



Entry 1 School Information

Created: 07/15/2016

Last updated: 07/29/2016

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 or you may not be assigned the correct tasks.

Page 1

a. SCHOOL NAME AND BEDS#

(Select name from the drop down menu)

DEMOCRACY PREPARATORY CS (NYC CHANCELLOR) 310500860894

b. CHARTER AUTHORIZER

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

NYCDOE-Authorized Charter School

c. DISTRICT / CSD OF LOCATION

NYC CSD 5

d1. SCHOOL INFORMATION

| | PRIMARY ADDRESS | PHONE NUMBER | FAX NUMBER | EMAIL ADDRESS |
|--|--|--------------|------------|---------------|
| | 2230 5th Avenue New York, NY 10037 | [REDACTED] | [REDACTED] | [REDACTED] |

d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

| | |
|--------------|----------------|
| Contact Name | Benjamin Feit |
| Title | Chief of Staff |

Emergency Phone Number (###-###-####) [REDACTED]

e. SCHOOL WEB ADDRESS (URL)

<http://dpchs.democracyprep.org>

f. DATE OF INITIAL CHARTER

10/2005

g. DATE FIRST OPENED FOR INSTRUCTION

07/2006

h1. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)

MISSION STATEMENT

The mission of Democracy Prep Charter School is to educate responsible citizen-scholars for success in the college of their choice and a life of active citizenship.

h2. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)

KEY DESIGN ELEMENTS (Brief description)

| | |
|------------|--|
| Variable 1 | Rigorous college-prep academics. DPCS is an academically rigorous, college preparatory school with a curriculum based on an accelerated introduction to the Common Core State Standards. The school’s instructional program is designed to challenge students to do their best academically regardless of their language proficiency, special education status, or the academic level at which they enter the school. Our rigorous core academic program includes the core subjects—Math, English Language Arts, science and social studies—as well as rigorous electives such as Art, Music, and Fitness. |
| Variable 2 | More time to learn. DPCS serves students in grades 6-12 Monday through Thursday from 7:44AM to at least 5:15 PM, and until at least 1:30 PM on Fridays. The |

| | |
|------------|--|
| | <p>school year includes approximately 195 days of instruction, and students in need of additional individual support or required remediation attend an after-dismissal tutoring block, school on additional Saturdays, and during some vacations. Students who have not yet mastered the grade’s content expectations by the end of the year attend a mandatory Summer Academy. Within these programs, the DPCS students most in need of extra help benefit from over 70% more instructional time each year than they would receive in a typical district school.</p> |
| Variable 3 | <p>Data-driven decision-making. DPCS utilizes a sophisticated feedback loop of frequent data collection and analysis including a network-wide dashboard tool, interim assessments, and comparative academic measures to drive effective instruction at the student, class, teacher, grade, school, and network levels. DPCS assessments include absolute measures, value-added measures, and internally-developed, externally-validated trimester and comprehensive exams.</p> |
| Variable 4 | <p>Safe and supportive school culture. Democracy Prep school culture is based on the “DREAMValues” which all staff and students live by: Discipline, Respect, Enthusiasm, Accountability, and Maturity. Students earn or forfeit “DREAM Dollars” based on their adherence to these values and these DREAM Dollars may be linked to college scholarship accounts and a percentage used by students to “buy” privileges and benefits such as end of trimester trips and end of year adventures including Civic and College Expeditions. This manifests itself in clear structured systems for students, crisp uniforms, and high expectations for rigor and joy.</p> |
| Variable 5 | <p>Exemplary Talent. Democracy Prep has an extremely selective staff application process. At DPCS, lead teachers are paid a base salary that exceeds the Department of Education scale and are eligible for excellent benefits and performance bonuses. All DPCS staff members undergo extensive performance review, receive weekly professional development during the school year and three weeks of intensive PD in the summer, and are given explicit career ladders and opportunities for growth.</p> |
| Variable 6 | <p>A Commitment to Educating All Students in All Subjects. Democracy Prep actively seeks out students with ELL classifications, IEPs, and 504 plans compared to surrounding districts through a natural lottery, a collaborative team teaching inclusion model for special needs students, and admission at all grade levels.</p> |

| | |
|-------------|---|
| Variable 7 | Authentic Civic Leadership and Engagement. Unique among its peers, Democracy Prep places an explicit focus on preparing scholars to become civic leaders in their community. Through civic initiatives, community engagement, mandatory speech and debate, as well as authentic student and family charter school advocacy, Democracy Prep scholars apply the knowledge, skills, and attitude they have developed in the academic program to help change the world. |
| Variable 8 | (No response) |
| Variable 9 | (No response) |
| Variable 10 | (No response) |

i. TOTAL ENROLLMENT ON JUNE 30, 2016

720

j. GRADES SERVED IN SCHOOL YEAR 2015-16

Check all that apply

| | |
|---------------|------------------------|
| Grades Served | 6, 7, 8, 9, 10, 11, 12 |
|---------------|------------------------|

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

Yes

k2. NAME OF CMO/EMO AND ADDRESS

| | |
|-------------------------|-------------------------------|
| NAME OF CMO/EMO | Democracy Prep Public Schools |
| PHYSICAL STREET ADDRESS | 1767 Park Ave 3rd Floor |
| CITY | New York |
| STATE | NY |
| ZIP CODE | 10035 |
| | |

EMAIL ADDRESS

[REDACTED]

Page 2

I1. FACILITIES

Does the school maintain or operate multiple sites?

Yes, 2 sites

I2. 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 | School at Full Capacity at Site | Facilities Agreement |
|-------------------------------|--|--------------|--------------|-----------------------|---------------------------------|----------------------|
| Site 1 (same as primary site) | 2230 5th Avenue New York, NY 10037 | 212-281-8247 | CSD 5 | 6-8 | Yes | DOE space |
| Site 2 | 222 West 134th Street New York, NY 10030 | 212-281-3061 | CSD 5 | 9-12 | Yes | DOE space |
| Site 3 | | | | | | |

I2a. Please provide the contact information for Site 1.

| | Name | Work Phone | Alternate Phone | Email Address |
|--------------------|----------------|------------|-----------------|---------------|
| School Leader | Tanya Nunez | [REDACTED] | | [REDACTED] |
| Operational Leader | Marlene Aponte | [REDACTED] | | [REDACTED] |
| Compliance Contact | Alysa Campbell | [REDACTED] | | [REDACTED] |
| Complaint Contact | Benjamin Feit | [REDACTED] | | [REDACTED] |

I3. Please provide the contact information for Site 2.

| | Name | Work Phone | Alternate Phone | Email Address |
|--------------------|-----------------|------------|-----------------|---------------|
| School Leader | Natasha Trivers | [REDACTED] | | [REDACTED] |
| Operational Leader | Susana Vasquez | | | |
| Compliance Contact | Alysa Campbell | | | |
| Complaint Contact | Benjamin Feit | | | |

m1. Is the school or are the school sites co-located?

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) | Permanent Siting | No | | No | | Yes |
| Site 2 | Permanent Siting | No | | No | | Yes |
| Site 3 | | | | | | |

Page 3

n1. Were there any revisions to the school’s charter during the 2015-16 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 design or educational program | DPCS requested authorization to have certain of its students receive special education services through an innovative program called Democracy Prep Pathways at a separate DPCS facility beginning in the 2015-16 school year. | 10/5/15 | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

o. Name and Position of Individual(s) Who Completed the 2015-16 Annual Report.

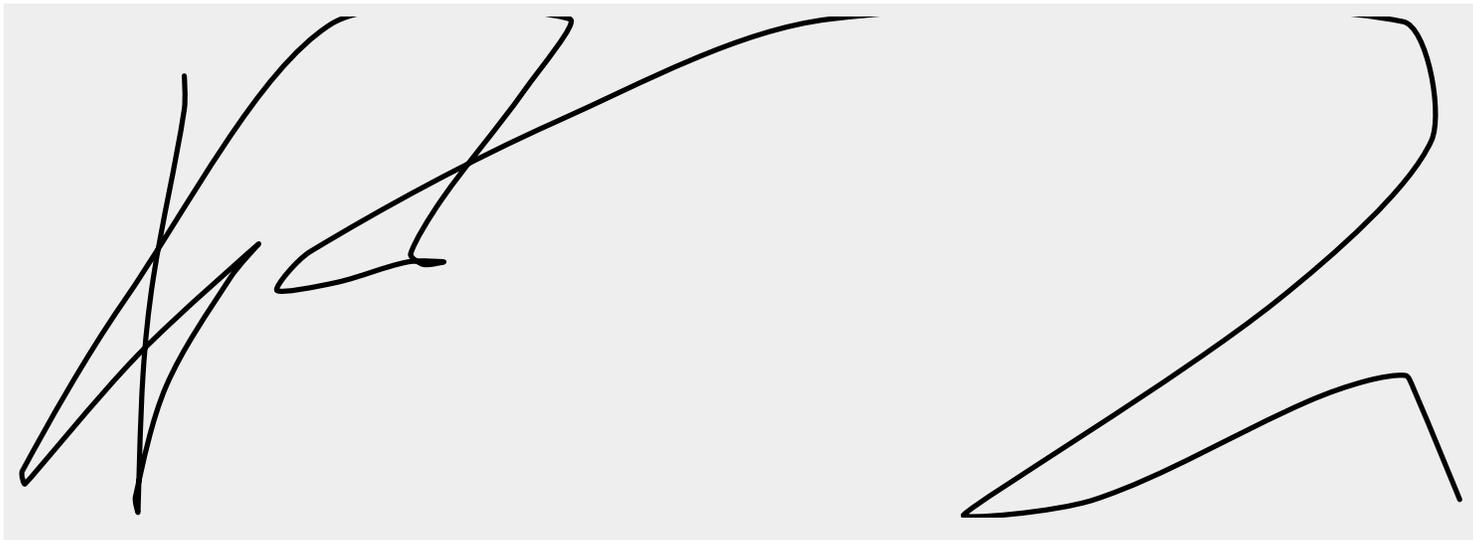
Alysa Campbell, Policy Analyst (Democracy Prep Public Schools)

p. Our signatures 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).**

Responses Selected:

Yes

Signature, Head of Charter School

A large, stylized handwritten signature in black ink on a light gray background. The signature is highly cursive and abstract, with long, sweeping lines and a prominent loop on the left side.

Signature, President of the Board of Trustees

A clear, legible handwritten signature in black ink on a light gray background. The signature reads "Robert Prinstor" in a cursive script. The first name "Robert" is written in a more compact, rounded style, while "Prinstor" is written in a more open, flowing cursive.

Date

2016/07/29

Thank you.



Entry 2 Link

Created: 07/15/2016

Last updated: 07/19/2016

Page 1

1. NEW YORK STATE REPORT CARD

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).

<http://data.nysed.gov/reportcard.php?year=2015&instid=800000059313>



Entry 3 Progress

Created: 07/19/2016

Last updated: 10/19/2016

Page 1

PROGRESS TOWARD CHARTER GOALS

The following tables reflect formatting in the online portal required for Board of Regents-authorized charter schools and NYCDOE-authorized charter schools only. Schools should list Progress Toward Charter Goals by August 1, 2016. If the goals are based on student performance data that the school will not have access to before August 1, 2016 (e.g., the NYS Assessment results), explain this in the "2015-2016 Progress Toward Attainment of Goal" column. The information can be updated when available. Please complete and submit no later than November 1, 2016.

1. ACADEMIC STUDENT PERFORMANCE GOALS

2015-16 Progress Toward Attainment of Academic Goals

| | Academic Student Performance Goal | Measure used to Evaluate Progress Toward Attainment of Goal | Goal - Met, Partially Met, or Not Met | If Not Met, Describe Efforts School Will Take |
|-----------------|---|---|---------------------------------------|---|
| Academic Goal 1 | Each year, 75% of 6th-8th graders who have been at the school on BEDS day for at least two consecutive years will perform at or above level 3 on the New York State English Language Arts Exam. | New York State ELA Exam | Not Met | DPCS continues to refine its curriculum to align with Common Core State Standards (CCSS), with a focus on student growth throughout the school year. DPPS has given provided each of the schools with lesson plans created by experienced master teachers under the supervision of DPPS curriculum specialists. |

| | | | | |
|-----------------|---|-----------------------------|---------------|---|
| Academic Goal 2 | Each year, 75% of 6th-8th graders who have been at the school on BEDS day for at least two consecutive years will perform at or above level 3 on the New York State Math Exam. | New York State Math Exam | Not Met | DPCS continues to refine its curriculum to align with Common Core State Standards (CCSS), with a focus on student growth throughout the school year. DPPS has given provided each of the schools with lesson plans created by experienced master teachers under the supervision of DPPS curriculum specialists. |
| Academic Goal 3 | Each year, 75% of 8th graders who have been at the school on BEDS day for at least two consecutive years will perform at or above level 3 on the New York State Science Exam. | New York State Science Exam | Met | |
| Academic Goal 4 | Each year, 75% of 8th graders who have been at the school on BEDS day for at least two consecutive years will perform at or above level 3 on the New York State Social Studies Exam. | Exam no longer offered. | N/A | |
| Academic Goal 5 | For years 2 through 5 of Democracy Prep Charter School, grade-level cohorts of the same students (i.e. students who are in the school for two years in a row) will reduce by one-half | New York State ELA | Partially Met | This goal was my for math. DPCS continues to refine its curriculum to align with Common Core State Standards (CCSS), with a focus on student growth throughout the school year. DPPS |

| | | | | |
|-----------------|---|---|-----|---|
| | the gap between the percent at or above Level 3 on the previous year's State ELA exam and 75 percent at or above Level 3 on the current year's State ELA exam. | Exam | | has given provided each of the schools with lesson plans created by experienced master teachers under the supervision of DPPS curriculum specialists. |
| Academic Goal 6 | Each year, the percent of students performing at or above level 3 on the New York State ELA Exam in each tested grade will, in the majority of grades, exceed the average performance of students tested in the same grades of Community School District 5. | Measured by an analysis of performance of CSD 5 conducted by the Department of Education. | Met | |
| Academic Goal 7 | Each year, the percent of students performing at or above level 3 on the New York State Math Exam in each tested grade will, in the majority of grades, exceed the average performance of students tested in the same grades of Community School District 5 | Measured by an analysis of performance of CSD 5 conducted by the Department of Education. | Met | |
| Academic Goal 8 | Each year, Democracy Prep Charter School will earn a score sufficient to place it in the 75th percentile of all schools on the citywide Progress Report. | Scores are no longer awarded on the city's progress reports. | N/A | |

2. Do have more academic goals to add?

Yes

2015-16 Progress Toward Attainment of Academic Goals

| | Academic Student Performance Goal | Measure used to Evaluate Progress Toward Attainment of Goal | Goal - Met, Partially Met, or Not Met | If Not Met, Describe Efforts School Will Take |
|------------------|---|---|---------------------------------------|---|
| Academic Goal 9 | Democracy Prep Charter School will be deemed "In Good Standing" each year for annual yearly progress. | New York State Education Department | Met | |
| Academic Goal 10 | Each year, 75% of students enrolled in grades 9-12 will accumulate 10 or more credits towards graduation. | Internal academic data | Met | |
| Academic Goal 11 | By the end of year 2 of the second term of the charter, 75% of the first cohort will have scored at least 65 on the New York State Regents examinations in ELA. | New York State Regents Examinations | Met | |
| Academic Goal 12 | By the end of year 2 of the second term of the charter, 75% the first cohort will have scored at least 65 on a New York State Regents examination in Math. | New York State Regents Examinations | Met | |
| | By the end of year 2 of the second term of the charter, 75% of the initial cohort will have | | | |

| | | | | |
|------------------|--|-------------------------------------|-----|--|
| Academic Goal 13 | scored at least 65 on the New York State Regents examinations in Science (Living Environment, Chemistry, or other). | New York State Regents Examinations | Met | |
| Academic Goal 14 | By the end of year 2 of the second term of the charter, 75% of the initial cohort will have scored at least 65 on the New York State Regents examinations in History (Global Studies or U.S. History). | New York State Regents Examinations | Met | |
| Academic Goal 15 | Each year, the average performance of students in the 10th grade will exceed the state average on the PSAT tests in Critical Reading and Mathematics. It is expected that the participation rate for this test will be 75% or greater. | Collegeboard | Met | |
| Academic Goal 16 | Each year, the average performance of students in the 12th grade will exceed the state average on the SAT or ACT tests in reading and mathematics. It is expected that the participation rate for this test will be 75% or greater. | Collegeboard | Met | |

3. Do have more academic goals to add?

Yes

2015-16 Progress Toward Attainment of Academic Goals

| | Academic Student Performance Goal | Measure used to Evaluate Progress Toward Attainment of Goal | Goal - Met, Partially Met, or Not Met | If Not Met, Describe Efforts School Will Take |
|------------------|---|---|---------------------------------------|---|
| Academic Goal 17 | 75% of students who graduate within 5 years will graduate with an Advanced Regents Diploma. | Internal enrollment data and NYDOE graduation data. | Met | |
| Academic Goal 18 | | | | |
| Academic Goal 19 | | | | |
| Academic Goal 20 | | | | |
| Academic Goal 21 | | | | |
| Academic Goal 22 | | | | |
| Academic Goal 23 | | | | |
| Academic Goal 24 | | | | |
| Academic Goal 25 | | | | |
| Academic Goal 26 | | | | |
| Academic Goal 27 | | | | |
| Academic Goal 28 | | | | |
| Academic Goal 29 | | | | |
| Academic Goal 30 | | | | |

Page 2

4. ORGANIZATIONAL GOALS

2015-16 Progress Toward Attainment of Organizational Goals

| | Organizational Goal | Measure used to | Goal - Met, Partially | If Not Met, Describe |
|--|---------------------|-----------------|-----------------------|----------------------|
|--|---------------------|-----------------|-----------------------|----------------------|

| | | Evaluate Progress | Met, or Not Met | Efforts School Will Take |
|------------|---|---|-----------------|--------------------------|
| Org Goal 1 | Democracy Prep will prepare students for success in college and a life of active democratic citizenship. | The measurement of these goals includes community service data, interscholastic competition results, and metrics of school behavior and citizenship. Additionally, academic metrics, earned visits to colleges, letters of acceptance, and percentage of graduates attending a four year college. | Goal Met. | |
| Org Goal 2 | Each year Democracy Prep will maintain a waiting list of at least 25% of our available seats. | Internal enrollment data | | |
| Org Goal 3 | Each year Democracy Prep will have a mobility rate that is 10% less than the district. | Internal enrollment data | Goal met. | |
| Org Goal 4 | Each year Democracy Prep will have an average daily attendance rate of 95% or better for students and staff | Internal enrollment data- SIS and Leadership | Goal met. | |
| Org Goal 5 | Each year Democracy Prep will garner an 80% satisfaction rate from families | NYCDoE School Survey | Goal met. | |

5. Do you have more organizational goals to add?

Yes

2015-16 Progress Toward Attainment of Organizational Goals

| | Organizational Goal | Measure used to Evaluate Progress | Goal - Met, Partially Met, or Not Met | If Not Met, Describe Efforts School Will Take |
|-------------|---|-----------------------------------|---------------------------------------|---|
| Org Goal 6 | Each year Democracy Prep will ensure that 80% of service learning sites surveyed are satisfied with our programs. | NYCDoE School Survey | | |
| Org Goal 7 | | | | |
| Org Goal 8 | | | | |
| Org Goal 9 | | | | |
| Org Goal 10 | | | | |
| Org Goal 11 | | | | |
| Org Goal 12 | | | | |
| Org Goal 13 | | | | |
| Org Goal 14 | | | | |
| Org Goal 15 | | | | |

6. FINANCIAL GOALS

2015-16 Progress Toward Attainment of Financial Goals

| | Financial Goals | Measure used to Evaluate Progress | Goal - Met, Partially Met, or Not Met | If Not Met, Describe Efforts School Will Take |
|------------------|--|-----------------------------------|---|---|
| Financial Goal 1 | We will continue to operate with a surplus each year and maintain the highest standards of financial controls, | External Audit | External audit results are not yet available. | |

| | | | | |
|------------------|---------------------------|--|--|--|
| | management, and auditing. | | | |
| Financial Goal 2 | | | | |
| Financial Goal 3 | | | | |
| Financial Goal 4 | | | | |
| Financial Goal 5 | | | | |



Entry 4 Expenditures per Child

Created: 07/30/2016

Last updated: 08/01/2016

Page 1

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 2015-16 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 | 11513360 |
| Line 2: Year End FTE student enrollment | 685 |
| Line 3: Divide Line 1 by Line 2 | 16816 |

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 2015-16 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) | 717605 |
| Line 2: Management and General Cost (Column) | 734791 |
| Line 3: Sum of Line 1 and Line 2 | 1452395 |
| Line 5: Divide Line 3 by the Year End FTE student enrollment | 2121 |

Thank you.



Entry 6a Audited Statements

Created: 10/05/2016

Last updated: 11/01/2016

Regents, NYCDOE and Buffalo BOE authorized schools should enter the financial contact information requested and upload the independent auditor's report and internal controls reports as one combined file.

