3,661,003		
Total Expenses	3,373,847	3,373,847	-	(3,373,847)	(3,373,847)		
Net Income	287,155	287,155	-	287,155	287,155		
Actual Student Enrollment							
		Total Year		VARIANCE			
		Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	
<b>CASH FLOW ADJUSTMENTS</b>							
OPERATING ACTIVITIES {enter descriptions below}							
Example - Add Back Depreciation		-	-	-	-	-	
Other		-	-	-	-	-	
Total Operating Activities		-	-	-	-	-	
INVESTMENT ACTIVITIES {enter descriptions below}							
Example - Subtract Property and Equipment Expenditures		-	-	-	-	-	
Other		-	-	-	-	-	
Total Investment Activities		-	-	-	-	-	
FINANCING ACTIVITIES {enter descriptions below}							
Example - Add Expected Proceeds from a Loan or Line of Credit		-	-	-	-	-	
Other		-	-	-	-	-	
Total Financing Activities		-	-	-	-	-	
Total Cash Flow Adjustments		-	-	-	-	-	
NET INCOME		287,155	287,155	-	287,155	287,155	
Beginning Cash Balance		-	-	-	-	-	
ENDING CASH BALANCE		287,155	287,155	-	287,155	287,155	

**BROOKLYN EMERGING LEADERS ACADEMY CHARTER SCHOOL  
BALANCE SHEET  
2018-19**

	<u>Prior Year</u>	Q1	Q2	Q3	Q4
	<u>2017-18</u>	<u>As of 9/30</u>	<u>As of 12/31</u>	<u>As of 3/31</u>	<u>As of 6/30</u>
<b><u>ASSETS</u></b>					
<b><u>CURRENT ASSETS</u></b>					
Cash and cash equivalents	-	-	-	-	-
Grants and contracts receivable	-	-	-	-	-
Accounts receivables	-	-	-	-	-
Prepaid Expenses	-	-	-	-	-
Contributions and other receivables	-	-	-	-	-
<b>TOTAL CURRENT ASSETS</b>	-	-	-	-	-
<b><u>PROPERTY, BUILDING AND EQUIPMENT, net</u></b>	-	-	-	-	-
<b><u>OTHER ASSETS</u></b>	-	-	-	-	-
<b>TOTAL ASSETS</b>	-	-	-	-	-
<b><u>LIABILITIES AND NET ASSETS</u></b>					
<b><u>CURRENT LIABILITIES</u></b>					
Accounts payable and accrued expenses	-	-	-	-	-
Accrued payroll and benefits	-	-	-	-	-
Deferred Revenue	-	-	-	-	-
Current maturities of long-term debt	-	-	-	-	-
Short Term Debt - Bonds, Notes Payable	-	-	-	-	-
Other	-	-	-	-	-
<b>TOTAL CURRENT LIABILITIES</b>	-	-	-	-	-
<b><u>LONG-TERM DEBT and NOTES PAYABLE, net current maturities</u></b>	-	-	-	-	-
<b>TOTAL LIABILITIES</b>	-	-	-	-	-
<b><u>NET ASSETS</u></b>					
Unrestricted	-	-	-	-	-
Temporarily restricted	-	-	-	-	-
<b>TOTAL NET ASSETS</b>	-	-	-	-	-
<b>TOTAL LIABILITIES AND NET ASSETS</b>	-	-	-	-	-

### Budget / Operating Plan

<b>Total Revenue</b>	-	<b>948,203</b>	-	-	<b>873,203</b>	-	-
<b>Total Expenses</b>	-	<b>883,490</b>	-	-	<b>805,175</b>	-	-
<b>Net Income</b>	-	<b>64,713</b>	-	-	<b>68,028</b>	-	-
<b>Actual Student Enrollment</b>	-	<b>170</b>	-	-	<b>170</b>	-	-

3rd C

Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual
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2018-19  
er Pupil Rate

15,307

[illegible]

## Grants

Stimulus

## Stimulus

DYCD (Department of Youth and Community Development)

Other

NYC DoE Rental Assistance

Other

TOTAL REVENUE FROM STATE SOURCES

## IDEA Special Needs

# Title I

Title Funding - Other

School Food Service (Free Lunch)

## Grants

### Charter School Program (CSP) Planning & Implementation

Other

**BROOKLYN EMERGING LEADERS ACADEMY**

**Budget / Operating Plan**

**2018-19**

<b>Total Revenue</b>	-	948,203	-	-	873,203	-	-
<b>Total Expenses</b>	-	883,490	-	-	805,175	-	-
<b>Net Income</b>	-	64,713	-	-	68,028	-	-
<b>Actual Student Enrollment</b>	-	170	-	-	170	-	-
<b>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</b>	<b>1st Quarter - 7/1 - 9/30</b>			<b>2nd Quarter - 10/1 - 12/31</b>			<b>3rd Quarter - 1/1 - 3/31</b>
	<b>Actual</b>	<b>Current Budget</b>	<b>Variance</b>	<b>Actual</b>	<b>Current Budget</b>	<b>Variance</b>	<b>Actual</b>
Other		-	-		-	-	
TOTAL REVENUE FROM FEDERAL SOURCES	-	107,618	-	-	107,618	-	-
<b>LOCAL and OTHER REVENUE</b>							
Contributions and Donations		75,000	-		-	-	
Fundraising		-	-		-	-	
Erate Reimbursement		7,760	-		7,760	-	
Earnings on Investments		-	-		-	-	
Interest Income		-	-		-	-	
Food Service (Income from meals)		-	-		-	-	
Text Book		-	-		-	-	
OTHER		-	-		-	-	
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	-	82,760	-	-	7,760	-	-
<b>TOTAL REVENUE</b>	-	<u>948,203</u>	-	-	<u>873,203</u>	-	-

**BROOKLYN EMERGING LEADERS ACADEMY**

**Budget / Operating Plan**

**2018-19**

<b>Total Revenue</b>	-	948,203	-	-	873,203	-	-
<b>Total Expenses</b>	-	883,490	-	-	805,175	-	-
<b>Net Income</b>	-	64,713	-	-	68,028	-	-
<b>Actual Student Enrollment</b>	-	170	-	-	170	-	-

	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter
	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual

**\*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed**

**EXPENSES**

Quarter 0

No. of Positions

**ADMINISTRATIVE STAFF PERSONNEL COSTS**

Executive Management	-	39,000	-	39,000	-	
Instructional Management	-	-	-	-	-	
Deans, Directors & Coordinators	-	77,230	-	77,230	-	
CFO / Director of Finance	-	-	-	-	-	
Operation / Business Manager	-	19,500	-	19,500	-	
Administrative Staff	-	13,780	-	13,780	-	
<b>TOTAL ADMINISTRATIVE STAFF</b>	-	149,510	-	149,510	-	-

**INSTRUCTIONAL PERSONNEL COSTS**

Teachers - Regular	-	164,293	-	164,293	-	
Teachers - SPED	-	74,182	-	74,182	-	
Substitute Teachers	-	-	-	-	-	
Teaching Assistants	-	-	-	-	-	
Specialty Teachers	-	70,930	-	70,930	-	
Aides	-	-	-	-	-	
Therapists & Counselors	-	-	-	-	-	
Other	-	3,750	-	3,750	-	
<b>TOTAL INSTRUCTIONAL</b>	-	313,155	-	313,155	-	-

**NON-INSTRUCTIONAL PERSONNEL COSTS**

Nurse	-	-	-	-	-	
Librarian	-	-	-	-	-	
Custodian	-	-	-	-	-	
Security	-	-	-	-	-	
Other	-	-	-	-	-	
<b>TOTAL NON-INSTRUCTIONAL</b>	-	-	-	-	-	-

**SUBTOTAL PERSONNEL SERVICE COSTS**

-	-	462,665	-	462,665	-	-
---	---	---------	---	---------	---	---

**PAYROLL TAXES AND BENEFITS**

Payroll Taxes	65,278	-	65,278	-	
Fringe / Employee Benefits	64,353	-	64,353	-	
Retirement / Pension	13,880	-	13,880	-	
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>	143,511	-	143,511	-	-

**TOTAL PERSONNEL SERVICE COSTS**

-	-	606,176	-	606,176	-	-
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**BROOKLYN EMERGING LEADERS ACADEMY**

**Budget / Operating Plan**

**2018-19**

<b>Total Revenue</b>	-	948,203	-	-	873,203	-	-
<b>Total Expenses</b>	-	883,490	-	-	805,175	-	-
<b>Net Income</b>	-	64,713	-	-	68,028	-	-
<b>Actual Student Enrollment</b>	-	170	-	-	170	-	-

<b>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</b>	<b>1st Quarter - 7/1 - 9/30</b>			<b>2nd Quarter - 10/1 - 12/31</b>			<b>3rd Quarter - 1/1 - 3/31</b>
	<b>Actual</b>	<b>Current Budget</b>	<b>Variance</b>	<b>Actual</b>	<b>Current Budget</b>	<b>Variance</b>	<b>Actual</b>
<b>CONTRACTED SERVICES</b>							
Accounting / Audit		-	-		-	-	
Legal		3,750	-		3,750	-	
Management Company Fee		-	-		-	-	
Nurse Services		-	-		-	-	
Food Service / School Lunch		-	-		-	-	
Payroll Services		7,200	-		7,200	-	
Special Ed Services		2,500	-		2,500	-	
Titlment Services (i.e. Title I)		-	-		-	-	
Other Purchased / Professional / Consulting		48,696	-		48,696	-	
<b>TOTAL CONTRACTED SERVICES</b>	-	62,146	-	-	62,146	-	-

**BROOKLYN EMERGING LEADERS ACADEMY**

**Budget / Operating Plan**

**2018-19**

<b>Total Revenue</b>	-	948,203	-	-	873,203	-	-
<b>Total Expenses</b>	-	883,490	-	-	805,175	-	-
<b>Net Income</b>	-	64,713	-	-	68,028	-	-
<b>Actual Student Enrollment</b>	-	170	-	-	170	-	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter
	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual

**SCHOOL OPERATIONS**

Board Expenses		1,250	-		1,250	-	
Classroom / Teaching Supplies & Materials		17,510	-		17,510	-	
Special Ed Supplies & Materials		-	-		-	-	
Textbooks / Workbooks		28,315	-		-	-	
Supplies & Materials other		11,003	-		11,003	-	
Equipment / Furniture		-	-		-	-	
Telephone		6,994	-		6,994	-	
Technology		4,000	-		-	-	
Student Testing & Assessment		23,000	-		-	-	
Field Trips		4,250	-		4,250	-	
Transportation (student)		-	-		-	-	
Student Services - other		2,275	-		2,275	-	
Office Expense		15,250	-		15,250	-	
Staff Development		15,125	-		15,125	-	
Staff Recruitment		1,445	-		1,445	-	
Student Recruitment / Marketing		5,000	-		5,000	-	
School Meals / Lunch		43,000	-		43,000	-	
Travel (Staff)		2,750	-		2,750	-	
Fundraising		-	-		-	-	
Other		375	-		375	-	
<b>TOTAL SCHOOL OPERATIONS</b>	-	181,542	-	-	126,227	-	-

**FACILITY OPERATION & MAINTENANCE**

Insurance		10,625	-		10,625	-	
Janitorial		-	-		-	-	
Building and Land Rent / Lease / Facility Finance Interest		-	-		-	-	
Repairs & Maintenance		23,000	-		-	-	
Equipment / Furniture		-	-		-	-	
Security		-	-		-	-	
Utilities		-	-		-	-	
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	-	33,625	-	-	10,625	-	-

**DEPRECIATION & AMORTIZATION**

**RESERVES / CONTINGENCY**

**DEFERRED RENT**

		-	-		-	-	
		-	-		-	-	



**BROOKLYN EMERGING LEADERS ACADEM**

**Budget / Operating Pla**

**2018-19**

Total Revenue	-	948,203	-	-	873,203	-	-
Total Expenses	-	883,490	-	-	805,175	-	-
Net Income	-	64,713	-	-	68,028	-	-
Actual Student Enrollment	-	170	-	-	170	-	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter
	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual
TOTAL EXPENSES	-	883,490	-	-	805,175	-	-
NET INCOME	-	64,713	-	-	68,028	-	-

## APRIL 2018

## Budget / Operating Plan

2018-19

<b>Total Revenue</b>	-	948,203	-	-	873,203	-	-
<b>Total Expenses</b>	-	883,490	-	-	805,175	-	-
<b>Net Income</b>	-	64,713	-	-	68,028	-	-
<b>Actual Student Enrollment</b>	-	170	-	-	170	-	3rd C

<p><b>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</b></p>						
1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31
Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual

**ENROLLMENT - \*School Districts Are Linked To Above Entries\***

NYC CHANCELLOR'S OFFICE

[illegible]

ALL OTHER School Districts: ( Count = 0 )

## TOTAL ENROLLMENT

## REVENUE PER PUPIL

### EXPENSES PER PUPIL

# NY CHARTER SCHOOL

n

Total Revenue	889,723	-	-	949,873	-
Total Expenses	805,175	-	-	880,008	-
Net Income	84,548	-	-	69,865	-
Actual Student Enrollment	170	-	-	170	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
	Current Budget	Variance	Actual	Current Budget	Variance

## REVENUE

### REVENUES FROM STATE SOURCES

Per Pupil Revenue

2018-19  
Per Pupil Rate

NYC CHANCELLOR'S OFFICE

15,307

-

-

-

-

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-

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-

-

ALL OTHER School Districts: ( Count = 0 )

TOTAL Per Pupil Revenue (Weighted Average Per Pupil Funding)

15,307

Special Education Revenue

Grants

Stimulus

DYCD (Department of Youth and Community Development)

Other

NYC DoE Rental Assistance

Other

TOTAL REVENUE FROM STATE SOURCES

### REVENUE FROM FEDERAL FUNDING

IDEA Special Needs

Title I

Title Funding - Other

School Food Service (Free Lunch)

