



I. SCHOOL INFORMATION AND COVER PAGE (To be Completed By All Charter Schools)

Created: 07/28/2015

Last updated: 07/31/2015

Please be advised that you will need to complete this task first (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.

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1. SCHOOL NAME AND AUTHORIZER

(Select name from the drop down menu)

GIRLS PREPARATORY CS OF NEW YORK (SUNY TRUSTEES) 310100860866

2. CHARTER AUTHORIZER

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

SUNY-Authorized Charter School

3. DISTRICT / CSD OF LOCATION

NYC CSD 1

4. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	Girls Prep Lower East Side Elementary 442 E Houston Street, Room 312 New York, NY 10002	212-388-0241	212-388-1086	

4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Versha Munshi-South
Title	Principal
Emergency Phone Number (###-###-####)	

5. SCHOOL WEB ADDRESS (URL)

http://publicprep.org/schools/les_elementary

6. DATE OF INITIAL CHARTER

1994-03-01 00:00:00

7. DATE FIRST OPENED FOR INSTRUCTION

2005-09-01 00:00:00

8. FINAL VERIFIED BEDS ENROLLMENT FOR THE 2014-15 School Year as reported to Department's Office of Information and Reporting Services (via the NYC DOE for charter schools in NYC) in August.

562

9. GRADES SERVED IN SCHOOL YEAR 2014-15

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5, 6, 7, 8
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10. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

	Yes/No	Name of CMO/EMO
	Yes	Public Preparatory Network

10a. Please provide the name and contact information for each of the following individuals who are management level personnel associated with the CMO.

	Name	Work Phone	Alternate Phone	Email Address	Contact this individual also in emergencies
CEO (e.g., network superintendent)	Ian Rowe				
CFO (e.g., network CFO)	Tiffany Iston				
Compliance Contact	David Nitkin				
Complaint Contact	Kelly Cassaro				

Page 2**11. FACILITIES**

Will the School maintain or operate multiple sites?

Yes, 2 sites

12. SCHOOL SITES

Please list the sites where the school will operate in 2015-16.

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	442 E Houston Street, Room 312 New York, NY 10002	212-388-0241	CSD 1	K-4	No	DOE space
Site 2	420 East 12th Street, Room 203 New York, NY 10009	212-358-8216	CSD 1	5-8	No	DOE space
Site 3						

12a. Please provide the contact information for Site 1 (same as the primary site).

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Versha Munshi-South			
Operational Leader	Jasmin Candelario			
Compliance Contact	Tiffany Liston			
Complaint Contact	Ian Rowe			

12b. Please provide the contact information for Site 2.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Kaitlin Seaver			
Operational Leader	Danielle Keen			
Compliance Contact	Ian Rowe			
Complaint Contact	Tiffany Liston			

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14. Were there any revisions to the school's charter during the 2014-2015 school year? (Please include both those that required authorizer approval and those that did not require authorizer approval).

No

15. Name and Position of Individual(s) Who Completed the 2014-15 Annual Report.

Kasimeir Smith, Data and Assessment Manager

16. 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 use the mouse on your PC or the stylus on your mobile device to sign your name).

Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature reads "Vensha Thomson-Smith" in a cursive, flowing script.

Signature, President of the Board of Trustees

A handwritten signature in black ink on a light gray background. The signature reads "R. B. Smith" in a cursive, flowing script. The letter "R" is large and stylized, and the "IV" at the end is written in a distinct, blocky font.

Thank you.



Appendix A: Link to the New York State School Report Card

Last updated: 07/28/2015

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Charter School Name:

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=2014&instid=800000057553>



**Girls Preparatory Charter School
of New York**

**2014-15 ACCOUNTABILITY
PLAN
PROGRESS REPORT**

Submitted to the SUNY Charter Schools Institute on:

September 15, 2015

By Ian Rowe, CEO;
Versha Munshi-South, Principal;

and Lacy Reed, Principal

Girls Prep Elementary School

442 E. Houston Street
New York, NY 10002
Phone: (212) 388-0241
Fax: (212) 388-1086

Girls Prep Middle School

420 E. 12th Street
New York, NY 10009
Phone: (212) 358-8216
Fax: (212) 358-8219

David Nitkin and Kasimieir Smith prepared the 2014-15 Accountability Plan Progress Report on behalf of the school's board of trustees:

Trustee Name	Board Campus
Phil Brandes	PPN
Mark Diker	PPN
Eric Grannis	PPN
Michal Katz	PPN
Bryan Lawrence	PPN
Dominique Schulte	PPN
Paul Vermylen	PPN
Michael Karangelen	GP LES
Mary Mitchell	GP LES
Mary Claire Ryan	GP LES
Sarah Bennison Machiels	GP BX
Boykin Curry	GP BX
Lauren Frank	GP BX
Laura Weil	GP BX
Maria Zimmerman	GP BX
Cary Davis	BP
Eric Grannis	BP
Nicole Pullen Ross	BP
Paul Vermylen	BP
Laura Weil	BP
Ed Gordon	BP
Ming Mel	BP

Lacy Reed has served as Principal of Girls Preparatory Charter School of New York (grades 5-8) since July 2015.

Versha Munshi-South served as resident Principal of Girls Preparatory Charter School of New York (grades K-4) in 2012-13, and assumed the full duties of Principal in July 2013

INTRODUCTION

Founded in 2005, Girls Preparatory Charter School of New York (hereafter “GPCSNY” or “Girls Prep”) follows a single-sex education model that achieves excellence through continuous learning and data-driven instruction. Our school model is designed to empower each student, build strong character, ensure every student demonstrates critical thinking and possesses critical knowledge, and propel every student toward a path to earn a degree from a four-year university.

At the close of our tenth year of operation, GPCSNY has found the educational program and school model to be effective in creating consistent academic achievement and a desire to learn among GPCSNY students. The results on the New York State English Language Arts and Math exams, as well as success in other school and organizational goals, are indicators of GPCSNY’s commitment to the students and families that GPCSNY serves.

In the coming years, GPCSNY expects to improve upon its current success by refining curricular and pedagogical practices and focusing on the next stage of success for graduates of GPCSNY. The school expects to provide graduates with the best opportunities for acceptance into high performing high schools as well as support the development of students as “college-goers” through guidance and school culture.

School Enrollment by Grade Level and School Year

School Year	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
2010-11	48	50	50	50	52	58	44							352
2011-12	72	73	50	51	47	48	70	49						460
2012-13	75	71	74	50	51	52	50	68	47					538
2013-14	68	78	69	71	49	50	53	46	65					549
2014-15	70	74	71	71	71	68	49	47	41					562

ENGLISH LANGUAGE ARTS

Goal 1: English Language Arts

Students will become proficient readers of the English language.

Background

GPCSNY uses the Readers and Writers Workshop model in conjunction with the Common Core State Standards (CCSS) as a foundation for planning and instruction. Each integrated literacy block is approximately 110 minutes long at the elementary school and 90 minutes long at the middle school and includes both reading and writing instruction and practice opportunities. Teachers use a lesson format that follows a predictable structure – Warm-Up, Teach, Release, Independent Practice, Connect – so that students know what to expect and what is expected of them at each part of the lesson.

GPCSNY students gain the benefits of the workshop model by learning to communicate in a positive and collaborative climate, apply knowledge through meaningful communication about what they have read, self-monitor through independent reading goals, and practice and master skills and standards by incorporating teacher and student feedback.

Teachers are trained and expected to monitor literacy growth using Fountas & Pinnell Guided Reading Program and Complete Writing Series and writing diagnostic tied to the units of instruction. Teachers also use regular interim assessments in grades 2-5 to monitor student performance and progress.

Assessment tools like the NWEA MAP assessment and interim assessments are used strategically by the principals, department chairs, reading specialists, and our network-level Director of Data and Assessment to ensure that immediate re-teach and intervention of ELA skills is incorporated into the daily plans, as well as six week intervention plans. Additionally, the ongoing data informs our RTI (response to intervention) process, a network wide model that targets students for enrichment and/or intervention.

While GPCSNY is committed to incorporating the programs that build strong foundations and embed higher order critical thinking, we also ensure rigor and high academic expectations through standardization and structure. For example, we have developed standardized practices for grading and evaluating student work as well as for small group instruction and Response to Intervention process and criteria. We also adopt standard best practices from our sister school Girls Prep Bronx Charter School on an on-going basis.

Goal 1: Absolute Measure

Each year, 75 percent of all tested students enrolled in at least their second year will perform at proficiency on the New York State English language arts examination for grades 3-8.

Method

The school administered the New York State Testing Program English language arts assessment to students in 3rd through 8th grade in April 2015. Each student's raw score has been converted to a grade-specific scaled score and a performance level.

The table below summarizes participation information for this year's test administration. The table indicates total enrollment and total number of students tested. It also provides a detailed breakdown of those students excluded from the exam. Note that this table includes all students according to grade level, even if they have not enrolled in at least their second year.

**2014-15 State English Language Arts Exam
Number of Students Tested and Not Tested**

Grade	Total Tested	Not Tested ¹			Total Enrolled
		IEP	ELL	Absent	
3	71	0	0	0	71
4	71	0	0	0	71
5	67	0	0	1	68
6	49	0	0	0	49
7	47	0	0	0	47
8	41	0	0	0	41
All	346	0	0	1	347

¹ Students exempted from this exam according to their Individualized Education Program (IEP), because of English Language Learners (ELL) status, or absence for at least some part of the exam.

Results

38.8% of Girls Prep students enrolled in at least their second year were proficient on the NYS English language arts examination.

Performance on 2014-15 State English Language Arts Exam By All Students and Students Enrolled in At Least Their Second Year

Grades	All Students		Enrolled in at least their Second Year	
	Percent	Number Tested	Percent	Number Tested
3	33.1%	71	35.7%	56
4	47.9%	71	50.0%	58
5	22.4%	67	22.9%	35
6	26.5%	49	36.1%	36
7	31.9%	47	31.9%	47
8	56.1%	41	56.1%	41
All	36.4%	346	38.8%	273

Evaluation

Girls Prep did not meet the accountability measure of 75 percent of students enrolled in at least their second year achieving proficiency. However, as the data in the following sections demonstrates, Girls Prep students made growth since 2012-13, and also outperformed students in their host district. Accordingly, we believe the data indicates that Girls Prep is on a predictive path to meeting the goal of 75 percent proficiency in the future.

Additional Evidence

The below table indicates that the percentage of students in at least their second year achieving proficiency increased by 4.3% from 2012-13 to 2014-15.

English Language Arts Performance by Grade Level and School Year

Grade	Percent of Students Enrolled in At Least Their Second Year Achieving Proficiency							
	2011-12		2012-13		2013-14		2014-15	
	Percent	Number Tested	Percent	Number Tested	Percent	Number Tested	Percent	Number Tested
3	56.5%	46	26.2%	42	52.4%	63	35.7%	56
4	75.0%	44	31.3%	48	26.2%	42	50.0%	58
5	69.8%	43	27.9%	43	59.4%	32	22.9%	35
6	67.8%	60	46.7%	45	26.8%	41	36.1%	36
7	60.5%	43	44.6%	56	44.4%	45	31.9%	47
8	N/A	N/A	27.3%	44	37.5%	64	56.1%	41
All	66.0%	236	34.5%	278	41.1%	287	38.8%	273

Goal 1: Absolute Measure Each year, the school’s aggregate Performance Level Index (PLI) on the State English language arts exam will meet the Annual Measurable Objective (AMO) set forth in the state’s NCLB accountability system.