Page 1

School Based Fiscal Contact Information

| | School Based Fiscal Contact Name | School Based Fiscal Contact Email | School Based Fiscal Contact Phone |
|--|----------------------------------|-----------------------------------|-----------------------------------|
| | Greg Spreeman | [REDACTED] | |

Audit Firm Contact Information

| | School Audit Contact Name | School Audit Contact Email | School Audit Contact Phone | Years Working With This Audit Firm |
|--|---------------------------|----------------------------|----------------------------|------------------------------------|
| | Gus Saliba | [REDACTED] | | 5 |

If Applicable:

| | Outsourced Financial Services Firm Name | Outsourced Financial Services Contact | Outsourced Financial Services Email | Outsourced Financial Services Phone | Years Working With This Firm |
|--|---|---------------------------------------|-------------------------------------|-------------------------------------|------------------------------|
| | | | | | |

Please upload as one combined file:

- a. the independent auditor's report on financial statements and notes; and
- b. reports on internal controls over financial reporting and compliance

https://nysed-cso-reports.fluidreview.com/media/assets/survey-uploads/84001/6801394-F7wWrRhhE3/DPCS%20FS%202016_Final.pdf

DEMOCRACY PREPARATORY CHARTER SCHOOL
(A Not-For-Profit Corporation)

FINANCIAL STATEMENTS

JUNE 30, 2016
(with comparative financial information for June 30, 2015)

DEMOCRACY PREPARATORY CHARTER SCHOOL
(A Not-For-Profit Corporation)
FINANCIAL STATEMENTS
JUNE 30, 2016
(with comparative financial information for June 30, 2015)

CONTENTS

| | <u>PAGE</u> |
|--|-------------|
| INDEPENDENT AUDITORS' REPORT | 1 – 2 |
| FINANCIAL STATEMENTS: | |
| Statements of financial position | 3 |
| Statements of activities | 4 |
| Statements of functional expenses | 5 |
| Statements of cash flows | 6 |
| Notes to financial statements | 7 – 15 |
| INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <i>GOVERNMENT AUDITING STANDARDS</i> | 16 – 17 |

FRUCHTER ROSEN & COMPANY, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

156 WEST 56TH STREET

NEW YORK, NEW YORK 10019

TEL: (212) 957-3600

FAX: (212) 957-3696

INDEPENDENT AUDITORS' REPORT

TO THE BOARD OF TRUSTEES OF
DEMOCRACY PREPARATORY CHARTER SCHOOL

Report on the Financial Statements

We have audited the accompanying financial statements of Democracy Preparatory Charter School (the "School") (a not-for-profit corporation), which comprise the statement of financial position as of June 30, 2016, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the School's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the School as of June 30, 2016, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited the School's 2015 financial statements, and our report dated October 27, 2015, expressed an unmodified opinion on those audited financial statements. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2015, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 31, 2016, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.


FRUCHTER ROSEN & COMPANY, P.C.
Certified Public Accountants

New York, New York
October 31, 2016

DEMOCRACY PREPARATORY CHARTER SCHOOL
(A Not-For-Profit Corporation)
STATEMENTS OF FINANCIAL POSITION
JUNE 30, 2016
(with comparative financial information for June 30, 2015)

| | 2016 | 2015 |
|--|---------------------|---------------------|
| ASSETS | | |
| Current assets: | | |
| Cash and cash equivalents | \$ 400,500 | \$ 389,001 |
| Grants and contracts receivable | 573,275 | 662,986 |
| Due from related parties | 1,320,852 | 1,320,238 |
| Prepaid expenses and other current assets | 69,228 | 22,228 |
| Total current assets | 2,363,855 | 2,394,453 |
| Property and equipment, net of accumulated depreciation and amortization of \$1,514,246 and \$1,325,212, respectively | 1,004,014 | 786,628 |
| Security deposits | 300,400 | 300,000 |
| Restricted cash | 71,489 | 71,346 |
| TOTAL ASSETS | \$ 3,739,758 | \$ 3,552,427 |
| LIABILITIES AND NET ASSETS | | |
| Current liabilities: | | |
| Accounts payable and accrued expenses | \$ 651,176 | \$ 447,625 |
| Accrued payroll and payroll taxes | 392,377 | 381,024 |
| Capital lease obligation | 31,624 | 29,816 |
| Refundable advances | 81,387 | 50,030 |
| Total current liabilities | 1,156,564 | 908,495 |
| Other liabilities: | | |
| Capital lease obligation, less current portion | 2,721 | 34,345 |
| Deferred rent | 14,845 | 19,421 |
| Total liabilities | 1,174,130 | 962,261 |
| Net assets: | | |
| Unrestricted: | | |
| Undesignated | 2,222,183 | 2,232,135 |
| Board-designated | 315,331 | 339,869 |
| Total unrestricted net assets | 2,537,514 | 2,572,004 |
| Temporarily restricted | 28,114 | 18,162 |
| Total net assets | 2,565,628 | 2,590,166 |
| TOTAL LIABILITIES AND NET ASSETS | \$ 3,739,758 | \$ 3,552,427 |

The accompanying notes are an integral part of the financial statements.

DEMOCRACY PREPARATORY CHARTER SCHOOL
(A Not-For-Profit Corporation)
STATEMENTS OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2016
(with summarized comparative financial information for the year ended June 30, 2015)

| | 2016 | | | 2015 |
|--|---------------------|---------------------------|---------------------|---------------------|
| | Unrestricted | Temporarily Restricted | Total All Funds | Total All Funds |
| Revenue and support: | | | | |
| State and local per pupil operating revenue | \$ 10,519,112 | - | \$ 10,519,112 | \$ 10,906,002 |
| Federal grants | 564,699 | - | 564,699 | 1,045,109 |
| State and city grants | 55,176 | - | 55,176 | 64,605 |
| Contributions and grants | 69,040 | 23,650 | 92,690 | 186,560 |
| Rental income | 529,327 | - | 529,327 | 616,224 |
| Interest and other income | 1,447 | - | 1,447 | 64,406 |
| Net assets released from restriction- satisfaction of purpose restriction | 13,698 | (13,698) | - | - |
| Total revenue and support | 11,752,499 | 9,952 | 11,762,451 | 12,882,906 |
| Expenses: | | | | |
| Program services: | | | | |
| Regular education | 8,262,731 | - | 8,262,731 | 9,419,412 |
| Special education | 1,647,379 | - | 1,647,379 | 1,901,732 |
| Total program services | 9,910,110 | - | 9,910,110 | 11,321,144 |
| Supporting services: | | | | |
| Management and general | 1,852,341 | - | 1,852,341 | 1,133,380 |
| Total expenses | 11,762,451 | - | 11,762,451 | 12,454,524 |
| Changes in net assets | (9,952) | 9,952 | - | 428,382 |
| Board-designated net assets released | (24,538) | - | (24,538) | - |
| Net assets - beginning of year | 2,572,004 | 18,162 | 2,590,166 | 1,821,915 |
| Reclassification of board-designated net assets | - | - | - | 339,869 |
| Net assets - end of year | \$ 2,537,514 | \$ 28,114 | \$ 2,565,628 | \$ 2,590,166 |

The accompanying notes are an integral part of the financial statements.

DEMOCRACY PREPARATORY CHARTER SCHOOL
(A Not-For-Profit Corporation)
STATEMENTS OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2016
(with summarized comparative financial information for the year ended June 30, 2015)

| | 2016 | | | | | |
|---|----------------------|----------------------|---------------------|---------------------------|----------------------|----------------------|
| | Program Services | | | Management and General | Total | 2015 |
| | Regular Education | Special Education | Total | | | |
| Salaries | \$ 4,429,231 | \$ 883,077 | \$ 5,312,308 | \$ 1,015,586 | \$ 6,327,894 | \$ 6,262,305 |
| Employee benefits and payroll taxes | 882,927 | 176,033 | 1,058,960 | 202,449 | 1,261,409 | 1,226,326 |
| Audit fees | - | - | - | 20,250 | 20,250 | 22,750 |
| Legal services | - | - | - | 4,798 | 4,798 | - |
| Professional fees | 30,727 | 6,126 | 36,853 | 47,256 | 84,109 | 179,739 |
| Management fees | 839,658 | 167,407 | 1,007,065 | 192,526 | 1,199,591 | 1,377,625 |
| Professional development | 91,018 | 18,147 | 109,165 | - | 109,165 | 133,836 |
| Marketing and recruiting | 12,608 | 2,513 | 15,121 | - | 15,121 | 35,688 |
| Office supplies and instructional materials | 908,405 | 181,113 | 1,089,518 | 46,150 | 1,135,668 | 1,238,794 |
| Food services | 26,823 | 5,348 | 32,171 | 54,571 | 86,742 | 118,938 |
| Insurance | 52,025 | 10,372 | 62,397 | 11,930 | 74,327 | 77,359 |
| Facility expense | 548,514 | 109,360 | 657,874 | 125,769 | 783,643 | 898,610 |
| Repairs and maintenance | 154,968 | 30,897 | 185,865 | 35,532 | 221,397 | 212,194 |
| Printing and postage | - | - | - | 12,559 | 12,559 | 9,584 |
| Telephone and communication | 153,512 | 30,606 | 184,118 | 35,199 | 219,317 | 236,560 |
| Travel | - | - | - | 6,083 | 6,083 | 14,325 |
| Depreciation and amortization | 132,315 | 26,380 | 158,695 | 30,339 | 189,034 | 248,373 |
| Miscellaneous | - | - | - | 11,344 | 11,344 | 161,518 |
| Total expenses | \$ 8,262,731 | \$ 1,647,379 | \$ 9,910,110 | \$ 1,852,341 | \$ 11,762,451 | \$ 12,454,524 |

The accompanying notes are an integral part of the financial statements

DEMOCRACY PREPARATORY CHARTER SCHOOL

(A Not-For-Profit Corporation)

STATEMENTS OF CASH FLOWS

FOR THE YEAR ENDED JUNE 30, 2016

(with summarized comparative financial information for the year ended June 30, 2015)

| | <u>2016</u> | <u>2015</u> |
|---|-------------------|-------------------|
| CASH FLOWS FROM OPERATING ACTIVITIES: | | |
| Changes in net assets | \$ - | \$ 428,382 |
| Adjustments to reconcile changes in net assets to net cash provided by operating activities: | | |
| Depreciation and amortization | 189,034 | 248,373 |
| Changes in certain assets and liabilities: | | |
| Decrease (Increase) in grants and contracts receivable | 89,711 | (488,861) |
| (Increase) Decrease in due from related parties | (614) | 64,521 |
| (Increase) Decrease in prepaid expenses and other current assets | (47,000) | 78,848 |
| (Increase) Decrease in security deposits | (400) | 400 |
| Increase (Decrease) in accounts payable and accrued expenses | 203,550 | (85,620) |
| Increase (Decrease) in accrued payroll and payroll taxes | 11,353 | (43,688) |
| Increase in refundable advances | 31,357 | 12,824 |
| (Decrease) in deferred rent | (4,576) | (118,668) |
| NET CASH PROVIDED BY OPERATING ACTIVITIES | <u>472,415</u> | <u>96,511</u> |
| CASH FLOWS FROM INVESTING ACTIVITIES: | | |
| Purchases of property and equipment | (406,419) | (142,135) |
| (Increase) in restricted cash | (143) | (143) |
| NET CASH (USED IN) INVESTING ACTIVITIES | <u>(406,562)</u> | <u>(142,278)</u> |
| CASH FLOWS FROM FINANCING ACTIVITIES: | | |
| Payments made on capital lease obligation | (29,816) | (25,832) |
| Payments made on board-designated scholarships | (24,538) | - |
| NET CASH (USED IN) FINANCING ACTIVITIES | <u>(54,354)</u> | <u>(25,832)</u> |
| NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS | 11,499 | (71,599) |
| CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR | <u>389,001</u> | <u>460,600</u> |
| CASH AND CASH EQUIVALENTS - END OF YEAR | <u>\$ 400,500</u> | <u>\$ 389,001</u> |
| SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION: | | |
| Cash paid during the year for interest | <u>\$ 3,898</u> | <u>\$ 4,762</u> |
| SUPPLEMENTAL SCHEDULE OF NONCASH INVESTING AND FINANCING ACTIVITIES: | | |
| Computers and equipment acquired under a capital lease | <u>\$ -</u> | <u>\$ 89,993</u> |

The accompanying notes are an integral part of the financial statements.

DEMOCRACY PREPARATORY CHARTER SCHOOL
(A Not-For-Profit Corporation)
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2016
(with comparative financial information for June 30, 2015)

NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Organization

Democracy Preparatory Charter School (the "School") is a New York State, not-for-profit educational corporation that was incorporated on December 9, 2005 to operate a charter school pursuant to Article 56 of the Education Law of the State of New York. The School was granted a provisional charter on December 9, 2005 valid for a term of five years and renewable upon expiration by the Board of Regents of the University of the State of New York. During 2015, the Board of Regents extended the School's charter for an additional five year term expiring on June 30, 2020. The School's mission is to provide a high quality college preparatory education to primarily disadvantaged students. Classes commenced in Harlem, New York, in August 2007, and the School provided education to approximately 681 students in grades sixth through twelfth during the 2015-2016 academic year.

Food and Transportation

The School retained an outside vendor to provide meals for students in which the School receives Federal and New York State reimbursements. The Office of Pupil Transportation provides free transportation to the majority of the students during the district's school days.

Tax Status

The School is exempt from Federal income tax under Section 501(a) of the Internal Revenue Code as an organization described in Section 501(c)(3) and a similar provision under New York State income tax laws. The School has also been classified as an entity that is not a private foundation within the meaning of Section 509(a) and qualifies for deductible contributions as provided in section 170(b)(1)(A)(ii). The School is subject to income taxes only on net unrelated business income. The School did not have any net unrelated business income for the years ended June 30, 2016 and 2015.

The School's accounting policy provides that a tax expense or benefit from an uncertain tax position may be recognized when it is more likely than not that the position will be sustained upon examination, including resolutions of any related appeals or litigation processes, based on the technical merits. The School has no uncertain tax positions resulting in an accrual of tax expense or benefit.

IRS forms 990 filed by the School are subject to examination by the Internal Revenue Service up to three years from the extended due date of each return. Forms 990 filed by the School are no longer subject to examination for the years ended June 30, 2012 and prior.

DEMOCRACY PREPARATORY CHARTER SCHOOL
(A Not-For-Profit Corporation)
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2016
(with comparative financial information for June 30, 2015)

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

Basis of Presentation

The School's financial statements have been prepared on the accrual basis of accounting in conformity with accounting principles generally accepted in the United States of America. The financial statement presentation follows the requirements of the Financial Accounting Standards Board ("FASB") in its Accounting Standards Codification ("ASC") No. 958-205 which provides guidance for the classification of net assets. The amounts for each of the three classes of net assets are based on the existence or absence of donor-imposed restrictions described as follows:

Unrestricted

Net assets of the School whose use has not been restricted by an outside donor or by law. They are available for any use in carrying out the operations of the School.

The Board of Trustees has designated \$315,331 for the Dream Dollar Scholarship Fund which is a college scholarship fund for students who graduate from the School.

Temporarily Restricted

Net assets of the School whose use has been limited by donor-imposed stipulations that either expire with the passage of time or can be fulfilled and removed by actions of the School. When such stipulations end or are fulfilled, such temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statements of activities, as net assets released from restrictions.

Permanently Restricted

Net assets of the School whose use has been permanently limited by donor-imposed restrictions. Such assets include contributions required to be invested in perpetuity, the income from which is available to support charitable purposes designated by the donors.

The School had no permanently restricted net assets at June 30, 2016 and 2015.

Revenue and Support

Contributions are recognized when the donor makes a promise to give to the School that is, in substance, unconditional. Grants and other contributions of cash are reported as temporarily restricted support if they are received with donor stipulations. Restricted contributions and grants that are made to support the School's current year activities are recorded as unrestricted revenue. Contributions of assets other than cash are recorded at their estimated fair value.

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

DEMOCRACY PREPARATORY CHARTER SCHOOL
(A Not-For-Profit Corporation)
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2016
(with comparative financial information for June 30, 2015)

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

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

Cash and Cash Equivalents

The School considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.

Concentration of Credit Risk

Financial instruments which potentially subject the School to concentrations of credit risk are cash and cash equivalents. The School places its cash and cash equivalents on deposit in what it believes to be highly credited financial institutions. Cash balances may exceed the FDIC insured levels of \$250,000 per institution at various times during the year. At June 30, 2016, account balances exceeded insured levels by approximately \$77,000. The School believes that there is little risk in any losses and has not experienced any losses in such accounts.

Restricted Cash

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

Property and Equipment

Purchased property and equipment are recorded at cost. Maintenance and repairs are expensed as incurred. All property and equipment purchased with government funding, whereas the government agency retains legal title to the long lived asset is expensed as incurred. Depreciation and amortization is provided on the straight line method over the estimated useful lives as follows:

| | |
|------------------------|------------------------------|
| Equipment | 3 and 5 years |
| Furniture and fixtures | 7 years |
| Software | 3 years |
| Leasehold improvements | Useful life or related lease |

Refundable Advances

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

DEMOCRACY PREPARATORY CHARTER SCHOOL
(A Not-For-Profit Corporation)
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2016
(with comparative financial information for June 30, 2015)

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

Comparative Financial Information

The accompanying statements of activities and functional expenses are presented with summarized comparative information. Such prior year information is not presented by net asset class in the statements of activities or by functional category in the statements of functional expenses. Accordingly, such information should be read in conjunction with the School's 2015 financial statements from which the summarized information was derived.

Reclassifications

Certain 2015 accounts have been reclassified to conform to the 2016 financial statement presentation.

NOTE 2 - GRANTS AND CONTRACTS RECEIVABLE

Grants and contracts receivable consists of federal, state, and city entitlements. The School expects to collect these receivables within one year.

NOTE 3 - PROPERTY AND EQUIPMENT

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

| | <u>2016</u> | <u>2015</u> |
|---|---------------------|-------------------|
| Equipment | \$ 1,363,864 | \$ 1,142,946 |
| Furniture and fixtures | 417,648 | 396,544 |
| Software | 74,002 | 74,002 |
| Leasehold improvements | <u>662,746</u> | <u>498,348</u> |
| | 2,518,260 | 2,111,840 |
| Less: Accumulated depreciation and amortization | <u>1,514,246</u> | <u>1,325,212</u> |
| | <u>\$ 1,004,014</u> | <u>\$ 786,628</u> |

Depreciation and amortization expense was \$189,034 and \$248,373 for the years ended June 30, 2016 and 2015, respectively.

NOTE 4 - RELATED PARTY TRANSACTIONS

Democracy Preparatory Charter School ("DPCS") is affiliated with five charter schools: Democracy Preparatory Harlem Charter School ("DPH"), Harlem Prep Charter School ("HPCS"), Democracy Prep Endurance Charter School ("DPE"), and Bronx Preparatory Charter School ("BPCS"), all New York State not-for-profit organizations. Democracy Prep Congress Heights ("DPCH") is a Washington, DC not-for-profit organization. All are managed by Democracy Prep Public Schools ("DPPS").

DEMOCRACY PREPARATORY CHARTER SCHOOL
(A Not-For-Profit Corporation)
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2016
(with comparative financial information for June 30, 2015)

NOTE 4 - RELATED PARTY TRANSACTIONS (Continued)

The School is an affiliate of DPPS, a New York State not-for-profit charter management organization. The School entered into a management agreement with DPPS to assume responsibility for the School’s educational process, management and operations. As compensation to DPPS for these services rendered, the School shall pay to DPPS an annual fee equal to 13% of the School’s non-competitive public revenue in the initial term. The initial term is for one year beginning July 1, 2010 and ending June 30, 2011. The percentage will decrease by one-half percent (0.5%) in each renewal term until it reaches a minimum of 12% of the non-competitive public revenue of the School and will remain in effect for all subsequent renewal terms. Following the initial term, the agreement will automatically extend for successive one-year periods unless terminated by either party. For the years ended June 30, 2016 and 2015, DPPS charged an annual management fee to the School of 12%. On July 1, 2015, the School and DPPS amended the management agreement to include a provision which states that in the event the School incurs an operating deficit due to management fees charged, the management fees will be reduced to an amount that would result in zero change in net assets. During the year ended June 30, 2016, management fees charged by DPPS were reduced by \$36,434 to reduce the operating deficit to zero. For the years ended June 30, 2016 and 2015, the School incurred \$1,199,591 and \$1,377,625 in management fees, respectively.

The School was an affiliate of Democracy Builders, Inc. (“DBI”), a 501(c)(4) national advocacy organization that organizes parents to advocate for better school choices and educational outcomes for the children in their communities. The School entered into a consulting agreement with DBI to conduct charitable, scientific and educational activities. This agreement was terminated on July 1, 2015. For the years ended June 30, 2016 and 2015, the School incurred \$-0- and \$109,060 in consulting fees, respectively.