Grants

Charter School Program (CSP) Planning & Implementation

Other

650,548	-		650,548	-
-	-		-	-
-	-		-	-
-	-		-	-
-	-		-	-
-	-		-	-
-	-		-	-
-	-		-	-
-	-		-	-
-	-		-	-
-	-		-	-
-	-		-	-
-	-		-	-
-	-		-	-
-	-		-	-
-	-		-	-
-	-		-	-
-	-		-	-
-	-		-	-
-	-		-	-
-	-		-	-
650,548	-	-	650,548	-
103,900	-		103,900	-
-	-		-	-
-	-		-	-
3,378	-		3,378	-
-	-		-	-
-	-		76,670	-
757,825	-	-	834,495	-
16,520	-		-	-
18,312	-		18,312	-
4,056	-		4,056	-
34,000	-		34,000	-
51,250	-		51,250	-
-	-		-	-

FY CHARTER SCHOOL					
n					
Total Revenue	889,723	-	-	949,873	-
Total Expenses	805,175	-	-	880,008	-
Net Income	84,548	-	-	69,865	-
Actual Student Enrollment	170	-	-	170	-
		Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30	
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed					
		Current Budget	Variance	Actual	Current Budget Variance
Other		-	-		- -
TOTAL REVENUE FROM FEDERAL SOURCES		124,138	-	-	107,618 -
<b>LOCAL and OTHER REVENUE</b>					
Contributions and Donations		-	-		- -
Fundraising		-	-		- -
Erate Reimbursement		7,760	-		7,760 -
Earnings on Investments		-	-		- -
Interest Income		-	-		- -
Food Service (Income from meals)		-	-		- -
Text Book		-	-		- -
OTHER		-	-		- -
TOTAL REVENUE FROM LOCAL and OTHER SOURCES		7,760	-	-	7,760 -
<b>TOTAL REVENUE</b>		<b>889,723</b>	<b>-</b>	<b>-</b>	<b>949,873 -</b>

# Y CHARTER SCHOOL

n

Total Revenue	889,723	-	-	949,873	-
Total Expenses	805,175	-	-	880,008	-
Net Income	84,548	-	-	69,865	-
Actual Student Enrollment	170	-	-	170	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
	Current Budget	Variance	Actual	Current Budget	Variance

## EXPENSES

### ADMINISTRATIVE STAFF PERSONNEL COSTS

	Quarter 0 No. of Positions				
Executive Management	-	39,000	-	39,000	-
Instructional Management	-	-	-	-	-
Deans, Directors & Coordinators	-	77,230	-	77,230	-
CFO / Director of Finance	-	-	-	-	-
Operation / Business Manager	-	19,500	-	19,500	-
Administrative Staff	-	13,780	-	13,780	-
TOTAL ADMINISTRATIVE STAFF	-	149,510	-	149,510	-

### INSTRUCTIONAL PERSONNEL COSTS

Teachers - Regular	-	164,293	-	164,293	-
Teachers - SPED	-	74,182	-	74,182	-
Substitute Teachers	-	-	-	-	-
Teaching Assistants	-	-	-	-	-
Specialty Teachers	-	70,930	-	70,930	-
Aides	-	-	-	-	-
Therapists & Counselors	-	-	-	-	-
Other	-	3,750	-	3,750	-
TOTAL INSTRUCTIONAL	-	313,155	-	313,155	-

### NON-INSTRUCTIONAL PERSONNEL COSTS

Nurse	-	-	-	-	-
Librarian	-	-	-	-	-
Custodian	-	-	-	-	-
Security	-	-	-	-	-
Other	-	-	-	-	-
TOTAL NON-INSTRUCTIONAL	-	-	-	-	-

### SUBTOTAL PERSONNEL SERVICE COSTS

### PAYROLL TAXES AND BENEFITS

Payroll Taxes		65,278	-	65,278	-
Fringe / Employee Benefits		64,353	-	64,353	-
Retirement / Pension		13,880	-	13,880	-
TOTAL PAYROLL TAXES AND BENEFITS		143,511	-	143,511	-

### TOTAL PERSONNEL SERVICE COSTS

-	606,176	-	-	606,176	-
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FY CHARTER SCHOOL					
n					
Total Revenue	889,723	-	-	949,873	-
Total Expenses	805,175	-	-	880,008	-
Net Income	84,548	-	-	69,865	-
Actual Student Enrollment	170	-	-	170	-
			Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed			FY CHARTER SCHOOL		
			n	Current	Current
			Budget	Variance	Actual
					Budget
					Variance
<b>CONTRACTED SERVICES</b>					
Accounting / Audit	-	-		14,000	-
Legal	3,750	-		3,750	-
Management Company Fee	-	-		-	-
Nurse Services	-	-		-	-
Food Service / School Lunch	-	-		-	-
Payroll Services	7,200	-		7,200	-
Special Ed Services	2,500	-		2,500	-
Titlement Services (i.e. Title I)	-	-		-	-
Other Purchased / Professional / Consulting	48,696	-		48,696	-
TOTAL CONTRACTED SERVICES	62,146	-	-	76,146	-

# Y CHARTER SCHOOL

n

Total Revenue	889,723	-	-	949,873	-
Total Expenses	805,175	-	-	880,008	-
Net Income	84,548	-	-	69,865	-
Actual Student Enrollment	170	-	-	170	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
	Current Budget	Variance	Actual	Current Budget	Variance
<b>SCHOOL OPERATIONS</b>					
Board Expenses	1,250	-		1,250	-
Classroom / Teaching Supplies & Materials	17,510	-		17,510	-
Special Ed Supplies & Materials	-	-		-	-
Textbooks / Workbooks	-	-		-	-
Supplies & Materials other	11,003	-		11,003	-
Equipment / Furniture	-	-		-	-
Telephone	6,994	-		6,994	-
Technology	-	-		-	-
Student Testing & Assessment	-	-		-	-
Field Trips	4,250	-		4,250	-
Transportation (student)	-	-		-	-
Student Services - other	2,275	-		2,275	-
Office Expense	15,250	-		15,250	-
Staff Development	15,125	-		15,125	-
Staff Recruitment	1,445	-		1,445	-
Student Recruitment / Marketing	5,000	-		5,000	-
School Meals / Lunch	43,000	-		43,000	-
Travel (Staff)	2,750	-		2,750	-
Fundraising	-	-		-	-
Other	375	-		375	-
TOTAL SCHOOL OPERATIONS	126,227	-	-	126,227	-
<b>FACILITY OPERATION &amp; MAINTENANCE</b>					
Insurance	10,625	-		10,625	-
Janitorial	-	-		-	-
Building and Land Rent / Lease / Facility Finance Interest	-	-		-	-
Repairs & Maintenance	-	-		-	-
Equipment / Furniture	-	-		-	-
Security	-	-		-	-
Utilities	-	-		-	-
TOTAL FACILITY OPERATION & MAINTENANCE	10,625	-	-	10,625	-
<b>DEPRECIATION &amp; AMORTIZATION</b>	-	-		60,833	-
<b>RESERVES / CONTINGENCY</b>	-	-		-	-
<b>DEFERRED RENT</b>					

FY CHARTER SCHOOL					
n					
FY CHARTER SCHOOL					
Total Revenue	889,723	-	-	949,873	-
Total Expenses	805,175	-	-	880,008	-
Net Income	84,548	-	-	69,865	-
Actual Student Enrollment	170	-	-	170	-
			Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed			Quarter - 1/1 - 3/31		
			Budget	Variance	Actual
			Current		Current
			Budget	Variance	Budget
TOTAL EXPENSES	805,175	-	-	-	880,008
NET INCOME	84,548	-	-	-	69,865



NY CHARTER SCHOOL					
n					
Total Revenue	889,723	-	-	949,873	-
Total Expenses	805,175	-	-	880,008	-
Net Income	84,548	-	-	69,865	-
Actual Student Enrollment	Quarter - 1/1 - 3/31	-	-	170	-
		Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30	
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed					
		Current Budget	Variance	Actual	Current Budget Variance
ENROLLMENT - *School Districts Are Linked To Above Entries*					
NYC CHANCELLOR'S OFFICE		170	-	-	170 -
-		-	-	-	-
-		-	-	-	-
-		-	-	-	-
-		-	-	-	-
-		-	-	-	-
-		-	-	-	-
-		-	-	-	-
-		-	-	-	-
-		-	-	-	-
-		-	-	-	-
-		-	-	-	-
-		-	-	-	-
-		-	-	-	-
-		-	-	-	-
ALL OTHER School Districts: ( Count = 0 )		-	-	-	-
TOTAL ENROLLMENT		170	-	-	170 -
REVENUE PER PUPIL		5,234	-	-	5,587 -
EXPENSES PER PUPIL		4,736	-	-	5,177 -

## 2018-19

<b>Total Revenue</b>	-	-	-	<b>3,661,003</b>	<b>(3,661,003)</b>	-	-	<b>3,661,003</b>
<b>Total Expenses</b>	-	-	-	<b>3,373,847</b>	<b>3,373,847</b>	-	-	<b>3,373,847</b>
<b>Net Income</b>	-	-	-	<b>287,155</b>	<b>(287,155)</b>	-	-	<b>287,155</b>
<b>Actual Student Enrollment</b>	-	-	-			-	-	

### TOTALS AND VARIANCE ANALYSIS

	Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget -
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2018-19  
Per Pupil Rate

15,307

-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
ALL OTHER School Districts: ( Count = 0 )	-
TOTAL Per Pupil Revenue (Weighted Average Per Pupil Funding)	15,307

Special Education Revenue

Other

-	-	-	2,602,190	(2,602,190)	-	-	2,602,190
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	2,602,190	(2,602,190)	-	-	2,602,190
-	-	-	415,600	(415,600)	-	-	415,600
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	13,512	(13,512)	-	-	13,512
-	-	-	-	-	-	-	-
-	-	-	76,670	(76,670)	-	-	76,670
-	-	-	3,107,972	(3,107,972)	-	-	3,107,972

-	-	-	16,520	(16,520)	-	-	16,520
-	-	-	73,248	(73,248)	-	-	73,248
-	-	-	16,222	(16,222)	-	-	16,222
-	-	-	136,000	(136,000)	-	-	136,000
-	-	-	205,000	(205,000)	-	-	205,000
-	-	-	-	-	-	-	-

				BROOKLYN EMERGING LEADERS ACADEMY CHARTER							
				Budget / Operating Plan							
				2018-19							
Total Revenue	-	-	-	3,661,003	(3,661,003)	-	-	3,661,003			
Total Expenses	-	-	-	3,373,847	3,373,847	-	-	3,373,847			
Net Income	-	-	-	287,155	(287,155)	-	-	287,155			
Actual Student Enrollment	-	-	-			-	-				
				TOTALS AND VARIANCE ANALYSIS							
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed				Actual	Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget - TY
Other				-	-	-	-	-	-	-	-
TOTAL REVENUE FROM FEDERAL SOURCES				-	-	-	446,990	(446,990)	-	-	446,990
LOCAL and OTHER REVENUE											
Contributions and Donations				-	-	-	75,000	(75,000)	-	-	75,000
Fundraising				-	-	-	-	-	-	-	-
Erate Reimbursement				-	-	-	31,041	(31,041)	-	-	31,041
Earnings on Investments				-	-	-	-	-	-	-	-
Interest Income				-	-	-	-	-	-	-	-
Food Service (Income from meals)				-	-	-	-	-	-	-	-
Text Book				-	-	-	-	-	-	-	-
OTHER				-	-	-	-	-	-	-	-
TOTAL REVENUE FROM LOCAL and OTHER SOURCES				-	-	-	106,041	(106,041)	-	-	106,041
TOTAL REVENUE				-	-	-	3,661,003	(3,661,003)	-	-	3,661,003

				BROOKLYN EMERGING LEADERS ACADEMY CHARTER							
				Budget / Operating Plan							
				2018-19							
Total Revenue				-	-	-	3,661,003	(3,661,003)	-	-	3,661,003
Total Expenses				-	-	-	3,373,847	3,373,847	-	-	3,373,847
Net Income				-	-	-	287,155	(287,155)	-	-	287,155
Actual Student Enrollment				-	-	-			-	-	
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed				TOTALS AND VARIANCE ANALYSIS							
				Actual	Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget - TY
EXPENSES											
ADMINISTRATIVE STAFF PERSONNEL COSTS											
Executive Management				-	-	-	156,000	156,000	-	-	156,000
Instructional Management				-	-	-	-	-	-	-	-
Deans, Directors & Coordinators				-	-	-	308,920	308,920	-	-	308,920
CFO / Director of Finance				-	-	-	-	-	-	-	-
Operation / Business Manager				-	-	-	78,000	78,000	-	-	78,000
Administrative Staff				-	-	-	55,120	55,120	-	-	55,120
TOTAL ADMINISTRATIVE STAFF				-	-	-	598,040	598,040	-	-	598,040
INSTRUCTIONAL PERSONNEL COSTS											
Teachers - Regular				-	-	-	657,172	657,172	-	-	657,172
Teachers - SPED				-	-	-	296,728	296,728	-	-	296,728
Substitute Teachers				-	-	-	-	-	-	-	-
Teaching Assistants				-	-	-	-	-	-	-	-
Specialty Teachers				-	-	-	283,720	283,720	-	-	283,720
Aides				-	-	-	-	-	-	-	-
Therapists & Counselors				-	-	-	-	-	-	-	-
Other				-	-	-	15,000	15,000	-	-	15,000
TOTAL INSTRUCTIONAL				-	-	-	1,252,620	1,252,620	-	-	1,252,620
NON-INSTRUCTIONAL PERSONNEL COSTS											
Nurse				-	-	-	-	-	-	-	-
Librarian				-	-	-	-	-	-	-	-
Custodian				-	-	-	-	-	-	-	-
Security				-	-	-	-	-	-	-	-
Other				-	-	-	-	-	-	-	-
TOTAL NON-INSTRUCTIONAL				-	-	-	-	-	-	-	-
SUBTOTAL PERSONNEL SERVICE COSTS				-	-	-	1,850,660	1,850,660	-	-	1,850,660
PAYROLL TAXES AND BENEFITS											
Payroll Taxes				-	-	-	261,112	261,112	-	-	261,112
Fringe / Employee Benefits				-	-	-	257,414	257,414	-	-	257,414
Retirement / Pension				-	-	-	55,520	55,520	-	-	55,520
TOTAL PAYROLL TAXES AND BENEFITS				-	-	-	574,045	574,045	-	-	574,045
TOTAL PERSONNEL SERVICE COSTS				-	-	-	2,424,706	2,424,706	-	-	2,424,706