Method

The federal No Child Left Behind law holds schools accountable for making annual yearly progress towards enabling all students to be proficient. As a result, the state sets an AMO each year to determine if schools are making satisfactory progress toward the goal of proficiency in the state’s learning standards in English language arts. To achieve this measure, all tested students must have a Performance Level Index (PLI) value that equals or exceeds the 2014-15 English language arts AMO of 89. The PLI is calculated by adding the sum of the percent of all tested students at Levels 2 through 4 with the sum of the percent of all tested students at Levels 3 and 4. Thus, the highest possible PLI is 200.²

Results

GPCSNY’s performance index for English language arts was 116 in the 2014-15 school year. This exceeds the AMO of 89.

English Language Arts 2014-15 Performance Level Index (PLI)

Number in Cohort	Percent of Students at Each Performance Level			
	Level 1	Level 2	Level 3	Level 4
346	21%	44%	29%	7%

$$\begin{array}{rcccccccc}
 \text{PI} & = & 44 & + & 29 & + & 7 & = & 80 \\
 & & & & 29 & + & 7 & = & \underline{36} \\
 & & & & & & \text{PLI} & = & 116
 \end{array}$$

Evaluation

GPCSNY exceeded the Annual Measurable Objective by 27 points in 2014-15.

Goal 1: Comparative Measure Each year, the percent of all tested students who are enrolled in at least their second year and performing at proficiency on the state English language arts exam will be greater than that of all students in the same tested grades in the local school district.

Method

A school compares tested students enrolled in at least their second year to all tested students in the surrounding public school district. Comparisons are between the results for each grade in which the school had tested students in at least their second year at the school and the total result for all students at the corresponding grades in the school district.³

² In contrast to SED’s Performance Index, the PLI does not account for year-to-year growth toward proficiency.

Results

Students enrolled in at least their second year at Girls Prep outperformed those in their host district, NYC Community District 1.

2015-15 State English Language Arts Exam Charter School and District Performance by Grade Level

Grade	Percent of Students at Proficiency			
	Charter School Students In At Least 2 nd Year		All District 1 Students	
	Percent	Number Tested	Percent	Number Tested
3	35.7%	56	37.5%	750
4	50.0%	58	36.3%	771
5	22.9%	35	39.4%	790
6	36.1%	36	37.6%	785
7	31.9%	47	35.6%	736
8	56.1%	41	43.0%	809
All	38.8%	273	38.2%	4,641

Evaluation

Girls Prep did meet the accountability measure requiring that the proportion of all students who are enrolled in at least their second year and performing at proficiency on the state English language arts exam be greater than that of all students in the same tested grades in the local school district.

Additional Evidence

The below table demonstrates that Girls Prep students have outperformed the students of the school's host district, District 1, in each of the last 4 years.

English Language Arts Performance of Charter School and Local District by Grade Level and School Year

Grade	Percent of Students Enrolled in at Least their Second Year Who Are at Proficiency Compared to Local District Students							
	2011-12		2012-13		2013-14		2014-15	
	Girls Prep	District 1	Girls Prep	District 1	Girls Prep	District 1	Girls Prep	District 1
3	56.5%	51.3%	26.2%	34.3%	52.4%	36%	37.5%	37.5%
4	75.0%	54.5%	31.3%	34.5%	26.2%	40%	36.3%	36.3%
5	69.8%	55.3%	27.9%	30.5%	59.4%	34%	39.4%	39.4%
6	67.8%	50.8%	46.7%	33.5%	26.8%	35%	37.6%	37.6%
7	60.5%	50.1%	44.6%	30.7%	44.4%	41%	35.6%	35.6%
8	N/A	N/A	27.3%	33.8%	37.5%	38%	43.0%	43.0%

3 Schools can acquire these data when the New York State Education Department releases its Access database containing grade level ELA and math test results for all schools and districts statewide. The NYSED announces the release of the data on its [News Release webpage](#).

All	66.0%	52.4%	34.5%	32.9%	41.1%	37%	38.2%	39.9%
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Goal 1: Comparative Measure

Each year, the school will exceed its predicted level of performance on the state English language arts exam by an Effect Size of 0.3 or above (performing higher than expected to a small degree) according to a regression analysis controlling for students eligible for economically disadvantaged students among all public schools in New York State.⁴

Method

The Charter Schools Institute conducts a Comparative Performance Analysis, which compares the school's performance to demographically similar public schools state-wide. The Institute uses a regression analysis to control for the percentage of economically disadvantaged students among all public schools in New York State. The Institute compares the school's actual performance to the predicted performance of public schools with a similar economically disadvantaged percentage. The difference between the schools' actual and predicted performance, relative to other schools with similar economically disadvantaged statistics, produces an Effect Size. An Effect Size of 0.3 or performing higher than expected to a small degree is the requirement for achieving this measure.

Given the timing of the state's release of economically disadvantaged data and the demands of the data analysis, the 2014-15 analysis is not yet available. This report contains 2013-14 results, the most recent Comparative Performance Analysis available.

Results

In 2013-14 Girls Prep's aggregate effect size in English language arts was 1.22.

2013-14 English Language Arts Comparative Performance by Grade Level

Grade	% Economically Disadvantaged	Students Tested	Percent of Students at Proficiency		Difference between Actual and Predicted	Effect Size
			Actual	Predicted		
3	84.2	71	48	21.9	26.1	1.93
4	82.4	49	22	22.9	-0.9	-0.06
5	78.0	50	46	21.0	25.0	1.95
6	75.5	53	29	19.8	9.2	0.62
7	72.3	46	44	21.1	22.9	1.47

⁴ The Institute will continue using **economically disadvantaged** instead of **eligibility for free lunch** as the demographic variable in 2013-14. Schools should report previous year's results using reported free-lunch statistics.

8	83.1	65	37	20.8	16.2	1.18
All	79.8	334	38.2	21.3	16.9	1.22

School's Overall Comparative Performance:
Higher than expected to a large degree

Evaluation

In 2013-14, Girls Prep met this accountability plan goal. Girls Prep's effect size is not yet available for 2014-15, the year relevant to this analysis.

Additional Evidence

GPCSNY has had a strongly positive effect size for each of the last four years.

English Language Arts Comparative Performance by School Year

School Year	Grades	Percent Eligible for Free Lunch	Number Tested	Actual	Predicted	Effect Size
2010-11	K-6	62	222	60.4	46.6	0.85
2011-12	K-7	56.2	262	64.1	49.6	0.95
2012-13	K-8	73.1	318	33.7	22.9	0.79
2013-14	K-8	79.8	334	38.2	21.3	1.22

Goal 1: Growth Measure⁵

Each year, under the state's Growth Model, the school's mean unadjusted growth percentile in English language arts for all tested students in grades 4-8 will be above the state's unadjusted median growth percentile.

Method

This measure examines the change in performance of the same group of students from one year to the next and the progress they are making in comparison to other students with the same score in the previous year. The analysis only includes students who took the state exam in 2013-14 and also have a state exam score from 2012-13 including students who were retained in the same grade. Students with the same 2012-13 score are ranked by their 2013-14 score and assigned a percentile based on their relative growth in performance (student growth percentile). Students' growth percentiles are aggregated school-wide to yield a school's mean growth percentile. In order for a school to perform above the statewide median, it must have a mean growth percentile greater than 50.

⁵ See Guidelines for [Creating a SUNY Accountability Plan](#) for an explanation.

Given the timing of the state’s release of Growth Model data, the 2014-15 analysis is not yet available. This report contains 2013-14 results, the most recent Growth Model data available.⁶

Results

In 2014-15, Girls Prep’s mean unadjusted growth percentile was 51. This is higher than the state’s unadjusted median growth percentile of 50.0

2014-15 English Language Arts Mean Growth Percentile by Grade Level

Grade	Mean Growth Percentile	
	School	Statewide Median
3	N/A	N/A
4	50	50
5	51	50
6	49	50
7	52	50
8	50	50
All	<u>51</u>	50

Evaluation

In 2014-15, Girls Prep met this accountability plan goal.

Additional Evidence

GPCSNY has met this accountability goal in each of the last four years.

English Language Arts Mean Growth Percentile by Grade Level and School Year

Grade	Mean Growth Percentile				
	2010-11 ⁷	2011-12 ⁷	2012-13	2013-14	2014-15
3			N/A	N/A	N/A
4			66.0	44	50
5			56.0	58.5	51
6			61.5	50.5	49
7			69.0	58.5	52
8			47.5	44	50
All	44.0	58.4	60.6	50	51

⁶ Schools can acquire these data from the NYSED’s Business Portal: portal.nysed.gov.

⁷ Grade level results not available.

Summary of the English Language Arts Goal

We are committed to providing the resources needed for our students to become proficient readers of the English language. GPCSNY is committed to a culture of continuous improvement where student achievement and success has no limit.

In 2014-15, GPCSNY achieved 4 out of the 5 possible measures for evaluation. Below we have outlined an action plan to implement in the coming year. This plan includes programs and processes that have proven to be successful and new strategies that address our observable gaps.

Like the overwhelming majority of charter schools in New York City, Girls Prep did not meet the goal of 75 percent proficiency in 2013-14. However, our outstanding growth data gives us confidence that we are on a predictive path to attaining that goal in the future.

Type	Measure	Outcome
Absolute	Each year, 75 percent of all tested students who are enrolled in at least their second year will perform at proficiency on the New York State English language arts exam for grades 3-8.	Did Not Achieve
Absolute	Each year, the school's aggregate Performance Level Index (PLI) on the state English language arts exam will meet that year's Annual Measurable Objective (AMO) set forth in the state's NCLB accountability system.	Achieved
Comparative	Each year, the percent of all tested students who are enrolled in at least their second year and performing at proficiency on the state English language arts exam will be greater than that of students in the same tested grades in the local school district.	Achieved
Comparative	Each year, the school will exceed its predicted level of performance on the state English language arts exam by an Effect Size of 0.3 or above (performing higher than expected to a small degree) according to a regression analysis controlling for economically disadvantaged students among all public schools in New York State. (Using 2012-13 school district results.)	Achieved
Growth	Each year, under the state's Growth Model the school's mean unadjusted growth percentile in English language arts for all tested students in grades 4-8 will be above the state's unadjusted median growth percentile.	Achieved

Action Plan

Curriculum

In 2012-13, our network-wide data inquiry team established that students' lack of vocabulary and content knowledge impeded their ability to access complex texts. Accordingly, we embarked upon a curriculum upgrade process to improve the rigor and coherence of our ELA curriculum. In 2013-14, we assembled a team of 24 teachers and school leaders from across our network to lead this work. This team audited our existing units, as well as high quality external units from EngageNY and high-performing peer schools. They selected "the best of the best" units and engaged in an upgrade process to match those units to our core values and ensure that they built a coherent set of knowledge and skills.