Effective July 1, 2012, the School entered into a sub-sublease agreement with DPH for use of office and classroom facilities at St. Philips Church (see Note 8).

For operational efficiency and purchasing power, the School shares expenses with the related charter schools and charter management organization. The net balance due from (to) related parties consists of the following at June 30,:

| | <u>2016</u> | <u>2015</u> |
|--------------------------------------|---------------------|---------------------|
| DPH | \$ 235,379 | \$ 226,793 |
| HPCS | 32,710 | 124,213 |
| DPE | 16,433 | 178,732 |
| BPCS | 1,846 | (211,094) |
| DPCH | 64,888 | 87,393 |
| DPPS | 967,001 | 899,766 |
| DPBR | 2,595 | - |
| DBI | - | 14,435 |
| Net balance due from related parties | <u>\$ 1,320,852</u> | <u>\$ 1,320,238</u> |

DEMOCRACY PREPARATORY CHARTER SCHOOL
(A Not-For-Profit Corporation)
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2016
(with comparative financial information for June 30, 2015)

NOTE 5 - REVENUE CONCENTRATION

The School receives a substantial portion of its support and revenue from the New York City Department of Education. If the charter school laws were modified, reducing or eliminating these revenues, the School's finances could be materially adversely affected.

NOTE 6 - FUNCTIONAL ALLOCATION OF EXPENSE

Directly identifiable expenses are charged to programs and supporting services. Expenses related to more than one function are charged to programs and supporting services on the basis of periodic time and expense studies. Management and general expense includes those expenses that are not directly identifiable with any other specific function, but provide for the overall support and direction of the School.

NOTE 7 - CONTINGENCY

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

NOTE 8 - COMMITMENTS

School Facility

On October 1, 2007, the School entered into a triple-net sublease agreement with Civic Builders Property Holding Corp. ("Sub-landlord") for new facilities at St. Philips Church. The School also entered into license agreements for the use of the undercroft, the elevator and additional classroom space. On August 25, 2008, the School occupied the space. The sublease provides that the School pays a monthly base rent plus triple-net charges for the School's share of expenses related to the lease property. The term of the sublease is twenty two years from the commencement date.

Commencing on November 1, 2009, and on each subsequent November 1, the School shall pay the Sub-landlord the lesser of 50% of any School surplus (shown on the annual audited financial statements of the School for the immediately prior fiscal year), or any amount equal to 3/7th of the principal amount of the equity investment made by the Sub-landlord as of the date of final completion of Tenant's work. Beginning with the year ended June 30, 2015 and thereafter, the School is not required to pay the 50% surplus to the Sub-landlord, as the equity investment balance was paid in full in September 2015.

DEMOCRACY PREPARATORY CHARTER SCHOOL
(A Not-For-Profit Corporation)
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2016
(with comparative financial information for June 30, 2015)

NOTE 8 - COMMITMENTS (Continued)

School Facility (Continued)

Future minimum lease payments are as follows:

| | |
|---------------------------|---------------------|
| Year ending June 30, 2017 | \$ 623,610 |
| 2018 | 641,978 |
| 2019 | 650,351 |
| 2020 | 662,541 |
| 2021 | 675,127 |
| Thereafter | <u>5,711,370</u> |
| | <u>\$ 8,964,977</u> |

The School recognizes rent expense on a straight-line basis. Rent expense in excess of payments is recorded as deferred rent in the accompanying statements of financial position. Rent expense under the operating lease for the years ended June 30, 2016 and 2015 amounted to \$619,408 and \$676,157, respectively.

Effective July 1, 2012, the School entered into a sub-sublease agreement with DPH (a related party, see Note 4) for use of office and classroom facilities at St. Philips Church (207 West 133rd Street). The rent payments are based on a fraction, determined annually for each rent year and expressed as a percentage, the numerator of which is the number of students of DPH during the rent year, and the denominator of which is the aggregate number of students at both the School and DPH during the rent year. The number of students is determined by the New York City Department of Education as of the end of the rent year for purposes of reconciling school funding allocations. DPH is also responsible for utilities and other building costs. The term shall end on the earlier of June 30, 2017, or the date on which the sublease agreement is terminated by either party. Rental income was \$529,327 and \$616,224 for the years ended June 30, 2016 and 2015, respectively. The School does not disclose the minimum future rent to be received due to the undetermined number of future students served.

DEMOCRACY PREPARATORY CHARTER SCHOOL
(A Not-For-Profit Corporation)
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2016
(with comparative financial information for June 30, 2015)

NOTE 8 - COMMITMENTS (Continued)

Leased Equipment

The School leases office equipment under non-cancelable lease agreements expiring on various dates through October 2019.

The future minimum lease payments are as follows:

| | |
|---------------------------|-------------------|
| Year ending June 30, 2017 | \$ 63,717 |
| 2018 | 59,003 |
| 2019 | 32,283 |
| 2020 | <u>8,100</u> |
| | <u>\$ 163,103</u> |

Equipment rental expense was \$140,294 and \$137,421 for the years ended June 30, 2016 and 2015, respectively.

NOTE 9 - CAPITAL LEASE OBLIGATION

The School leases computers and equipment under a capital lease that expire in July 2017. The asset and liability under the capital lease are recorded at the present value of the minimum lease payments. The asset is being depreciated over its estimated useful life.

Following is a summary of property and equipment held under capital lease:

| | |
|--------------------------------|------------------|
| Computers and equipment | \$ 89,993 |
| Less: accumulated depreciation | <u>(57,496)</u> |
| | <u>\$ 32,497</u> |

The future minimum lease payments are as follows:

| | |
|--|-----------------|
| For the year ending June 30, 2017 | \$ 32,805 |
| 2018 | <u>2,734</u> |
| Total minimum lease payments | 35,539 |
| Less: amounts representing interest | <u>(1,194)</u> |
| Present value of minimum lease payments | <u>34,345</u> |
| Less: current portion | <u>(31,624)</u> |
| Capital lease obligation, less current portion | <u>\$ 2,721</u> |

DEMOCRACY PREPARATORY CHARTER SCHOOL
(A Not-For-Profit Corporation)
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2016
(with comparative financial information for June 30, 2015)

NOTE 10 - RETIREMENT PLAN

The School maintains a retirement plan qualified under Internal Revenue Code 403(b), for the benefit of its eligible employees. Under the plan, the School will match employee contributions up to 5% of annual compensation. Employer match for the years ended June 30, 2016 and 2015 amounted to \$243,007 and \$197,743, respectively.

NOTE 11 - TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets consists of the following at June 30,:

| | 2016 | 2015 |
|--------------------------------------|-----------|-----------|
| Korean dual language program | \$ 17,518 | \$ 16,162 |
| Korean scholarship fund | 2,000 | 2,000 |
| Field trips and classroom incentives | 8,596 | - |
| | \$ 28,114 | \$ 18,162 |

Net assets for the years ended June 30, 2016 and 2015, were released from donor restrictions by satisfying the purpose specified by donor as follows:

| | 2016 | 2015 |
|--------------------------------------|-----------|-----------|
| Korean dual language program | \$ 8,644 | \$ 3,731 |
| Field trips and classroom incentives | 5,054 | - |
| College success program | - | 15,000 |
| | \$ 13,698 | \$ 18,731 |

NOTE 12 - SUBSEQUENT EVENTS

The School has evaluated its subsequent events through October 31, 2016, the date that the accompanying financial statements were available to be issued. The School has no material events requiring disclosure.

FRUCHTER ROSEN & COMPANY, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

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

TO THE BOARD OF TRUSTEES OF
DEMOCRACY PREPARATORY CHARTER SCHOOL

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Democracy Preparatory Charter School (the "School") (a not-for-profit corporation), which comprise the statement of financial position as of June 30, 2016, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 31, 2016.

Internal Control Over Financial Reporting

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

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

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

TO THE BOARD OF TRUSTEES OF
DEMOCRACY PREPARATORY CHARTER SCHOOL

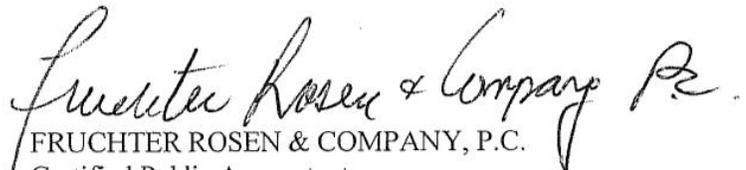
Compliance and Other Matters

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

We noted certain matters that were reported to the management of the School in a separate letter dated October 31, 2016.

Purpose of this Report

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


FRUCHTER ROSEN & COMPANY, P.C.
Certified Public Accountants

New York, New York
October 31, 2016



Entry 6b Additional Financial Docs

Created: 10/05/2016

Last updated: 11/01/2016

The additional items listed below should be uploaded if applicable. Please explain the reason(s) if the items are not included. Examples might include: a written management letter was not issued; the school did not expend federal funds in excess of the Single Audit Threshold of \$750,000; the corrective action plan will be submitted by the following date (should be no later than 30 days from the submission of the report); etc.

Page 1

1. Management Letter

<https://nysed-cso-reports.fluidreview.com/media/assets/survey-uploads/84010/6801358-8mMlunnVv3/DPCS%20Communication%20of%20Internal%20Control%20Matters%202016.pdf>

Explanation for not uploading the Management Letter.

(No response)

2. Form 990

(No response)

Explanation for not uploading the Form 990.

Filing for an extension on the 990 Form for year ending 06.30.16.

3. Federal Single Audit

Note: A copy of the Federal Single Audit must be filed with the Federal Audit Clearinghouse. Please refer to OMB Uniform Guidelines for the federal filing requirements.

(No response)

Explanation for not uploading the Federal Single Audit.

Did not meet threshold requiring a Federal Single Audit

4. CSP Agreed Upon Procedure Report

(No response)

Explanation for not uploading the procedure report.

N/A

5. Evidence of Required Escrow Account

<https://nysed-cso-reports.fluidreview.com/media/assets/survey-uploads/84010/6801358-pN6H0Nalce/DPCS%20Escrow.pdf>

Explanation for not uploading the Escrow evidence.

(No response)

6. Corrective Action Plan

A **Corrective Action Plan** for Audit Findings and Management Letter Recommendations, which must include:

- a. The person responsible
- b. The date action was taken, or will be taken
- c. Description of the action taken
- d. Evidence of implementation (if available)

(No response)

Explanation for not uploading the Corrective Action Plan.

N/A

DEMOCRACY PREPARATORY CHARTER SCHOOL
(A Not-For-Profit Corporation)

INDEPENDENT AUDITORS' REPORT ON COMMUNICATION
OF INTERNAL CONTROL MATTERS

JUNE 30, 2016

FRUCHTER ROSEN & COMPANY, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

156 WEST 56TH STREET
NEW YORK, NEW YORK 10019

TEL: (212) 957-3600

FAX: (212) 957-3696

October 31, 2016

To the Board of Trustees of
Democracy Preparatory Charter School
250 West 127th Street
New York, NY 10027

In planning and performing our audit of the financial statements of Democracy Preparatory Charter School (the "School") (a not-for-profit corporation) as of and for the year ended June 30, 2016, in accordance with auditing standards generally accepted in the United States of America, we considered the School's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

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

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

Exhibit I accompanying this letter summarizes an observation for the year ended June 30, 2016 that we determined did not constitute significant deficiency or a material weakness. Exhibit II summarizes current year status of prior year's observations. Exhibit III summarizes corrective action taken on prior year's observation. Management's responses to the observations have not been subjected to the auditing procedures applied in the audit of the financial statements and accordingly, we express no opinion on them.

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

We have already discussed these comments and suggestions with management. We would be pleased to discuss these comments with you at greater length and assist you in the implementation of any of our recommendations should you desire. We appreciate your cooperation and the assistance we received during the course of our audit.


FRUCHTER ROSEN & COMPANY, P.C.
Certified Public Accountants

New York, New York
October 31, 2016

DEMOCRACY PREPARATORY CHARTER SCHOOL
(A Not-For-Profit Corporation)
JUNE 30, 2016

CONTENTS

EXHIBIT I– CURRENT YEAR OBSERVATION

- A. Approval of Cash Disbursements 1

EXHIBIT II– CURRENT YEAR STATUS OF PRIOR YEAR OBSERVATIONS

- A. Incomplete Student Files 2
B. General Ledger Maintenance and Account Analysis 3

EXHIBIT III– CORRECTIVE ACTION TAKEN ON PRIOR YEAR OBSERVATION

- A. Test of Credit Card Expenses 4

DEMOCRACY PREPARATORY CHARTER SCHOOL
(A Not-For-Profit Corporation)
JUNE 30, 2016

EXHIBIT I- CURRENT YEAR OBSERVATION

A. APPROVAL OF CASH DISBURSEMENTS

Observation

Even though the majority of cash disbursements tested were adequately supported by receipts, invoices, and other documentation, we noted that many of the check request forms were completed after payments had been already processed and/or cleared the bank.

Recommendation

The School should enforce the use of check request forms as outlined in its fiscal policies and procedures manual. The School should document in writing all decisions that are not consistent with policy. If such situations are common, consideration should be given to modifying the policy.

Management's Response

By moving to an electronic based system we are able to submit requests, approve, purchase, and receive all within the system. At present, we are transitioning to a software system that enables us to do all of the above.

DEMOCRACY PREPARATORY CHARTER SCHOOL
(A Not-For-Profit Corporation)
JUNE 30, 2016

EXHIBIT II- CURRENT YEAR STATUS OF PRIOR YEAR OBSERVATIONS

In conjunction with performing the audit of the School's financial statements for the year ended June 30, 2016, we followed up on the status of implementation of audit recommendations made in prior years. The status update on those matters is summarized below.

A. INCOMPLETE STUDENT FILES

Observation

During our 2015 audit, we noted exceptions during our test of student files. Four out of fifteen student files did not contain proof of residency.

Recommendation

In an effort to ensure that student records are complete, we recommend developing a checklist that includes all required documentation. This checklist should be utilized periodically to insure that information is complete and updated for each student file.

Current Year Status

During our 2016 audit, we noted that one student file could not be located by the School. All other student files tested contained required documentation.

Updated Management's Response

We continue to refine the process of maintaining complete student files as exhibited by the reduction year over year. We will continue in these efforts and will run internal audits throughout the year in order to ensure accuracy and completeness.

DEMOCRACY PREPARATORY CHARTER SCHOOL
(A Not-For-Profit Corporation)
JUNE 30, 2016

B. GENERAL LEDGER MAINTENANCE AND ACCOUNT ANALYSIS

Observation

Although schedules were prepared during our audit field work, these schedules and reconciliations were not prepared and updated throughout the fiscal year. This resulted in various adjustments to the general ledger during the year end closing and preparation of the audit package, which delayed the start and completion of the audit. These adjustments and delays could have been minimized had accounts been analyzed and compared with the general ledger on a regular basis throughout the year.

Recommendation

Management should be analyzing accounts and reconciling with the general ledger more completely on a monthly or quarterly basis. Additional in-depth account analysis will help the School detect and correct errors on a more timely basis. Management should also increase the financial support throughout the year.

Current Year Status

Although we noted improvements during our 2016 audit, we still encountered delays to the start of the audit because analysis of schedules and account reconciliations were not prepared and updated throughout the fiscal year.

Updated Management's Response

While we have made positive strides in the right direction, we continue to develop new ways in order to achieve greater efficiency and thus increase our timeliness. At the forefront of the endeavor, we have a twofold approach which includes increasing our financial staff to handle increased workloads as well as the shift to a different accounting package that is more comprehensive than what we currently use and will allow us realtime analysis as opposed to running routines outside of the accounting software.

DEMOCRACY PREPARATORY CHARTER SCHOOL
(A Not-For-Profit Corporation)
JUNE 30, 2016

EXHIBIT III- CORRECTIVE ACTION TAKEN ON PRIOR YEAR OBSERVATION

A. TEST OF CREDIT CARD EXPENSES

Observation

During our 2015 audit, we reviewed 2 monthly statements of the corporate credit card for the Campus Director and noted the following:

- There were approximately \$3,950 representing 29% of the charges were not supported by backup documentation or receipts.
- There were approximately \$10,484 representing 77% of the charges did not contain written documentation supporting approval by management.

Recommendation

The School should enforce the use of credit cards as outlined in its fiscal policies and procedures manual. The School should document in writing all decisions that are not consistent with policy. If such situations are common, consideration should be given to modifying the policy.

Corrective Action Taken

Management fully implemented the recommendation. We did not note any exceptions.



Bank

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Page: 1 of 2
Statement Period: Jan 01 2016-Jan 31 2016



Business Super Money Market
DEMOCRACY PREPARATORY CHARTER SCHOOL
DEMOCRACY PREP ESCROW ACCOUNT



ACCOUNT SUMMARY

| | | | | |
|-------------------------------|---|----------------------------|--|-----------|
| Statement Balance as of 01/01 | | | | 71,417.62 |
| Plus | 0 | Deposits and Other Credits | | 0.00 |
| Plus | | Interest Paid | | 12.10 |
| Less | 0 | Checks and Other Debits | | 0.00 |
| Statement Balance as of 01/31 | | | | 71,429.72 |

ACCOUNT ACTIVITY

| Transactions by Date | | DEBIT | CREDIT | BALANCE |
|----------------------|---------------|-------|--------|-----------|
| DATE | DESCRIPTION | | | |
| 1/29 | INTEREST PAID | | 12.10 | 71,429.72 |

INTEREST SUMMARY

| | |
|---|-------|
| Beginning Interest Rate | 0.20% |
| Number of Days in this Statement Period | 31 |
| Interest Earned this Statement Period | 12.10 |
| Annual Percentage Yield Earned | 0.20% |
| Interest Paid Year to Date | 12.10 |

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Page: 1 of 2
Statement Period: Feb 01 2016-Feb 29 2016



Business Super Money Market
DEMOCRACY PREPARATORY CHARTER SCHOOL
DEMOCRACY PREP ESCROW ACCOUNT



ACCOUNT SUMMARY

| | | | | |
|-------------------------------|---|----------------------------|--|-----------|
| Statement Balance as of 02/01 | | | | 71,429.72 |
| Plus | 0 | Deposits and Other Credits | | 0.00 |
| Plus | | Interest Paid | | 11.32 |
| Less | 0 | Checks and Other Debits | | 0.00 |
| Statement Balance as of 02/29 | | | | 71,441.04 |

ACCOUNT ACTIVITY

| DATE | DESCRIPTION | DEBIT | CREDIT | BALANCE |
|------|---------------|-------|--------|-----------|
| 2/29 | INTEREST PAID | | 11.32 | 71,441.04 |

INTEREST SUMMARY

| | |
|---|-------|
| Beginning Interest Rate | 0.20% |
| Number of Days in this Statement Period | 29 |
| Interest Earned this Statement Period | 11.32 |
| Annual Percentage Yield Earned | 0.20% |
| Interest Paid Year to Date | 23.42 |

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Page: 1 of 2
Statement Period: Mar 01 2016-Mar 31 2016



Business Super Money Market
DEMOCRACY PREPARATORY CHARTER SCHOOL
DEMOCRACY PREP ESCROW ACCOUNT



ACCOUNT SUMMARY

| | | | |
|-------------------------------|---|----------------------------|-----------|
| Statement Balance as of 03/01 | | | 71,441.04 |
| Plus | 0 | Deposits and Other Credits | 0.00 |
| Plus | | Interest Paid | 12.10 |
| Less | 0 | Checks and Other Debits | 0.00 |
| Statement Balance as of 03/31 | | | 71,453.14 |

ACCOUNT ACTIVITY

| Transactions by Date | | DEBIT | CREDIT | BALANCE |
|----------------------|---------------|-------|--------|-----------|
| DATE | DESCRIPTION | | | |
| 3/31 | INTEREST PAID | | 12.10 | 71,453.14 |

INTEREST SUMMARY

| | |
|---|-------|
| Beginning Interest Rate | 0.20% |
| Number of Days in this Statement Period | 31 |
| Interest Earned this Statement Period | 12.10 |
| Annual Percentage Yield Earned | 0.20% |
| Interest Paid Year to Date | 35.52 |

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Page: 1 of 2
Statement Period: Apr 01 2016-Apr 30 2016



Business Super Money Market
DEMOCRACY PREPARATORY CHARTER SCHOOL
DEMOCRACY PREP ESCROW ACCOUNT



ACCOUNT SUMMARY

| | | | |
|-------------------------------|---|----------------------------|-----------|
| Statement Balance as of 04/01 | | | 71,453.14 |
| Plus | 0 | Deposits and Other Credits | 0.00 |
| Plus | | Interest Paid | 11.71 |
| Less | 0 | Checks and Other Debits | 0.00 |
| Statement Balance as of 04/30 | | | 71,464.85 |

ACCOUNT ACTIVITY

| Transactions by Date | | DEBIT | CREDIT | BALANCE |
|----------------------|---------------|-------|--------|-----------|
| DATE | DESCRIPTION | | | |
| 4/29 | INTEREST PAID | | 11.71 | 71,464.85 |