				BROOKLYN EMERGING LEADERS ACADEMY CHARTER				
				Budget / Operating Plan				
				2018-19				
Total Revenue	-	-	-	3,661,003	(3,661,003)	-	-	3,661,003
Total Expenses	-	-	-	3,373,847	3,373,847	-	-	3,373,847
Net Income	-	-	-	287,155	(287,155)	-	-	287,155
Actual Student Enrollment	-	-	-			-	-	
				TOTALS AND VARIANCE ANALYSIS				
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	Actual	Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget -
CONTRACTED SERVICES	-	-	-	14,000	14,000	-	-	14,000
Accounting / Audit	-	-	-	15,000	15,000	-	-	15,000
Legal	-	-	-	-	-	-	-	-
Management Company Fee	-	-	-	-	-	-	-	-
Nurse Services	-	-	-	-	-	-	-	-
Food Service / School Lunch	-	-	-	-	-	-	-	-
Payroll Services	-	-	-	28,800	28,800	-	-	28,800
Special Ed Services	-	-	-	10,000	10,000	-	-	10,000
Titlement Services (i.e. Title I)	-	-	-	-	-	-	-	-
Other Purchased / Professional / Consulting	-	-	-	194,785	194,785	-	-	194,785
TOTAL CONTRACTED SERVICES	-	-	-	262,585	262,585	-	-	262,585

				BROOKLYN EMERGING LEADERS ACADEMY CHARTER				
				Budget / Operating Plan				
				2018-19				
Total Revenue	-	-	-	3,661,003	(3,661,003)	-	-	3,661,003
Total Expenses	-	-	-	3,373,847	3,373,847	-	-	3,373,847
Net Income	-	-	-	287,155	(287,155)	-	-	287,155
Actual Student Enrollment	-	-	-			-	-	
				TOTALS AND VARIANCE ANALYSIS				
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed				Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)
				Actual	Actual vs. Current Budget	Actual	Actual vs. Current Budget	Original Budget
<b>SCHOOL OPERATIONS</b>								
Board Expenses	-	-	-	5,000	5,000	-	-	5,000
Classroom / Teaching Supplies & Materials	-	-	-	70,040	70,040	-	-	70,040
Special Ed Supplies & Materials	-	-	-	-	-	-	-	-
Textbooks / Workbooks	-	-	-	28,315	28,315	-	-	28,315
Supplies & Materials other	-	-	-	44,012	44,012	-	-	44,012
Equipment / Furniture	-	-	-	-	-	-	-	-
Telephone	-	-	-	27,977	27,977	-	-	27,977
Technology	-	-	-	4,000	4,000	-	-	4,000
Student Testing & Assessment	-	-	-	23,000	23,000	-	-	23,000
Field Trips	-	-	-	17,000	17,000	-	-	17,000
Transportation (student)	-	-	-	-	-	-	-	-
Student Services - other	-	-	-	9,100	9,100	-	-	9,100
Office Expense	-	-	-	61,000	61,000	-	-	61,000
Staff Development	-	-	-	60,500	60,500	-	-	60,500
Staff Recruitment	-	-	-	5,780	5,780	-	-	5,780
Student Recruitment / Marketing	-	-	-	20,000	20,000	-	-	20,000
School Meals / Lunch	-	-	-	172,000	172,000	-	-	172,000
Travel (Staff)	-	-	-	11,000	11,000	-	-	11,000
Fundraising	-	-	-	-	-	-	-	-
Other	-	-	-	1,500	1,500	-	-	1,500
TOTAL SCHOOL OPERATIONS	-	-	-	560,224	560,224	-	-	560,224
<b>FACILITY OPERATION &amp; MAINTENANCE</b>								
Insurance	-	-	-	42,500	42,500	-	-	42,500
Janitorial	-	-	-	-	-	-	-	-
Building and Land Rent / Lease / Facility Finance Interest	-	-	-	-	-	-	-	-
Repairs & Maintenance	-	-	-	23,000	23,000	-	-	23,000
Equipment / Furniture	-	-	-	-	-	-	-	-
Security	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-
TOTAL FACILITY OPERATION & MAINTENANCE	-	-	-	65,500	65,500	-	-	65,500
<b>DEPRECIATION &amp; AMORTIZATION</b>				-	-	-	-	-
<b>RESERVES / CONTINGENCY</b>				-	-	-	-	-
<b>DEFERRED RENT</b>								

				BROOKLYN EMERGING LEADERS ACADEMY CHARTER							
				Budget / Operating Plan							
				2018-19							
Total Revenue	-	-	-	3,661,003	(3,661,003)	-	-	3,661,003			
Total Expenses	-	-	-	3,373,847	3,373,847	-	-	3,373,847			
Net Income	-	-	-	287,155	(287,155)	-	-	287,155			
Actual Student Enrollment	-	-	-			-	-				
				TOTALS AND VARIANCE ANALYSIS							
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed				Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget - TY	
				Actual							
TOTAL EXPENSES				-	-	-	3,373,847	3,373,847	-	-	3,373,847
NET INCOME				-	-	-	287,155	(287,155)	-	-	287,155

				BROOKLYN EMERGING LEADERS ACADEMY CHARTER				
				2018-19 Budget / Operating Plan				
				2018-19				
Total Revenue	-	-	-	3,661,003	(3,661,003)	-	-	3,661,003
Total Expenses	-	-	-	3,373,847	3,373,847	-	-	3,373,847
Net Income	-	-	-	287,155	(287,155)	-	-	287,155
Actual Student Enrollment	-	-	-					
				TOTALS AND VARIANCE ANALYSIS				
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed				TOTALS AND VARIANCE ANALYSIS				
				Actual	Current Budget (Current Quarter)	Actual vs. Current Budget	Original Budget (Current Quarter)	Actual vs. Original Budget
ENROLLMENT - *School Districts Are Linked To Above Entries*				* Enrollment Data Based on Last Actual Quarter Completed				
NYC CHANCELLOR'S OFFICE				-	-	-	-	-
-				-	-	-	-	-
-				-	-	-	-	-
-				-	-	-	-	-
-				-	-	-	-	-
-				-	-	-	-	-
-				-	-	-	-	-
-				-	-	-	-	-
-				-	-	-	-	-
-				-	-	-	-	-
-				-	-	-	-	-
-				-	-	-	-	-
-				-	-	-	-	-
-				-	-	-	-	-
-				-	-	-	-	-
ALL OTHER School Districts: ( Count = 0 )				-	-	-	-	-
TOTAL ENROLLMENT				-	-	-	-	-
REVENUE PER PUPIL				-	-	-	-	-
EXPENSES PER PUPIL				-	-	-	-	-



SCHOOL				
Total Revenue	(3,661,003)	-	-	
Total Expenses	3,373,847	-	-	
Net Income	(287,155)	-	-	
Actual Student Enrollment		-		
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed		Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY	Actual CY vs. Actual PY
<b>REVENUE</b>				
<b>REVENUES FROM STATE SOURCES</b>				
Per Pupil Revenue	2018-19 Per Pupil Rate			
NYC CHANCELLOR'S OFFICE	15,307	(2,602,190)	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
ALL OTHER School Districts: ( Count = 0 )	-	-	-	-
TOTAL Per Pupil Revenue (Weighted Average Per Pupil Funding)	15,307	(2,602,190)	-	-
Special Education Revenue		(415,600)	-	-
Grants				
Stimulus		-	-	-
DYCD (Department of Youth and Community Development)		-	-	-
Other		(13,512)	-	-
NYC DoE Rental Assistance		-	-	-
Other		(76,670)	-	-
TOTAL REVENUE FROM STATE SOURCES		(3,107,972)	-	-
<b>REVENUE FROM FEDERAL FUNDING</b>				
IDEA Special Needs		(16,520)	-	-
Title I		(73,248)	-	-
Title Funding - Other		(16,222)	-	-
School Food Service (Free Lunch)		(136,000)	-	-
Grants				
Charter School Program (CSP) Planning & Implementation		(205,000)	-	-
Other		-	-	-

SCHOOL			
Total Revenue	(3,661,003)	-	-
Total Expenses	3,373,847	-	-
Net Income	(287,155)	-	-
Actual Student Enrollment		-	
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY	Actual CY vs. Actual PY
Other	-	-	-
TOTAL REVENUE FROM FEDERAL SOURCES	(446,990)	-	-
<b>LOCAL and OTHER REVENUE</b>			
Contributions and Donations	(75,000)	-	-
Fundraising	-	-	-
Erate Reimbursement	(31,041)	-	-
Earnings on Investments	-	-	-
Interest Income	-	-	-
Food Service (Income from meals)	-	-	-
Text Book	-	-	-
OTHER	-	-	-
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	(106,041)	-	-
<b>TOTAL REVENUE</b>	<b>(3,661,003)</b>	-	-

SCHOOL				
Total Revenue	(3,661,003)	-	-	
Total Expenses	3,373,847	-	-	
Net Income	(287,155)	-	-	
Actual Student Enrollment		-		
<div> <div> <div>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</div> <div> <div>Actual vs. Original Budget TY</div> <div>PY Actual (PY TY / No. of COMPLETED Actual CY</div> <div>Actual CY vs. Actual PY</div> </div> </div> </div>				
<b>EXPENSES</b>				
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>				
	Quarter 0			
	No. of Positions			
Executive Management	-	156,000	-	-
Instructional Management	-	-	-	-
Deans, Directors & Coordinators	-	308,920	-	-
CFO / Director of Finance	-	-	-	-
Operation / Business Manager	-	78,000	-	-
Administrative Staff	-	55,120	-	-
TOTAL ADMINISTRATIVE STAFF	-	598,040	-	-
<b>INSTRUCTIONAL PERSONNEL COSTS</b>				
Teachers - Regular	-	657,172	-	-
Teachers - SPED	-	296,728	-	-
Substitute Teachers	-	-	-	-
Teaching Assistants	-	-	-	-
Specialty Teachers	-	283,720	-	-
Aides	-	-	-	-
Therapists & Counselors	-	-	-	-
Other	-	15,000	-	-
TOTAL INSTRUCTIONAL	-	1,252,620	-	-
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>				
Nurse	-	-	-	-
Librarian	-	-	-	-
Custodian	-	-	-	-
Security	-	-	-	-
Other	-	-	-	-
TOTAL NON-INSTRUCTIONAL	-	-	-	-
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>				
	-	1,850,660	-	-
<b>PAYROLL TAXES AND BENEFITS</b>				
Payroll Taxes		261,112	-	-
Fringe / Employee Benefits		257,414	-	-
Retirement / Pension		55,520	-	-
TOTAL PAYROLL TAXES AND BENEFITS		574,045	-	-
<b>TOTAL PERSONNEL SERVICE COSTS</b>				
	-	2,424,706	-	-

SCHOOL			
Total Revenue	(3,661,003)	-	-
Total Expenses	3,373,847	-	-
Net Income	(287,155)	-	-
Actual Student Enrollment		-	
<b>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</b>		<b>Actual SCHOOL vs. Original Budget TY</b>	<b>PY Actual (PY TY / No. of COMPLETED Actual CY vs. Actual PY</b>
<b>CONTRACTED SERVICES</b>			
Accounting / Audit	14,000	-	-
Legal	15,000	-	-
Management Company Fee	-	-	-
Nurse Services	-	-	-
Food Service / School Lunch	-	-	-
Payroll Services	28,800	-	-
Special Ed Services	10,000	-	-
Titlement Services (i.e. Title I)	-	-	-
Other Purchased / Professional / Consulting	194,785	-	-
<b>TOTAL CONTRACTED SERVICES</b>	<b>262,585</b>	-	-

SCHOOL			
Total Revenue	(3,661,003)	-	-
Total Expenses	3,373,847	-	-
Net Income	(287,155)	-	-
Actual Student Enrollment		-	-
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY	Actual CY vs. Actual PY
<b>SCHOOL OPERATIONS</b>			
Board Expenses	5,000	-	-
Classroom / Teaching Supplies & Materials	70,040	-	-
Special Ed Supplies & Materials	-	-	-
Textbooks / Workbooks	28,315	-	-
Supplies & Materials other	44,012	-	-
Equipment / Furniture	-	-	-
Telephone	27,977	-	-
Technology	4,000	-	-
Student Testing & Assessment	23,000	-	-
Field Trips	17,000	-	-
Transportation (student)	-	-	-
Student Services - other	9,100	-	-
Office Expense	61,000	-	-
Staff Development	60,500	-	-
Staff Recruitment	5,780	-	-
Student Recruitment / Marketing	20,000	-	-
School Meals / Lunch	172,000	-	-
Travel (Staff)	11,000	-	-
Fundraising	-	-	-
Other	1,500	-	-
TOTAL SCHOOL OPERATIONS	560,224	-	-
<b>FACILITY OPERATION &amp; MAINTENANCE</b>			
Insurance	42,500	-	-
Janitorial	-	-	-
Building and Land Rent / Lease / Facility Finance Interest	-	-	-
Repairs & Maintenance	23,000	-	-
Equipment / Furniture	-	-	-
Security	-	-	-
Utilities	-	-	-
TOTAL FACILITY OPERATION & MAINTENANCE	65,500	-	-
<b>DEPRECIATION &amp; AMORTIZATION</b>	60,833	-	-
<b>RESERVES / CONTINGENCY</b>	-	-	-
<b>DEFERRED RENT</b>			

SCHOOL			
SCHOOL			
Total Revenue	(3,661,003)	-	-
Total Expenses	3,373,847	-	-
Net Income	(287,155)	-	-
Actual Student Enrollment		-	-
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY	Actual CY vs. Actual PY
TOTAL EXPENSES	3,373,847	-	-
NET INCOME	(287,155)	-	-

SCHOOL			
Total Revenue	(3,661,003)	-	-
Total Expenses	3,373,847	-	-
Net Income	(287,155)	-	-
Actual Student Enrollment		-	-
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed		Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY Actual CY vs. Actual PY
<b>ENROLLMENT - *School Districts Are Linked To Above Entries*</b>			
NYC CHANCELLOR'S OFFICE			-
-			-
-			-
-			-
-			-
-			-
-			-
-			-
-			-
-			-
-			-
-			-
-			-
-			-
-			-
-			-
-			-
ALL OTHER School Districts: ( Count = 0 )			-
<b>TOTAL ENROLLMENT</b>			-
<b>REVENUE PER PUPIL</b>			-
<b>EXPENSES PER PUPIL</b>			-



**Annual Report Requirement**  
*for SUNY Authorized Charter Schools*  
**BROOKLYN EMERGING LEADERS ACADEMY CHARTER SCHOOL**  
**2018-19**

Administrative  
expenditures per pupil:

\$0.00

Per NYS Statute

Administrative expenditures per pupil: the sum of all general administration salaries and other general administration expenditures divided by the total number of enrolled students. Employee benefit costs or expenditures should not be reported here.