In 2014-15 we will be implementing this new curriculum in all grades. The work will be led by

network staff in collaboration with school-based staff. Our network team now includes a Chief Academic Officer and two Directors of Literacy Achievement, who are supported by the Principals, Directors of Curriculum and Assessment, and Literacy Coach at each school.

Instruction

The second key lever to drive academic improvement is to continue to refine our coaching and observation processes. This year, Girls Prep's full-time instructional leaders include an ELA coach, two math coaches, two Directors of Curriculum and Assessment, and our principals, who are our primary instructional leaders. All of these individuals will regularly observe teachers and provide instructional feedback. Grade team leaders will also conduct informal observations and peer observations. All observations will utilize the Danielson framework as our model of excellent teaching.

In addition, we have invested in SWIVL/Torsh technology to facilitate the videotaping and collaborative review of instruction. We have set the expectation that video be used throughout the school's coaching cycles and professional development, both to highlight exemplar practice and to help teachers and leaders reflect on their practice.

Data & Assessment

In the area of data analysis and action planning, we have created an interlocking structure of network-wide data inquiry teams to ensure that all forms of data are being used and triangulated effectively. Similar in nature to professional learning communities, grade-level data inquiry teams will be led by grade-team leaders, who will in turn sit on school-wide data inquiry teams led by the Directors of Curriculum and Assessment, who will in turn sit on a network-wide data inquiry team led by the network's Chief Data and Accountability Officer. All of the network's Directors of Curriculum and Assessment will participate in monthly like-position meetings with the network staff in order to share best practices and engage in professional development.

MATHEMATICS

Goal 2: Mathematics

GPCSNY students will demonstrate steady progress in the understanding and application of mathematical skills and concepts.

Background

GPCSNY has an intensive math curriculum that utilizes the Common Core State Standards as a foundation and folds in rigorous curricula to challenge students and allow teachers to narrow and deepen the scope of math instruction.

GPCSNY's math instruction schedule includes a morning meeting each day, as well as a math lesson each day at the elementary level. There is one additional math period each week that is to be used for review and/or extension. In middle school, scholars have math instruction for one hour and thirty minutes daily.

GPCSNY is continuing to use publisher resources such as EnVision for the elementary and Connected Math at the middle school, but the program is supplemented with additional content and exemplars to provide more process based problem solving and to fill gaps in the curriculum.

GPCSNY's instructional leadership teams focus on abstract math to more readily assure that students will be able to take on a more diverse array of mathematical problems and apply their mathematical understandings to new and varied situations. With this strategy teachers are also able to hone their instructional technique through intensive development of lessons.

In every grade, GPCSNY uses data to differentiate instruction and create guided groups, centers, and lessons. Differentiated instruction is essential in reaching the needs of all students. We also strive to dig deep with our questioning and encourage students to explain and justify their ideas.

Goal 2: Absolute Measure

Each year, 75 percent of all tested students enrolled in at least their second year will perform at proficiency on the New York State mathematics examination for grades 3-8.

Method

The school administered the New York State Testing Program mathematics assessment to students in 3rd through 8th grade in April 2015. Each student's raw score has been converted to a grade-specific scaled score and a performance level.

The table below summarizes participation information for this year's test administration. The table indicates total enrollment and total number of students tested. It also provides a detailed breakdown of those students excluded from the exam. Note that this table includes all students according to grade level, even if they have not enrolled in at least their second year.

**2014-15 State Mathematics Exam
Number of Students Tested and Not Tested**

Grade	Total Tested	Not Tested			Total Enrolled
		IEP	ELL	Absent	
3	71	0	0	0	71
4	71	0	0	0	71
5	68	0	0	0	68
6	49	0	0	0	49
7	47	0	0	0	47
8	41	0	0	0	41
All	347	0	0	0	347

Results

43.1% of Girls Prep students enrolled in at least their second year were proficient on the NYS mathematics examination.

**Performance on 2014-15 State Mathematics Exam
By All Students and Students Enrolled in At Least Their Second Year**

Grades	All Students		Enrolled in at least their Second Year	
	Percent	Number Tested	Percent	Number Tested
3	53.5%	71	57.1%	56
4	53.5%	71	55.2%	58
5	25.0%	68	25.7%	35
6	28.6%	49	33.3%	36
7	34.0%	47	34.0%	47
8	53.7%	41	53.7%	41

All	41.4%	347	43.1%	273
-----	-------	-----	-------	-----

Evaluation

Girls Prep did not meet the accountability measure of 75 percent of students enrolled in at least their second year achieving proficiency. However, as the data in the following sections demonstrates, Girls Prep students made significantly more than a year of growth, and also outperformed their host district. Accordingly, we believe the data indicates that Girls Prep is on a predictive path to meeting the goal of 75 percent proficiency in the future.

Additional Evidence

The below table indicates that the percentage of students in at least their second year achieving proficiency increased by 4.6% from 2012-13 to 2014-15.

Mathematics Performance by Grade Level and School Year

Grade	Percent of Students Enrolled in At Least Their Second Year Achieving Proficiency							
	2011-12		2012-13		2013-14		2014-15	
	Percent	Number Tested	Percent	Number Tested	Percent	Number Tested	Percent	Number Tested
3	75.0%	44	31.0%	42	57.1%	63	57.1%	56
4	86.1%	44	50.0%	48	47.6%	42	55.2%	58
5	44.1%	43	18.6%	43	34.4%	32	25.7%	35
6	74.5%	59	60.0%	45	53.7%	41	33.3%	36
7	86.0%	43	26.8%	56	68.9%	45	34.0%	47
8	N/A	N/A	45.5%	44	19.4%	62	53.7%	41
All	73.3%	233	38.5%	278	46.5%	284	43.1%	273

Goal 2: Absolute Measure

Each year, the school's aggregate Performance Level Index (PLI) on the State mathematics exam will meet the Annual Measurable Objective (AMO) set forth in the state's NCLB accountability system.

Method

The federal No Child Left Behind law holds schools accountable for making annual yearly progress towards enabling all students to be proficient. As a result, the state sets an AMO each year to determine if schools are making satisfactory progress toward the goal of proficiency in the state's learning standards in mathematics. To achieve this measure, all tested students must have a Performance Level Index (PLI) value that equals or exceeds the 2013-14 mathematics AMO of 86. The PLI is calculated by adding the sum of the percent of all tested students at Levels 2 through 4 with the sum of the percent of all tested students at Levels 3 and 4. Thus, the highest possible PLI is 200.⁸

⁸ In contrast to NYSED's Performance Index, the PLI does not account for year-to-year growth toward proficiency.

Results

GPCSNY's performance index for mathematics was 123 in the 2014-15 school year. This exceeds the AMO of 86.

Mathematics 2013-14 Performance Level Index (PLI)

Number in Cohort	Percent of Students at Each Performance Level			
	Level 1	Level 2	Level 3	Level 4
	19%	39%	29%	13%

$$\begin{array}{rcccccccc}
 \text{PI} & = & 39 & + & 29 & + & 13 & = & 81 \\
 & & & & 29 & + & 13 & = & \underline{42} \\
 & & & & & & \text{PLI} & = & 123
 \end{array}$$

Evaluation

GPCSNY exceeded the Annual Measurable Objective by 37 points in 2014-15.

Goal 2: Comparative Measure

Each year, the percent of all tested students who are enrolled in at least their second year and performing at proficiency on the state mathematics exam will be greater than that of all students in the same tested grades in the local school district.

Method

A school compares tested students enrolled in at least their second year to all tested students in the surrounding public school district. Comparisons are between the results for each grade in which the school had tested students in at least their second year at the school and the total result for all students at the corresponding grades in the school district.⁹

Results

Students enrolled in at least their second year at Girls Prep outperformed those of their host district, NYC Community District 1.

2014-15 State Mathematics Exam Charter School and District Performance by Grade Level

Grade	Percent of Students at Proficiency			
	Charter School Students In At Least 2 nd Year		All District Students	
	Percent	Number Tested	Percent	Number Tested

⁹ Schools can acquire these data when the New York State Education Department releases its Access database containing grade level ELA and math test results for all schools and districts statewide. The NYSED announces the release of the data on its [News Release webpage](#).

Grade	Percent of Students at Proficiency			
	Charter School Students In At Least 2 nd Year		All District Students	
3	57.1%	56	48.2%	765
4	55.2%	58	45.8%	803
5	25.7%	35	49.7%	782
6	33.3%	36	44.3%	765
7	34.0%	47	34.3%	697
8	53.7%	41	27.3%	652
All	43.1%	273	41.6%	4,464

Evaluation

Girls Prep met the accountability measure requiring that students who are enrolled in at least their second year and performing at proficiency on the state mathematics exam to be greater than that of all students in the same tested grades in the local school district.

Additional Evidence

The below table demonstrates that Girls Prep students have outperformed the students of the school's host district, District 1, in each of the last 4 years.

Mathematics Performance of Charter School and Local District by Grade Level and School Year

Grade	Percent of Students Enrolled in at Least their Second Year Who Are at Proficiency Compared to Local District Students							
	2011-12		2012-13		2013-14		2014-15	
	Girls Prep	District 1	Girls Prep	District 1	Girls Prep	District 1	Girls Prep	District 1
3	75.0%	60.5%	31.0%	42.0%	57.1%	47%	57.1%	48.2%
4	86.1%	69.7%	50.0%	41.3%	47.6%	49%	55.2%	45.8%
5	44.1%	64.9%	18.6%	32.3%	34.4%	41%	25.7%	49.7%
6	74.5%	63.0%	60.0%	37.9%	53.7%	42%	33.3%	44.3%
7	86.0%	64.0%	26.8%	33.2%	68.9%	38%	34.0%	34.3%
8	N/A	N/A	45.5%	35.6%	19.4%	29%	53.7%	27.3%
All	73.3%	64.3%	38.5%	37.1%	46.5%	41%	43.1%	41.6%

Goal 2: Comparative Measure

Each year, the school will exceed its predicted level of performance on the state mathematics exam by an Effect Size of 0.3 or above (performing higher than expected to a small degree) according to a regression analysis controlling for students eligible for economically disadvantaged students among all public schools in New York State.¹⁰

Method

The Charter Schools Institute conducts a Comparative Performance Analysis, which compares the school's performance to demographically similar public schools state-wide. The Institute uses a regression analysis to control for the percentage of economically disadvantaged students among all public schools in New York State. The Institute compares the school's actual performance to the predicted performance of public schools with a similar economically disadvantaged percentage. The difference between the schools' actual and predicted performance, relative to other schools with similar economically disadvantaged statistics, produces an Effect Size. An Effect Size of 0.3 or performing higher than expected to a small degree is the requirement for achieving this measure.

Given the timing of the state's release of economically disadvantaged data and the demands of the data analysis, the 2013-14 analysis is not yet available. This report contains 2013-14 results, the most recent Comparative Performance Analysis available.

Results

In 2013-14, Girls Prep's aggregate effect size in mathematics was 0.88.