INTEREST SUMMARY

| | |
|---|-------|
| Beginning Interest Rate | 0.20% |
| Number of Days in this Statement Period | 30 |
| Interest Earned this Statement Period | 11.71 |
| Annual Percentage Yield Earned | 0.20% |
| Interest Paid Year to Date | 47.23 |

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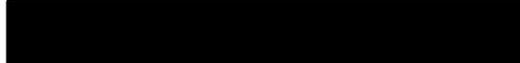




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Page: 1 of 2
Statement Period: May 01 2016-May 31 2016



Business Super Money Market
DEMOCRACY PREPARATORY CHARTER SCHOOL
DEMOCRACY PREP ESCROW ACCOUNT



ACCOUNT SUMMARY

| | | | |
|-------------------------------|---|----------------------------|-----------|
| Statement Balance as of 05/01 | | | 71,464.85 |
| Plus | 0 | Deposits and Other Credits | 0.00 |
| Plus | | Interest Paid | 12.11 |
| Less | 0 | Checks and Other Debits | 0.00 |
| Statement Balance as of 05/31 | | | 71,476.96 |

ACCOUNT ACTIVITY

| Transactions by Date | | DEBIT | CREDIT | BALANCE |
|----------------------|---------------|-------|--------|-----------|
| DATE | DESCRIPTION | | | |
| 5/31 | INTEREST PAID | | 12.11 | 71,476.96 |

INTEREST SUMMARY

| | |
|---|-------|
| Beginning Interest Rate | 0.20% |
| Number of Days in this Statement Period | 31 |
| Interest Earned this Statement Period | 12.11 |
| Annual Percentage Yield Earned | 0.20% |
| Interest Paid Year to Date | 59.34 |

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Page: 1 of 2
Statement Period: Jun 01 2016-Jun 30 2016



Business Super Money Market
DEMOCRACY PREPARATORY CHARTER SCHOOL
DEMOCRACY PREP ESCROW ACCOUNT



ACCOUNT SUMMARY

| | | | |
|-------------------------------|---|----------------------------|-----------|
| Statement Balance as of 06/01 | | | 71,476.96 |
| Plus | 0 | Deposits and Other Credits | 0.00 |
| Plus | | Interest Paid | 11.72 |
| Less | 0 | Checks and Other Debits | 0.00 |
| Statement Balance as of 06/30 | | | 71,488.68 |

ACCOUNT ACTIVITY

| Transactions by Date | | DEBIT | CREDIT | BALANCE |
|----------------------|---------------|-------|--------|-----------|
| DATE | DESCRIPTION | | | |
| 6/30 | INTEREST PAID | | 11.72 | 71,488.68 |

INTEREST SUMMARY

| | |
|---|-------|
| Beginning Interest Rate | 0.20% |
| Number of Days in this Statement Period | 30 |
| Interest Earned this Statement Period | 11.72 |
| Annual Percentage Yield Earned | 0.20% |
| Interest Paid Year to Date | 71.06 |

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New York State Education Department

Request for Proposals to Establish Charter Schools Authorized by the Board of Regents

2015-16 Budget & Cash Flow Template

General Instructions and Notes for New Application Budgets and Cash Flows Templates

| | |
|----------|--|
| 1 | Complete ALL SIX columns in BLUE |
| 2 | Enter information into the GRAY cells |
| 3 | Cells containing RED triangles in the upper right corner in columns B through G contain guidance on that particular item |
| 4 | Funding by School District information for all NYS School district is located on the State Aid website at https://stateaid.nysed.gov/charter/ . Refer to this website for per-pupil tuition funding for all school districts. Rows may be inserted in the worksheet to accomodate additional districts if necessary. |
| 5 | The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, please reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative. |

Democracy Prep Charter School

PROJECTED BUDGET FOR 2016-2017

| Democracy Prep Charter School PROJECTED BUDGET FOR 2016-2017 | | | | | | | Assumptions |
|--|-------------------|-------------------|---------|------------------|----------------------|-------------------|--|
| July 1, 2016 to June 30, 2017 | | | | | | | DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable |
| Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10. | | | | | | | |
| | REGULAR EDUCATION | SPECIAL EDUCATION | OTHER | FUNDRAISING | MANAGEMENT & GENERAL | TOTAL | |
| Total Revenue | 11,043,423 | 1,229,474 | - | - | - | 12,272,897 | |
| Total Expenses | 11,058,091 | 1,185,126 | - | - | - | 12,243,216 | |
| Net Income | (14,668) | 44,348 | - | - | - | 29,680 | |
| Actual Student Enrollment | 618 | 77 | | | | | |
| Total Paid Student Enrollment | - | - | | | | | |
| | PROGRAM SERVICES | | | SUPPORT SERVICES | | | |
| | REGULAR EDUCATION | SPECIAL EDUCATION | OTHER | FUNDRAISING | MANAGEMENT & GENERAL | TOTAL | |
| REVENUE | | | | | | | |
| REVENUES FROM STATE SOURCES | | | | | | | |
| Per Pupil Revenue | CY Per Pupil Rate | | | | | | |
| District of Location | \$14,457.00 | | | | | | |
| School District 2 (Enter Name) | | | | | | | |
| School District 3 (Enter Name) | | | | | | | |
| School District 4 (Enter Name) | | | | | | | |
| School District 5 (Enter Name) | | | | | | | |
| | 10,172,508 | 1,135,992 | - | - | - | 11,308,500 | |
| | - | - | - | - | - | - | |
| | - | - | - | - | - | - | |
| | - | - | - | - | - | - | |
| | - | - | - | - | - | - | |
| | 10,172,508 | 1,135,992 | | | | 11,308,500 | |
| Special Education Revenue | - | - | - | - | - | - | |
| Grants | | | | | | | |
| Stimulus | - | - | - | - | - | - | |
| Other | - | - | - | - | - | - | |
| Other State Revenue | - | - | - | - | - | - | |
| TOTAL REVENUE FROM STATE SOURCES | 10,172,508 | 1,135,992 | | | | 11,308,500 | |
| REVENUE FROM FEDERAL FUNDING | | | | | | | |
| IDEA Special Needs | | 93,482 | - | - | - | 93,482 | |
| Title I | 317,475 | - | - | - | - | 317,475 | |
| Title Funding - Other | - | - | - | - | - | - | |
| School Food Service (Free Lunch) | 54,348 | - | - | - | - | 54,348 | |
| Grants | | | | | | | |
| Charter School Program (CSP) Planning & Implementation | - | - | - | - | - | - | |
| Other | - | - | - | - | - | - | |
| Other Federal Revenue | - | - | - | - | - | - | |
| TOTAL REVENUE FROM FEDERAL SOURCES | 371,823 | 93,482 | | | | 465,305 | |
| LOCAL and OTHER REVENUE | | | | | | | |
| Contributions and Donations, Fundraising | - | - | - | - | - | - | |
| Erate Reimbursement | 125,489 | - | - | - | - | 125,489 | |
| Interest Income, Earnings on Investments, | - | - | - | - | - | - | |
| NYC-DYCD (Department of Youth and Community Developmt.) | - | - | - | - | - | - | |
| Food Service (Income from meals) | 191 | - | - | - | - | 191 | |
| Text Book | 56,824 | - | - | - | - | 56,824 | |
| Other Local Revenue | 316,587 | - | - | - | - | 316,587 | |
| TOTAL REVENUE FROM LOCAL and OTHER SOURCES | 499,091 | | | | | 499,091 | |
| TOTAL REVENUE | 11,043,423 | 1,229,474 | | | | 12,272,897 | |
| EXPENSES | | | | | | | List exact titles and staff FTE's (Full time equivalent) |
| ADMINISTRATIVE STAFF PERSONNEL COSTS | No. of Positions | | | | | | |
| Executive Management | 2.00 | 264,215 | - | - | - | 264,215 | |
| Instructional Management | 3.00 | 273,600 | - | - | - | 273,600 | |
| Deans, Directors & Coordinators | - | - | - | - | - | - | |
| CFO / Director of Finance | - | - | - | - | - | - | |
| Operation / Business Manager | 2.00 | 132,513 | - | - | - | 132,513 | |
| Administrative Staff | 7.00 | 539,960 | - | - | - | 539,960 | |
| TOTAL ADMINISTRATIVE STAFF | 14 | 1,210,287 | | | | 1,210,287 | |
| INSTRUCTIONAL PERSONNEL COSTS | | | | | | | |
| Teachers - Regular | 52.00 | 3,906,658 | - | - | - | 3,906,658 | |
| Teachers - SPED | 9.00 | - | 436,947 | - | - | 436,947 | |
| Substitute Teachers | - | - | - | - | - | - | |
| Teaching Assistants | - | - | - | - | - | - | |

Democracy Prep Charter School

PROJECTED BUDGET FOR 2016-2017

| PROJECTED BUDGET FOR 2016-2017 | | | | | | | Assumptions |
|--|-------------------|-------------------|----------------|------------------|----------------------|------------------|--|
| July 1, 2016 to June 30, 2017 | | | | | | | DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable |
| Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10. | | | | | | | |
| | REGULAR EDUCATION | SPECIAL EDUCATION | OTHER | FUNDRAISING | MANAGEMENT & GENERAL | TOTAL | |
| Total Revenue | 11,043,423 | 1,229,474 | - | - | - | 12,272,897 | |
| Total Expenses | 11,058,091 | 1,185,126 | - | - | - | 12,243,216 | |
| Net Income | (14,668) | 44,348 | - | - | - | 29,680 | |
| Actual Student Enrollment | 618 | 77 | | | | - | |
| Total Paid Student Enrollment | - | - | | | | - | |
| | PROGRAM SERVICES | | | SUPPORT SERVICES | | | |
| | REGULAR EDUCATION | SPECIAL EDUCATION | OTHER | FUNDRAISING | MANAGEMENT & GENERAL | TOTAL | |
| Specialty Teachers | - | - | - | - | - | - | |
| Aides | - | - | - | - | - | - | |
| Therapists & Counselors | 9.00 | 522,319 | 65,777 | - | - | 588,096 | |
| Other | - | - | - | - | - | - | |
| TOTAL INSTRUCTIONAL | 70 | 4,428,978 | 502,723 | | | 4,931,701 | |
| NON-INSTRUCTIONAL PERSONNEL COSTS | | | | | | | |
| Nurse | - | - | - | - | - | - | |
| Librarian | - | - | - | - | - | - | |
| Custodian | - | - | - | - | - | - | |
| Security | - | - | - | - | - | - | |
| Other | 1.00 | 42,365 | 5,335 | - | - | 47,700 | |
| TOTAL NON-INSTRUCTIONAL | 1 | 42,365 | 5,335 | | | 47,700 | |
| SUBTOTAL PERSONNEL SERVICE COSTS | 85 | 5,681,630 | 508,058 | | | 6,189,688 | |
| PAYROLL TAXES AND BENEFITS | | | | | | | |
| Payroll Taxes | | 404,453 | 50,934 | - | - | 455,387 | |
| Fringe / Employee Benefits | | 851,026 | 107,171 | - | - | 958,197 | |
| Retirement / Pension | | 138,214 | 17,406 | - | - | 155,620 | |
| TOTAL PAYROLL TAXES AND BENEFITS | | 1,393,694 | 175,510 | | | 1,569,204 | |
| TOTAL PERSONNEL SERVICE COSTS | | 7,075,324 | 683,569 | | | 7,758,892 | |
| CONTRACTED SERVICES | | | | | | | |
| Accounting / Audit | | 18,878 | 2,377 | - | - | 21,255 | |
| Legal | | - | - | - | - | - | |
| Management Company Fee | | 1,249,041 | 157,294 | - | - | 1,406,335 | |
| Nurse Services | | - | - | - | - | - | |
| Food Service / School Lunch | | - | - | - | - | - | |
| Payroll Services | | 17,166 | 2,162 | - | - | 19,328 | |
| Special Ed Services | | - | - | - | - | - | |
| Titlement Services (i.e. Title I) | | - | - | - | - | - | |
| Other Purchased / Professional / Consulting | | - | - | - | - | - | |
| TOTAL CONTRACTED SERVICES | | 1,285,085 | 161,833 | | | 1,446,918 | |
| SCHOOL OPERATIONS | | | | | | | |
| Board Expenses | | 2,254 | 284 | - | - | 2,538 | |
| Classroom / Teaching Supplies & Materials | | 137,201 | 17,278 | - | - | 154,479 | |
| Special Ed Supplies & Materials | | - | - | - | - | - | |
| Textbooks / Workbooks | | 128,576 | 16,192 | - | - | 144,768 | |
| Supplies & Materials other | | 56,146 | 7,071 | - | - | 63,217 | |
| Equipment / Furniture | | - | - | - | - | - | |
| Telephone | | 55,794 | 7,026 | - | - | 62,820 | |
| Technology | | 177,817 | 22,393 | - | - | 200,210 | |
| Student Testing & Assessment | | 33,639 | 4,236 | - | - | 37,875 | |
| Field Trips | | 287,193 | 36,167 | - | - | 323,360 | |
| Transportation (student) | | - | - | - | - | - | |
| Student Services - other | | 60,261 | 7,589 | - | - | 67,850 | |
| Office Expense | | 120,860 | 15,220 | - | - | 136,080 | |
| Staff Development | | 187,826 | 23,653 | - | - | 211,479 | |
| Staff Recruitment | | 12,621 | 1,589 | - | - | 14,210 | |
| Student Recruitment / Marketing | | 1,803 | 227 | - | - | 2,030 | |
| School Meals / Lunch | | - | - | - | - | - | |
| Travel (Staff) | | - | - | - | - | - | |
| Fundraising | | - | - | - | - | - | |

Democracy Prep Charter School

PROJECTED BUDGET FOR 2016-2017

| PROJECTED BUDGET FOR 2016-2017 | | | | | | | Assumptions |
|--|--------------------------|--------------------------|-----------------------|------------------|----------------------|-------------------|--|
| July 1, 2016 to June 30, 2017 | | | | | | | DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable |
| Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10. | | | | | | | |
| | REGULAR EDUCATION | SPECIAL EDUCATION | OTHER | FUNDRAISING | MANAGEMENT & GENERAL | TOTAL | |
| Total Revenue | 11,043,423 | 1,229,474 | - | - | - | 12,272,897 | |
| Total Expenses | 11,058,091 | 1,185,126 | - | - | - | 12,243,216 | |
| Net Income | (14,668) | 44,348 | - | - | - | 29,680 | |
| Actual Student Enrollment | 618 | 77 | | | | - | |
| Total Paid Student Enrollment | - | - | | | | - | |
| PROGRAM SERVICES | | | | SUPPORT SERVICES | | | |
| | REGULAR EDUCATION | SPECIAL EDUCATION | OTHER | FUNDRAISING | MANAGEMENT & GENERAL | TOTAL | |
| Other | 382,339 | 48,149 | - | - | - | 430,488 | |
| TOTAL SCHOOL OPERATIONS | 1,644,331 | 207,073 | | | | 1,851,404 | |
| FACILITY OPERATION & MAINTENANCE | | | | | | | |
| Insurance | 75,019 | 9,447 | - | - | - | 84,466 | |
| Janitorial | 18,030 | 2,270 | - | - | - | 20,300 | |
| Building and Land Rent / Lease | 562,743 | 70,867 | - | - | - | 633,610 | |
| Repairs & Maintenance | 76,204 | 9,596 | - | - | - | 85,800 | |
| Equipment / Furniture | - | - | - | - | - | - | |
| Security | - | - | - | - | - | - | |
| Utilities | - | - | - | - | - | - | |
| TOTAL FACILITY OPERATION & MAINTENANCE | 731,995 | 92,181 | | | | 824,176 | |
| DEPRECIATION & AMORTIZATION | 180,229 | 22,697 | | | | 202,926 | |
| DISSOLUTION ESCROW & RESERVES / CONTIGENCY | 141,128 | 17,772 | | | | 158,900 | |
| TOTAL EXPENSES | 11,058,091 | 1,185,126 | | | | 12,243,216 | |
| NET INCOME | (14,668) | 44,348 | | | | 29,680 | |
| ENROLLMENT - *School Districts Are Linked To Above Entries* | REGULAR EDUCATION | SPECIAL EDUCATION | TOTAL ENROLLED | | | | |
| District of Location | 618 | 77 | 695 | | | | |
| School District 2 (Enter Name) | | | - | | | | |
| School District 3 (Enter Name) | | | - | | | | |
| School District 4 (Enter Name) | | | - | | | | |
| School District 5 (Enter Name) | | | - | | | | |
| TOTAL ENROLLMENT | 618 | 77 | 695 | | | | |
| REVENUE PER PUPIL | 17,870 | 15,967 | - | | | | |
| EXPENSES PER PUPIL | 17,893 | 15,391 | - | | | | |

**Disclosure of Financial Interest by a Current or Proposed Charter School
Education Corporation Trustee**

Trustee Name:

Alastair Wood

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Democracy Prep Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

2. Is the trustee an employee of any school operated by the Education Corporation?
 Yes No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
 Yes No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, 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) | Name of person holding interest or engaging in transaction and relationship to yourself |
|---------|--|--|---|
| | | | |

Please write "None" if applicable. Do not leave this space blank.

5. 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 school(s) governed by the Education Corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write None.

| Organization conducting business with the school(s) | Nature of business conducted | Approximate value of the business conducted | Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest | Steps Taken to Avoid Conflict of Interest |
|--|------------------------------|---|---|---|
| <p>Please write "None" if applicable. Do not leave this space blank.</p> <p style="text-align: center;">None</p> | | | | |

Alberto [Signature]

7/6/16

Signature

Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

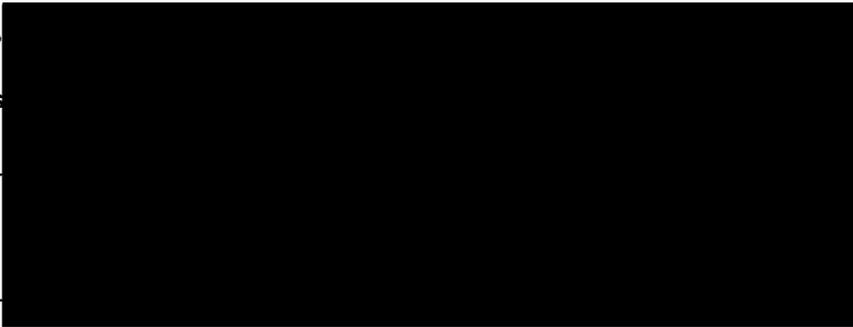
Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____



Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

AJ Ketter

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

DPCS - Democracy Prep

- List all positions held on the education corporation board (e.g., president, treasurer, parent representative).
- Is the trustee an employee of any school operated by the Education Corporation?
 Yes No

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

- Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
 Yes No

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

I am an employee of Bloughton Middle in Harvard.

- Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, 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) | Name of person holding interest or engaging in transaction and relationship to yourself |
|---------|--|--|---|
| | | | |

ASSUME DPES MAY USE HMH CURRICULUM PRODUCTS?

| | | | |
|------------------------------------|---------------------------------------|--|-----------------------------|
| Please write "None" if applicable. | I assume the school uses HMH products | Do not leave this space blank. Will refuse if HMH is ever discussed. | DO NOT KNOW NAME OF HMH REP |
|------------------------------------|---------------------------------------|--|-----------------------------|

5. 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 school(s) governed by the Education Corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write None.

| Organization conducting business with the school(s) | Nature of business conducted | Approximate value of the business conducted | Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest | Steps Taken to Avoid Conflict of Interest |
|--|------------------------------|---|---|---|
| <i>Please write "None" if applicable. Do not leave this space blank.</i> | | | | |
| HMH | Educational Content Provider | DNK | CJ KETTLER | WILL REFUSE MYSELF IF HMH IS DISCUSSED. |

 _____
 Signature 7/25/16 Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: _____
 Business Address: _____
 E-mail Address: _____
 Home Telephone: _____
 Home Address: _____

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

Dan Rosenberg

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Democracy Rep

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

secretary

2. Is the trustee an employee of any school operated by the Education Corporation?
 Yes No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

Yes No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, 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) | Name of person holding interest or engaging in transaction and relationship to yourself |
|---------|--|--|---|
| | | | |

| | | | |
|--|-------------|-------------|-------------|
| <i>Please write "None" if applicable. Do not leave this space blank.</i> | <i>None</i> | <i>None</i> | <i>None</i> |
|--|-------------|-------------|-------------|

5. 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 school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

| Organization conducting business with the school(s) | Nature of business conducted | Approximate value of the business conducted | Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest | Steps Taken to Avoid Conflict of Interest |
|--|------------------------------|---|---|---|
| <i>Please write "None" if applicable. Do not leave this space blank.</i> | | | | |
| <i>None</i> | <i>None</i> | <i>None</i> | <i>None</i> | <i>None</i> |

[Handwritten Signature]
 Signature _____ Date *7/6/16*

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: _____
Business Address: _____
E-mail Address: _____
Home Telephone: _____
Home Address: _____

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

Erin Fredrick

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Democracy Prep Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). Board member

2. Is the trustee an employee of any school operated by the Education Corporation?
 Yes No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
 Yes No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, 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) | Name of person holding interest or engaging in transaction and relationship to yourself |
|------------|--|--|---|
| <u>N/A</u> | | | |

| | | | |
|---|------|--|--|
| Please write "None" if applicable. Do not leave this space blank. | NONE | | |
|---|------|--|--|

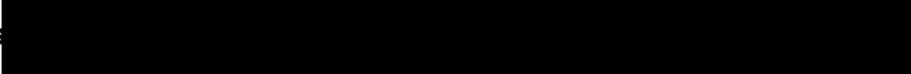
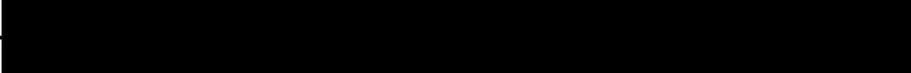
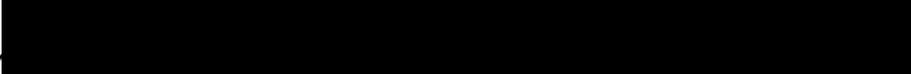
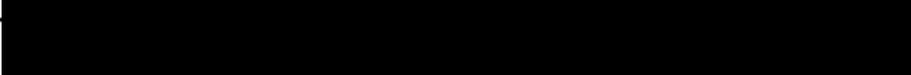
5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed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

| Organization conducting business with the school(s) | Nature of business conducted | Approximate value of the business conducted | Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest | Steps Taken to Avoid Conflict of Interest |
|---|------------------------------|---|---|---|
| Please write "None" if applicable. Do not leave this space blank. | | | | |
| | NONE | | | |


7/20/2016

Signature Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: 
Business Address: 
E-mail Address: 
Home Telephone: 
Home Address: 

| |
|---|
| Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee |
|---|

Trustee Name:

Gregory Weston

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Democracy Prep Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

2. Is the trustee an employee of any school operated by the Education Corporation?
 Yes No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
 Yes No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, 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) | Name of person holding interest or engaging in transaction and relationship to yourself |
|---------|--|--|---|
| | | | |

Please write "None" if applicable. Do not leave this space blank.

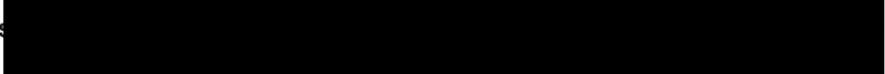
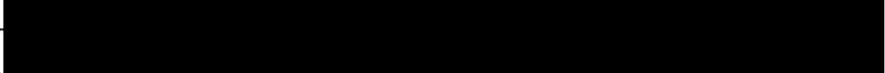
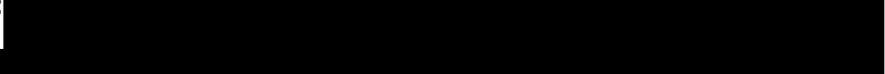
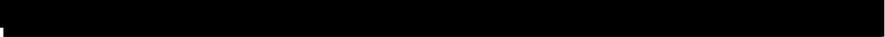
5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed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

| Organization conducting business with the school(s) | Nature of business conducted | Approximate value of the business conducted | Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest | Steps Taken to Avoid Conflict of Interest |
|--|------------------------------|---|---|---|
| <p>Please write "None" if applicable. Do not leave this space blank.</p> | | | | |


7/6/14

 Signature Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: 
Business Address: 
E-mail Address: 
Home Telephone: 
Home Address: 

| |
|---|
| Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee |
|---|

Trustee Name:

JOSHUA MORALES

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

DEMOCRACY PREP CHARTER SCHOOL

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

TRUSTEE / EDUCATION COMMITTEE CHAIR

2. Is the trustee an employee of any school operated by the Education Corporation?
 ___ **Yes** **No**

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

___ **Yes** **No**

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, 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) | Name of person holding interest or engaging in transaction and relationship to yourself |
|---------|--|--|---|
| | | | |

| | | | |
|--|------|------|------|
| <i>Please write "None" if applicable. Do not leave this space blank.</i> | | | |
| NONE | NONE | NONE | NONE |

5. 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 school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

| Organization conducting business with the school(s) | Nature of business conducted | Approximate value of the business conducted | Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest | Steps Taken to Avoid Conflict of Interest |
|--|------------------------------|---|---|---|
| <i>Please write "None" if applicable. Do not leave this space blank.</i> | | | | |
| NONE | NONE | NONE | NONE | NONE |

7/1/2016

Signature

Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

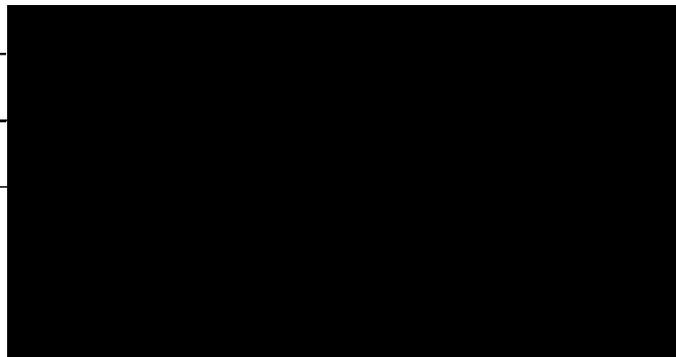
Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____



Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

Joshua Pristaw

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Democracy Prep Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). Board Chairman

2. Is the trustee an employee of any school operated by the Education Corporation?
 Yes No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
 Yes No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, 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) | Name of person holding interest or engaging in transaction and relationship to yourself |
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| <i>None</i> | <i>Please write "None" if applicable. Do not leave this space blank.</i> | | |
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5. 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 school(s) governed by the Education Corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

| Organization conducting business with the school(s) | Nature of business conducted | Approximate value of the business conducted | Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest | Steps Taken to Avoid Conflict of Interest |
|--|------------------------------|---|---|---|
| <i>Please write "None" if applicable. Do not leave this space blank.</i> | | | | |
| <i>None</i> | | | | |

[Handwritten Signature]

7/11/16

Signature

Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: [REDACTED]

Business Address: [REDACTED]

E-mail Address: [REDACTED]

Home Telephone: _____

Home Address: _____

**Disclosure of Financial Interest by a Current or Proposed Charter School
Education Corporation Trustee**

Trustee Name:

Kenneth J. Weiler

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Democracy Prep Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). Treasurer

2. Is the trustee an employee of any school operated by the Education Corporation?
 Yes No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
 Yes No

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

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| Date(s) | Nature of Financial Interest/Transaction | Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion) | Name of person holding interest or engaging in transaction and relationship to yourself |
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| <i>Please write "None" if applicable. Do not leave this space blank.</i> | <i>NONE</i> | | |
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5. 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 school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write None.

| Organization conducting business with the school(s) | Nature of business conducted | Approximate value of the business conducted | Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest | Steps Taken to Avoid Conflict of Interest |
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| <i>Please write "None" if applicable. Do not leave this space blank.</i> | | | | |
| <i>NONE</i> | | | | |


7/5/2016
 Signature Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

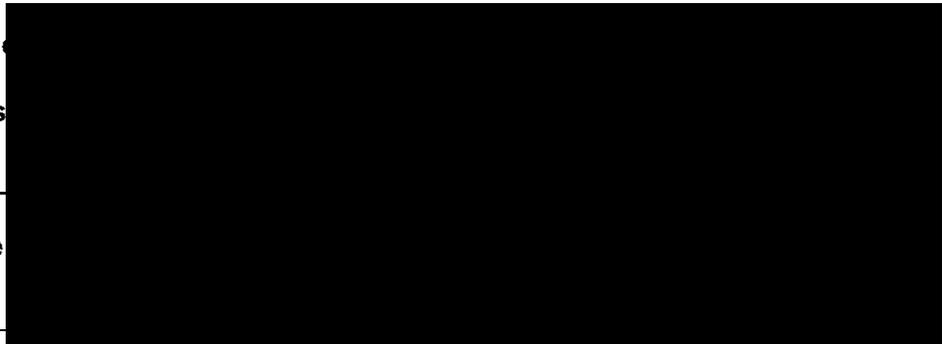
Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:



Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name: LEE DUNST

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Democracy Prep Charter High School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). Trustee

2. Is the trustee an employee of any school operated by the Education Corporation?
 Yes No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
 Yes No

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

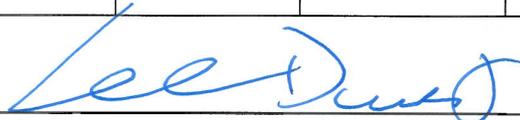
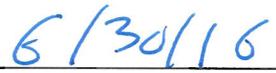
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| <i>Please write "None" if applicable. Do not leave this space blank.</i> | | | |
| NONE | | | |

5. 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 school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

| Organization conducting business with the school(s) | Nature of business conducted | Approximate value of the business conducted | Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest | Steps Taken to Avoid Conflict of Interest |
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| <i>Please write "None" if applicable. Do not leave this space blank.</i> | | | | |
| NONE | | | | |

Signature Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

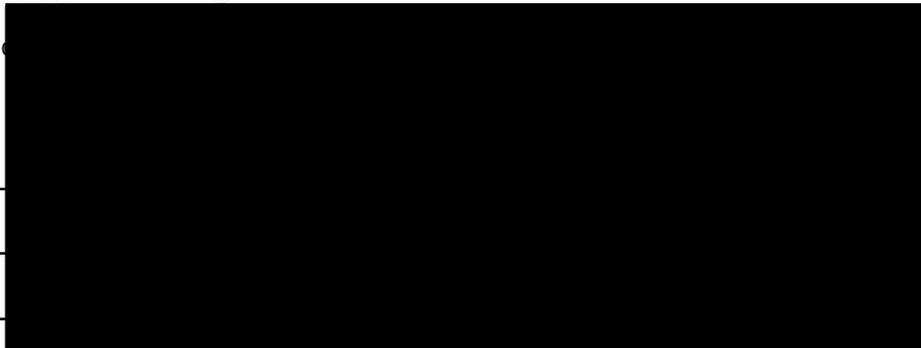
Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____



Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name: Matthew Casner

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name): Democracy Prep Charter Schools

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). Trustee

2. Is the trustee an employee of any school operated by the Education Corporation?
 Yes No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
 Yes No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, 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) | Name of person holding interest or engaging in transaction and relationship to yourself |
|---------|--|--|---|
| | | | |

Please write "None" if applicable. Do not leave this space blank.

None

5. 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 school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

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|--|------------------------------|---|---|---|
| <p>Please write "None" if applicable. Do not leave this space blank.</p> <p style="font-size: 2em;">None</p> | | | | |



 Signature

7/21/16

 Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____

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|---|
| Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee |
|---|

Trustee Name:

ROBERT NORTH

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

DEMOCRACY PREP CHARTER SCHOOL

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

na

2. Is the trustee an employee of any school operated by the Education Corporation?
 Yes **No**

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

Yes **No**

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

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|--|------------------------------|---|---|---|
| <i>Please write "None" if applicable. Do not leave this space blank.</i> | | | | |

ROBERT NORTH _____
 Signature Date 7/1/2016

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Business Telephone: _____
Business Address: _____
E-mail Address: _____
Home Telephone: _____
Home Address: _____

| | | | | | | | |
|----|--------------|--|----------------|-------------------------|-----|------------------------------|---|
| | | | | nt, Finance | | | 2013-2015; 2015-2017 |
| 8 | Lee Dunst | | Trustee/Member | Governance, Academic | Yes | legal | 3 terms; 2011-2013; 2013-2015; 2015-2017 |
| 9 | Robert North | | Trustee/Member | Academic | Yes | health, youth programs | 5 terms; 2006-2008; 2008-2010; 2010-2012; 2012-2014; 2014-2016 |
| 10 | | | | | Yes | | |
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2. Total Number of Members on June 30, 2015

10

3. Total Number of Members Joining the Board 2015-16 School Year

1

4. Total Number of Members Departing the Board during the 2015-16 School Year

2

5. Number of Voting Members 2015-16, as set by the by-laws, resolution or minutes

5-15

6. Number of Board Meetings Conducted in the 2015-16 School Year

7

7. Number of Board Meetings Scheduled for the 2016-17 School Year

12

Thank you.



DEMOCRACY PREP CHARTER SCHOOL

Work Hard. Go to College. Change the World!

Democracy Prep Charter School Board of Trustees MINUTES

October 5, 2015
207 West 133rd Street

Present

Joshua Morales
Ken Weiller
Dan Rosenberg
Dr. Robert North
Matt Casner
Alastair Wood
Josh Pristaw

Absent

Gregory Weston
CJ Kettler
Lee Dunst

Guests

Kent Anker
Ben Feit
Tanya Nunez
Stephanie Miller
Howard Schnidman
Greg Spreeman
Katie Duffy
Noah Mackert
Duncan Scherer
Gus Saliba

Dan Rosenberg called the meeting to order at 6:31 p.m.

MOTION: Motion to approve the minutes from the board's June 8, 2015 meeting. Motion passed unanimously at 6:32 p.m. *Josh Pristaw arrived after this vote was recorded.*

School Update:

Katie Duffy, CEO of Democracy Prep Public Schools, delivered an update prepared by Natasha Trivers, Principal of Democracy Prep Charter High School. The high school's three major school-wide goals for the 2015-16 year are promoting leadership amongst students, showcasing student work to focus on a growth mindset, and infusing evidence-based writing tasks into every class. Regarding college readiness, students have been accepted into selective overnight programs at several schools including Amherst, Haverford, and Dartmouth. As 62% of this year's senior class will be first-generation college students, it is also important that many colleges are sending admissions representatives to the high school to increase recruitment efforts of DPCS scholars.

Tanya Nunez, Co-Principal of Democracy Prep Charter Middle School, explained the strong focus on civics for the middle school. The school will have several student-led civic initiatives, such as a "green team" responsible for recycling, a student group that organizes the donation of extra school snacks to local food banks, and a student council. Additionally, the middle school has been celebrating Hispanic Heritage month and encouraging unique extracurricular activities, notably a dance program with Juilliard and a program with the American Museum of Natural History.

Academically, midterms start next week and will provide the first major data point for the year. As reflected in the dashboard, ELA grades are typically low at the beginning of the year, and the middle school ELA team will need to include a focus on phonics for sixth graders. Some of the other middle school grades may appear comparatively high at this point due to the lack of exams early in

the year and the need for teachers to continue norming their grading procedures. In the high school, some of the grades are a bit lower than normal due to several rigorous exams at the end of September, but Ms. Trivers reported that she expects this trend to even out. Several teachers also need to norm procedures for inputting grades in order to provide more accurate results. Thus far, the leadership teams have not seen any major academic or behavioral concerns. Ms Nunez also briefly explained to the Board how DPCMS uses its student information systems, Jupiter and Kickboard, to track attendance, academic performance, and student behavior.

Network Update:

Kent Anker, General Counsel for DPPS, gave an overview of the assurances requested by the New York State Education Department and the NYC Department of Education regarding the school's participation in the Pathways program. Mr. Anker relayed the enthusiasm of the Regents to hear about the program's design and potential for innovation. Duncan Scherer, Executive Director of Pathways, provided further information about enrollment, the relationship between the Committee for Special Education and Pathways, and the systems in place to help scholars transition back to their schools after program completion. The board expressed interest in maintaining high quality extracurricular experiences for Pathways students and keeping them connected to their schools to minimize potential feelings of isolation.

MOTION: Motion to approve the assurances regarding the school's participation in the Pathways program as presented and attached. Motion passed unanimously at 7:24 pm.

Committee Update:

Finance & Audit: Gus Saliba, a partner at Fruchter Rosen & Co., presented an overview of the process for public charter schools to have their financial statements audited and explained the role played by the board of trustees. Howard Schnidman, Chief Financial Officer of DPPS, reviewed the FY15 financials and the FY16 forecast. At the moment, FY15 revenues are projected to exceed expenses, and the FY16 forecast is above budget based on current enrollment and staff expenses. Mr. Schnidman proposed that the Board allocate some of its FY15 surplus to the DREAM Dollar fund in order to support future high school alumni through college. The board requested a presentation from the College Success and Alumni Relations team at a future meeting.

MOTION: Motion to deposit \$238,000 in the alumni reimbursement account. Motion approved unanimously at 7:54 pm.

Kent Anker gave an update on the status of the sublease agreement with Civic Builders vis-à-vis the St. Philip's facility. The expectation is that the renegotiated lease will follow the terms of the sublease.

MOTION: Motion to approve the terms of the proposed LIIF refinancing presented by Civic Builders pending negotiation of final terms and a revised sub-lease with Civic Builders.

Ms. Duffy reminded the board that the contract with Democracy Builders for student recruitment and outreach services had lapsed on June 30 and had not been renewed for FY16. Democracy Prep Public Schools has hired a Senior Director of Community Impact, and each campus will be adding a Family Impact Coordinator. With these services having been brought in-house, Mr. Schnidman requested that the board reallocate the line item expense that had originally been set aside for the Democracy Builders fee on the previously approved FY16 budget.

MOTION: Motion to reallocate the Democracy Builders expense line item on the previously approved FY16 budget to fund additional staffing costs. Motion approved unanimously at 8:10 pm.

MOTION: Motion to authorize up to \$75,000 for alumni reimbursement spending. Motion approved unanimously at 8:11 pm.

MOTION: Motion to add Greg Spreeman, Mr. Schnidman's successor as DPPS Chief Financial Officer, as an authorized signer on school accounts and for online banking access. Motion approved unanimously at 8:11 pm.

Development: Katie Duffy shared that this spring's gala would commemorate the 10-year anniversary of the founding of Democracy Prep and will likely be the last event of this kind.

MOTION: Motion to enter Executive Session to discuss confidential student matters was unanimously approved at 8:14 pm.

Executive Session concluded at 8:34 pm and the board reentered General Session.

MOTION: Motion to uphold the superintendent's promotional decision vis-a-vis the student discussed in Executive Session. Motion approved unanimously at 8:34 p.m.

The board reviewed the school's procedures for communicating with parents whose scholars are in danger of not being promoted to the next grade. These procedures have been enhanced for the 2015-16 school year, and the board requested more rigorous reporting from school leadership to ensure these procedures are being implemented with greater fidelity. Specifically, the board requested that DPCMS leadership return at the January meeting to review documentation regarding Promotion in Doubt conversations that occurred after Trimester 1.

MOTION: Motion to adjourn the meeting at 8:38 p.m.



DEMOCRACY PREP CHARTER SCHOOL

Work Hard. Go to College. Change the World!

Democracy Prep Charter School Board of Trustees Meeting MINUTES

Monday, October 5, 2015

RESOLVED: The Democracy Prep Charter School Board of Trustees adopts the following resolution regarding the school's participation in the Democracy Prep Pathways program:

- I. The Democracy Prep Charter School (DPCS) Pathways program will be available to DPCS middle school students only.
- II. Students with disabilities will be educated with students who are not disabled in the regular/general education setting of DPCS. Special classes, separate schooling, or any other removal of students with disabilities from the regular charter school educational environment will occur only when so recommended in the individualized education programs (IEPs) of such students by the Committee on Special Education (CSE), and when the nature or severity of the disability of a student is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily in accordance with 20 U.S.C. 1412(a)(5)(A)-(B); 34 CFR §§300.114-300.120.
- III. By June 30 of each year, DPCS will provide the New York City Department of Education (DOE), New York State Education Department (SED), and the New York State Board of Regents with the following information for each DPCS student in the program:
 - a. The number of students in the Pathways program;
 - b. A listing of the individual supports and services provided to each student;
 - c. The terms of the IEPs for each student; and
 - d. Whether the student will be transferred back to DPCS or will remain in the Pathways program for the next academic year.

Identifying student information may be redacted from the materials provided. However, if coded, the information must be provided in a way that allows tracking of the information related to an individual student.

- IV. DPCS shall provide a summary of the number of teachers in the Pathways program, including the certification of said teachers, and a description of their class sizes and schedules.
- V. The Democracy Prep Pathways program location shall not be changed without DOE, SED, or Board of Regents approval. Such request for approval, along with all supporting

documentation, shall be made at least 7 months prior to the proposed move. The location revision request shall be accompanied by a proposed budget, a description of the other schools and student populations in the building, if any, and any other information DOE, SED, or the Board of Regents shall require.

Motion by: Josh Pristaw Seconded by: Robert North

| | |
|---------------|--------|
| Josh Pristaw | Yes |
| Matt Casner | Yes |
| Robert North | Yes |
| Dan Rosenberg | Yes |
| Lee Dunst | Absent |
| Greg Weston | Absent |
| Ken Weiller | Yes |
| Josh Morales | Yes |
| Alastair Wood | Yes |
| CJ Kettler | Absent |

Motion approved unanimously at 7:24 p.m.

I hereby certify the above to be a true copy of the resolution adopted by the Democracy Prep Charter School Board of Trustees on October 5, 2015.