**\*NOTE: THIS TAB ONLY NEEDS TO BE COMPLETED FOR Q4**





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


1. Name of education corporation: Brooklyn Emerging Leaders Academy Charter School
2. Trustee's name (print): Annette Knuckle
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): Board member
4. Home address: [REDACTED]
5. Business address: [REDACTED]
6. Daytime phone: [REDACTED]
7. E-mail: [REDACTED]
8. Is Trustee an employee of the education corporation? \_\_\_\_ Yes. ☒ No. If you checked yes, please provide a description of the position you hold, your salary and your start date.  
\_\_\_\_\_

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

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

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

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

  
Signature

1/8/18  
Date



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

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

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

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

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

Brenda Canty  
Signature

12/27/2017  
Date



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

1. Name of education corporation: Brooklyn Emerging Leaders Academy Charter School
2. Trustee's name (print): Ebette Fortune
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): Board member
4. Home address: [REDACTED]
5. Business address: [REDACTED]
6. Daytime phone: [REDACTED]
7. E-mail: [REDACTED]
8. Is Trustee an employee of the education corporation? \_\_\_\_Yes.   X  No. If you checked yes, please provide a description of the position you hold, your salary and your start date.  
\_\_\_\_\_

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

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

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

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

Elvette Fortner  
Signature

12-27-17  
Date

**Request for Information from  
Prospective Charter School Education Corporation Trustee  
FORM**

Please provide the following information.

Background

1. Name of charter school education corporation for which you intend to serve as a trustee.  
Brooklyn Emerging Leaders Academy Charter High School
2. Full name: Michael Carrera  
Home Address: [REDACTED]  
Business Name: [REDACTED]  
Home telephone: [REDACTED]  
Work telephone: [REDACTED]  
E-mail address: [REDACTED]
3. A brief educational and employment history (you may attach a resume):  
X Resume attached.
4. Please affirm that you will be at least 18 years old by the date of appointment to the education corporation's board. ☒ I affirm.
5. Please indicate whether you currently or have previously served on a board of a school district, another charter school education corporation, a non-public school or any not-for-profit corporation (to the extent not otherwise indicated in your response to Item 3, above).  
☒ Does not apply to me. ☐ Yes
6. Please indicate if you have ever been convicted of a misdemeanor related to honesty or trustworthiness, or a felony. If the answer to this question is yes, please provide details of the offense, the date, disposition, etc. ☒ Does not apply to me. ☐ Yes,
7. Please indicate if you have ever entered into a settlement agreement, consent decree, adjournment in contemplation of dismissal, assurance of discontinuance or other, similar agreement with the Securities Exchange Commission, Internal Revenue Service, the U.S. attorney general or the attorney general of any state, a U.S. or district attorney or any other law enforcement or regulatory body concerning the discharge of your duties as a board member of a for-profit or not-for profit entity or as an executive of such entity. If the answer to this question is yes, please provide details of the agreement.  
☒ Does not apply to me. ☐ Yes,

### Conflicts

8. Please indicate whether you or your spouse knows any of the other charter school education corporation trustees, or prospective or former trustees. If so, please indicate the precise nature of your relationship. ☒ I / we do not know any such trustees. ☐ Yes,
9. Please indicate whether you or your spouse knows any person who is, or has been in the last two years, an employee of the education corporation. If so, indicate the precise nature of your relationship.  
☒ I / we do not know any such employees. ☐ Yes,
10. Please indicate whether you or your spouse knows anyone who is doing, or plans to do, business with the education corporation or any of the schools it has the authority to operate (whether as an individual or as a director, officer, employee or agent of an entity). If so, indicate and describe the precise nature of your relationship and the nature of the business that such person or entity is transacting or will be transacting with the education corporation. ☒ I / we do not know any such persons. ☐ Yes,
11. Please indicate if you, your spouse or other immediate family members anticipate conducting, or are conducting, any business with the education corporation or any school it has the authority to operate. If so, please indicate the precise nature of the business that is being or will be conducted. ☒ I / we do not anticipate conducting any such business. ☐ Yes,
12. If the education corporation or any of the schools it has the authority to operate contracts with an educational service provider (a management company, whether for-profit or not-for-profit), please indicate whether you or your spouse know any employees, officers, owners, directors or agents of that provider. If the answer is in the affirmative, please describe any such relationship.  
☒ Not applicable because the education corporation does not contact with a management company or charter management organization.  
☐ I / we do not know any such persons.  
☐ Yes,
13. If the education corporation or any of the schools it has the authority to operate contracts with an educational service provider, please indicate whether you, your spouse or other immediate family members have a direct or indirect ownership, employment, contractual or management interest in the provider. For any interest indicated, please provide a detailed description. ☒ N/A. ☐ I / we have no such interest. ☐ Yes,
14. If the education corporation or any of the schools it has the authority to operate is partnered with an educational service provider, please indicate if you, your spouse or other immediate family member anticipate conducting, or are conducting, any business with the provider. If so, please indicate the precise nature of the business that is being or will be conducted. ☒ N/A. ☐ I / we or my family do not anticipate conducting any such business. ☐ Yes,



15. Please indicate whether you, your spouse or other immediate family members are a director, officer, employee, partner or member of, or are otherwise associated with, any organization which filed an application in conjunction with the education corporation or any of the schools it has the authority to operate, i.e., is partnered with the education corporation. (For the identity of all such organizations, please consult with the chair of the board.) To the extent you have provided this information in response to prior items, you may so indicate. ☒ Does not apply to me, my spouse or family. ☐ Yes,
16. Please indicate any potential ethical or legal conflicts of interests that would, or are likely to, exist should you be approved for service on the education corporation board. Please note that being a parent of a school student, serving on another charter school's board or being employed by the school are conflicts that should be disclosed, but do not make you automatically ineligible to serve as a trustee. ☒ None. ☐ Yes,
17. Please indicate how you would handle a situation in which you believe one or more members of the education corporation's board are involved in self-dealing (working for their own benefit, or the benefit of their friends and family). Please note that simply confronting the involved trustee is not usually a sufficient answer.
- a. I would approach the board member to ascertain the facts, and if a trustee was working for their own benefit I would bring the issue to the attention of the Board Chair and/or appropriate committee.

Other

18. Please affirm that you have read the education corporation's by-laws and conflict-of-interest policies (Code of Ethics). ☒ I affirm.
19. Please provide any other information that you feel pertinent to the SUNY Charter Schools Institute's review.

**Certification**

I, Michael Camera, certify to the best of my knowledge and ability that the information I am providing to the State University of New York/Charter Schools Institute in regards to my application to serve as a member of the board of trustees of the Brooklyn Emerging Leaders Academy Charter High School is true and correct in every respect.

Michael Camera \_\_\_\_\_  
Signature Date 1/12/16

Please submit this form with the RFI form to the Institute or via mail, facsimile or e-mail (in PDF with signature) to:

SUNY Charter Schools Institute  
41 State Street, Suite 700  
Albany, New York 12207  
(518) 445-4250 (phone)  
(518) 320-1572 (fax)  
[charters@suny.edu](mailto:charters@suny.edu) (email)

**Request for Information from  
Prospective Charter School Education Corporation Trustee  
FORM**

Please provide the following information.

Background

1. Name of charter school education corporation for which you intend to serve as a trustee.  
Brooklyn Emerging Leaders Academy Charter High School

2. Full name: **Nicole Charette**



3. A brief educational and employment history (you may attach a resume): **Resume attached.**
4. Please affirm that you will be at least 18 years old by the date of appointment to the education corporation's board. ☒ I affirm.
5. Please indicate whether you currently or have previously served on a board of a school district, another charter school education corporation, a non-public school or any not-for-profit corporation (to the extent not otherwise indicated in your response to Item 3, above).  
☒ Does not apply to me. ☐ Yes,
6. Please indicate if you have ever been convicted of a misdemeanor related to honesty or trustworthiness, or a felony. If the answer to this question is yes, please provide details of the offense, the date, disposition, etc. ☒ Does not apply to me. ☐ Yes,
7. Please indicate if you have ever entered into a settlement agreement, consent decree, adjournment in contemplation of dismissal, assurance of discontinuance or other, similar agreement with the Securities Exchange Commission, Internal Revenue Service, the U.S. attorney general or the attorney general of any state, a U.S. or district attorney or any other law enforcement or regulatory body concerning the discharge of your duties as a board member of a for-profit or not-for profit entity or as an executive of such entity. If the answer to this question is yes, please provide details of the agreement.  
☒ Does not apply to me. ☐ Yes,

## Conflicts

8. Please indicate whether you or your spouse knows any of the other charter school education corporation trustees, or prospective or former trustees. If so, please indicate the precise nature of your relationship. ☒ I / we do not know any such trustees. ☐ Yes,
9. Please indicate whether you or your spouse knows any person who is, or has been in the last two years, an employee of the education corporation. If so, indicate the precise nature of your relationship.  
☐ I / we do not know any such employees. ☒ Yes, Shannon Riley and I are 2<sup>nd</sup> cousins.
10. Please indicate whether you or your spouse knows anyone who is doing, or plans to do, business with the education corporation or any of the schools it has the authority to operate (whether as an individual or as a director, officer, employee or agent of an entity). If so, indicate and describe the precise nature of your relationship and the nature of the business that such person or entity is transacting or will be transacting with the education corporation. ☒ I / we do not know any such persons. ☐ Yes,
11. Please indicate if you, your spouse or other immediate family members anticipate conducting, or are conducting, any business with the education corporation or any school it has the authority to operate. If so, please indicate the precise nature of the business that is being or will be conducted. ☒ I / we do not anticipate conducting any such business. ☐ Yes,
12. If the education corporation or any of the schools it has the authority to operate contracts with an educational service provider (a management company, whether for-profit or not-for-profit), please indicate whether you or your spouse know any employees, officers, owners, directors or agents of that provider. If the answer is in the affirmative, please describe any such relationship.  
☐ Not applicable because the education corporation does not contact with a management company or charter management organization.  
☒ I / we do not know any such persons.  
☐ Yes,
13. If the education corporation or any of the schools it has the authority to operate contracts with an educational service provider, please indicate whether you, your spouse or other immediate family members have a direct or indirect ownership, employment, contractual or management interest in the provider. For any interest indicated, please provide a detailed description. ☒ N/A. ☐ I / we have no such interest. ☐ Yes,
14. If the education corporation or any of the schools it has the authority to operate is partnered with an educational service provider, please indicate if you, your spouse or other immediate family member anticipate conducting, or are conducting, any business with the provider. If so, please indicate the precise nature of the business that is being or will be conducted. ☒ N/A. ☐ I / we or my family do not anticipate conducting any such business. ☐ Yes,

15. Please indicate whether you, your spouse or other immediate family members are a director, officer, employee, partner or member of, or are otherwise associated with, any organization which filed an application in conjunction with the education corporation or any of the schools it has the authority to operate, i.e., is partnered with the education corporation. (For the identity of all such organizations, please consult with the chair of the board.) To the extent you have provided this information in response to prior items, you may so indicate. ☒ Does not apply to me, my spouse or family. ☐ Yes,
16. Please indicate any potential ethical or legal conflicts of interests that would, or are likely to, exist should you be approved for service on the education corporation board. Please note that being a parent of a school student, serving on another charter school's board or being employed by the school are conflicts that should be disclosed, but do not make you automatically ineligible to serve as a trustee. ☒ None. ☐ Yes,
17. Please indicate how you would handle a situation in which you believe one or more members of the education corporation's board are involved in self-dealing (working for their own benefit, or the benefit of their friends and family). Please note that simply confronting the involved trustee is not usually a sufficient answer. **I would contact the Authorizer, report my suspicions, and file a formal complaint.**

Other

18. Please affirm that you have read the education corporation's by-laws and conflict-of-interest policies (Code of Ethics). ☒ I affirm.
19. Please provide any other information that you feel pertinent to the SUNY Charter Schools Institute's review.

**Certification**

I, Nicole Charette, certify to the best of my knowledge and ability that the information I am providing to the State University of New York/Charter Schools Institute in regards to my application to serve as a member of the board of trustees of the **Brooklyn Emerging Leaders Academy Charter High School** is true and correct in every respect.

Nicole Charette  
Signature

3-22-16  
Date

**Please submit this form with the RFI form to the Institute or via mail, facsimile or e-mail (in PDF with signature) to:**

SUNY Charter Schools Institute  
41 State Street, Suite 700  
Albany, New York 12207  
(518) 445-4250 (phone)  
(518) 320-1572 (fax)  
[charters@suny.edu](mailto:charters@suny.edu) (email)

**Request for Information from  
Prospective Charter School Education Corporation Trustee  
FORM**

Please provide the following information.