2013-14 Mathematics Comparative Performance by Grade Level

Grade	% Economically Disadvantaged	Students Tested	Percent of Students at Proficiency		Difference between Actual and Predicted	Effect Size
			Actual	Predicted		
3	84.2	71	53	30.9	22.1	1.22
4	82.4	49	45	30.8	14.2	0.72
5	78.0	50	28	29.9	-1.9	-0.10
6	75.5	53	49	27.7	21.3	1.03
7	72.3	46	69	23.6	45.4	2.35
8	83.1	63	19	15.3	3.7	0.18
All	79.8	332	43.2	26.3	16.9	0.88

¹⁰ The Institute will continue using **economically disadvantaged** instead of **eligibility for free lunch** as the demographic variable in 2013-14. Schools should report previous year's results using reported free-lunch statistics.

School's Overall Comparative Performance:
Higher than expected to a medium degree

Evaluation

In 2013-14, Girls Prep met this accountability plan goal. Girls Prep's effect size is not yet available for 2014-15, the year relevant to this analysis.

Additional Evidence

GPCSNY has had a strongly positive effect size for each of the last four years.

Mathematics Comparative Performance by School Year

School Year	Grades	Percent Eligible for Free Lunch	Number Tested	Actual	Predicted	Effect Size
2010-11	K-6	62	222	81.1	56.2	1.32
2011-12	K-7	56.2	265	75.8	59.7	0.85
2012-13	K-8	73.1	318	35.5	22.9	0.71
2013-14	K-8	79.8	332	43.2	26.3	0.88

Goal 2: Growth Measure¹¹

Each year, under the state's Growth Model, the school's mean unadjusted growth percentile in mathematics for all tested students in grades 4-8 will be above the state's unadjusted median growth percentile.

Method

This measure examines the change in performance of the same group of students from one year to the next and the progress they are making in comparison to other students with the same score in the previous year. The analysis only includes students who took the state exam in 2013-14 and also have a state exam score in 2012-13 including students who were retained in the same grade. Students with the same 2012-13 scores are ranked by their 2013-14 scores and assigned a percentile based on their relative growth in performance (mean growth percentile). Students' growth percentiles are aggregated school-wide to yield a school's mean growth percentile. In order for a school to perform above the statewide median, it must have a mean growth percentile greater than 50.

Given the timing of the state's release of Growth Model data, the 2013-14 analysis is not yet available. This report contains 2013-14 results, the most recent Growth Model data available.¹²

¹¹ See Guidelines for [Creating a SUNY Accountability Plan](#) for an explanation.

¹² Schools can acquire these data from the NYSED's business portal: portal.nysed.gov.

In 2014-15, Girls Prep’s mean unadjusted growth percentile was 45. This is lower than the state’s unadjusted median growth percentile of 50.0

2014-15 Mathematics Mean Growth Percentile by Grade Level

Grade	Mean Growth Percentile	
	School	Statewide Average
3	N/A	50
4	54	50
5	38	50
6	52	50
7	46	50
8	33	50
All	45	50

Evaluation

In 2014-15, Girls Prep did not meet this accountability plan goal.

Additional Evidence

GPCSNY has met this accountability goal in three of the last five years.

Mathematics Mean Growth Percentile by Grade Level and School Year

Grade	Mean Growth Percentile				
	2010-11 ¹³	2011-12 ¹⁴	2012-13	2013-14	2014-15
3			N/A	N/A	N/A
4			59.0	50	54
5			44.0	38	38
6			74.5	71	52
7			53.0	69	46
8			70.5	49	33

¹³ Grade level results not available.

All	55.5	49.8	59.5	55	45
-----	------	------	------	----	----

Summary of the Mathematics Goal

We are committed to providing the resources needed for our students to become proficient mathematicians. GPCSNY is committed to a culture of continuous improvement where student achievement and success has no limit.

In 2014-15, GPCSNY achieved 3 out of the 5 possible measures for evaluation. Below we have outlined an action plan to implement in the coming year. This plan includes programs and processes that have proven to be successful and new strategies that address our observable gaps.

Like the overwhelming majority of charter schools in New York City, Girls Prep did not meet the goal of 75 percent proficiency in 2014-15. However, our outstanding growth data gives us confidence that we are on a predictive path to attaining that goal in the future.

Type	Measure	Outcome
Absolute	Each year, 75 percent of all tested students who are enrolled in at least their second year will perform at proficiency on the New York State mathematics exam for grades 3-8.	Did Not Achieve
Absolute	Each year, the school's aggregate Performance Level Index (PLI) on the state mathematics exam will meet that year's Annual Measurable Objective (AMO) set forth in the state's NCLB accountability system.	Achieved
Comparative	Each year, the percent of all tested students who are enrolled in at least their second year and performing at proficiency on the state mathematics exam will be greater than that of students in the same tested grades in the local school district.	Achieved
Comparative	Each year, the school will exceed its predicted level of performance on the state mathematics exam by an Effect Size of 0.3 or above (performing higher than expected to a small degree) according to a regression analysis controlling for economically disadvantaged students among all public schools in New York State. (Using 2012-13 school district results.)	Achieved
Growth	Each year, under the state's Growth Model the school's mean unadjusted growth percentile in mathematics for all tested students in grades 4-8 will be above the state's unadjusted median growth percentile.	Did Not Achieve

Action Plan

Increased Instructional Time

In Grades K-4, we have implemented a new 30 minute problem-solving block. Students will spend this time critically engaging with a single rigorous question, developing their own strategies and discussing them with peers and as a whole class. We have contracted with Dr. Stephanie Smith to implement Cognitively Guided Instruction (CGI) "Number Talks" during this problem-solving block. CGI has previously been implemented by other NYC charter schools that have seen substantial growth in math achievement as a result.

Instruction

The second key lever to drive academic improvement is to continue to refine our coaching and observation processes. This year, Girls Prep's full-time instructional leaders include an ELA coach, two math coaches, two Directors of Curriculum and Assessment, and our principals, who are our primary instructional leaders. All of these individuals will regularly observe teachers and provide instructional feedback. Grade team leaders will also conduct informal observations and peer observations. All observations will utilize the Danielson framework as our model of excellent teaching.

Data & Assessment

In the area of data analysis and action planning, we have created an interlocking structure of network-wide data inquiry teams to ensure that all forms of data are being used and triangulated effectively. Similar in nature to professional learning communities, grade-level data inquiry teams will be led by grade-team leaders, who will in turn sit on school-wide data inquiry teams led by the Directors of Curriculum and Assessment, who will in turn sit on a network-wide data inquiry team led by the network's Director of Data and Assessment. All of the network's Directors of Curriculum and Assessment will participate in monthly like-position meetings with the network staff in order to share best practices and engage in professional development.

SCIENCE

Goal 3: Science

GPCSNY students will demonstrate proficiency relevant to achievement in science.

Background

Science at Girls Prep allows students to explore the world through a hands-on, inquiry based approach. Throughout their years in school students will study physical, life, and earth science. Science in kindergarten explores the physical properties of matter (solids) and the changes in plants and animals through the seasons. First grade students study animal diversity, properties of matter (solids and liquids), and the changes in weather through the seasons. In second grade, students use the scientific process to learn about the physics of motion, study properties of earth materials, and look at the symbiotic relationship of plants and animals.

As students move on to third grade, they build on their early childhood learning. Third grade students at Girls Prep complete an in-depth study of metric measurement and its role in quantifying observations on properties of matter. They explore energy through the physics of sound, construct simple machines (force and motion), and look at plant and animal adaptations (structures of life).

In every grade, teachers integrate opportunities for students to read and write about the content, skills, and processes developed through their inquiry work. Teachers use Delta Education FOSS science and the state standards as the key resources in planning instruction.

Goal 3: Absolute Measure

Each year, 75 percent of all tested students enrolled in at least their second year will perform at proficiency on the New York State science examination.

Method

The school administered the New York State Testing Program science assessment to students in 4th and 8th grade in springs 2014. The school converted each student's raw score to a performance level and a grade-specific scaled score. The criterion for success on this measure requires students enrolled in at least their second year (defined as enrolled by BEDS day of the previous school year) to score at proficiency.

Results

88% of Girls Prep students enrolled in at least their second year were proficient on the NYS science examination.

**Charter School Performance on 2014-15 State Science Exam
By All Students and Students Enrolled in At Least Their Second Year**

Grade	Percent of Students at Proficiency			
	Charter School Students In At Least 2 nd Year		All District Students (2013-14)	
	Percent	Number Tested	Percent	Number Tested
4	87.9%	58	85%	862
8	87.8%	41	51%	591
All	87.9%	99	71.3%	1,453

Evaluation

Girls Prep met this accountability goal.

Additional Evidence

Science Performance by Grade Level and School Year

Grade	Percent of Students Enrolled in At Least Their Second Year at Proficiency							
	2011-12		2012-13		2013-14		2014-15	
	Percent	Number Tested	Percent	Number Tested	Percent	Number Tested	Percent	Number Tested
4	95%	43	98%	48	97.6%	42	87.9%	58
8	N/A	N/A	70%	44	56.3%	64	87.7%	41
All	95%	43	85%	92	72.6%	106	87.9%	99

Goal 3: Comparative Measure

Each year, the percent of all tested students enrolled in at least their second year and performing at proficiency on the state science exam will be greater than that of all students in the same tested grades in the local school district.

Method

The school compares tested students enrolled in at least their second year to all tested students in the surrounding public school district. Comparisons are between the results for each grade in which the school had tested students in at least their second year and the results for the respective grades in the local school district.

Results

Students enrolled in at least their second year at Girls Prep performed slightly lower than those in their host district, District 1.

**2014-15 State Science Exam
Charter School and District Performance by Grade Level**

Grade	Percent of Students at Proficiency			
	Charter School Students In At Least 2 nd Year		All District Students (2013-14)	
	Percent	Number Tested	Percent	Number Tested
4	87.9%	58	85%	862
8	87.7%	41	51%	591
All	87.9%	99	71.3%	1,453

Evaluation

GPCSNY met the accountability measure requiring that students who are enrolled in at least their second year and performing at proficiency on the state science exam to be greater than that of all students in the same tested grades in the local school district.

Additional Evidence

Girls Prep met this accountability goal in each year of the accountability period prior to 2013-14.

**Science Performance of Charter School and Local District
by Grade Level and School Year**

Grade	Percent of Charter School Students at Proficiency and Enrolled in At Least their Second Year Compared to Local District Students							
	2011-12		2012-13		2013-14		2014-15	
	Girls Prep	District 1	Girls Prep	Local District	Charter School	Local District	Charter School	Local District
4	95%	86%	98%	87%	97.6%	85%	87.9%	N/A
8	N/A	N/A	70%	54%	56.3%	51%	87.7%	N/A
All	95%	86%	85%	74.3%	72.6%	71.3%	87.9%	N/A

Summary of the Science Goal

GPCSNY met two out of two science goals in 2014-15.

Type	Measure	Outcome
------	---------	---------

Absolute	Each year, 75 percent of all tested students enrolled in at least their second year will perform at proficiency on the New York State examination.	Achieved
Comparative	Each year, the percent of all tested students enrolled in at least their second year and performing at proficiency on the state exam will be greater than that of all students in the same tested grades in the local school district.	Achieved

Action Plan

We will be looking critically at the alignment of our science curriculum to the Grade 4 and 8 NYS science test. Although we are confident that our curriculum covers all of the material necessary to succeed on the Grade 4 NYS science test, certain content areas may not receive appropriate emphasis or be taught in the appropriate sequence. We will seek to uncover and remedy any gaps in 2014-15.