Benjamin Feit
Chief of Staff
Democracy Prep Public Schools



DEMOCRACY PREP CHARTER SCHOOL

Work Hard. Go to College. Change the World!

Democracy Prep Charter School Board of Trustees MINUTES

December 7, 2015
207 West 133rd Street

Present

Joshua Morales
Ken Weiller
Dan Rosenberg
Dr. Robert North
Matt Casner
Alastair Wood
Josh Pristaw
CJ Kettler

Absent

Gregory Weston
Lee Dunst

Guests

Kent Anker
Ben Feit
Greg Spreeman
Erin Fredrick
Natasha Trivers
Ralph Johnson
Alysa Campbell

School Update

Natasha Trivers, Principal of Democracy Prep Charter High School (DPCHS), delivered an update on the status of high school seniors' early decision and early action college applications. DPCHS students have submitted early applications to Yale, Brown, Dartmouth, Emory, Harvard, Stanford, and Occidental College. Ms. Trivers explained that the school's college office and the network's college success team are anticipating favorable results.

Ms. Trivers commenced a conversation about the high school data on the dashboard. Attendance and cultural data have remained consistent, with daily attendance routinely at or approaching the 96% target and the number of "points" accumulated by each student for disciplinary infractions remaining steady around 4 per week. Academically, scholars recently received their Trimester 1 report cards. The Operations Team aimed to provide a fast turnaround of report cards shortly after Trimester 1 exams so that scholars and parents would know their outcomes from the first marking period before Trimester 2 progressed too far.

The school has begun issuing Promotion in Doubt (PiD) letters to families of scholars who are in danger of in-grade retention. DPCHS has fortified its record-keeping system around documentation of PiD notices and conversations. At family conferences, the school collected almost 60% of PiD notices. Parents who have yet to acknowledge receipt of PiD notices receive follow-up phone calls and continued requests for in-person conferences. Ms. Trivers stressed that in the event a scholar is not promoted at the close of the school year, the family will have been well informed throughout the year about the possibility of retention.

The board asked whether DPCHS has considered offering two different diplomas. Ms. Trivers noted that although scholars with IEPs and those who are backfilled into the school after ninth grade may receive Regents diplomas, all other scholars must satisfy the requirements for receiving an Advanced Regents diploma. Ms. Trivers noted that the shift to Common Core aligned Regents

exams in Math may ultimately necessitate another conversation, as those assessments are proving to be uniquely challenging.

Josh Pristaw, Board Chair, called the meeting to order at 6:46 p.m.

MOTION: Motion to approve the minutes from the board's October 5, 2015 meeting. Motion passed unanimously at 6:49 p.m.

College/Alumni Update

Ralph Johnson, Senior Director for College Success, presented an update on the work of the Alumni Relations team. Currently, 90% of Democracy Prep alumni are enrolled in college. The persistence rates for the classes of 2013 and 2014 is 89%, and 92% of 2015 graduates are currently enrolled in college. These figures exceed national averages and significantly outpace persistence rates for first-generation, low-income students of color.

Mr. Johnson also explained the structure of the Alumni Captains Program. Democracy Prep alumni are each assigned to a captain — an alumnus or alumna who receives a stipend to oversee a group of 12 of his or her peers. Captains then report to an inter-class liaison — an alumnus or alumna, who oversees a group of 12 captains. This system has allowed the Alumni Team to keep in contact with almost all of Democracy Prep's alumni and allows for systematic oversight as the alumni base continues to grow.

Alastair Wood asked about the nature of the calls they receive from alumni. Mr. Johnson explained that the Team maintains a database that tracks each call's subject (including, financial, academic, social-emotional, and self-advocacy concerns) and then works with the network data team to generate a monthly dashboard. Josh Morales inquired about how captains and liaisons are trained. Mr. Johnson explained that alumni leaders are on-boarded during the summer and receive regular check-ins throughout the school year. Mr. Johnson remarked that most of the captains are doing an exceptional job, and Mr. Pristaw said that the captain structure was a great continuation of Democracy Prep's ethos and civic focus.

Discussion ensued on internship options for college and high school students, the Alumni Corps program. The Board suggested that the Alumni Relations team consider creating a stock script to for phone calls to assist with the logging of topics discussed and requested that the network provide additional information about how the program will be structured from an operational and financial standpoint in the coming years.

Committee Updates

Finance & Audit: Greg Spreeman, Chief Financial Officer of Democracy Prep Public Schools, explained that DPCS's financial position is consistent with budgetary projections.

Kent Anker, Democracy Prep's General Counsel, provided an update on the status of the sublease at the St. Philip's facility. Mr. Anker walked the board through a proposed amendment to the sublease that contemplated a refinancing of the loan from Low Income Investment Fund to Civic Builders.

MOTION: Motion to amend the sublease agreement at the St. Philip's facility pursuant to the terms provided in the attached resolution. Motion approved unanimously at 7:41 pm.

Development: Ken Weiller encouraged the board to leverage the DPPS Gala to generate funds to support DPCS alumni. The board then discussed pitches for invitations and prospects for a corporate honoree.

Academic Accountability: Mr. Morales suggested that the Board create a new tool to evaluate the CMO. Dr. Robert North agreed to send out a template that the board could consider using to facilitate an evaluation.

MOTION: Motion to adjourn the meeting. Motion passed unanimously at 7:52 p.m.

**Democracy Prep Charter School
Board of Trustees Meeting
MINUTES**

Monday, December 7, 2015

WHEREAS, Civic Builders Property Holding Corporation is the Sublandlord under that certain Sublease Agreement dated October 1, 2007 (the “Sublease”); and

WHEREAS, Democracy Prep Charter School is the Subtenant under the Sublease; and

WHEREAS, Civic Builders Property Holding Corporation and Democracy Prep Charter School wish to amend the Sublease with regard to the definition of the Fixed Rent to reflect the terms of the Refinanced Loan (as defined in the Sublease) from the Low Income Investment Fund to Civic Builders; and

WHEREAS, the terms of the Refinanced Loan include certain financial and insurance reporting requirements and financial covenants; and

WHEREAS, the terms of the Refinanced Loan include a revised Guaranty to be signed by Democracy Prep Charter School; and

WHEREAS, the Board of Trustees of Democracy Prep Charter School previously approved the term sheet for the Refinanced Loan by Resolution at the Board meeting dated October 5, 2015 pending further negotiation; and

WHEREAS, the Board of Trustees finds that the final Refinanced Loan documents are consistent with the previously approved term sheet.

NOW, THEREFORE, it is RESOLVED by the Board of Trustees that:

- 1) The Board of Trustees of Democracy Prep Charter School approves the First Amendment to Sublease Agreement and the Guaranty; and
- 2) The Board of Trustees authorizes Joshua Pristaw, Chair, to sign the First Amendment to the Sublease Agreement, the Guaranty and any other documents related to the First Amendment to Sublease Agreement.



DEMOCRACY PREP CHARTER SCHOOL

Work Hard. Go to College. Change the World!

Democracy Prep Charter School Board of Trustees MINUTES

January 11, 2016
207 West 133rd Street

Present

Ken Weiller
Dr. Robert North
Josh Pristaw
Gregory Weston
Lee Dunst
Alastair Wood

Absent

Joshua Morales
Matt Casner
CJ Kettler
Dan Rosenberg

Guests

Kent Anker
Benjamin Feit
Greg Spreeman
Erin Fredrick
Tanya Nuñez
Lisa Friscia (via teleconference)
Alysa Campbell

Network Update

Lisa Friscia, Democracy Prep's Senior Director of *Leader U*, began the Network Update by briefing the Board on Democracy Prep's leadership pipeline. Ms. Friscia explained the components of the two leadership tracks. The Residency is a two-year program that develops participants, or residents, into strong instructional coaches. Residents mentor associate teachers while gradually relinquishing instructional responsibilities over the course of the year in order to mitigate the risk of removing a strong teacher from the classroom. The Fellowship is a one-year track for candidates whose readiness to assume a leadership role is more advanced. In response to board questioning, Ms. Friscia explained that *Leader U* is flexible and tailored to the specific needs of each fellow and resident. Greg Weston inquired about the evolution of *Leader U*. Ms. Friscia explained that *Leader U* originated with one fellow receiving outside training from Building Excellent Schools. In 2015-16, the program is training six residents and five fellows and is providing far more training in-house in order to steep aspiring leaders in unique DPPS pedagogy and practices. Ms. Friscia described the Teacher Leader Institute, which is currently in its pilot phase, providing development opportunities for grade-level leaders and department chairs.

College Update

Ben Feit, Chief of Staff for Democracy Prep Public Schools, briefed the board on early acceptance decisions for DPCHS seniors. Twelve DPCHS scholars applied for early acceptance and 10 were accepted. The schools include: Dartmouth, Brown, Emory, Harvard, Tufts, and Stanford. Significantly, all scholars who were accepted had 100% of their financial assistance needs met.

Josh Pristaw, Board Chair, called the meeting to order at 7:21 p.m.

MOTION: Motion to approve the minutes from the board's December 7, 2015 meeting. Motion passed unanimously at 7:21 p.m.

School Update

Tanya Nuñez, co-principal of Democracy Prep Charter Middle School (DPCMS), began the school update with details on the newly formed Student Council. The organization is very active in its inaugural year and complements the school's push for civics. Council members planned and organized a dance last Friday. All scholars who earned passing grades in their Trimester 1 courses gained admission to the dance with a non-perishable item. Altogether, the event raised \$205. The money raised will be used to fund college application fees for DPCHS scholars.

Ms. Nuñez also discussed the school's system for communicating with parents of scholars whose T1 grades triggered Promotion in Doubt (PiD) notifications. Report Card Night was held on December 10, and parents of scholars whose T1 grades raised concerns about possible grade-level retentions were asked to come to the school to pick up and discuss their scholars' report cards. Families of scholars failing three or more classes met with the principal and social worker to create action plans for the scholars' academic success. The school followed up with backpacked and email notifications.

The Board then reviewed the data dashboard for an update of the school's current cultural and academic progress. Mr. Pristaw noted a drop in T2 course pass rates from this time in 2014-15, and discussion ensued about the factors that contribute to course pass rates and the steps Ms. Trivers and the high school team are taking to address those declines.

Committee Updates

Governance: Mr. Pristaw asked Erin Fredrick, a potential board member, to introduce herself. Ms. Fredrick stated that she and her husband have been involved in education for many years. She currently works in development for a preparatory school. She learned about Democracy Prep while doing research online and was impressed with its commitment to running on public funds. She would like to get involved with what Democracy Prep is doing and believes that board membership presents a great opportunity to invest in the organization and leverage her expertise.

MOTION: Motion to approve the appointment of Erin Fredrick to the DPCS Board of Trustees for a term lasting until June 30, 2017, pending authorizer approval. Motion passed unanimously at 7:31 p.m.

Finance & Audit: Greg Spreeman, Chief Financial Officer of Democracy Prep Public Schools, explained that DPCS's financial position is consistent with budgetary projections.

Development: Ken Weiller stated that he has been corresponding with Alice Maggin, the network's Senior Director of Communications, via email.

MOTION: Motion to adjourn the meeting. Motion passed unanimously at 7:52 p.m.



DEMOCRACY PREP CHARTER SCHOOL

Work Hard. Go to College. Change the World!

Democracy Prep Charter School Board of Trustees MINUTES

Monday, February 1, 2016
207 West 133rd Street

Present

Ken Weiller
Matt Casner
Gregory Weston
Alastair Wood
Dan Rosenberg
Joshua Morales

Absent

CJ Kettler
Josh Pristaw
Lee Dunst
Dr. Robert North

Guests

Kent Anker
Natasha Trivers
Stephanie Miller
Adrienne Nyamsi
Erin Fredrick
Greg Spreeman

Gregory Weston called the meeting to order at 7:00 p.m.

**MOTION: Motion to approve the minutes from the board's January 11, 2016 meeting.
Motion passed unanimously at 7:26 p.m.**

School Update:

Natasha Trivers, High School Principal at Democracy Prep Charter School ("DPCS"), began the update by discussing the data dashboard. Attendance trends have dipped slightly below the normal threshold of 96%, but the average daily attendance is still consistently high. Enrollment remains relatively stable but the number of ELL students has decreased as several students receiving ELL services have been declassified. Ms. Trivers explained how the school's accountability program and parent communication are powerful tools in proactively preventing larger issues. Academically, Ms. Trivers discussed a few classes where student or teacher rigor needs to be increased and expects that some of the lower passing rates will rise after midterm exam grades are entered this week. Two young women have gained admission to Bryn Mawr, and early Regents exam results have been promising.

Network Update:

Adrienne Nyamsi, Senior Director for Community Impact at Democracy Prep Public Schools ("DPPS"), introduced herself and explained her role in both increasing student enrollment and making DPPS's schools more welcoming for families. The enrollment campaign for next year has already begun, and Ms. Nyamsi's team is focusing on smarter ways to connect with more people in the communities that DPPS serves in order to improve the return from canvassing. Some of the strategies that Ms. Nyamsi has employed include hiring parents to join the canvassing team, providing information in more languages, and emphasizing deep conversations with families who live in close proximity to a DPPS school.

The board discussed whether there was a cap on applications and the purposes of casting a broad net to solicit large numbers of applications, and Ms. Nyamsi explained the benefits of increasing community knowledge of charter schools in general. The Democracy Prep 'hearts' Harlem open house event will be on March 2nd at the Schomberg Center, and on February 26th the DPPS network

office will be canvassing in the community to spread the word about Democracy Prep. Ms. Nyamsi relayed that DPCS has already received 928 applications for next academic year.

Committee Update:

Finance & Audit: Greg Spreeman, Chief Financial Officer of DPPS, relayed that the budget is strong to the bottom line at this point in the year. Matt Casner asked about investment strategies for the budget surplus, and Mr. Spreeman said he would look into it.

Development: Ken Weiller reminded the board that the DPPS gala will be on April 20th at the Chelsea Lighthouse. Ms. Alice Maggin, Senior Director of Communications at DPPS, will attend next month's meeting to discuss outreach strategies.

MOTION: Motion to adjourn the meeting at 7:32 p.m.



DEMOCRACY PREP CHARTER SCHOOL

Work Hard. Go to College. Change the World!

Democracy Prep Charter School Board of Trustees MINUTES

Monday, March 7, 2016
207 West 133rd Street

Present

Josh Pristaw
Ken Weiller
Matt Casner
Dr. Robert North
CJ Kettler
Erin Fredrick

Absent

Lee Dunst
Gregory Weston
Alastair Wood
Dan Rosenberg
Joshua Morales

Guests

Kent Anker
Stephanie Miller
Greg Spreeman
Alice Maggin

Josh Pristaw called the meeting to order at 6:44 p.m.

**MOTION: Motion to approve the minutes from the board's February 1, 2016 meeting.
Motion passed unanimously at 6:47 p.m.**

School Update:

Kent Anker, General Counsel at Democracy Prep Public Schools ("DPPS"), began the update by highlighting some of the recent activities at Democracy Prep Charter School ("DPCS"). At the middle school, one of the eighth grade teachers was invited to lead a professional development session at the national Math for America conference. During Black History month, the middle school also held a panel discussion in which scholars discussed ordinary African Americans who had done extraordinary things – a twist on the typical Black History month curriculum. At the high school, a group of aspiring principals recently came to study school systems and were impressed by the scholar-centered classrooms and civics initiatives.

Mr. Anker led the board through a discussion of the data dashboard. High school attendance has remained steady for the last few months, and middle school attendance has increased to meet the 96% daily goal. Measures of culture and academics are consistent with results across the network for both the middle and high school as the second trimester comes to an end. Seniors are preparing for the Regents exams and are finishing their Change the World projects as they look forward to graduation, which Mr. Anker encouraged board members to attend.

Network Update:

Mr. Anker gave a brief overview of events and activities across the network. The CMO team is in the process of completing spring school reviews. CMO staff also recently canvassed businesses in Harlem to increase awareness of an enrollment event for new families that was held at the Schomburg Center for Research in Black Culture. A number of high school scholars recently participated in international trips over the winter break, with several more trips planned for spring break in April. Mr. Anker also shared a high-level update of the new parental leave policy that the network is proposing for the board's approval at the end-of-year meeting.

Alice Maggin, Senior Director of Communications at DPPS, provided an update on the work of the Communications team in preparing for the annual gala. Ms. Maggin shared information about ticket pricing, menu, and scholar participation. Her team is selecting an alumnus to emcee the gala, and they have chosen a senior who is being actively recruited by several colleges to be the scholar speaker. Additionally, seniors from DPCHS will be presenting their Change the World projects and scholars from DPCMS will be discussing their participation in student government at gala booths. Ms. Maggin explained how the board could promote the gala on social media and promised to share some stock language that board members could use to reach out to potential sponsors. She reminded the board that the proceeds from funds they raise will be used to support DPCS alumni, and she encouraged the board to reach out with any questions.

Committee Update:

Finance & Audit: Greg Spreeman, Chief Financial Officer of DPPS, shared that the school's finances are on budget and look strong to finish out the fiscal year.

MOTION: Motion to adjourn the meeting was unanimously approved at 7:10 p.m.



DEMOCRACY PREP CHARTER SCHOOL

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Democracy Prep Charter School Board of Trustees MINUTES

Monday, April 4, 2016
207 West 133rd Street

Present

Matt Casner
Gregory Weston
Alastair Wood
Dr. Robert North
Lee Dunst
Erin Fredrick

Absent

CJ Kettler
Josh Pristaw
Dan Rosenberg
Joshua Morales
Ken Weiller

Guests

Katie Duffy
Tanya Nuñez
Benjamin Feit
Brian Serzan
Greg Spreeman
Alysa Campbell

Gregory Weston called the meeting to order at 6:52 p.m.

MOTION: Motion to approve the minutes from the board's March 7, 2016 meeting. Motion passed unanimously at 6:52 p.m.

School Update:

Tanya Nuñez, Middle School Co-Principal at Democracy Prep Charter School (“DPCS”), began the update by discussing recent cultural events happening at the middle school campus. Scholars are currently celebrating “Herstory” month to honor women’s contributions to history, culture and society. This commemoration also provided opportunities for scholars to have meaningful conversations about advocating for women in their own lives. Next, Ms. Nuñez commented on the recent parent/teacher conferences. Parent turnout was strong and school leaders had the opportunity to talk to families about their scholars’ academic performances and current promotional statuses for 2016-17. Lastly, the Board reviewed the data dashboard, which contained metrics inclusive of Trimester 2 exams. The data review did not yield any comments or questions from the Board.

Katie Duffy, Chief Executive Officer of Democracy Prep Public Schools, provided an update on DPCS’s high school campus. Ms. Duffy presented the Scholars’ Match List to the board—a list representing the colleges scholars have committed to attending and that have awarded financial aid packages. The Board commented on the geographical diversity of the list and its high caliber of schools, which Ms. Duffy attributed to the quality of work from the school and network college teams. She also invited the board to College Signing Day in May to celebrate senior scholars as they ceremonially commit to the college of their choice.

Network Update:

Ms. Duffy elaborated on the proposed revision to the network’s parental leave policy, emphasizing that equity was the impetus behind the modification. To that end, the network surveyed different

charter schools as well as private sector organizations to gauge top industry practices. The proposed plan will have a negligible impact on the budget, particularly when compared to its positive effects on retention and recruitment of teachers. Ms. Duffy alerted the board that they will vote on the policy in the coming months as part of the process of reviewing and approving the 2016-17 version of the school's Personnel Handbook. She also explained that spring School Review season is underway and that CMO and campus-based leadership will be evaluating each school and program in the DPPS network to determine its current instructional, operational, and cultural health and to evaluate its growth since the fall review cycle.

Committee Update:

Finance & Audit: Greg Spreeman, Chief Financial Officer of DPPS, relayed that the school's financials are largely on track; general education enrollments are above budget but special education student billings are lower than budgeted.

Governance: Ms. Duffy and Mr. Feit presented various options for adjusting board meeting times and locations in order to make the meetings more accessible and efficient. The Board discussed the pros and cons of the options and agreed to give the matter further review at an upcoming meeting.

MOTION: Motion to adjourn the meeting at 7:07 p.m.



DEMOCRACY PREP CHARTER SCHOOL

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Democracy Prep Charter School Board of Trustees Meeting June 6, 2016

Minutes

Present

Josh Pristaw
Ken Weiller
Lee Dunst
Dr. Robert North
Erin Fredrick
Joshua Morales
Gregory Weston

Absent

Matt Casner
CJ Kettler
Alastair Wood
Dan Rosenburg

Guests

Katie Duffy
Benjamin Feit
Natasha Trivers
Kent Anker
Greg Spreeman
Duncan Scherer
Rick Abare

Network Update:

Katie Duffy, Chief Executive Officer of DPPS, began the network update by highlighted changes to DPPS's organizational structure for next year. Ms. Duffy informed the board that Lindsay Malanga, Harlem Prep's founding principal, had recently resigned from her role as Democracy Prep's superintendent. While Ms. Duffy will be serving as both CEO and superintendent on an interim basis, she noted that the network had already strengthened its instructional support team for the 2016-17 school year by tapping Margaret Marrer and Ajaka Roth, veteran principals from Democracy Prep's two highest performing middle schools, to serve as Regional Assistant Superintendent and Assistant Director of Talent Development respectively. In addition, Lisa Friscia will be assuming the role of Vice President of Talent Development and will have a broader mandate to implement and refine targeted professional development opportunities for both teachers and aspiring leaders.