Background

1. Name of charter school education corporation for which you intend to serve as a trustee.  
Brooklyn Emerging Leaders Academy Charter High School
2. Full name: Alma Mendis  
Home Address: [REDACTED]  
Business Name: [REDACTED]  
Home telephone: [REDACTED]  
Work telephone: [REDACTED]  
E-mail address: [REDACTED]
3. A brief educational and employment history (you may attach a resume): X  
X Resume attached.
4. Please affirm that you will be at least 18 years old by the date of appointment to the education corporation's board. X I affirm.
5. Please indicate whether you currently or have previously served on a board of a school district, another charter school education corporation, a non-public school or any not-for-profit corporation (to the extent not otherwise indicated in your response to Item 3, above).  
X Does not apply to me. ☐ Yes,
6. Please indicate if you have ever been convicted of a misdemeanor related to honesty or trustworthiness, or a felony. If the answer to this question is yes, please provide details of the offense, the date, disposition, etc. X Does not apply to me. ☐ Yes,
7. Please indicate if you have ever entered into a settlement agreement, consent decree, adjournment in contemplation of dismissal, assurance of discontinuance or other, similar agreement with the Securities Exchange Commission, Internal Revenue Service, the U.S. attorney general or the attorney general of any state, a U.S. or district attorney or any other law enforcement or regulatory body concerning the discharge of your duties as a board member of a for-profit or not-for profit entity or as an executive of such entity. If the answer to this question is yes, please provide details of the agreement.  
X Does not apply to me. ☐ Yes,

## Conflicts

8. Please indicate whether you or your spouse knows any of the other charter school education corporation trustees, or prospective or former trustees. If so, please indicate the precise nature of your relationship. ☐ Yes, X I / we do not know any such trustees.
9. Please indicate whether you or your spouse knows any person who is, or has been in the last two years, an employee of the education corporation. If so, indicate the precise nature of your relationship. X I / we do not know any such employees. ☐ Yes,
10. Please indicate whether you or your spouse knows anyone who is doing, or plans to do, business with the education corporation or any of the schools it has the authority to operate (whether as an individual or as a director, officer, employee or agent of an entity). If so, indicate and describe the precise nature of your relationship and the nature of the business that such person or entity is transacting or will be transacting with the education corporation. X I / we do not know any such persons. ☐ Yes,
11. Please indicate if you, your spouse or other immediate family members anticipate conducting, or are conducting, any business with the education corporation or any school it has the authority to operate. If so, please indicate the precise nature of the business that is being or will be conducted. X I / we do not anticipate conducting any such business. ☐ Yes,
12. If the education corporation or any of the schools it has the authority to operate contracts with an educational service provider (a management company, whether for-profit or not-for-profit), please indicate whether you or your spouse know any employees, officers, owners, directors or agents of that provider. If the answer is in the affirmative, please describe any such relationship. ☐ Not applicable because the education corporation does not contact with a management company or charter management organization. X I / we do not know any such persons. ☐ Yes,
13. If the education corporation or any of the schools it has the authority to operate contracts with an educational service provider, please indicate whether you, your spouse or other immediate family members have a direct or indirect ownership, employment, contractual or management interest in the provider. For any interest indicated, please provide a detailed description. ☐ N/A. X I / we have no such interest. ☐ Yes,
14. If the education corporation or any of the schools it has the authority to operate is partnered with an educational service provider, please indicate if you, your spouse or other immediate family member anticipate conducting, or are conducting, any business with the provider. If so, please indicate the precise nature of the business that is being or will be conducted. ☐ N/A. X I / we or my family do not anticipate conducting any such business. ☐ Yes,

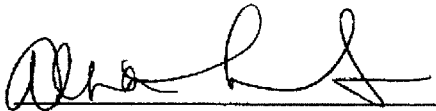
15. Please indicate whether you, your spouse or other immediate family members are a director, officer, employee, partner or member of, or are otherwise associated with, any organization which filed an application in conjunction with the education corporation or any of the schools it has the authority to operate, i.e., is partnered with the education corporation. (For the identity of all such organizations, please consult with the chair of the board.) To the extent you have provided this information in response to prior items, you may so indicate. X Does not apply to me, my spouse or family. ☐ Yes,
16. Please indicate any potential ethical or legal conflicts of interests that would, or are likely to, exist should you be approved for service on the education corporation board. Please note that being a parent of a school student, serving on another charter school's board or being employed by the school are conflicts that should be disclosed, but do not make you automatically ineligible to serve as a trustee. X None. ☐ Yes,
17. Please indicate how you would handle a situation in which you believe one or more members of the education corporation's board are involved in self-dealing (working for their own benefit, or the benefit of their friends and family). Please note that simply confronting the involved trustee is not usually a sufficient answer. - I would raise this board officially to the board chairs and the board and support necessary actions to resolve amongst the board.

Other

18. Please affirm that you have read the education corporation's by-laws and conflict-of-interest policies (Code of Ethics). X I affirm.
19. Please provide any other information that you feel pertinent to the SUNY Charter Schools Institute's review. N/A

**Certification**

I, Alma Mends, certify to the best of my knowledge and ability that the information I am providing to the State University of New York/Charter Schools Institute in regards to my application to serve as a member of the board of trustees of the Brooklyn Emerging Leaders Academy (BELA) is true and correct in every respect.



Signature

2/12/2014

Date

**Please submit this form with the RFI form to the Institute or via mail, facsimile or e-mail (in PDF with signature) to:**

SUNY Charter Schools Institute  
41 State Street, Suite 700  
Albany, New York 12207  
(518) 445-4250 (phone)  
(518) 320-1572 (fax)





**Request for Information from  
Prospective Charter School Education Corporation Trustee  
FORM**

Please provide the following information.

**Background**

1. Name of charter school education corporation for which you intend to serve as a trustee.  
Brooklyn Emerging Leaders Academy Charter High School
2. Full name: Anastasia (Stacy) Dubov  
Home Address: [REDACTED]  
Business Address: [REDACTED]  
Home telephone: [REDACTED]  
Work telephone: [REDACTED]  
E-mail address: [REDACTED]
3. A brief educational and employment history (you may attach a resume):  
X Resume attached.
4. Please affirm that you will be at least 18 years old by the date of appointment to the education corporation's board. X I affirm.
5. Please indicate whether you currently or have previously served on a board of a school district, another charter school education corporation, a non-public school or any not-for-profit corporation (to the extent not otherwise indicated in your response to Item 3, above).  
X Does not apply to me. ☐ Yes
6. Please indicate if you have ever been convicted of a misdemeanor related to honesty or trustworthiness, or a felony. If the answer to this question is yes, please provide details of the offense, the date, disposition, etc. X Does not apply to me. ☐ Yes, .
7. Please indicate if you have ever entered into a settlement agreement, consent decree, adjournment in contemplation of dismissal, assurance of discontinuance or other, similar agreement with the Securities Exchange Commission, Internal Revenue Service, the U.S. attorney general or the attorney general of any state, a U.S. or district attorney or any other law enforcement or regulatory body concerning the discharge of your duties as a board member of a for-profit or not-for profit entity or as an executive of such entity. If the answer to this question is yes, please provide details of the agreement.  
X Does not apply to me. ☐ Yes, .

## Conflicts

8. Please indicate whether you or your spouse knows any of the other charter school education corporation trustees, or prospective or former trustees. If so, please indicate the precise nature of your relationship. X I / we do not know any such trustees. ☐ Yes,
9. Please indicate whether you or your spouse knows any person who is, or has been in the last two years, an employee of the education corporation. If so, indicate the precise nature of your relationship.  
X I / we do not know any such employees. ☐ Yes,
10. Please indicate whether you or your spouse knows anyone who is doing, or plans to do, business with the education corporation or any of the schools it has the authority to operate (whether as an individual or as a director, officer, employee or agent of an entity). If so, indicate and describe the precise nature of your relationship and the nature of the business that such person or entity is transacting or will be transacting with the education corporation. X I / we do not know any such persons. ☐ Yes,
11. Please indicate if you, your spouse or other immediate family members anticipate conducting, or are conducting, any business with the education corporation or any school it has the authority to operate. If so, please indicate the precise nature of the business that is being or will be conducted. X I / we do not anticipate conducting any such business. ☐ Yes,
12. If the education corporation or any of the schools it has the authority to operate contracts with an educational service provider (a management company, whether for-profit or not-for-profit), please indicate whether you or your spouse know any employees, officers, owners, directors or agents of that provider. If the answer is in the affirmative, please describe any such relationship.  
X Not applicable because the education corporation does not contact with a management company or charter management organization.  
☐ I / we do not know any such persons.  
☐ Yes,
13. If the education corporation or any of the schools it has the authority to operate contracts with an educational service provider, please indicate whether you, your spouse or other immediate family members have a direct or indirect ownership, employment, contractual or management interest in the provider. For any interest indicated, please provide a detailed description. X N/A. ☐ I / we have no such interest. ☐ Yes,
14. If the education corporation or any of the schools it has the authority to operate is partnered with an educational service provider, please indicate if you, your spouse or other immediate family member anticipate conducting, or are conducting, any business with the provider. If so, please indicate the precise nature of the business that is being or will be conducted. X N/A. ☐ I / we or my family do not anticipate conducting any such business.  
☐ Yes,.


15. Please indicate whether you, your spouse or other immediate family members are a director, officer, employee, partner or member of, or are otherwise associated with, any organization which filed an application in conjunction with the education corporation or any of the schools it has the authority to operate, i.e., is partnered with the education corporation. (For the identity of all such organizations, please consult with the chair of the board.) To the extent you have provided this information in response to prior items, you may so indicate. X Does not apply to me, my spouse or family. ☐ Yes.
16. Please indicate any potential ethical or legal conflicts of interests that would, or are likely to, exist should you be approved for service on the education corporation board. Please note that being a parent of a school student, serving on another charter school's board or being employed by the school are conflicts that should be disclosed, but do not make you automatically ineligible to serve as a trustee. X None. ☐ Yes.
17. Please indicate how you would handle a situation in which you believe one or more members of the education corporation's board are involved in self-dealing (working for their own benefit, or the benefit of their friends and family). Please note that simply confronting the involved trustee is not usually a sufficient answer.
- a. I would raise the matter to the attention of the board and request the appropriate action be taken.

Other

18. Please affirm that you have read the education corporation's by-laws and conflict-of-interest policies (Code of Ethics). X I affirm.
19. Please provide any other information that you feel pertinent to the SUNY Charter Schools Institute's review.

**Certification**

I, Anastasia Dubov, certify to the best of my knowledge and ability that the information I am providing to the State University of New York/Charter Schools Institute in regards to my application to serve as a member of the board of trustees of the Brooklyn Emerging Leaders Academy Charter High School is true and correct in every respect.

  
Signature

1/4/16  
Date

**Please submit this form with the RFI form to the Institute or via mail, facsimile or e-mail (in PDF with signature) to:**

SUNY Charter Schools Institute  
41 State Street, Suite 700  
Albany, New York 12207  
(518) 445-4250 (phone)  
(518) 320-1572 (fax)  
charters@suny.edu (email)



**Request for Information from  
Prospective Charter School Education Corporation Trustee  
FORM**

Please provide the following information.

Background

1. Name of charter school education corporation for which you intend to serve as a trustee.  
Brooklyn Emerging Leaders Academy Charter High School

2. Full name: Andre McKenzie, Ed.D.

Home Address

Business Name

Home telephone

Work telephone

E-mail address

3. A brief educational and employment history (you may attach a resume):

X Resume attached.

4. Please affirm that you will be at least 18 years old by the date of appointment to the education corporation's board. ☒ I affirm.

5. Please indicate whether you currently or have previously served on a board of a school district, another charter school education corporation, a non-public school or any not-for-profit corporation (to the extent not otherwise indicated in your response to Item 3, above).

☐ Does not apply to me. ☒ Yes, I currently serve on the board of Nalene, Inc., a non-profit, youth development organization whose primary mission is to provide inclusive and comprehensive after-school programs for children and youth of Maseru, Lesotho, many of whom have been orphaned and affected by HIV/AIDS. I also serve on the Board of Trustees for St. Francis Preparatory School, Fresh Meadows (Queens), NY.

6. Please indicate if you have ever been convicted of a misdemeanor related to honesty or trustworthiness, or a felony. If the answer to this question is yes, please provide details of the offense, the date, disposition, etc. ☒ Does not apply to me. ☐ Yes,

7. Please indicate if you have ever entered into a settlement agreement, consent decree, adjournment in contemplation of dismissal, assurance of discontinuance or other, similar agreement with the Securities Exchange Commission, Internal Revenue Service, the U.S. attorney general or the attorney general of any state, a U.S. or district attorney or any other law enforcement or regulatory body concerning the discharge of your duties as a board member of a for-profit or not-for profit entity or as an executive of such entity. If the answer to this question is yes, please provide details of the agreement.

☒ Does not apply to me. ☐ Yes,



## Conflicts

8. Please indicate whether you or your spouse knows any of the other charter school education corporation trustees, or prospective or former trustees. If so, please indicate the precise nature of your relationship. ☒ I / we do not know any such trustees. ☐ Yes,
9. Please indicate whether you or your spouse knows any person who is, or has been in the last two years, an employee of the education corporation. If so, indicate the precise nature of your relationship.  
☒ I / we do not know any such employees. ☐ Yes,
10. Please indicate whether you or your spouse knows anyone who is doing, or plans to do, business with the education corporation or any of the schools it has the authority to operate (whether as an individual or as a director, officer, employee or agent of an entity). If so, indicate and describe the precise nature of your relationship and the nature of the business that such person or entity is transacting or will be transacting with the education corporation. ☒ I / we do not know any such persons. ☐ Yes,
11. Please indicate if you, your spouse or other immediate family members anticipate conducting, or are conducting, any business with the education corporation or any school it has the authority to operate. If so, please indicate the precise nature of the business that is being or will be conducted. ☒ I / we do not anticipate conducting any such business. ☐ Yes,
12. If the education corporation or any of the schools it has the authority to operate contracts with an educational service provider (a management company, whether for-profit or not-for-profit), please indicate whether you or your spouse know any employees, officers, owners, directors or agents of that provider. If the answer is in the affirmative, please describe any such relationship.  
☐ Not applicable because the education corporation does not contact with a management company or charter management organization.  
☒ I / we do not know any such persons.  
☐ Yes,
13. If the education corporation or any of the schools it has the authority to operate contracts with an educational service provider, please indicate whether you, your spouse or other immediate family members have a direct or indirect ownership, employment, contractual or management interest in the provider. For any interest indicated, please provide a detailed description. ☐ N/A. ☐ I / we have no such interest. ☐ Yes,
14. If the education corporation or any of the schools it has the authority to operate is partnered with an educational service provider, please indicate if you, your spouse or other immediate family member anticipate conducting, or are conducting, any business with the provider. If so, please indicate the precise nature of the business that is being or will be conducted. ☐ N/A. ☒ I / we or my family do not anticipate conducting any such business. ☐ Yes,


15. Please indicate whether you, your spouse or other immediate family members are a director, officer, employee, partner or member of, or are otherwise associated with, any organization which filed an application in conjunction with the education corporation or any of the schools it has the authority to operate, i.e., is partnered with the education corporation. (For the identity of all such organizations, please consult with the chair of the board.) To the extent you have provided this information in response to prior items, you may so indicate. ☒ Does not apply to me, my spouse or family. ☐ Yes.
16. Please indicate any potential ethical or legal conflicts of interests that would, or are likely to, exist should you be approved for service on the education corporation board. Please note that being a parent of a school student, serving on another charter school's board or being employed by the school are conflicts that should be disclosed, but do not make you automatically ineligible to serve as a trustee. ☒ None. ☐ Yes.
17. Please indicate how you would handle a situation in which you believe one or more members of the education corporation's board are involved in self-dealing (working for their own benefit, or the benefit of their friends and family). Please note that simply confronting the involved trustee is not usually a sufficient answer.
- a. I would speak directly with the board member to find out indeed if he/she is involved in any potential conflicts. If confirmed, I would bring the matter to the attention of the board and seek resolution of the issue (i.e., removal/resignation of said board member or his/her cessation of involvement in conflict of interest activities/organizations).