NCLB

Goal 4: NCLB

The school will be in Good Standing each year.

Goal 4: Absolute Measure

Under the state's NCLB accountability system, the school's Accountability Status is in good standing: the state has not identified the school as a Focus School nor determined that it has met the criteria to be identified as a local-assistance-plan school.

Method

Since *all* students are expected to meet the state's learning standards, the federal No Child Left Behind legislation stipulates that various sub-populations and demographic categories of students among all tested students must meet state proficiency standards. New York, like all states, established a system for making these determinations for its public schools. Each year the state issues School Report Cards. The report cards indicate each school's status under the state's No Child Left Behind (NCLB) accountability system.

Results

For the 2013-14 school year Girls Prep was in Good Standing.

Evaluation

GPCSNY met this accountability goal.

NCLB Status by Year

Year	Status
2007-08	Good Standing
2008-09	Good Standing
2009-10	Good Standing
2010-11	Good Standing
2011-12	Good Standing
2012-13	Good Standing
2013-14	Good Standing

Additional Evidence

GPCSNY has been in good standing for each year of the Accountability Period.

Goal 6: Parent Satisfaction

Goal 6: Absolute Measure

Each year, parents will express satisfaction with the school's program, based on the school's Parent Survey in which at least two-thirds of all parents/guardians provide a positive response to the survey items.

Method

Girls Prep uses the NYC DOE school survey to gauge family satisfaction.

Results

The parent response rate on the 2014-15 survey was 78%

2014-15 Parent Satisfaction on Key Survey Results

Item	% Satisfaction	Citywide Average
Rigorous Instruction	90%	90%
Supportive Environment	85%	87%
Collaborative Teachers	93%	88%
Effective School Leadership	88%	81%
Strong Family-Community Ties	87%	84%
Trust	90%	90%

Evaluation

This outcome measure has been met by Girls Prep. The relationship between home and school is central to each child's success. At Girls Prep, we partner with families to provide maximum support to our students. Every year begins with a home visit by the student's teachers; this initial visit allows families and teachers to establish a relationship before the school year begins. We continue to build a partnership throughout the year and from year-to-year so that every child is supported and sees success.



Appendix B: Total Expenditures and Administrative Expenditures per Child

Last updated: 07/30/2015

Page 1

Charter School Name:

B. 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 2014-15 Schedule of Functional Expenses) and divide by the year end per pupil count. (Integers Only. No dollar signs or commas).

Line 1: Total Expenditures	10036564
Line 2: Year End Per Pupil Count	564
Line 3: Divide Line 1 by Line 2	17795

2. Administrative Expenditures per Child

To calculate '**Administrative Expenditures per Child**' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2014-15 Schedule of Functional Expenses) and divide by the year end per pupil count. 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 officers, the treasurer, the finance or business offices, the purchasing unit, the employee personnel offices, the records management offices, or a public information and services offices. 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.

Please note the following:

- Do not include the FTE of personnel dedicated to administration of the instructional programs.
- Do not include Employee Benefit costs or expenditures in the above calculations.
- A template for the Schedule of Functional Expenses is provided on page 20 of the 2014-15 Annual Report Guidelines to assist schools identify the categories of expenses needed to compute the two per pupil calculations. This template does not need to be completed or submitted on August 1st as it will be submitted November 1st as part of the audited financial statements. Therefore schools should use unaudited amounts for these per pupil calculations. (See the 2014-15 Annual Report Guidelines in "Resources" area of your portal task page).

To calculate '**Administrative Expenditures per Child**' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2014-15 Schedule of Functional Expenses) and divide by the year end per pupil count. (Integers Only. No dollar signs or commas).

Line 1: Relevant Personnel Services Cost (Row)	463577
Line 2: Management and General Cost (Column)	284620
Line 3: Sum of Line 1 and Line 2	748197
Line 4: Year End Per Pupil Count	564
Line 5: Divide Line 3 by the Year End Per Pupil Count	1326

Thank you.



**GENERAL INSTRUCTIONS FOR
ANNUAL BUDGET/QUARTERLY REPORT**

TEMPLATE TABS

1- GRAY tab contains the Instructions

Instructions	Provides description of tabs and input requirements.
------------------------------	--

2- BLUE tabs require input of information

1.) Name of School	Enter school name, contact information and academic year for the yearly budget and quarterly reports.
2.) Enrollment	Enter enrollment information on this tab. Use for inputting BOTH Annual Budget (& Revisions) and Quarterly Actuals. Includes: >Enrollment by Grade >Enrollment by District
3.) Staffing Plan	Enter staffing plan information on this tab. Use for inputting BOTH Annual Budget (& Revisions) and Quarterly Actuals. Includes: >Full Time Equivalent (FTE), by Position Category, By Quarter >Average Wage, by Position Category, By Quarter
4.) Yearly Budget	Enter data in light blue cells. >Enrollment data and Per Pupil Revenue for the current year are populated based upon input on tab "2.) Enrollment." >Avg FTE and Personnel Costs for current year are populated based upon input on tab "3.) Staffing Plan." >"Pior Year" column may be completed based upon preliminary data, and adjusted with Annual Audited data when the Quarter 2 Actuals are being submitted. >Budget Revisions, as necessary and approved by the school's Board of Directors, should be submitted when submitting Quarterly Actuals.
5.) Balance Sheet	Enter data in light blue cells. >"Pior Year" column may be completed based upon preliminary data, and adjusted with Annual Audited data when the Quarter 2 Actuals are being submitted.
6.) Quarterly Report	Enter data in light blue cells. >Enrollment data and Per Pupil Revenue for the current year are populated based upon input on tab "2.) Enrollment." >Avg FTE and Personnel Costs for current year are populated based upon input on tab "3.) Staffing Plan."
7.) Annual Report Requirement	Complete when submitting Actual Quarter 4.

CELL COLORS & GUIDANCE COMMENTS

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

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

District Code	School District Name	Final 2014-15 Basic Tuition*	Final 2015-16 Basic Tuition*
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Charter Schools Institute
The State University of New York

ANNUAL BUDGET & QUARTERLY REPORT TEMPLATE

Girls Prep Lower East Side

Contact Name: Ian Rowe
Contact Title: CEO
Contact Email: irowe@publicprep.org
Contact Phone: 212-346-6000

Current Academic Year: 2015-16

Prior Academic Year: #NAME?

ENROLLMENT BY GRADES								
GRADES	K	1	2	3	4	5	6	7
INITIAL BUDGETED ENROLLMENT	72	72	72	72	72	75	75	47
TOTAL ENROLLMENT = 603								

ENROLLMENT BY DISTRICT

	PRIOR YEAR ACTUAL	ANNUAL BUDGET TOTAL DISTRICTS/ENROLLMENT BY QUARTER						
		QUARTER 1		QUARTER 2		QUARTER 3		QUAR
		Original	Revised	Original	Revised	Original	Revised	Original
NUMBER OF SCHOOL DISTRICTS ENROLLED:	0	1	0	1	0	1	0	1
NUMBER OF STUDENTS ENROLLED:	0	603	0	603	0	603	0	603

NOTE:
IF there are NO Annual Budget revisions leave "Revised Budgeted Enrollment" Column(s) COM
BLANK.
IF "Revised Budgeted Enrollment" column is utilized, all cells in the entire column should be con

	PRIOR YEAR #NAME? Actual Enrollment	ANNUAL BUDGET ENROLLMENT BY QUARTER						
		QUARTER 1		QUARTER 2		QUARTER 3		QUAR
		Original Budgeted Enrollment	Revised Budgeted Enrollment	Original Budgeted Enrollment	Revised Budgeted Enrollment	Original Budgeted Enrollment	Revised Budgeted Enrollment	Original Budgeted Enrollment
1 PRIMARY District		603		603		603		603
2 SECONDARY District								

PRIMARY/OTHER	DISTRICT NAME(S)
1 PRIMARY District	NYC CHANCELLOR'S OFFICE
2 SECONDARY District	(Select from drop-down list)
Other District 3	(Select from drop-down list)
Other District 4	(Select from drop-down list)
Other District 5	(Select from drop-down list)
Other District 6	(Select from drop-down list)
Other District 7	(Select from drop-down list)
Other District 8	(Select from drop-down list)
Other District 9	(Select from drop-down list)
Other District 10	(Select from drop-down list)
Other District 11	(Select from drop-down list)
Other District 12	(Select from drop-down list)
Other District 13	(Select from drop-down list)
Other District 14	(Select from drop-down list)
Other District 15	(Select from drop-down list)
Other District 16	(Select from drop-down list)
Other District 17	(Select from drop-down list)
Other District 18	(Select from drop-down list)
Other District 19	(Select from drop-down list)
Other District 20	(Select from drop-down list)
Other District 21	(Select from drop-down list)
Other District 22	(Select from drop-down list)
Other District 23	(Select from drop-down list)
Other District 24	(Select from drop-down list)
Other District 25	(Select from drop-down list)
Other District 26	(Select from drop-down list)
Other District 27	(Select from drop-down list)
Other District 28	(Select from drop-down list)
Other District 29	(Select from drop-down list)
Other District 30	(Select from drop-down list)
Other District 31	(Select from drop-down list)
Other District 32	(Select from drop-down list)
Other District 33	(Select from drop-down list)
Other District 34	(Select from drop-down list)
Other District 35	(Select from drop-down list)
Other District 36	(Select from drop-down list)
Other District 37	(Select from drop-down list)
Other District 38	(Select from drop-down list)
Other District 39	(Select from drop-down list)
Other District 40	(Select from drop-down list)
Other District 41	(Select from drop-down list)
Other District 42	(Select from drop-down list)
Other District 43	(Select from drop-down list)
Other District 44	(Select from drop-down list)
Other District 45	(Select from drop-down list)
Other District 46	(Select from drop-down list)
Other District 47	(Select from drop-down list)
Other District 48	(Select from drop-down list)
Other District 49	(Select from drop-down list)
Other District 50	(Select from drop-down list)

:

8	9	10	11	12
46				

ACTUAL QUARTERLY TOTAL DISTRICTS/ENROLLMENT				
QUARTER 4	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
<i>Revised</i>	Actual	Actual	Actual	Actual
0	0	0	0	0
0	0	0	0	0
COMPLETELY completed.				
ACTUAL ENROLLMENT BY QUARTER				
QUARTER 4	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
<i>Revised Budgeted Enrollment</i>	Actual Enrollment	Actual Enrollment	Actual Enrollment	Actual Enrollment

**GIRLS PREP LOWER EAST SIDE
2015-16**

STAFFING PLAN - FULL TIME EQUIVALENT

***NOTE:** If there are NO budget revisions at the time of quarterly submittal leave the 'REVISED' Column(s) COMPLETE. IF the Revised Budget column IS utilized, the ENTIRE column should be completed for both the FTE and WAGES sections.