Ms. Duffy also updated the board on the recent situation involving the Harlem Prep teacher who was terminated and subsequently arrested.

Finally, Ms. Duffy briefly discussed DPBR's expansion to include a first grade, fifth grade, and seventh grade. She also mentioned the challenges surrounding the PARCC examination in non-NYC regions.

School Update:

Natasha Trivers, Principal of DPCHS, began the school update by discussing Senior Class college acceptance, noting that 90% of scholars have 100% need met in financial aid packages. The remaining 10% of scholars are working with the school's college team to secure private grants and loans to supplement the gap between their financial aid package and their Expected Family

Contribution. Ms. Trivers then read the list of colleges that DPCS seniors will attend this fall. Referencing the strong representation of top-tiered colleges—including Harvard, Brown, Emory, Stanford, and Howard, among others—she concluded that the Democracy Prep “brand” is carrying cachet on college campuses and the DPPS college team has established well-cultivated partnerships with admissions offices across the nation.

Ms. Trivers also discussed some staffing changes at DPCHS, noting that Assistant Principal John Lindquist; will be moving to a role at DPPS’s network office.

Finally, Ms. Trivers noted a goal for increased focus on corporate partnerships and other possible opportunities to support DPCHS Alumni on their journey through college.

Josh Pristaw, Board Chair, called the Democracy Prep Charter School (DPCS) board meeting to order at 6:57 p.m.

MOTION: Motion to approve the minutes from the Board’s May 4, 2016 meeting. Motion passed unanimously at 6:57 p.m.

Josh Pristaw asked a question about the student records provision in the Management Agreement that was resolved..

Josh Pristaw asked Benjamin Feit to comment on the process of creating the Student and Family handbooks. Benjamin Feit mentioned that leaders and executive directors met to review and update the handbook collaboratively, such that they capture the necessary updates while at the same time remaining as aligned as possible across DPPS charters.

Josh Pristaw raised the issue of bullying and asked for some explanation as to how new technology affects it. Mr. Feit highlightd some of the differences between types of physical incidents and how they compare to online behavior and the role of the handbook in delineating those that qualify as bullying, both inside and outside of school. Mr. Feit also commented on the differentiation necessary, specifically to middle and high school scholars.

Ken Weiller inquired as to the methodology behind benchmarking success regarding the implementation of these policies. Kent Anker highlighted that other networks are also addressing on-line bullying questions and that we have been looking to establish best practices.. Erin Fredrick supported this with an anecdote from another school about the challenge of balancing in-school and out-of-school behaviors in the age of near persistent connectivity.

MOTION: Motion to adopt a consent agenda for policy agreement. Motion passed unanimously at 7:06 p.m.

MOTION: Motion to approve all Policy Handbooks. Motion passed unanimously at 7:07 p.m.

MOTION: Motion to adopt the proposed 2016-17 Management Agreement with Democracy Prep Public Schools. Motion passed unanimously at 7:08 p.m.

Finance Update:

Greg Spreeman, Chief Financial Officer for Democracy Prep Public Schools, walked the board through the proposed 2016-2017 budget, explaining that he collaborated with Mr. Weiller, board treasurer, to create a conservative budget. Changes made from the current fiscal year's budget include increases in insurance coverage and per pupil funding. Mr. Spreeman then explained the new methodology used to calculate expected revenue from special education. The proposed budget, instead, bases projected special education revenue on the number of certified special education teachers. Lastly, Mr. Weiller pointed out that the Management Agreement contains a safety net clause in the event that the school is short on revenue.

Katie Duffy discussed the future of certification through the certification Relay program and some details of the 5-year plan.

Josh Pristaw asked about the Alumni Support budget for this year compared to last year. Ms. Duffy responded by discussing the Gala as a line item, and the success of this year's gala which had a \$340,000 gross on a \$90,000 cost.

MOTION: Motion to approve the FY17 budget as presented. Motion passed unanimously at 7:18 p.m.

Pathways Update:

Duncan Scherer, Executive Director of Democracy Prep Pathways, provided an update on the program's inaugural year. The program had a 100% scholar retention rate throughout its first year and 100% of this year's staff are returning next year. According to Mr. Scherer, the high retention rates among scholars and staff are attributable to the selective hiring of passionate and talented educators, the support and training the staff receive, and the levels of autonomy for staff to bring their unique perspectives to the programming. Mr. Scherer also cited accomplishments from the academic data, including over 56% high aggregate growth in reading and math and 70% aggregate growth in improvement for language usage.

Mr. Scherer also detailed the process for transitioning scholars who will integrate back into their home schools. Scholars returning to DPCMS will receive support from Pathways through a liaison staff member and through use of Pathways curriculum in their home school setting. Mr. Scherer expressed hopes that this unique program model will engender a movement of similarly patterned programs to serve high need students. Several schools have already expressed interest in replicating the Pathways model and have visited the program to observe best practices.

Joshua Morales asked about IEP differentiation at Pathways. Mr. Scherer discussed the evolution beyond the typical DOE classifications and how Pathways is currently setup to handle learning related IEP most effectively, while looking to create new programming for Scholars with ASD or Behavior IEP's.

Mr. Feit noted that Mr. Scherer and the Pathways Program received the 2016 Lynn Hall Teacher Action Research Prize.

MOTION: Motion to reappoint School Leaders for 2016-17. Motion passed unanimously at 7:34 p.m.

MOTION: Motion to adopt the proposed board meeting calendar for the 2016-17 instructional year. Motion passed unanimously at 7:34 p.m.

MOTION: Motion to adopt the proposed school calendar for the 2016-17 instructional year. Motion passed unanimously at 7:35 p.m.

RESOLUTION: RESOLVED, the Board of Trustees of Democracy Prep Harlem Charter School hereby elects the following individuals for a term of two years to commence on July 1, 2016, each of whom shall serve until his or her successor shall have been duly elected and qualified or, if earlier, until such Trustee's death, resignation or removal.

Josh Pristaw
Gregory Weston
Dr. Robert North

Ms. Duffy mentioned Matt Casner's intent to resign from the Board. Erin Fredrick announced she also intended to resign due to relocation.

MOTION: Motion to adjourn the meeting passed unanimously at 7:37 p.m.



DEMOCRACY PREP CHARTER SCHOOL

Work Hard. Go to College. Change the World!
Enrollment and Retention Efforts

Democracy Prep educates an appropriately high number of high-needs students. In 2015-16, 18% of Democracy Prep students qualified for Special Education (SPED) services, 3% were English Language Learners (ELL), and 97% were Black or Latino. The school operates under the Community Eligibility Program (CEP) which is offered to schools with a population of 77% or more FRPL eligible students. Democracy Prep uses various outreach efforts to attract and retain students who are at risk of academic failure and will continue to adopt and implement new measures designed to sustain its comparatively large proportion of such students in 2016- 17 and beyond. Specifically, Democracy Prep contacts SPED instructors, ELL instructors, and guidance counselors in elementary and middle schools in Community School District 5 in order to identify high-needs students who could naturally feed into Democracy Prep. Additionally, Democracy Prep directly mails applications to all students in Upper Manhattan and the Bronx and canvasses each housing development in Upper Manhattan in order to drop off enrollment applications at each door irrespective of whether a school-aged student resides in that apartment. Native Spanish speakers accompany each canvasser to ensure that Spanish-speaking families are not precluded from applying.

During the school year, the Academic Collaboration Team (or ACT Team), teachers, and leadership actively review the progress of IEP and ELL students to ensure scholars are supported to meet their goals. Outside of IEP evaluations, teachers meet with scholars' families at the mid- and end-points of each trimester to monitor the progress towards their IEP or language-development goals alongside the overarching promotional criteria. At the middle school level, this criteria includes reading level, math proficiency, number of classes passed, and attendance rates; at the high school, this criteria includes major courses being passed, cumulative GPA, SAT scores, and attendance rates. Armed with this awareness of the students' individualized learning plans, the ACT team, teachers, and leadership work with scholars and families to ensure they are aware of both their individual development and progress towards promotion. The upfront and transparent communication allows for a richer academic dialogue around growth to better support the retention of our highest need students.



Entry 12 Teacher and Administrator Attrition

Created: 07/15/2016

Last updated: 07/30/2016

Report changes in teacher and administrator staffing.

Page 1

Instructions for completing the Teacher and Administrator Attrition Tables

The following tables reflect formatting in the online portal required for Regents authorized charter schools. Schools should provide, for teachers and administrators only, the full time equivalent (FTE) of staff on June 30, 2015; the FTE for added staff from July 1, 2015 through June 30, 2016; and the FTE for any departed staff from July 1, 2015 through June 30, 2016 using the two tables provided.

2015-16 Teacher Attrition Table

| | FTE Teachers on June 30, 2015 | FTE Teachers Departed 7/1/15 - 6/30/16 | FTE Teachers Filling Vacant Positions 7/1/15 - 6/30/16 | FTE Teachers Added in New Positions 7/1/15-6/30/16 | FTE of Teachers on June 30, 2016 |
|--|-------------------------------|--|--|--|----------------------------------|
| | 64 | 27 | 21 | 0 | 58 |

2015-16 Administrator Position Attrition Table

| | FTE Administrative Positions on June 30, 2015 | FTE Administrators Departed 7/1/15 - 6/30/16 | FTE Administrators Filling Vacant Positions 7/1/15 - 6/30/16 | FTE Administrators Added in New Positions 7/1/15-6/30/16 | FTE Administrative Positions on June 30, 2016 |
|--|---|--|--|--|---|
| | 5 | 3 | 0 | 0 | 2 |

Thank you



Entry 13 Uncertified Teachers

Last updated: 07/15/2016

Page 1

The table below is reflective of the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Enter the relevant full time equivalent (FTE) count of teachers in each column. For example, a school with 20 full time teachers and 5 half time teachers would have an FTE count of 22.5. If more than one column applies to a particular teacher, please select one column for the FTE count.

Staff Qualifications (June 30, 2016)

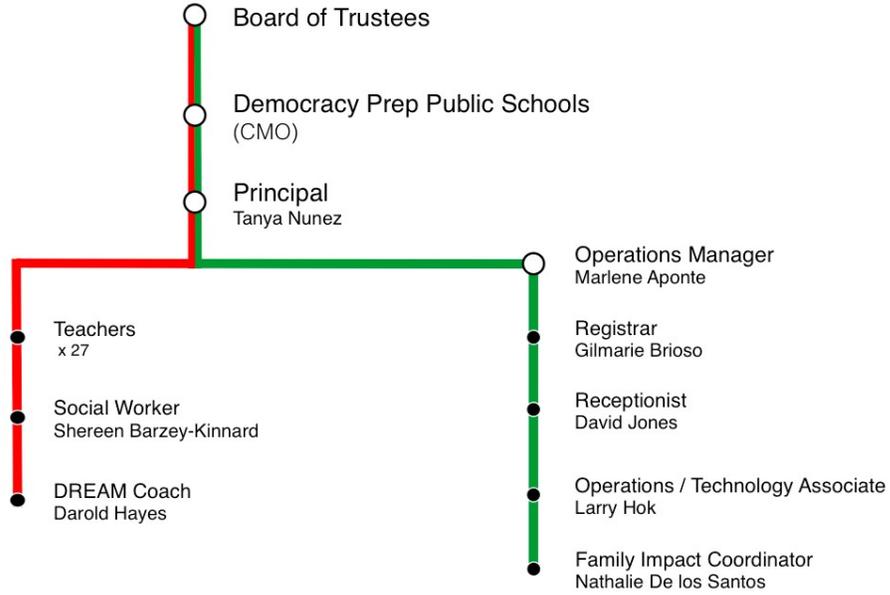
Note: Columns should sum to the FTE count of Teachers on June 30, 2016, and each teacher should be in only one column.

| | |
|--|------|
| 1. FTE Count of Uncertified Teachers (6-30-15) | 37 |
| 2. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (6-30-15) | 19 |
| 3. FTE count of uncertified teachers who are tenured or tenure track college faculty (6-30-15) | 0 |
| 4. FTE count of uncertified teachers with two years of Teach for America experience (6-30-15) | 11 |
| 5. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (6-30-15) | 0 |
| 6. FTE count of uncertified teachers who do not fit into any of the prior four categories | 7 |
| Total | 74.0 |

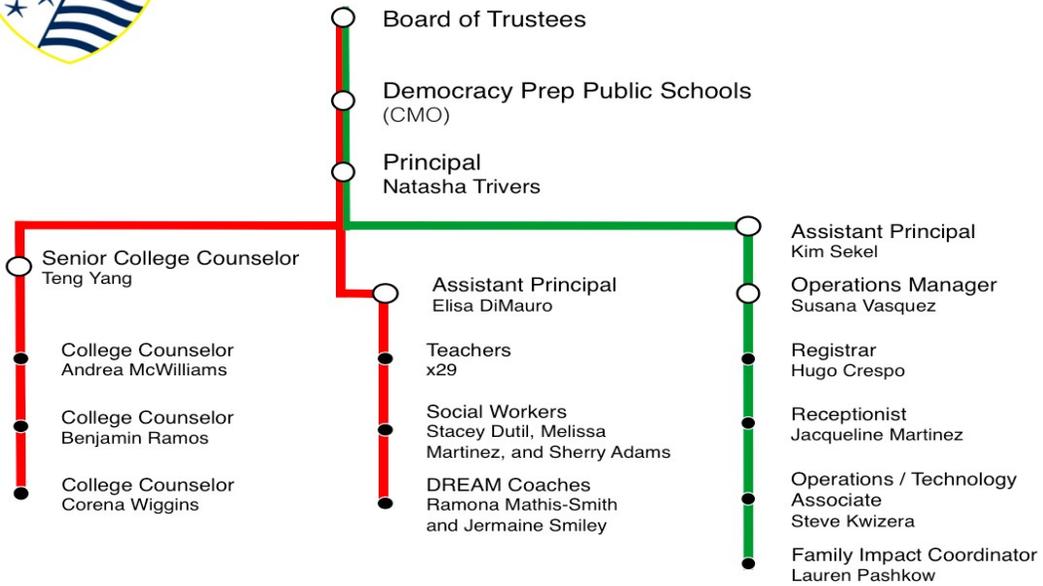
Thank you.



DEMOCRACY PREP CHARTER MIDDLE SCHOOL
2016-17 ORGANIZATION CHART



DEMOCRACY PREP CHARTER HIGH SCHOOL
2016-17 ORGANIZATION CHART



2016-2017
DPPS
ACADEMIC
CALENDAR



DEMOCRACY PREP PUBLIC SCHOOLS

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JULY|2016

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| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

AUGUST|2016

| S | M | T | W | T | 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|2016

| S | M | T | W | T |
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| 18 | 19 | 20 | 21 | 22 |
| 25 | 26 | 27 | 28 | 29 |

OCTOBER|2016

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| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

NOVEMBER|2016

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | 1 | 2 | 3 | 4 | 5 |
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| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

DECEMBER|2016

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| 25 | 26 | 27 | 28 | 29 |

JANUARY|2017

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
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| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

FEBRUARY|2017

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | 1 | 2 | 3 | 4 |
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| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | | | | |

MARCH|2017

| S | M | T | W | T |
|----|----|----|----|----|
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| 12 | 13 | 14 | 15 | 16 |
| 19 | 20 | 21 | 22 | 23 |
| 26 | 27 | 28 | 29 | 30 |

APRIL|2017

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
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| 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|2017

| S | M | T | W | T | 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|2017

| S | M | T | W | T |
|----|----|----|----|----|
| | | | | 1 |
| 4 | 5 | 6 | 7 | 8 |
| 11 | 12 | 13 | 14 | 15 |
| 18 | 19 | 20 | 21 | 22 |
| 25 | 26 | 27 | 28 | 29 |

CALENDAR DETAILS

| | | |
|---|---|--|
| <p>Jun 4: Summer Academy Director Training 12-4pm</p> <p>Jun 27-Jul 1: Network School Leader PD/Ops PD</p> <p>Jul 5: NY Summer Academy Starts/BR Summer PD Starts</p> <p>Jul 11: N1 Summer Academy Starts</p> | <p>Jan 3: All Regions Staff PD Day (No School for Scholars)</p> <p>Jan 4: NY Scholars Return to School</p> <p>Jan 6: NY K-12 Network PD (2:30-5pm)</p> <p>Jan 16: MLK Day - NO SCHOOL - ALL Regions</p> | <p>Legend:</p> <ul style="list-style-type: none"> Blue square Light blue square Yellow square Grey square Yellow circle |
|---|---|--|

Jul 11: NJ Summer Academy Starts
 Jul 22: NJ Summer Academy Ends
 Jul 25: DC Summer PD Starts
 Jul 28: NY Summer Academy Ends
 Aug 1: NJ Summer PD Begins
 Aug 1: BR Prep Academy Begins
 Aug 2: Network PD in DC (all day)
 Aug 8: NY Summer PD Begins (NEW Staff Only)
 Aug 9: Network PD in NJ (all day)
 Aug 9: All NY NEW Staff HR Orientation (2pm-5pm)
 Aug 10: NY Summer PD Begins (All RETURNING Staff)
 Aug 12: BR Prep Academy Ends
 Aug 15: BR First Day of School
 Aug 15: DC Prep Academy Starts
 Aug 16: NY Elementary PD 9-12/NY MS/HS PD 2-5pm
 Aug 17: NY Elementary PD 9-12
 Aug 18: NY Civic & SpEd Coord. Trainings (2pm-5pm)
 Aug 19: DC Prep Academy Ends
 Aug 22: DC First Day of School/NY & NJ Prep Academy Starts
 Aug 23: NY MS/HS PD 2-5pm
 Aug 29: NJ First Day of School
 Sept 5: Labor Day NO SCHOOL
 Sept 6: NY First Day of School
 Sept 19-30: NY, NJ, DC Regions MAP Testing Window
 Sept 23: NY K-12 Network PD (2:30-5pm)
 Oct 7: Staff Doctor Day: NY, NJ, DC (Oct 5th)
 Oct 10: Columbus Day (NO SCHOOL)
 Oct 14: NY Civic & SpEd Coord. Trainings (2pm-5pm)
 Oct 24-27: BR T1 MS Exams
 Oct 28: DP YOU! No School for Scholars (ALL Regions)
 Oct 28-29: DP YOU!
 Oct 31: BR T1 Gradebooks Locked
 Oct 31: No After School for Scholars (ALL Regions)
 Nov 1: BR T2 Starts!
 Nov 8: Election Day GOTV! (ALL Regions)

Jan 17-27: All regions MS MAP Testing Window
 Jan 20: NY Civic & SpEd Coord. Trainings (2pm-5pm)
 Feb 6-9: BR T2 MS Exams
 Feb 10: BR T2 Gradebooks Locked & Staff PD Day
 Feb 13: BR T3 Starts!
 Feb 17: NY/NJ Staff Doctor Day, DC School CLOSED
 Feb 20: President's Day (NO SCHOOL) - NY, NJ, DC
 Feb 21-24: NY Mid-Winter Break
 Feb 26-Mar 3: BR Mid-Winter Break
 Mar 3: K-12 Network PD (2:30-5pm)
 Mar 8: DC Staff Doctor Day
 Mar 9-16: NJ & DC MS/(HS 3/13-3/16) Trimester Exams
 Mar 17: NJ Staff PD Day (No School for Scholars)
 Mar 16-23: NY MS/(HS 3/21-3/23) Trimester Exams
 Mar 20: NJ & DC T3 Starts!
 Mar 21: DC T2 Gradebooks Locked
 Mar 23: NJ T2 Gradebooks Locked
 Mar 24: NY Staff PD Day (No School for Scholars)
 Mar 27: NY T3 Starts!
 Mar 27-5/19: NJ PARCC Testing Window
 Mar 27-31: NJ P/T Conference Window
 Mar 27-31: NYS ELA Exam Window (Computer-Based)
 Mar 27-Apr 14: DC Tentative PARCC Testing Window
 Mar 28: NY T2 Gradebooks Locked!
 Apr 3-7: NY P/T Conference Window
 Apr 10-Apr 14: NY Spring Break
 Apr 14-19: BR Spring Break
 Apr 17-May 19: NYSESLAT Speaking Testing Window
 Apr 17-21: DC Spring Break
 Apr 21: Civic & SpEd Coord. Training (2pm-5pm)
 Apr 25-May 5: BR State Testing Window



May 17-19: NY P/T Conference Window
 May 17-21: DC Spring Break
 May 21: Civic & SpEd Coord. Training (2pm-5pm)
 May 25-May 5: BR State Testing Window

Nov 11: Veteran's Day (NO SCHOOL - NY, NJ, DC)

Nov 14-21: DC MS Trimester Exams

Nov 18: NY K-12 Network PD

Nov 23-25: Thanksgiving Break

Nov 28: DC T2 Starts!