Other

18. Please affirm that you have read the education corporation's by-laws and conflict-of-interest policies (Code of Ethics). ☒ I affirm.
19. Please provide any other information that you feel pertinent to the SUNY Charter Schools Institute's review.

**Certification**

I, André McKenzie, certify to the best of my knowledge and ability that the information I am providing to the State University of New York/Charter Schools Institute in regards to my application to serve as a member of the board of trustees of the Brooklyn Emerging Leaders Academy Charter High School is true and correct in every respect.

  
Signature

January 16, 2016  
Date

**Please submit this form with the RFI form to the Institute or via mail, facsimile or e-mail (in PDF with signature) to:**

SUNY Charter Schools Institute  
41 State Street, Suite 700  
Albany, New York 12207  
(518) 445-4250 (phone)  
(518) 320-1572 (fax)  
[charters@suny.edu](mailto:charters@suny.edu) (email)



**Request for Information from  
Prospective Charter School Education Corporation Trustee  
FORM**

Please provide the following information.

Background

1. Name of charter school education corporation for which you intend to serve as a trustee.  
Brooklyn Emerging Leaders Academy Charter High School
2. Full name: *Carrie Diane Nathaniel*  
Home Address: [REDACTED]  
Business Name: [REDACTED]  
Home telephone: [REDACTED]  
Work telephone: [REDACTED]  
E-mail address: [REDACTED]
3. A brief educational and employment history (you may attach a resume):  
X Resume attached.
4. Please affirm that you will be at least ~~18~~ years old by the date of appointment to the education corporation's board. ☒ I affirm.
5. Please indicate whether you currently or have previously served on a board of a school district, another charter school education corporation, a non-public school or any not-for-profit corporation (to the extent not otherwise indicated in your response to Item 3, above).  
☒ Does not apply to me. ☐ Yes,
6. Please indicate if you have ever been convicted of a misdemeanor related to honesty or trustworthiness, or a felony. If the answer to this question is yes, please provide details of the offense, the date, disposition, etc. ☒ Does not apply to me. ☐ Yes,
7. Please indicate if you have ever entered into a settlement agreement, consent decree, adjournment in contemplation of dismissal, assurance of discontinuance or other, similar agreement with the Securities Exchange Commission, Internal Revenue Service, the U.S. attorney general or the attorney general of any state, a U.S. or district attorney or any other law enforcement or regulatory body concerning the discharge of your duties as a board member of a for-profit or not-for profit entity or as an executive of such entity. If the answer to this question is yes, please provide details of the agreement.  
☒ Does not apply to me. ☐ Yes,

## Conflicts

8. Please indicate whether you or your spouse knows any of the other charter school education corporation trustees, or prospective or former trustees. If so, please indicate the precise nature of your relationship. ☒ I / we do not know any such trustees. ☐ Yes,
9. Please indicate whether you or your spouse knows any person who is, or has been in the last two years, an employee of the education corporation. If so, indicate the precise nature of your relationship. ☒ I / we do not know any such employees. ☐ Yes,
10. Please indicate whether you or your spouse knows anyone who is doing, or plans to do, business with the education corporation or any of the schools it has the authority to operate (whether as an individual or as a director, officer, employee or agent of an entity). If so, indicate and describe the precise nature of your relationship and the nature of the business that such person or entity is transacting or will be transacting with the education corporation. ☒ I / we do not know any such persons. ☐ Yes,
11. Please indicate if you, your spouse or other immediate family members anticipate conducting, or are conducting, any business with the education corporation or any school it has the authority to operate. If so, please indicate the precise nature of the business that is being or will be conducted. ☒ I / we do not anticipate conducting any such business. ☐ Yes,
12. If the education corporation or any of the schools it has the authority to operate contracts with an educational service provider (a management company, whether for-profit or not-for-profit), please indicate whether you or your spouse know any employees, officers, owners, directors or agents of that provider. If the answer is in the affirmative, please describe any such relationship.  
☐ Not applicable because the education corporation does not contact with a management company or charter management organization.  
☒ I / we do not know any such persons.  
☐ Yes,
13. If the education corporation or any of the schools it has the authority to operate contracts with an educational service provider, please indicate whether you, your spouse or other immediate family members have a direct or indirect ownership, employment, contractual or management interest in the provider. For any interest indicated, please provide a detailed description. ☒ N/A. ☐ I / we have no such interest. ☐ Yes,
14. If the education corporation or any of the schools it has the authority to operate is partnered with an educational service provider, please indicate if you, your spouse or other immediate family member anticipate conducting, or are conducting, any business with the provider. If so, please indicate the precise nature of the business that is being or will be conducted. ☒ N/A. ☐ I / we or my family do not anticipate conducting any such business. ☐ Yes,

15. Please indicate whether you, your spouse or other immediate family members are a director, officer, employee, partner or member of, or are otherwise associated with, any organization which filed an application in conjunction with the education corporation or any of the schools it has the authority to operate, i.e., is partnered with the education corporation. (For the identity of all such organizations, please consult with the chair of the board.) To the extent you have provided this information in response to prior items, you may so indicate. ☒ Does not apply to me, my spouse or family. ☐ Yes,

16. Please indicate any potential ethical or legal conflicts of interests that would, or are likely to, exist should you be approved for service on the education corporation board. Please note that being a parent of a school student, serving on another charter school's board or being employed by the school are conflicts that should be disclosed, but do not make you automatically ineligible to serve as a trustee. ☒ None. ☐ Yes,

17. Please indicate how you would handle a situation in which you believe one or more members of the education corporation's board are involved in self-dealing (working for their own benefit, or the benefit of their friends and family). Please note that simply confronting the involved trustee is not usually a sufficient answer.

*Notifying Board Members to address the issue as a board.*

Other

18. Please affirm that you have read the education corporation's by-laws and conflict-of-interest policies (Code of Ethics). ☒ I affirm.

19. Please provide any other information that you feel pertinent to the SUNY Charter Schools Institute's review.

### Certification

I, Carrie Deane La certify to the best of my knowledge and ability that the information I am providing to the State University of New York/Charter Schools Institute in regards to my application to serve as a member of the board of trustees of the Board of Education is true and correct in every respect.

Carrie Deane La  
Signature

1/12/2016  
Date

Please submit this form with the RFI form to the Institute or via mail, facsimile or e-mail (in PDF with signature) to:

SUNY Charter Schools Institute  
41 State Street, Suite 700  
Albany, New York 12207  
(518) 445-4250 (phone)  
(518) 320-1572 (fax)  
[charters@suny.edu](mailto:charters@suny.edu) (email)



**Request for Information from  
Prospective Charter School Education Corporation Trustee  
FORM**

Please provide the following information.

**Background**

1. Name of charter school education corporation for which you intend to serve as a trustee.  
Brooklyn Emerging Leaders Academy Charter High School
2. Full name: Keara Small  
Home Address [REDACTED]  
Business Name [REDACTED]  
Home telephone [REDACTED]  
Work telephone [REDACTED]  
E-mail address [REDACTED]
3. A brief educational and employment history (you may attach a resume):  
X Resume attached.
4. Please affirm that you will be at least 18 years old by the date of appointment to the education corporation's board. ☒ I affirm.
5. Please indicate whether you currently or have previously served on a board of a school district, another charter school education corporation, a non-public school or any not-for-profit corporation (to the extent not otherwise indicated in your response to Item 3, above).  
☒ Does not apply to me. ☐ Yes,
6. Please indicate if you have ever been convicted of a misdemeanor related to honesty or trustworthiness, or a felony. If the answer to this question is yes, please provide details of the offense, the date, disposition, etc. ☒ Does not apply to me. ☐ Yes,
7. Please indicate if you have ever entered into a settlement agreement, consent decree, adjournment in contemplation of dismissal, assurance of discontinuance or other, similar agreement with the Securities Exchange Commission, Internal Revenue Service, the U.S. attorney general or the attorney general of any state, a U.S. or district attorney or any other law enforcement or regulatory body concerning the discharge of your duties as a board member of a for-profit or not-for profit entity or as an executive of such entity. If the answer to this question is yes, please provide details of the agreement.  
☒ Does not apply to me. ☐ Yes,

## Conflicts

8. Please indicate whether you or your spouse knows any of the other charter school education corporation trustees, or prospective or former trustees. If so, please indicate the precise nature of your relationship. ☒ I / we do not know any such trustees. ☐ Yes,
9. Please indicate whether you or your spouse knows any person who is, or has been in the last two years, an employee of the education corporation. If so, indicate the precise nature of your relationship. ☒ I / we do not know any such employees. ☐ Yes,
10. Please indicate whether you or your spouse knows anyone who is doing, or plans to do, business with the education corporation or any of the schools it has the authority to operate (whether as an individual or as a director, officer, employee or agent of an entity). If so, indicate and describe the precise nature of your relationship and the nature of the business that such person or entity is transacting or will be transacting with the education corporation. ☒ I / we do not know any such persons. ☐ Yes,
11. Please indicate if you, your spouse or other immediate family members anticipate conducting, or are conducting, any business with the education corporation or any school it has the authority to operate. If so, please indicate the precise nature of the business that is being or will be conducted. ☒ I / we do not anticipate conducting any such business. ☐ Yes,
12. If the education corporation or any of the schools it has the authority to operate contracts with an educational service provider (a management company, whether for-profit or not-for-profit), please indicate whether you or your spouse know any employees, officers, owners, directors or agents of that provider. If the answer is in the affirmative, please describe any such relationship. ☒ Not applicable because the education corporation does not contact with a management company or charter management organization.  
☐ I / we do not know any such persons.  
☐ Yes,
13. If the education corporation or any of the schools it has the authority to operate contracts with an educational service provider, please indicate whether you, your spouse or other immediate family members have a direct or indirect ownership, employment, contractual or management interest in the provider. For any interest indicated, please provide a detailed description. ☒ N/A. ☐ I / we have no such interest. ☐ Yes,
14. If the education corporation or any of the schools it has the authority to operate is partnered with an educational service provider, please indicate if you, your spouse or other immediate family member anticipate conducting, or are conducting, any business with the provider. If so, please indicate the precise nature of the business that is being or will be conducted. ☒ N/A. ☐ I / we or my family do not anticipate conducting any such business. ☐ Yes,

15. Please indicate whether you, your spouse or other immediate family members are a director, officer, employee, partner or member of, or are otherwise associated with, any organization which filed an application in conjunction with the education corporation or any of the schools it has the authority to operate, i.e., is partnered with the education corporation. (For the identity of all such organizations, please consult with the chair of the board.) To the extent you have provided this information in response to prior items, you may so indicate. ☒ Does not apply to me, my spouse or family. ☐ Yes.
16. Please indicate any potential ethical or legal conflicts of interests that would, or are likely to, exist should you be approved for service on the education corporation board. Please note that being a parent of a school student, serving on another charter school's board or being employed by the school are conflicts that should be disclosed, but do not make you automatically ineligible to serve as a trustee. ☒ None. ☐ Yes.
17. Please indicate how you would handle a situation in which you believe one or more members of the education corporation's board are involved in self-dealing (working for their own benefit, or the benefit of their friends and family). Please note that simply confronting the involved trustee is not usually a sufficient answer.
- a. If I thought this was happening, I would bring the issue to the attention of the Chair of the Board to further investigate. I am committed to making sure that the board is working in the best interest of the school.

Other

18. Please affirm that you have read the education corporation's by-laws and conflict-of-interest policies (Code of Ethics). ☒ I affirm.
19. Please provide any other information that you feel pertinent to the SUNY Charter Schools Institute's review.

**Certification**

I, Keara Small, certify to the best of my knowledge and ability that the information I am providing to the State University of New York/Charter Schools Institute in regards to my application to serve as a member of the board of trustees of the Brooklyn Emerging Leaders Academy Charter High School is true and correct in every respect.

Keara Small  
Signature

January, 12 2016  
Date

Please submit this form with the RFI form to the Institute or via mail, facsimile or e-mail (in PDF with signature) to:

SUNY Charter Schools Institute  
41 State Street, Suite 700  
Albany, New York 12207  
(518) 445-4250 (phone)  
(518) 320-1572 (fax)  
charters@suny.edu (email)





**Request for Information from  
Prospective Charter School Education Corporation Trustee  
FORM**

Please provide the following information.