ADMINISTRATIVE PERSONNEL FTE		PRIOR YEAR 2014-15 ACTUAL	ANNUAL BUDGETED FTE						
*NOTE: Enter the number of FTE positions in the "blue" cells.			Q1		Q2		Q3		Q4
			Original	Revised	Original	Revised	Original	Revised	Original
Executive Management									
Instructional Management			2.0		2.0		2.0		2.0
Deans, Directors & Coordinators			13.0		13.0		13.0		13.0
CFO / Director of Finance									
Operation / Business Manager			2.0		2.0		2.0		2.0
Administrative Staff			7.0		7.0		7.0		7.0
TOTAL ADMINISTRATIVE STAFF		0.0	24.0	0.0	24.0	0.0	24.0	0.0	24.0
INSTRUCTIONAL PERSONNEL FTE		PRIOR YEAR 2014-15 ACTUAL	ANNUAL BUDGETED FTE						
*NOTE: Enter the number of FTE positions in the "blue" cells.			Q1		Q2		Q3		Q4
			Original	Revised	Original	Revised	Original	Revised	Original
Teachers - Regular			38.0		38.0		38.0		38.0
Teachers - SPED			14.0		14.0		14.0		14.0
Substitute Teachers									
Teaching Assistants			4.0		4.0		4.0		4.0
Specialty Teachers			27.0		27.0		27.0		27.0
Aides			4.0		4.0		4.0		4.0
Therapists & Counselors			2.0		2.0		2.0		2.0
Other			1.0		1.0		1.0		1.0
TOTAL INSTRUCTIONAL		0.0	90.0	0.0	90.0	0.0	90.0	0.0	90.0
NON-INSTRUCTIONAL PERSONNEL FTE		PRIOR YEAR 2014-15 ACTUAL	ANNUAL BUDGETED FTE						
*NOTE: Enter the number of FTE positions in the "blue" cells.			Q1		Q2		Q3		Q4
			Original	Revised	Original	Revised	Original	Revised	Original
Nurse									
Librarian									
Custodian									
Security									
Other									
TOTAL NON-INSTRUCTIONAL		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
TOTAL PERSONNEL SERVICE FTE		0.0	114.0	0.0	114.0	0.0	114.0	0.0	114.0

ADMINISTRATIVE PERSONNEL WAGES		ACTUAL QUARTERLY WAGES				Description of Assumptions
*NOTE: Enter the average salary for each category in the "blue" cells.	4	Q1	Q2	Q3	Q4	
	Revised	Actual	Actual	Actual	Actual	
Executive Management						
Instructional Management						
Deans, Directors & Coordinators						
CFO / Director of Finance						
Operation / Business Manager						
Administrative Staff						
INSTRUCTIONAL PERSONNEL WAGES		ACTUAL QUARTERLY WAGES				Description of Assumptions
*NOTE: Enter the average salary for each category in the "blue" cells.	4	Q1	Q2	Q3	Q4	
	Revised	Actual	Actual	Actual	Actual	
Teachers - Regular						
Teachers - SPED						
Substitute Teachers						
Teaching Assistants						
Specialty Teachers						
Aides						
Therapists & Counselors						
Other						
NON-INSTRUCTIONAL PERSONNEL WAGES		ACTUAL QUARTERLY WAGES				Description of Assumptions
*NOTE: Enter the average salary for each category in the "blue" cells.	4	Q1	Q2	Q3	Q4	
	Revised	Actual	Actual	Actual	Actual	
Nurse						
Librarian						
Custodian						
Security						
Other						

**GIRLS PREP LOWER EAST SIDE
Budget / Operating Plan
2015-16**

Total Revenue	-	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Total Expenses	-	2,703,483	#NAME?	#NAME?	2,703,483	#NAME?	#NAME?	2,703,483	#NAME?
Net Income	-	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Actual Student Enrollment	-	603	-	-	603	-	-	603	-
	Prior Year Actual	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Q	
	#NAME?	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	
ENROLLMENT - *School Districts Are Linked To Above Entries*									
Number of Districts:	-	1	-	-	1	-	-	1	-
NYC CHANCELLOR'S OFFICE	-	603	-	-	603	-	-	603	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
ALL OTHER School Districts: (Weighted Avg)	-	-	-	-	-	-	-	-	-
TOTAL ENROLLMENT	-	603	-	-	603	-	-	603	-
REVENUE PER PUPIL	-	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?	
EXPENSES PER PUPIL	-	4,483	-	#NAME?	4,483	-	#NAME?	4,483	

		#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Total Revenue		#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Total Expenses		#NAME?	#NAME?	2,703,483	#NAME?	#NAME?
Net Income		#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Actual Student Enrollment		-	-	603	-	-
		Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
		Revised Budget	Variance	Original Budget	Revised Budget	Variance
EXPENSES						
ADMINISTRATIVE STAFF PERSONNEL COSTS		Avg. No. of Positions				
Executive Management	-	-	#NAME?	-	-	#NAME?
Instructional Management	2.00	-	#NAME?	67,638	-	#NAME?
Deans, Directors & Coordinators	13.00	-	#NAME?	241,170	-	#NAME?
CFO / Director of Finance	-	-	#NAME?	-	-	#NAME?
Operation / Business Manager	2.00	-	#NAME?	45,839	-	#NAME?
Administrative Staff	7.00	-	#NAME?	82,005	-	#NAME?
TOTAL ADMINISTRATIVE STAFF	24.00	-	#NAME?	436,652	-	#NAME?
INSTRUCTIONAL PERSONNEL COSTS						
Teachers - Regular	38.00	-	#NAME?	618,696	-	#NAME?
Teachers - SPED	14.00	-	#NAME?	231,812	-	#NAME?
Substitute Teachers	-	-	#NAME?	-	-	#NAME?
Teaching Assistants	4.00	-	#NAME?	40,750	-	#NAME?
Specialty Teachers	27.00	-	#NAME?	158,149	-	#NAME?
Aides	4.00	-	#NAME?	36,883	-	#NAME?
Therapists & Counselors	2.00	-	#NAME?	37,753	-	#NAME?
Other	1.00	-	#NAME?	67,519	-	#NAME?
TOTAL INSTRUCTIONAL	90.00	-	#NAME?	1,191,561	-	#NAME?
NON-INSTRUCTIONAL PERSONNEL COSTS						
Nurse	-	-	#NAME?	-	-	#NAME?
Librarian	-	-	#NAME?	-	-	#NAME?
Custodian	-	-	#NAME?	-	-	#NAME?
Security	-	-	#NAME?	-	-	#NAME?
Other	-	-	#NAME?	-	-	#NAME?
TOTAL NON-INSTRUCTIONAL	-	-	#NAME?	-	-	#NAME?
SUBTOTAL PERSONNEL SERVICE COSTS	114.00	-	#NAME?	1,628,214	-	#NAME?
PAYROLL TAXES AND BENEFITS						
Payroll Taxes	-	-	#NAME?	146,180	-	#NAME?
Fringe / Employee Benefits	-	-	#NAME?	252,282	-	#NAME?
Retirement / Pension	-	-	#NAME?	49,740	-	#NAME?
TOTAL PAYROLL TAXES AND BENEFITS	-	-	#NAME?	448,202	-	#NAME?
TOTAL PERSONNEL SERVICE COSTS	114.00	-	#NAME?	2,076,416	-	#NAME?
CONTRACTED SERVICES						
Accounting / Audit	-	-	#NAME?	5,028	-	#NAME?
Legal	-	-	#NAME?	-	-	#NAME?
Management Company Fee	-	-	#NAME?	251,035	-	#NAME?
Nurse Services	-	-	#NAME?	-	-	#NAME?
Food Service / School Lunch	-	-	#NAME?	-	-	#NAME?
Payroll Services	-	-	#NAME?	7,515	-	#NAME?
Special Ed Services	-	-	#NAME?	3,620	-	#NAME?
Titlement Services (i.e. Title I)	-	-	#NAME?	-	-	#NAME?
Other Purchased / Professional / Consulting	-	-	#NAME?	70,034	-	#NAME?
TOTAL CONTRACTED SERVICES	-	-	#NAME?	337,232	-	#NAME?

Total Revenue	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Total Expenses	#NAME?	#NAME?	2,703,483	#NAME?	#NAME?
Net Income	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Actual Student Enrollment	-	-	603	-	-
	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
	Revised Budget	Variance	Original Budget	Revised Budget	Variance
SCHOOL OPERATIONS					
Board Expenses	-	#NAME?	-	-	#NAME?
Classroom / Teaching Supplies & Materials	-	#NAME?	25,900	-	#NAME?
Special Ed Supplies & Materials	-	#NAME?	1,469	-	#NAME?
Textbooks / Workbooks	-	#NAME?	33,641	-	#NAME?
Supplies & Materials other	-	#NAME?	-	-	#NAME?
Equipment / Furniture	-	#NAME?	27,917	-	#NAME?
Telephone	-	#NAME?	27,583	-	#NAME?
Technology	-	#NAME?	4,975	-	#NAME?
Student Testing & Assessment	-	#NAME?	4,000	-	#NAME?
Field Trips	-	#NAME?	9,500	-	#NAME?
Transportation (student)	-	#NAME?	-	-	#NAME?
Student Services - other	-	#NAME?	32,407	-	#NAME?
Office Expense	-	#NAME?	19,909	-	#NAME?
Staff Development	-	#NAME?	36,776	-	#NAME?
Staff Recruitment	-	#NAME?	2,394	-	#NAME?
Student Recruitment / Marketing	-	#NAME?	-	-	#NAME?
School Meals / Lunch	-	#NAME?	8,956	-	#NAME?
Travel (Staff)	-	#NAME?	1,125	-	#NAME?
Fundraising	-	#NAME?	-	-	#NAME?
Other	-	#NAME?	48	-	#NAME?
TOTAL SCHOOL OPERATIONS	-	#NAME?	236,598	-	#NAME?
FACILITY OPERATION & MAINTENANCE					
Insurance	-	#NAME?	11,706	-	#NAME?
Janitorial	-	#NAME?	-	-	#NAME?
Building and Land Rent / Lease / Facility Finance Interest	-	#NAME?	-	-	#NAME?
Repairs & Maintenance	-	#NAME?	1,000	-	#NAME?
Equipment / Furniture	-	#NAME?	-	-	#NAME?
Security	-	#NAME?	-	-	#NAME?
Utilities	-	#NAME?	-	-	#NAME?
TOTAL FACILITY OPERATION & MAINTENANCE	-	#NAME?	12,706	-	#NAME?
DEPRECIATION & AMORTIZATION	-	#NAME?	39,581	-	#NAME?
RESERVES / CONTINGENCY	-	#NAME?	950	-	#NAME?
TOTAL EXPENSES	-	#NAME?	2,703,483	-	#NAME?
NET INCOME	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?

Total Revenue	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Total Expenses	#NAME?	#NAME?	2,703,483	#NAME?	#NAME?
Net Income	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Actual Student Enrollment	-	-	603	-	-
	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
	Revised Budget	Variance	Original Budget	Revised Budget	Variance
ENROLLMENT - *School Districts Are Linked To Above Entries*					
Number of Districts:	-	-	1	-	-
NYC CHANCELLOR'S OFFICE	-	-	603	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
ALL OTHER School Districts: (Weighted Avg)	-	-	-	-	-
TOTAL ENROLLMENT	-	-	603	-	-
REVENUE PER PUPIL	-	#NAME?	#NAME?	-	#NAME?
EXPENSES PER PUPIL	-	#NAME?	4,483	-	#NAME?