Dec 1-Dec 8: NY & NJ MS/HS Trimester Exams

Dec 9: NY Staff PD Day (No School for Scholars)

Dec 12: NY & NJ T2 Starts!

Dec 13: NY T1 Gradebooks Locked

Dec 15: NJ T1 Gradebooks Locked

Dec 19-23: NY & NJ P/T Conference Week

Dec 23: 1pm Dismissal for Staff & Scholars

Dec 26-Jan 2: NY Winter/Holiday Vacation

May: DP Month of Service (Dates TBD by Campus)

May 1-5: NYS Math Exams (Computer-Based)

May 8-19: NYSESLAT L/R/W Testing Window

May 12: NY Network Town Hall (3pm-5pm)

May 15-18: BR T3 MS Exams

May 15-26: DC MAP Testing Window

May 19: BR T3 Gradebooks Locked

May 20: Korean Street Festival

May 22: BR T3 Gradebooks Locked

May 23: BR Last Day of School for Scholars

May 24: NYS Science Performance Exam (Gr. 4 & 8)

May 25-Jun 1: NJ MAP Testing Window

May 26: NY, NJ, DC Staff Doctor Day

May 29: Memorial Day (NO SCHOOL)

May 30-Jun 9: NY MAP Testing Window

May 31-Jun 7: DC MS Trimester 3 Exams

Jun 5: NYS Science Written Exam (Gr. 4 & 8)

Jun 5-12: NJ Trimester 3 Exams

Jun 12: DC T3 Gradebooks Locked!

Jun 14-21: NY MS/(HS 6/19-6/21) Trimester 3 Exams

Jun 14-22: NY Regents Exams

Jun 15: DC Last Day of School for Scholars

Jun 16: NJ T3 Gradebooks Locked

Jun 22-Jun 28: NY DREAM Trips

Jun 26: NY T3 Gradebooks Locked

June 27-28: NY High School Graduations

Jun 28: NY Last Day of School (1pm Dismissal for Scholars)

| | |
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| 2016 | |
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| 23 | 24 |
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GEND

| |
|------------------------------|
| Testing Window |
| Data & PD Days (No Scholars) |
| First Day of Trimester |
| Parent / Teacher Conferences |
| Holidays/School Closed |
| Required Civic Engagement |
| Day - Families Welcome |

K-12 Network PD

JUNE 2016

| Sunday | Monday | Tuesday | Wedn |
|--------------------|---|---|------------------------------|
| | | | 31 |
| 4 | 5 | 6 | 7 |
| 11 Father's Day | 12 | 13 | 14 |
| 18 | 19 | 20 | 21 |
| 25 | 26 School Leader & Ops PD 8am-5pm | 27 School Leader & Ops PD 8am-5pm | 28 School Lead 8am-5pm |



DEMOCRACY PREP PUBLIC SCHOOLS

Work Hard. Go to College. Change the World!

| Wednesday | Thursday | Friday | Saturday |
|-------------------|---|---|---|
| | 1 | 2 | 3 Summer Academy Director Training 12pm-4pm |
| | 8 | 9 | 10 |
| | 15 | 16 | 17 |
| | 22 | 23 NY Last Day of School 1pm Dismissal for Scholars | 24 |
| Director & Ops PD | 29 School Leader & Ops PD 8am-5pm | | |

JULY 2016

| Sunday | Monday | Tuesday | Wednesday |
|--------|--------------------------------|--|-----------|
| | | | 28 |
| 2 | 3 4th of July HOLIDAY | 4 NY Summer Academy Starts BR Summer PD Starts | 5 |
| 9 | 10 NJ Summer Academy Starts | 11 | 12 |
| 16 | 17 | 18 | 19 |
| 23 | 24 DC Summer PD Starts | 25 | 26 |
| 30 | | | |





DEMOCRACY PREP PUBLIC SCHOOLS

Work Hard. Go to College. Change the World!

| Wednesday | Thursday | Friday | Saturday |
|-----------|------------------------------|---|----------|
| | 29 | 31 School Leader & Ops PD 8pm-5pm | 1 |
| | 6 | 7 | 8 |
| | 13 | 14 | 15 |
| | 20 | 21 NJ Summer Academy Ends | 22 |
| | 27 NY Summer Academy Ends | 28 | 29 |
| | | | |

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

AUGUST 2016

| Sunday | Monday | Tuesday | Wednesday |
|-----------|---|---|---|
| | 31 NJ Summer PD Begins BR Prep Academy Begins | 1 Network PD for DC Region | 2 |
| 6 | 7 NY Summer PD Begins NEW STAFF | 8 Network PD for NJ Region NY HR Orientation NEW STAFF 2pm-5pm | 9 NY Summer PD Begins RETURNING STAFF |
| 13 | 14 BR First Day of School DC Prep Academy Begins BR MAP Window Ends 8/26 | 15 NY Elementary Network PD 9am-12pm NY MS/HS Network PD 2pm-5pm | 16 NY Elementary Network PD 9am-12pm |
| 20 | 21 DC First Day of School NY/NJ Prep Academy Begins | 22 NY MS/HS Network PD 2pm-5pm | 23 |
| 27 | 28 NJ First Day of School | 29 | 30 |



DEMOCRACY PREP PUBLIC SCHOOLS

Work Hard. Go to College. Change the World!

| Thursday | Friday | Saturday |
|---|-------------------------------|----------|
| 3 | 4 | 5 |
| 10 | 11 BR Prep Academy Ends | 12 |
| 17 NY Civic & SpEd Coordinator Training 2:30p - 5p | 18 DC Prep Academy Ends | 19 |
| 24 | 25 | 26 |
| | | |

SEPTEMBER 2010

| Sunday | Monday | Tuesday | Wednesday |
|--------|--|-----------------------------|-----------|
| | | | |
| 3 | 4 Labor Day NO SCHOOL | 5 NY First Day of School | 6 |
| 10 | 11 | 12 | 13 |
| 17 | 18 NY/NJ/DC MAP Testing Window (ends 9/30) = | 19 | 20 |
| 24 | 25 | 26 | 27 |

6



DEMOCRACY PREP PUBLIC SCHOOLS

Work Hard. Go to College. Change the World!

| Wednesday | Thursday | Friday | Saturday |
|-----------|--|--|----------|
| | 31 | 1 | 2 |
| | 7 | 8 | 9 |
| | 14 Hispanic Heritage Month Begins 13 Ends 10/15 | 15 | 16 |
| | 21 | 22 | 23 |
| | 28 | 29 NY K-12 Network PD 2:30pm-5pm | |

OCTOBER 2016

| Sunday | Monday | Tuesday | Wednesday |
|--------|--------------------------------|----------------------|------------------|
| | | | |
| 1 | 2 | 3 | 4 DC Staff De |
| 8 | 9 Columbus Day NO SCHOOL | 10 | 11 |
| 15 | 16 | 17 | 18 |
| 22 | 23 BR T1 MS Exams | 24 BR T1 MS Exams | 25 BR T1 MS |

| | | | |
|----|--|--|--|
| 29 | 30 Halloween No After School Activities ALL REGIONS BR T1 Gradebooks Locked! BR Staff PD Day | | |
|----|--|--|--|



DEMOCRACY PREP PUBLIC SCHOOLS

Work Hard. Go to College. Change the World!

| Wednesday | Thursday | Friday | Saturday |
|------------|----------------------|---|------------------------------|
| | | | 31 |
| Doctor Day | 5 | 6 NY/NJ Staff Doctor Day | 7 |
| | 12 | 13 NY Civic & SpEd Coordinator Training 2:30p - 5p | 14 |
| | 19 | 20 | 21 |
| Exams | 26 BR T1 MS Exams | 27 No School for Scholars DP YOU! ALL REGIONS | 28 DP YOU! ALL REGIONS |

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

NOVEMBER 201

| Sunday | Monday | Tuesday | W |
|--------|---|-------------------------------|----------------------|
| | | 31 BR T2 Starts | 1 |
| 5 | 6 | 7 Election Day - GOTV | 8 |
| 12 | 13 DC MS T1 Exams *See NYC Exam Order | 14 DC MS T1 Exams | 15 DC M |
| 19 | 20 DC MS T1 Exams BR Thanksgiving BREAK | 21 BR Thanksgiving BREAK | 22 THAN Instru |
| 26 | 27 BR Staff PD Day No School for Scholars DC T2 Starts | 28 DC T1 Gradebooks Locked | 29 |

6



**DEMOCRACY
PUBLIC SCHOOLS**
Work Hard. Go to College. Change the World.

| Wednesday | Thursday | Friday | Saturday |
|--|-------------------------------------|---|-----------|
| | 2 BR T1 Gradebooks Locked | 3 BR P/T Conferences NO SCHOOL | 4 |
| | 9 | 10 Veterans Day NO SCHOOL NY, NJ, DC only | 11 |
| MS T1 Exams | 16 DC MS T1 Exams | 17 DC MS T1 Exams NY K-12 Network PD 2:30pm-5pm | 18 |
| KSGIVING BREAK Operational Staff ONLY | 23 THANKSGIVING BR | 24 THANKSGIVING BREAK | 25 |
| | | | |

Y PREP TOOLS

Change the World!

| day |
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| |

DECEMBER 2016

| Sunday | Monday | Tuesday | Wednesday |
|-----------------|--|--|--|
| | | | |
| 3 | 4 NY/NJ MS T1 Exams MS History Exam | 5 NY/NJ MS/HS T1 Exams MS Reading Exam | 6 NY/NJ MS/HS MS Math A/ NJ FPH T1 1/2 Day for |
| 10 | 11 NY/NJ T2 Starts | 12 NY T1 Gradebooks Locked | 13 |
| 17 | 18 NY/NJ P/T Conference Window (ends 12/23) BR Winter Recess | 19 BR Winter Recess | 20 BR Winter |
| 24 Christmas | 25 HOLIDAY BREAK | 26 HOLIDAY BREAK | 27 HOLIDAY B |



DEMOCRACY PREP PUBLIC SCHOOLS

Work Hard. Go to College. Change the World!

| Wednesday | Thursday | Friday | Saturday |
|--|---|---|--------------------------|
| | 31 NY/NJ MS T1 Exams MS Writing Exam | 1 NY/NJ MS T1 Exams MS Science Exam DC T1 Gradebooks Locked | 2 |
| MS T1 Exams Alg Exam Exams Scholars | 7 NY/NJ MSHS T1 Exams MS Math B/6th Exam NY T1 T1 Exams 1/2 Day for Scholars 1/2 Day for FPH Scholars | 8 NY Staff PD Day NO SCHOOL for Scholars NJ FPH T1 Exams | 9 |
| | 14 NJ T1 Gradebooks Locked | 15 | 16 |
| Recess | 21 BR Winter Recess | 22 1pm Dismissal ALL STAFF BR Winter Recess | 23 Christmas Eve |
| BREAK | 28 HOLIDAY BREAK | 29 HOLIDAY BREAK | 30 New York's Eve |

JANUARY 2017

| Sunday | Monday | Tuesday | Wednesday |
|--------|--|--|--------------------------------|
| 31 | 2 NO SCHOOL | 2 NO SCHOOL Staff PD Day ALL REGIONS | 4 Scholars F ALL REGIONS |
| 7 | 9 | 9 | 10 |
| 14 | 16 NO SCHOOL MLK Day ALL REGIONS | 16 MAP Testing Window (MS only) ends 1/27 | 17 |
| 21 | 23 | 23 | 24 |
| 28 | 30 | 30 | |



DEMOCRACY PREP PUBLIC SCHOOLS

Work Hard. Go to College. Change the World!

| Wednesday | Thursday | Friday | Saturday |
|---------------|----------|---|----------|
| Return DNS | 4 | 5 NY K-12 Network PD 2:30pm-5pm | 6 |
| | 11 | 12 | 13 |
| | 18 | 19 | 20 |
| | 25 | 26 NY Civic & SpEd Coordinator Training 2:30-5pm | 27 |
| | | | |

FEBRUARY 2017

| Sunday | Monday | Tuesday | Wednesday |
|-----------|---|--|--|
| | | | 31 Black History |
| 4 | 5 BR T2 MS Exams | 6 BR T2 MS Exams | 7 BR T2 MS Exams |
| 11 | 12 BR T3 Starts | 13 | 14 |
| 18 | 19 President's Day SCHOOLS CLOSED NY, NJ, DC only | 20 MID-WINTER BREAK NY SCHOOLS CLOSED | 21 MID-WINTER BREAK NY SCHOOLS CLOSED |
| 25 | 26 BR MidWinter Break | 27 BR MidWinter Break | |



DEMOCRACY PREP PUBLIC SCHOOLS

Work Hard. Go to College. Change the World!

| Wednesday | Thursday | Friday | Saturday |
|--|---|--|-----------|
| <p>Month begins</p> | <p>1</p> | <p>2</p> | <p>3</p> |
| <p>MS Exams</p> | <p>BR T2 MS Exams</p> | <p>BR T2 Gradebooks Locked! BR Staff PD Day</p> | |
| | <p>15</p> | <p>16</p> <p>NY, NJ</p> <p>BR P/T Conferences</p> <p>No School for Scholars</p> <p>DC SCHOOL CLOSED</p> | <p>17</p> |
| <p>WINTER BREAK SCHOOLS CLOSED</p> | <p>MID-WINTER BREAK NY SCHOOLS CLOSED</p> | <p>MID-WINTER BREAK NY SCHOOLS CLOSED</p> <p>BR MidWinter Break</p> | <p>24</p> |
| | | | |

MARCH 2017

| Sunday | Monday | Tuesday | Wednesday |
|-------------------------|--|---|---|
| | | | 31 Women's History BR MidWin |
| 4 | 5 | 6 | 7 DC Staff De |
| 11 | 12 NJ/DC T2 MS Exams | 13 NJ/DC T2 MS Exams | 14 NJ/DC T2 M NJ FPH 1/2 Day |
| 18 | 19 NY MS T2 Exams NJ, DC T3 Starts MS Reading Exam | 20 NY MS/HS T2 Exams NJ & DC T2 Gradebooks Locked! MS Writing Exam | 21 NY MS/HS MS Scienc |
| 25 Easter | 26 NY T3 Starts NYS State ELA Exam 3-8 Computer-Based DC PARCC Window (3/27-4/14) FULL DAY FOR SCHOLARS | 27 NY T2 Gradebooks Locked NYS State ELA Exam 3-8 Computer-Based FULL DAY FOR SCHOLARS | 28 NYS State EL Computer- FULL DAY FOR |



DEMOCRACY PREP PUBLIC SCHOOLS

Work Hard. Go to College. Change the World!

| Wednesday | Thursday | Friday | Saturday |
|---|--|---|-----------|
| Month Begins Winter Break | 1 BR MidWinter Break | 2 NY K-12 Network PD 2:30pm-5pm BR MidWinter Break | 3 |
| Doctor Day | 8 NJ/DC T2 MS Exams *See NYC Exam Order | 9 NJ/DC T2 MS Exams | 10 |
| MS Exams for Scholars | 15 NJ/DC/NY T2 MS Exams MS History Exam NJ FPH 1/2 Day for Scholars | 16 St. Patrick's Day NJ/DC/NY T2 MS Exams MS Math B/6th Exam | 17 |
| T2 Exams Final Exam | 22 NY MS/HS T2 Exams MS Math A/Alg Exam | 23 Passover Good Friday NY STAFF PD Day NO SCHOOL for Scholars | 24 |
| ELA Exam 3-8 Computer-Based FOR SCHOLARS | 29 NYS State ELA Exam 3-8 Computer-Based FULL DAY FOR SCHOLARS | 30 NYS State ELA Exam 3-8 Computer-Based FULL DAY FOR SCHOLARS | |

APRIL 2017

| Sunday | Monday | Tuesday | Wednesday |
|--------------|--|--|---|
| | | | |
| 1 | 2 NY/NJ P/T Conference Window Ends 4/7 | 3 | 4 |
| 8 | 9 NY SPRING BREAK SCHOOLS CLOSED | 10 NY SPRING BREAK SCHOOLS CLOSED | 11 NY SPRING SCHOOLS |
| 15 EASTER | 16 NYSESLAT Speaking Testing Window 4/17-5/19 BR Spring Break DC Spring Break | 17 BR Spring Break DC Spring Break | 18 BR Staff Pl BR Spring DC Spring |
| 22 | 23 | 24 | 25 |
| 29 | | | |





DEMOCRACY PREP PUBLIC SCHOOLS

Work Hard. Go to College. Change the World!

| Wednesday | Thursday | Friday | Saturday |
|----------------------------------|---|--|-----------------|
| | | | 31 |
| | 5 | 6 | 7 |
| 12 NY BREAK SCHOOLS CLOSED | 12 NY SPRING BREAK SCHOOLS CLOSED | 13 Good Friday NY SPRING BREAK SCHOOLS CLOSED BR Spring Break | 14 |
| 19 D Day Break Break | 19 DC Spring Break | 20 NY Civic & SpEd Coordinator Training 2:30-5pm DC Spring Break | 21 Earth Day |
| | 26 | 27 | 28 |
| | | | |



MAY 2016

| Sunday | Monday | Tuesday | Wednesday |
|---------------------------|---|---|---|
| | 31 NYS 3-8 Math Exams <i>Computer-Based</i> | 1 NYS 3-8 Math Exams <i>Computer-Based</i> | 2 NYS 3-8 Math Exams <i>Computer-Based</i> |
| 6 | 7 NYSESLAT Listening, Reading, Writing 5/8-5/19 BR MAP Testing Window Ends 5/12 | 8 | 9 NJ FPH 1/2 Day PARCC |
| 13 Mother's Day | 14 BR T3 MS Exams DC MAP Testing Window Ends 5/26 | 15 BR T3 MS Exams | 16 BR T3 MS |
| 20 | 21 | 22 BR Last Day of School for Scholars | 23 DC Doctor |
| 27 | 28 Memorial Day NO SCHOOL | 29 NY MAP Testing Window 5/30-6/9 | 30 DC T3 MS Exams *See NYC Exams |



DEMOCRACY PREP PUBLIC SCHOOLS

Work Hard. Go to College. Change the World!

| Wednesday | Thursday | Friday | Saturday |
|---|---|--|--|
| 3 8th Exams Computer-Based | 3 NYS 3-8 Math Exams Computer-Based | 4 NYS 3-8 Math Exams Computer-Based | 5 |
| 10 for Scholars | 10 NJ FPH 1/2 Day for Scholars PARCC | 11 NY Network Town Hall 3pm-5pm | 12 |
| 17 Exams | 17 BR T3 MS Exams | 18 BR T3 Gradebooks Locked | 19 KOREAN STREET FESTIVAL |
| 24 Day | 24 Grade 4-8 NYS Science Performance Exam 1pm Dismissal - 8th Graders NJ MAP Window Ends 6/1 | 25 NY, NJ Doctor Day BR Last Day of School for Teachers | 26 |
| ms Start ram Order | | | |

JUNE 2017

| Sunday | Monday | Tuesday | Wedn |
|--------------------|--|--|--|
| | | | |
| 3 | 4 DC T3 MS Exams NYS Science Written Exam Grade 4 & 8 | 5 DC T3 MS Exams | 6 NJ/DC T3 I NJ FPH 1/2 Da |
| 10 | 11 DC T3 Gradebooks Locked! NJ T3 MS/HS Exams | 12 NJ T3 MS/HS Exams | 13 NY/NJ T3 MS NY HS Regents End 6/22 MS Writing |
| 17 Father's Day | 18 NY T3 MS/HS Exams MS Reading Exam | 19 NY T3 MS/HS Exams MS Math B/6th Exam | 20 NY T3 MS/ MS Scienc |
| 24 | 25 NY DREAM Trips NY T3 Grade Books Locked | 26 NY DREAM Trips NY High School Graduations | 27 NY Last Day 1pm Dismissa NY High Schoc |



DEMOCRACY PREP PUBLIC SCHOOLS

Work Hard. Go to College. Change the World!

| Wednesday | Thursday | Friday | Saturday |
|--|---|--|-----------|
| | 31 DC T3 MS Exams | 1 DC T3 MS Exams | 2 |
| MS Exams Day for Scholars | 7 NJ T3 MS Exams NJ FPH 1/2 Day for Scholars | 8 NJ T3 MS & HS Exams | 9 |
| MS/HS Exams MS Exams Begin MS Math Exam | 14 NY T3 MS Exams DC Last Day of School NJ T3 Gradebooks Locked MS Math A Exam | 15 NY T3 MS Exams NJ Last Day of School MS History Exam | 16 |
| HS Exams MS Exam | 21 NY DREAM Trips | 22 NY DREAM Trips | 23 |
| End of School Day for Scholars MS Graduations | 28 | 29 | |