Background

1. Name of charter school education corporation for which you intend to serve as a trustee.  
Brooklyn Emerging Leaders Academy Charter High School
2. Full name: Michael Lackwood  
Home Address [REDACTED]  
Business Name [REDACTED]  
Home telephone [REDACTED]  
Work telephone [REDACTED]  
E-mail address [REDACTED]
3. A brief educational and employment history (you may attach a resume):  
X Resume attached.
4. Please affirm that you will be at least 18 years old by the date of appointment to the education corporation's board. X I affirm.
5. Please indicate whether you currently or have previously served on a board of a school district, another charter school education corporation, a non-public school or any not-for-profit corporation (to the extent not otherwise indicated in your response to Item 3, above).  
X Does not apply to me. ☐ Yes
6. Please indicate if you have ever been convicted of a misdemeanor related to honesty or trustworthiness, or a felony. If the answer to this question is yes, please provide details of the offense, the date, disposition, etc. X Does not apply to me. ☐ Yes,
7. Please indicate if you have ever entered into a settlement agreement, consent decree, adjournment in contemplation of dismissal, assurance of discontinuance or other, similar agreement with the Securities Exchange Commission, Internal Revenue Service, the U.S. attorney general or the attorney general of any state, a U.S. or district attorney or any other law enforcement or regulatory body concerning the discharge of your duties as a board member of a for-profit or not-for profit entity or as an executive of such entity. If the answer to this question is yes, please provide details of the agreement.  
X Does not apply to me. ☐ Yes,

## Conflicts

8. Please indicate whether you or your spouse knows any of the other charter school education corporation trustees, or prospective or former trustees. If so, please indicate the precise nature of your relationship. X I / we do not know any such trustees. ☐ Yes,
9. Please indicate whether you or your spouse knows any person who is, or has been in the last two years, an employee of the education corporation. If so, indicate the precise nature of your relationship.  
X I / we do not know any such employees. ☐ Yes,
10. Please indicate whether you or your spouse knows anyone who is doing, or plans to do, business with the education corporation or any of the schools it has the authority to operate (whether as an individual or as a director, officer, employee or agent of an entity). If so, indicate and describe the precise nature of your relationship and the nature of the business that such person or entity is transacting or will be transacting with the education corporation. X I / we do not know any such persons. ☐ Yes,
11. Please indicate if you, your spouse or other immediate family members anticipate conducting, or are conducting, any business with the education corporation or any school it has the authority to operate. If so, please indicate the precise nature of the business that is being or will be conducted. X I / we do not anticipate conducting any such business. ☐ Yes,
12. If the education corporation or any of the schools it has the authority to operate contracts with an educational service provider (a management company, whether for-profit or not-for-profit), please indicate whether you or your spouse know any employees, officers, owners, directors or agents of that provider. If the answer is in the affirmative, please describe any such relationship.  
X Not applicable because the education corporation does not contact with a management company or charter management organization.  
☐ I / we do not know any such persons.  
☐ Yes,
13. If the education corporation or any of the schools it has the authority to operate contracts with an educational service provider, please indicate whether you, your spouse or other immediate family members have a direct or indirect ownership, employment, contractual or management interest in the provider. For any interest indicated, please provide a detailed description. X N/A. ☐ I / we have no such interest. ☐ Yes,
14. If the education corporation or any of the schools it has the authority to operate is partnered with an educational service provider, please indicate if you, your spouse or other immediate family member anticipate conducting, or are conducting, any business with the provider. If so, please indicate the precise nature of the business that is being or will be conducted. X N/A. ☐ I / we or my family do not anticipate conducting any such business.  
☐ Yes,

15. Please indicate whether you, your spouse or other immediate family members are a director, officer, employee, partner or member of, or are otherwise associated with, any organization which filed an application in conjunction with the education corporation or any of the schools it has the authority to operate, i.e., is partnered with the education corporation. (For the identity of all such organizations, please consult with the chair of the board.) To the extent you have provided this information in response to prior items, you may so indicate. X Does not apply to me, my spouse or family. ☐ Yes.
16. Please indicate any potential ethical or legal conflicts of interests that would, or are likely to, exist should you be approved for service on the education corporation board. Please note that being a parent of a school student, serving on another charter school's board or being employed by the school are conflicts that should be disclosed, but do not make you automatically ineligible to serve as a trustee. X None. ☐ Yes.
17. Please indicate how you would handle a situation in which you believe one or more members of the education corporation's board are involved in self-dealing (working for their own benefit, or the benefit of their friends and family). Please note that simply confronting the involved trustee is not usually a sufficient answer.
- a. I would talk with this person to further investigate and then would bring the issue to the attention of the entire board.

Other

18. Please affirm that you have read the education corporation's by-laws and conflict-of-interest policies (Code of Ethics). X I affirm.
19. Please provide any other information that you feel pertinent to the SUNY Charter Schools Institute's review.

**Certification**

I, Michael Lackwood, certify to the best of my knowledge and ability that the information I am providing to the State University of New York/Charter Schools Institute in regards to my application to serve as a member of the board of trustees of the Brooklyn Emerging Leaders Academy Charter High School is true and correct in every respect.

  
Signature

1/14/16  
Date

Please submit this form with the RFI form to the Institute or via mail, facsimile or e-mail (in PDF with signature) to:  
SUNY Charter Schools Institute  
41 State Street, Suite 700  
Albany, New York 12207  
(518) 445-4250 (phone)  
(518) 320-1572 (fax)  
[charters@suny.edu](mailto:charters@suny.edu) (email)



**Request for Information from  
Prospective Charter School Education Corporation Trustee  
FORM**

Please provide the following information.

**Background**

1. Name of charter school education corporation for which you intend to serve as a trustee.  
Brooklyn Emerging Leaders Academy Charter High School
2. Full name: Tiffany Rothenberg  
Home Address: [REDACTED]  
Business Name: [REDACTED]  
Home telephone: [REDACTED]  
Work telephone: [REDACTED]  
E-mail address: [REDACTED]
3. A brief educational and employment history (you may attach a resume):  
X Resume attached.
4. Please affirm that you will be at least 18 years old by the date of appointment to the education corporation's board. ☒ I affirm.
5. Please indicate whether you currently or have previously served on a board of a school district, another charter school education corporation, a non-public school or any not-for-profit corporation (to the extent not otherwise indicated in your response to Item 3, above).  
☐ Does not apply to me. ☒ Yes, Junior Board Member of the Women's Prison Association
6. Please indicate if you have ever been convicted of a misdemeanor related to honesty or trustworthiness, or a felony. If the answer to this question is yes, please provide details of the offense, the date, disposition, etc. ☒ Does not apply to me. ☐ Yes, .
7. Please indicate if you have ever entered into a settlement agreement, consent decree, adjournment in contemplation of dismissal, assurance of discontinuance or other, similar agreement with the Securities Exchange Commission, Internal Revenue Service, the U.S. attorney general or the attorney general of any state, a U.S. or district attorney or any other law enforcement or regulatory body concerning the discharge of your duties as a board member of a for-profit or not-for profit entity or as an executive of such entity. If the answer to this question is yes, please provide details of the agreement.  
☒ Does not apply to me. ☐ Yes, .

## Conflicts

8. Please indicate whether you or your spouse knows any of the other charter school education corporation trustees, or prospective or former trustees. If so, please indicate the precise nature of your relationship. ☒ I / we do not know any such trustees. ☐ Yes,
9. Please indicate whether you or your spouse knows any person who is, or has been in the last two years, an employee of the education corporation. If so, indicate the precise nature of your relationship. ☒ I / we do not know any such employees. ☐ Yes,
10. Please indicate whether you or your spouse knows anyone who is doing, or plans to do, business with the education corporation or any of the schools it has the authority to operate (whether as an individual or as a director, officer, employee or agent of an entity). If so, indicate and describe the precise nature of your relationship and the nature of the business that such person or entity is transacting or will be transacting with the education corporation. ☒ I / we do not know any such persons. ☐ Yes,
11. Please indicate if you, your spouse or other immediate family members anticipate conducting, or are conducting, any business with the education corporation or any school it has the authority to operate. If so, please indicate the precise nature of the business that is being or will be conducted. ☒ I / we do not anticipate conducting any such business. ☐ Yes,
12. If the education corporation or any of the schools it has the authority to operate contracts with an educational service provider (a management company, whether for-profit or not-for-profit), please indicate whether you or your spouse know any employees, officers, owners, directors or agents of that provider. If the answer is in the affirmative, please describe any such relationship. ☒ Not applicable because the education corporation does not contact with a management company or charter management organization.  
☐ I / we do not know any such persons.  
☐ Yes,
13. If the education corporation or any of the schools it has the authority to operate contracts with an educational service provider, please indicate whether you, your spouse or other immediate family members have a direct or indirect ownership, employment, contractual or management interest in the provider. For any interest indicated, please provide a detailed description. ☒ N/A. ☐ I / we have no such interest. ☐ Yes,
14. If the education corporation or any of the schools it has the authority to operate is partnered with an educational service provider, please indicate if you, your spouse or other immediate family member anticipate conducting, or are conducting, any business with the provider. If so, please indicate the precise nature of the business that is being or will be conducted. ☒ N/A. ☐ I / we or my family do not anticipate conducting any such business. ☐ Yes,

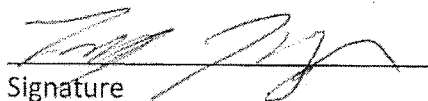
15. Please indicate whether you, your spouse or other immediate family members are a director, officer, employee, partner or member of, or are otherwise associated with, any organization which filed an application in conjunction with the education corporation or any of the schools it has the authority to operate, i.e., is partnered with the education corporation. (For the identity of all such organizations, please consult with the chair of the board.) To the extent you have provided this information in response to prior items, you may so indicate. ☒ Does not apply to me, my spouse or family. ☐ Yes.
16. Please indicate any potential ethical or legal conflicts of interests that would, or are likely to, exist should you be approved for service on the education corporation board. Please note that being a parent of a school student, serving on another charter school's board or being employed by the school are conflicts that should be disclosed, but do not make you automatically ineligible to serve as a trustee. ☒ None. ☐ Yes.
17. Please indicate how you would handle a situation in which you believe one or more members of the education corporation's board are involved in self-dealing (working for their own benefit, or the benefit of their friends and family). Please note that simply confronting the involved trustee is not usually a sufficient answer.
- a. I would speak individually with the member or members that may be working for their own benefit and if this is the case I would bring the matter to the attention of the board.

Other

18. Please affirm that you have read the education corporation's by-laws and conflict-of-interest policies (Code of Ethics). ☒ I affirm.
19. Please provide any other information that you feel pertinent to the SUNY Charter Schools Institute's review.

**Certification**

I, Tiffany Rotherberg, certify to the best of my knowledge and ability that the information I am providing to the State University of New York/Charter Schools Institute in regards to my application to serve as a member of the board of trustees of the Brooklyn Emerging Leaders Academy Charter High School is true and correct in every respect.

  
Signature

11/2/16  
Date

Please submit this form with the RFI form to the Institute or via mail, facsimile or e-mail (in PDF with signature) to:

SUNY Charter Schools Institute  
41 State Street, Suite 700  
Albany, New York 12207  
(518) 445-4250 (phone)  
(518) 320-1572 (fax)  
charters@suny.edu (email)





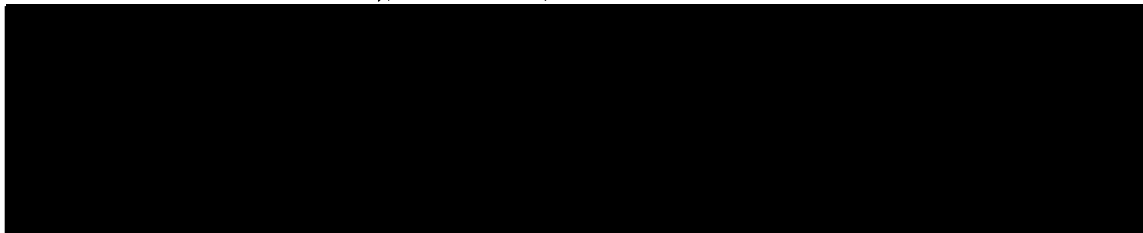
**Request for Information from  
Prospective Charter School Education Corporation Trustee  
FORM**

Please provide the following information.

Background

1. Name of charter school education corporation for which you intend to serve as a trustee.  
Brooklyn Emerging Leaders Academy Charter High School

2. Full name: Sister Janet Kinney, CSJ



3. A brief educational and employment history (you may attach a resume):  
X Resume attached.

4. Please affirm that you will be at least 18 years old by the date of appointment to the education corporation's board. ☒ I affirm.

5. Please indicate whether you currently or have previously served on a board of a school district, another charter school education corporation, a non-public school or any not-for-profit corporation (to the extent not otherwise indicated in your response to Item 3, above).  
☐ Does not apply to me. ☒ Yes, I am the Vice Chair and Member of the Board of Trustees of Sacred Heart Academy, Hempstead, NY, an all-girls Catholic High School, and have been a member since September 2011. I also chair the Physical Plant/Facilities Committee and recently oversaw the construction of a \$5 million facility expansion. I believe that this experience, along with my extensive experience as Executive Director of Providence House, Inc., a nonprofit organization providing housing and services based in Bedford Stuyvesant, Brooklyn, as well as being Chair of Maria Regina Residence, a skilled nursing home, have provided me with a wealth of administrative skills and professional contacts that would be beneficial to this charter school.

6. Please indicate if you have ever been convicted of a misdemeanor related to honesty or trustworthiness, or a felony. If the answer to this question is yes, please provide details of the offense, the date, disposition, etc. ☒ Does not apply to me. ☐ Yes, .

7. Please indicate if you have ever entered into a settlement agreement, consent decree, adjournment in contemplation of dismissal, assurance of discontinuance or other, similar agreement with the Securities Exchange Commission, Internal Revenue Service, the U.S. attorney general or the attorney general of any state, a U.S. or district attorney or any other law enforcement or regulatory body concerning the discharge of your duties as a board

member of a for-profit or not-for profit entity or as an executive of such entity. If the answer to this question is yes, please provide details of the agreement.