**GIRLS PREP LOWER
Budget / Operatin
2015-16**

	#NAME?				
	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Total Revenue	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Total Expenses	10,813,931	#NAME?	#NAME?	###	#NAME?
Net Income	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Actual Student Enrollment					
	Total Year			VARIANCE	
	Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget
REVENUE					
REVENUES FROM STATE SOURCES					
Per Pupil Revenue		2015-16			
		Per Pupil Rate			
NYC CHANCELLOR'S OFFICE	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
-	#N/A	#N/A	#NAME?	#NAME?	#NAME?
-	#N/A	#N/A	#NAME?	#NAME?	#NAME?
-	#N/A	#N/A	#NAME?	#NAME?	#NAME?
-	#N/A	#N/A	#NAME?	#NAME?	#NAME?
-	#N/A	#N/A	#NAME?	#NAME?	#NAME?
-	#N/A	#N/A	#NAME?	#NAME?	#NAME?
-	#N/A	#N/A	#NAME?	#NAME?	#NAME?
-	#N/A	#N/A	#NAME?	#NAME?	#NAME?
-	#N/A	#N/A	#NAME?	#NAME?	#NAME?
-	#N/A	#N/A	#NAME?	#NAME?	#NAME?
-	#N/A	#N/A	#NAME?	#NAME?	#NAME?
-	#N/A	#N/A	#NAME?	#NAME?	#NAME?
-	#N/A	#N/A	#NAME?	#NAME?	#NAME?
-	#N/A	#N/A	#NAME?	#NAME?	#NAME?
-	#N/A	#N/A	#NAME?	#NAME?	#NAME?
-	#N/A	#N/A	#NAME?	#NAME?	#NAME?
-	#N/A	#N/A	#NAME?	#NAME?	#NAME?
-	#N/A	#N/A	#NAME?	#NAME?	#NAME?
ALL OTHER School Districts: (Weighted Avg)	#N/A	#N/A	#NAME?	#NAME?	#NAME?
TOTAL Per Pupil Revenue (Weighted Average Per Pupil Funding)	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Special Education Revenue	1,442,527	#NAME?	#NAME?	1,442,527	#NAME?
Grants					
Stimulus	-	#NAME?	#NAME?	-	#NAME?
DYCD (Department of Youth and Community Development)	338,440	#NAME?	#NAME?	338,440	#NAME?
Other	-	#NAME?	#NAME?	-	#NAME?
Other	135,675	#NAME?	#NAME?	135,675	#NAME?
TOTAL REVENUE FROM STATE SOURCES	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
REVENUE FROM FEDERAL FUNDING					
IDEA Special Needs	53,661	#NAME?	#NAME?	53,661	#NAME?
Title I	196,234	#NAME?	#NAME?	196,234	#NAME?
Title Funding - Other	8,797	#NAME?	#NAME?	8,797	#NAME?
School Food Service (Free Lunch)	-	#NAME?	#NAME?	-	#NAME?
Grants					
Charter School Program (CSP) Planning & Implementation	-	#NAME?	#NAME?	-	#NAME?
Other	-	#NAME?	#NAME?	-	#NAME?
Other	-	#NAME?	#NAME?	-	#NAME?
TOTAL REVENUE FROM FEDERAL SOURCES	258,692	#NAME?	#NAME?	258,692	#NAME?
LOCAL and OTHER REVENUE					
Contributions and Donations	-	#NAME?	#NAME?	-	#NAME?
Fundraising	-	#NAME?	#NAME?	-	#NAME?
Erate Reimbursement	84,347	#NAME?	#NAME?	84,347	#NAME?
Earnings on Investments	-	#NAME?	#NAME?	-	#NAME?
Interest Income	-	#NAME?	#NAME?	-	#NAME?
Food Service (Income from meals)	-	#NAME?	#NAME?	-	#NAME?
Text Book	47,927	#NAME?	#NAME?	47,927	#NAME?
OTHER	-	#NAME?	#NAME?	-	#NAME?
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	132,274	#NAME?	#NAME?	132,274	#NAME?
TOTAL REVENUE	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?

**GIRLS PREP LOWER
Budget / Operatin
2015-16**

	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Total Revenue					
Total Expenses	10,813,931	#NAME?	#NAME?	###	#NAME?
Net Income	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Actual Student Enrollment					
	Total Year			VARIANCE	
	Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget
EXPENSES					
ADMINISTRATIVE STAFF PERSONNEL COSTS					
	Avg. No. of Positions				
Executive Management	-			-	
Instructional Management	2.00			(270,553)	
Deans, Directors & Coordinators	13.00			(964,680)	
CFO / Director of Finance	-			-	
Operation / Business Manager	2.00			(183,355)	
Administrative Staff	7.00			(328,022)	
TOTAL ADMINISTRATIVE STAFF	24.00			(1,746,610)	
INSTRUCTIONAL PERSONNEL COSTS					
Teachers - Regular	38.00			(2,474,784)	
Teachers - SPED	14.00			(927,249)	
Substitute Teachers	-			-	
Teaching Assistants	4.00			(163,000)	
Specialty Teachers	27.00			(632,598)	
Aides	4.00			(147,530)	
Therapists & Counselors	2.00			(151,010)	
Other	1.00			(270,075)	
TOTAL INSTRUCTIONAL	90.00			(4,766,246)	
NON-INSTRUCTIONAL PERSONNEL COSTS					
Nurse	-			-	
Librarian	-			-	
Custodian	-			-	
Security	-			-	
Other	-			-	
TOTAL NON-INSTRUCTIONAL	-			-	
SUBTOTAL PERSONNEL SERVICE COSTS	114.00			(6,512,856)	
PAYROLL TAXES AND BENEFITS					
Payroll Taxes		584,720		(584,720)	
Fringe / Employee Benefits		1,009,128		(1,009,128)	
Retirement / Pension		198,959		(198,959)	
TOTAL PAYROLL TAXES AND BENEFITS		1,792,807		(1,792,807)	
TOTAL PERSONNEL SERVICE COSTS	114.00			(8,305,663)	
CONTRACTED SERVICES					
Accounting / Audit		20,112		(20,112)	
Legal		-		-	
Management Company Fee		1,004,140		(1,004,140)	
Nurse Services		-		-	
Food Service / School Lunch		-		-	
Payroll Services		30,061		(30,061)	
Special Ed Services		14,480		(14,480)	
Titlement Services (i.e. Title I)		-		-	
Other Purchased / Professional / Consulting		280,134		(280,134)	
TOTAL CONTRACTED SERVICES		1,348,927		(1,348,927)	

**GIRLS PREP LOWER
Budget / Operatin
2015-16**

	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
	10,813,931	#NAME?	#NAME?	###	#NAME?
	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Total Revenue					
Total Expenses					
Net Income					
Actual Student Enrollment					
	Total Year			VARIANCE	
	Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget
SCHOOL OPERATIONS					
Board Expenses	-	#NAME?	#NAME?	-	#NAME?
Classroom / Teaching Supplies & Materials	103,600	#NAME?	#NAME?	(103,600)	#NAME?
Special Ed Supplies & Materials	5,877	#NAME?	#NAME?	(5,877)	#NAME?
Textbooks / Workbooks	134,562	#NAME?	#NAME?	(134,562)	#NAME?
Supplies & Materials other	-	#NAME?	#NAME?	-	#NAME?
Equipment / Furniture	111,667	#NAME?	#NAME?	(111,667)	#NAME?
Telephone	110,333	#NAME?	#NAME?	(110,333)	#NAME?
Technology	19,900	#NAME?	#NAME?	(19,900)	#NAME?
Student Testing & Assessment	15,999	#NAME?	#NAME?	(15,999)	#NAME?
Field Trips	38,000	#NAME?	#NAME?	(38,000)	#NAME?
Transportation (student)	-	#NAME?	#NAME?	-	#NAME?
Student Services - other	129,626	#NAME?	#NAME?	(129,626)	#NAME?
Office Expense	79,637	#NAME?	#NAME?	(79,637)	#NAME?
Staff Development	147,102	#NAME?	#NAME?	(147,102)	#NAME?
Staff Recruitment	9,575	#NAME?	#NAME?	(9,575)	#NAME?
Student Recruitment / Marketing	-	#NAME?	#NAME?	-	#NAME?
School Meals / Lunch	35,825	#NAME?	#NAME?	(35,825)	#NAME?
Travel (Staff)	4,500	#NAME?	#NAME?	(4,500)	#NAME?
Fundraising	-	#NAME?	#NAME?	-	#NAME?
Other	190	#NAME?	#NAME?	(190)	#NAME?
TOTAL SCHOOL OPERATIONS	946,393	#NAME?	#NAME?	(946,393)	#NAME?
FACILITY OPERATION & MAINTENANCE					
Insurance	46,823	#NAME?	#NAME?	(46,823)	#NAME?
Janitorial	-	#NAME?	#NAME?	-	#NAME?
Building and Land Rent / Lease / Facility Finance Interest	-	#NAME?	#NAME?	-	#NAME?
Repairs & Maintenance	4,000	#NAME?	#NAME?	(4,000)	#NAME?
Equipment / Furniture	-	#NAME?	#NAME?	-	#NAME?
Security	-	#NAME?	#NAME?	-	#NAME?
Utilities	-	#NAME?	#NAME?	-	#NAME?
TOTAL FACILITY OPERATION & MAINTENANCE	50,823	#NAME?	#NAME?	(50,823)	#NAME?
DEPRECIATION & AMORTIZATION	158,325	#NAME?	#NAME?	(158,325)	#NAME?
RESERVES / CONTINGENCY	3,800	#NAME?	#NAME?	(3,800)	#NAME?
TOTAL EXPENSES	10,813,931	#NAME?	#NAME?	###	#NAME?
NET INCOME	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?

Total Revenue
Total Expenses
Net Income
Actual Student Enrollment

DESCRIPTION OF ASSUMPTIONS

REVENUE

REVENUES FROM STATE SOURCES

Per Pupil Revenue

2015-16
Per Pupil Rate

NYC CHANCELLOR'S OFFICE

#NAME?

- #N/A

ALL OTHER School Districts: (Weighted Avg)

TOTAL Per Pupil Revenue (Weighted Average

Per Pupil Funding) #NAME?