☒ Does not apply to me. ☐ Yes,

Conflicts

8. Please indicate whether you or your spouse knows any of the other charter school education corporation trustees, or prospective or former trustees. If so, please indicate the precise nature of your relationship. ☒ I / we do not know any such trustees. ☐ Yes,
9. Please indicate whether you or your spouse knows any person who is, or has been in the last two years, an employee of the education corporation. If so, indicate the precise nature of your relationship. ☒ I / we do not know any such employees. ☐ Yes,
10. Please indicate whether you or your spouse knows anyone who is doing, or plans to do, business with the education corporation or any of the schools it has the authority to operate (whether as an individual or as a director, officer, employee or agent of an entity). If so, indicate and describe the precise nature of your relationship and the nature of the business that such person or entity is transacting or will be transacting with the education corporation. ☒ I / we do not know any such persons. ☐ Yes,
11. Please indicate if you, your spouse or other immediate family members anticipate conducting, or are conducting, any business with the education corporation or any school it has the authority to operate. If so, please indicate the precise nature of the business that is being or will be conducted. ☒ I / we do not anticipate conducting any such business. ☐ Yes,
12. If the education corporation or any of the schools it has the authority to operate contracts with an educational service provider (a management company, whether for-profit or not-for-profit), please indicate whether you or your spouse know any employees, officers, owners, directors or agents of that provider. If the answer is in the affirmative, please describe any such relationship. ☒ Not applicable because the education corporation does not contact with a management company or charter management organization.  
☐ I / we do not know any such persons.  
☐ Yes,
13. If the education corporation or any of the schools it has the authority to operate contracts with an educational service provider, please indicate whether you, your spouse or other immediate family members have a direct or indirect ownership, employment, contractual or management interest in the provider. For any interest indicated, please provide a detailed description. ☒ N/A. ☐ I / we have no such interest. ☐ Yes,
14. If the education corporation or any of the schools it has the authority to operate is partnered with an educational service provider, please indicate if you, your spouse or other immediate family member anticipate conducting, or are conducting, any business with the provider. If so, please indicate the precise nature of the business that is being or will be conducted. ☒ N/A. ☐ I / we or my family do not anticipate conducting any such business. ☐ Yes,

15. Please indicate whether you, your spouse or other immediate family members are a director, officer, employee, partner or member of, or are otherwise associated with, any organization which filed an application in conjunction with the education corporation or any of the schools it has the authority to operate, i.e., is partnered with the education corporation. (For the identity of all such organizations, please consult with the chair of the board.) To the extent you have provided this information in response to prior items, you may so indicate. ☒ Does not apply to me, my spouse or family. ☐ Yes, .
16. Please indicate any potential ethical or legal conflicts of interests that would, or are likely to, exist should you be approved for service on the education corporation board. Please note that being a parent of a school student, serving on another charter school's board or being employed by the school are conflicts that should be disclosed, but do not make you automatically ineligible to serve as a trustee. ☒ None. ☐ Yes, .
17. Please indicate how you would handle a situation in which you believe one or more members of the education corporation's board are involved in self-dealing (working for their own benefit, or the benefit of their friends and family). Please note that simply confronting the involved trustee is not usually a sufficient answer.
- a. I believe that situation would have to be raised and closely reviewed by all members of the board to determine the level of conflict between their personal interests and the school interests. At that time appropriate action should be taken up to and including removal from the board.

Other

18. Please affirm that you have read the education corporation's by-laws and conflict-of-interest policies (Code of Ethics). ☒ I affirm.
19. Please provide any other information that you feel pertinent to the SUNY Charter Schools Institute's review.

**Certification**

I, Sider Janet Kinney, certify to the best of my knowledge and ability that the information I am providing to the State University of New York/Charter Schools Institute in regards to my application to serve as a member of the board of trustees of the Brooklyn Emerging Leaders Academy Charter High School is true and correct in every respect.

  
Signature

1/12/16  
Date

Please submit this form with the RFI form to the Institute or via mail, facsimile or e-mail (in PDF with signature) to:  
SUNY Charter Schools Institute  
41 State Street, Suite 700  
Albany, New York 12207  
(518) 445-4250 (phone)  
(518) 320-1572 (fax)  
[charters@suny.edu](mailto:charters@suny.edu) (email)



# Entry 8 BOT Table

Created: 07/24/2018 • Last updated: 07/30/2018

## 1. Current Board Member Information (Enter info for each BOT member)

	Trustee Name and Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2017-18
1	Andre McKenzie [REDACTED]	Chair	External Affairs	Yes	1	08/27/2017	07/22/2019	12
2	Sister Janet Kinney [REDACTED]	Trustee/Member	Governance	Yes	1	08/27/2017	06/25/2018	5 or less
3	Diane Nathaniel [REDACTED]	Secretary	Academic	Yes	1	08/27/2017	07/22/2019	11
4	Michael Lackwood [REDACTED]	Treasurer	Finance	Yes	1	08/27/2017	07/22/2019	8
5	Stacy Dubov <a href="mailto:stacy@elabs.org">stacy@elabs.org</a>	Trustee/Member	Finance	Yes	1	08/27/2017	07/22/2019	10
6	Alma Mends [REDACTED]	Trustee/Member	Governance	Yes	1	08/27/2017	07/22/2019	10
7	Nicole Charette [REDACTED]	Trustee/Member	Academic	Yes	1	08/27/2017	07/22/2019	9
8	Keara Smalls	Trustee/Member	External	Yes	1	08/27/2017	06/25/2018	5 or less

		ember	Affairs			17	18	
9	Brenda Canty [REDACTED]	Trustee/Member	External Affairs	Yes		01/22/2018	01/22/2020	5 or less

**1a. Are there more that 9 members of the Board of Trustees?** Yes

**1b. Current Board Member Information**

	Trustee Name and Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2017-18
10	Ebette Fortune [REDACTED]	Trustee/Member	Governance	Yes		01/22/2018	01/22/2020	5 or less
11	Annette Knuckle [REDACTED]	Trustee/Member	External Affairs	Yes		01/22/2018	01/22/2020	6
12	Tiffany Rothenberg [REDACTED]	Vice Chair	Governance			08/27/2017	12/02/2017	6
13	Michael Carrera [REDACTED]	Trustee/Member		Yes		08/27/2017	12/02/2017	5 or less
14								
15								

<b>1c. Are there more that 15 members of the Board of Trustees?</b>	No
<b>2. Total number of members on June 30, 2018</b>	11
<b>3. Total number of members joining the Board during the 2017-18 school year</b>	3
<b>4. Total number of members departing the Board during the 2017-18 school year</b>	2
<b>5. Number of voting members in 2017-18, as set by the by-laws, resolution or minutes</b>	13
<b>6. Number of Board meetings conducted during the 2017-18 School Year</b>	12
<b>7. Number of Board meetings scheduled for the coming 2018-19 school year</b>	12

**Thank you.**



# Entry 10 Enrollment and Retention of Special Populations

Created: 07/28/2018 • Last updated: 07/30/2018

## Instructions for Reporting Enrollment and Retention Strategies

Describe the efforts the charter school has made in 2017-18 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners, 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 2018-19.

## BROOKLYN EMERGING LEADERS ACAD CS (SUNY TRUSTEES)Section Heading

### Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2017-18	Describe Recruitment Plans in 2018-19)
Economically Disadvantaged	<ol style="list-style-type: none"><li>1. Visited all middle schools in Brooklyn and distributed marketing materials</li><li>1. Partnered with CSD16 middle schools to host after school computer science elective</li><li>3. Hosted 6 open house events</li><li>4. Participated in district, borough and citywide student recruitment fairs.</li><li>5. Distributed materials and presented at community board meetings</li><li>6. Distributed recruitment materials and presented at CSD 16 housing developments</li></ol>	<ol style="list-style-type: none"><li>1. Visited all middle schools in Brooklyn and distributed marketing materials</li><li>1. Partnered with CSD16 middle schools to host after school computer science elective</li><li>3. Hosted 6 open house events</li><li>4. Participated in district, borough and citywide student recruitment fairs.</li><li>5. Distributed materials and presented at community board meetings</li><li>6. Distributed recruitment materials and presented at CSD 16 housing developments</li></ol>
English Language Learners	<ol style="list-style-type: none"><li>1. Recruitment materials available in Spanish</li><li>2. Spanish speaking staff member supports recruitment efforts</li><li>3. Application is available in multiple languages</li><li>4. Meetings with Brooklyn ACS supervisors re: BELA program</li></ol>	<ol style="list-style-type: none"><li>1. Recruitment materials available in Spanish</li><li>2. Spanish speaking staff member supports recruitment efforts</li><li>3. Application is available in multiple languages</li><li>4. Meetings with Brooklyn ACS supervisors re: BELA program</li></ol>
Students with Disabilities	<ol style="list-style-type: none"><li>1. Recruitment materials indicate special education services offered</li><li>2. 1:1 meeting with middle school guidance counselors about special education program meetings with Brooklyn ACS supervisors re: BELA program</li><li>3. CSE meetings meetings re: BELA program</li></ol>	<ol style="list-style-type: none"><li>1. Recruitment materials indicate special education services offered</li><li>2. 1:1 meeting with middle school guidance counselors about special education program meetings with Brooklyn ACS supervisors re: BELA program</li><li>3. CSE meetings meetings re: BELA program</li></ol>



## Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2017-18	Describe Retention Plans in 2018-19)
Economically Disadvantaged	<ol style="list-style-type: none"> <li>1. Small class size</li> <li>2. Pull out program</li> <li>3. Family meetings every 6 weeks</li> <li>4. Research based social and emotional curriculum</li> <li>5. Robust student support team</li> </ol>	<ol style="list-style-type: none"> <li>1. Small class size</li> <li>2. Pull out program</li> <li>3. Family meetings every 6 weeks</li> <li>4. Research based social and emotional curriculum</li> <li>5. Robust student support team</li> </ol>
English Language Learners	<ol style="list-style-type: none"> <li>1. Small class size</li> <li>2. Pull out program</li> <li>3. Family meetings every 6 weeks</li> <li>4. Research based social and emotional curriculum</li> </ol>	<ol style="list-style-type: none"> <li>1. Small class size</li> <li>2. Pull out program</li> <li>3. Family meetings every 6 weeks</li> <li>4. Research based social and emotional curriculum</li> </ol>
Students with Disabilities	<ol style="list-style-type: none"> <li>1. Two sections of integrated co-teaching</li> <li>2. Small class size</li> <li>3. Family meetings every 6 weeks</li> <li>4. Research based social and emotional curriculum</li> <li>5. Robust student support team</li> </ol>	<ol style="list-style-type: none"> <li>1. Two sections of integrated co-teaching</li> <li>2. Small class size</li> <li>3. Family meetings every 6 weeks</li> <li>4. Research based social and emotional curriculum</li> <li>5. Robust student support team</li> </ol>



# Entry 11 Classroom Teacher and Administrator Attrition

Created: 07/24/2018 • Last updated: 07/30/2018

Report changes in teacher and administrator staffing.

## Instructions for completing the Classroom Teacher and Administrator Attrition Tables

Charter schools must complete the tables titled 2017-2018 Classroom Teacher and Administrator Attrition to report changes in teacher and administrator staffing during the 2017-2018 school year. Please provide the full time equivalent (FTE) of staff on June 30, 2017; the FTE for any departed staff from July 1, 2017 through June 30, 2018; the FTE for added staff from July 1, 2017 through June 30, 2018; and the FTE of staff added in newly created positions from July 1, 2017 through June 30, 2018 using the tables provided.

### 1. Classroom Teacher Attrition Table

	FTE Classroom Teachers on 6/30/17	FTE Classroom Teachers Departed 7/1/17 - 6/30/18	FTE Classroom Teachers Filling Vacant Positions 7/1/17 - 6/30/18	FTE Classroom Teachers Added in New Positions 7/1/17 - 6/30/18	FTE of Classroom Teachers on 6/30/18
	9	0	0	1	10

### 2. Administrator Position Attrition Table

	FTE Administrative Positions on 6/30/17	FTE Administrators Departed 7/1/17 - 6/30/18	FTE Administrators Filling Vacant Positions 7/1/17 - 6/30/18	FTE Administrators Added in New Positions 7/1/17 - 6/30/18	FTE Administrative Positions on 6/30/18
	4	0	0	0	4

**3. Tell your school's story**

**Charter schools may provide additional information in this section of the Annual Report about their respective teacher and administrator attrition rates as some teacher or administrator departures do not reflect advancement or movement within the charter school networks. Schools may provide additional detail to reflect a teacher’s advancement up the ladder to a leadership position within the network or an administrator’s movement to lead a new network charter school.**

(No response)

**4. Charter schools must ensure that all prospective employees receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. 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.**

**Have all employees have been cleared through the NYSED TEACH system?**

Yes

**5. For perspective or current employees whose clearance has been denied, have you terminated their employment and removed them from the TEACH system?**

	Not Applicable
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**Thank you**

## Brooklyn Emerging Leaders Academy 2018-2019 Calendar

July 2018						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August 2018						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September 2018						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

October 2018						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November 2018						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December 2018						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

January 2019						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February 2019						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

March 2019						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2019						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2019						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June 2019						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Observed Holidays

Calendar Key

## Important Dates

### August

August 14-16: New Student Summer Institute

August 27: First Day of School

### September

September 3: Labor Day (no school for staff/students)

### October

October 8: BELA Wellness Day (no school for staff/students)

October 9: Staff Professional Development (no school for students)

October 11-12: Trimester 1 Family Conferences (Progress Report Card)

### November

November 19-23: Thanksgiving Break

November 26: Staff Professional Development (no school for students)

November 28: Trimester 1 Report Card

### December

December 24-31: Winter Break

### January

January 1-4: Winter Break

January 7: Staff Professional Development (no school for students)

January 12: Saturday Regents Prep

January 19: Saturday Regents Prep

January 21: Martin Luther King Jr. Day (no school for staff/students)

January 21-25: January Regents Week

January 31: Trimester 2 Family Conferences (Progress Report Card)

### February

February 1: Trimester 2 Family Conferences (Progress Report Card)

February 18-22: Mid Winter Break

February 25: Staff Professional Development Day (no school for students)

### March

March 18: Staff Professional Development Day (no school for students)

March 20: Trimester 2 Report Card

### April

April 19-26: Spring Recess (no school for staff/students)

April 29: Staff Professional Development Day (no school for students)

### May

May 16-17: Trimester 3 Family Conferences (Progress Report Card)

May 27: Memorial Day (no school for staff/students)

### June

June Regents: TBD

Sept 3: Labor Day  
Nov 19-26: Thanksgiving Break  
Dec 24-Jan 7: Holiday Break  
Jan 21: Martin Luther King Jr. Day  
Feb 18-22: Mid Winter Break  
Apr 19-29: Spring Recess  
May 27: Memorial Day

	= Holidays		= Saturday Regents Acad.
	= Professional Development		= Last Day of School
	= New Student Summer In		= New Trimester
	= Family Conferences		= Regents Exams

June TBD: BELA Success Portfolios  
June 26: Last Day of School for STUDENT S (Final Report Card and Transcript)

Instructional Days
Start Date = Monday, August 27th
Last Day = Wednesday, June 26th
Total Instructional Days = 182 days