Special Education Revenue

Grants

Stimulus

DYCD (Department of Youth and Community Development)

Other

Other

TOTAL REVENUE FROM STATE SOURCES

REVENUE FROM FEDERAL FUNDING

IDEA Special Needs

Title I

Title Funding - Other

School Food Service (Free Lunch)

Grants

Charter School Program (CSP) Planning & Implementation

Other

Other

TOTAL REVENUE FROM FEDERAL SOURCES

LOCAL and OTHER REVENUE

Contributions and Donations

Fundraising

Erate Reimbursement

Earnings on Investments

Interest Income

Food Service (Income from meals)

Text Book

OTHER

TOTAL REVENUE FROM LOCAL and OTHER SOURCES

TOTAL REVENUE

Total Revenue
Total Expenses
Net Income
Actual Student Enrollment

DESCRIPTION OF ASSUMPTIONS

EXPENSES

ADMINISTRATIVE STAFF PERSONNEL COSTS	Avg. No. of Positions
Executive Management	-
Instructional Management	2.00
Deans, Directors & Coordinators	13.00
CFO / Director of Finance	-
Operation / Business Manager	2.00
Administrative Staff	7.00
TOTAL ADMINISTRATIVE STAFF	24.00

INSTRUCTIONAL PERSONNEL COSTS	
Teachers - Regular	38.00
Teachers - SPED	14.00
Substitute Teachers	-
Teaching Assistants	4.00
Specialty Teachers	27.00
Aides	4.00
Therapists & Counselors	2.00
Other	1.00
TOTAL INSTRUCTIONAL	90.00

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

SUBTOTAL PERSONNEL SERVICE COSTS	114.00
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PAYROLL TAXES AND BENEFITS	
Payroll Taxes	
Fringe / Employee Benefits	
Retirement / Pension	
TOTAL PAYROLL TAXES AND BENEFITS	

TOTAL PERSONNEL SERVICE COSTS	114.00
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CONTRACTED SERVICES	
Accounting / Audit	
Legal	
Management Company Fee	
Nurse Services	
Food Service / School Lunch	
Payroll Services	
Special Ed Services	
Titlement Services (i.e. Title I)	
Other Purchased / Professional / Consulting	
TOTAL CONTRACTED SERVICES	

Total Revenue
Total Expenses
Net Income
Actual Student Enrollment

DESCRIPTION OF ASSUMPTIONS

SCHOOL OPERATIONS

Board Expenses
Classroom / Teaching Supplies & Materials
Special Ed Supplies & Materials
Textbooks / Workbooks
Supplies & Materials other
Equipment / Furniture
Telephone
Technology
Student Testing & Assessment
Field Trips
Transportation (student)
Student Services - other
Office Expense
Staff Development
Staff Recruitment
Student Recruitment / Marketing
School Meals / Lunch
Travel (Staff)
Fundraising
Other

TOTAL SCHOOL OPERATIONS

FACILITY OPERATION & MAINTENANCE

Insurance
Janitorial
Building and Land Rent / Lease / Facility Finance Interest
Repairs & Maintenance
Equipment / Furniture
Security
Utilities

TOTAL FACILITY OPERATION & MAINTENANCE

DEPRECIATION & AMORTIZATION

RESERVES / CONTINGENCY

TOTAL EXPENSES

NET INCOME

EAST SIDE
g Plan

Total Revenue
Total Expenses
Net Income
Actual Student Enrollment

DESCRIPTION OF ASSUMPTIONS

ENROLLMENT - *School Districts Are Linked To Above Entries*

Number of Districts:

NYC CHANCELLOR'S OFFICE

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ALL OTHER School Districts: (Weighted Avg)

TOTAL ENROLLMENT

REVENUE PER PUPIL

EXPENSES PER PUPIL

**GIRLS PREP LOWER EAST SIDE
BALANCE SHEET
2015-16**

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

**GIRLS PREP LOWER EAST SIDE
Budget / Operating Plan
2015-16**

Total Revenue	#NAME?						
Total Expenses	#NAME?						
Net Income	#NAME?						
Actual Student Enrollment	-	#NAME?	-	-	#NAME?	-	-

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

EXPENSES		Quarter 0	1st Quarter - 7/1 - 9/30		2nd Quarter - 10/1 - 12/31		3rd Quarter
		No. of Positions	Actual	Current Budget	Actual	Current Budget	Actual
ADMINISTRATIVE STAFF PERSONNEL COSTS							
Executive Management	#NAME?		-	#NAME?	-	#NAME?	-
Instructional Management	#NAME?		-	#NAME?	-	#NAME?	-
Deans, Directors & Coordinators	#NAME?		-	#NAME?	-	#NAME?	-
CFO / Director of Finance	#NAME?		-	#NAME?	-	#NAME?	-
Operation / Business Manager	#NAME?		-	#NAME?	-	#NAME?	-
Administrative Staff	#NAME?		-	#NAME?	-	#NAME?	-
TOTAL ADMINISTRATIVE STAFF	#NAME?		-	#NAME?	-	#NAME?	-
INSTRUCTIONAL PERSONNEL COSTS							
Teachers - Regular	#NAME?		-	#NAME?	-	#NAME?	-
Teachers - SPED	#NAME?		-	#NAME?	-	#NAME?	-
Substitute Teachers	#NAME?		-	#NAME?	-	#NAME?	-
Teaching Assistants	#NAME?		-	#NAME?	-	#NAME?	-
Specialty Teachers	#NAME?		-	#NAME?	-	#NAME?	-
Aides	#NAME?		-	#NAME?	-	#NAME?	-
Therapists & Counselors	#NAME?		-	#NAME?	-	#NAME?	-
Other	#NAME?		-	#NAME?	-	#NAME?	-
TOTAL INSTRUCTIONAL	#NAME?		-	#NAME?	-	#NAME?	-
NON-INSTRUCTIONAL PERSONNEL COSTS							
Nurse	#NAME?		-	#NAME?	-	#NAME?	-
Librarian	#NAME?		-	#NAME?	-	#NAME?	-
Custodian	#NAME?		-	#NAME?	-	#NAME?	-
Security	#NAME?		-	#NAME?	-	#NAME?	-
Other	#NAME?		-	#NAME?	-	#NAME?	-
TOTAL NON-INSTRUCTIONAL	#NAME?		-	#NAME?	-	#NAME?	-
SUBTOTAL PERSONNEL SERVICE COSTS							
	#NAME?		-	#NAME?	-	#NAME?	-
PAYROLL TAXES AND BENEFITS							
Payroll Taxes			-	#NAME?	-	#NAME?	-
Fringe / Employee Benefits			-	#NAME?	-	#NAME?	-
Retirement / Pension			-	#NAME?	-	#NAME?	-
TOTAL PAYROLL TAXES AND BENEFITS			-	#NAME?	-	#NAME?	-
TOTAL PERSONNEL SERVICE COSTS							
	#NAME?		-	#NAME?	-	#NAME?	-
CONTRACTED SERVICES							
Accounting / Audit			-	#NAME?	-	#NAME?	-
Legal			-	#NAME?	-	#NAME?	-
Management Company Fee			-	#NAME?	-	#NAME?	-
Nurse Services			-	#NAME?	-	#NAME?	-
Food Service / School Lunch			-	#NAME?	-	#NAME?	-
Payroll Services			-	#NAME?	-	#NAME?	-
Special Ed Services			-	#NAME?	-	#NAME?	-
Titlement Services (i.e. Title I)			-	#NAME?	-	#NAME?	-
Other Purchased / Professional / Consulting			-	#NAME?	-	#NAME?	-
TOTAL CONTRACTED SERVICES			-	#NAME?	-	#NAME?	-

**GIRLS PREP LOWER EAST SIDE
Budget / Operating Plan
2015-16**

Total Revenue	#NAME?						
Total Expenses	#NAME?						
Net Income	#NAME?						
Actual Student Enrollment	-	#NAME?	-	-	#NAME?	-	-

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

ENROLLMENT - *School Districts Are Linked To Above Entries*							
NYC CHANCELLOR'S OFFICE	-	#NAME?	-	-	#NAME?	-	-
-	-	#NAME?	-	-	#NAME?	-	-
-	-	#NAME?	-	-	#NAME?	-	-
-	-	#NAME?	-	-	#NAME?	-	-
-	-	#NAME?	-	-	#NAME?	-	-
-	-	#NAME?	-	-	#NAME?	-	-
-	-	#NAME?	-	-	#NAME?	-	-
-	-	#NAME?	-	-	#NAME?	-	-
-	-	#NAME?	-	-	#NAME?	-	-
-	-	#NAME?	-	-	#NAME?	-	-
-	-	#NAME?	-	-	#NAME?	-	-
-	-	#NAME?	-	-	#NAME?	-	-
-	-	#NAME?	-	-	#NAME?	-	-
-	-	#NAME?	-	-	#NAME?	-	-
-	-	#NAME?	-	-	#NAME?	-	-
-	-	#NAME?	-	-	#NAME?	-	-
-	-	#NAME?	-	-	#NAME?	-	-
-	-	#NAME?	-	-	#NAME?	-	-
-	-	#NAME?	-	-	#NAME?	-	-
ALL OTHER School Districts: (Count = 0)	-	#NAME?	-	-	#NAME?	-	-
TOTAL ENROLLMENT	-	#NAME?	-	-	#NAME?	-	-
REVENUE PER PUPIL	-	#NAME?	#NAME?	-	#NAME?	#NAME?	-
EXPENSES PER PUPIL	-	#NAME?	#NAME?	-	#NAME?	#NAME?	-

Total Revenue	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Total Expenses	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Net Income	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Actual Student Enrollment	#NAME?	-	-	#NAME?	-

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

EXPENSES		Quarter 0							
		No. of Positions							
ADMINISTRATIVE STAFF PERSONNEL COSTS									
Executive Management		#NAME?	#NAME?	#NAME?	-	#NAME?	#NAME?		
Instructional Management		#NAME?	#NAME?	#NAME?	-	#NAME?	#NAME?		
Deans, Directors & Coordinators		#NAME?	#NAME?	#NAME?	-	#NAME?	#NAME?		
CFO / Director of Finance		#NAME?	#NAME?	#NAME?	-	#NAME?	#NAME?		
Operation / Business Manager		#NAME?	#NAME?	#NAME?	-	#NAME?	#NAME?		
Administrative Staff		#NAME?	#NAME?	#NAME?	-	#NAME?	#NAME?		
TOTAL ADMINISTRATIVE STAFF		#NAME?	#NAME?	#NAME?	-	#NAME?	#NAME?		
INSTRUCTIONAL PERSONNEL COSTS									
Teachers - Regular		#NAME?	#NAME?	#NAME?	-	#NAME?	#NAME?		
Teachers - SPED		#NAME?	#NAME?	#NAME?	-	#NAME?	#NAME?		
Substitute Teachers		#NAME?	#NAME?	#NAME?	-	#NAME?	#NAME?		
Teaching Assistants		#NAME?	#NAME?	#NAME?	-	#NAME?	#NAME?		
Specialty Teachers		#NAME?	#NAME?	#NAME?	-	#NAME?	#NAME?		
Aides		#NAME?	#NAME?	#NAME?	-	#NAME?	#NAME?		
Therapists & Counselors		#NAME?	#NAME?	#NAME?	-	#NAME?	#NAME?		
Other		#NAME?	#NAME?	#NAME?	-	#NAME?	#NAME?		
TOTAL INSTRUCTIONAL		#NAME?	#NAME?	#NAME?	-	#NAME?	#NAME?		
NON-INSTRUCTIONAL PERSONNEL COSTS									
Nurse		#NAME?	#NAME?	#NAME?	-	#NAME?	#NAME?		
Librarian		#NAME?	#NAME?	#NAME?	-	#NAME?	#NAME?		
Custodian		#NAME?	#NAME?	#NAME?	-	#NAME?	#NAME?		
Security		#NAME?	#NAME?	#NAME?	-	#NAME?	#NAME?		
Other		#NAME?	#NAME?	#NAME?	-	#NAME?	#NAME?		
TOTAL NON-INSTRUCTIONAL		#NAME?	#NAME?	#NAME?	-	#NAME?	#NAME?		
SUBTOTAL PERSONNEL SERVICE COSTS		#NAME?	#NAME?	#NAME?	-	#NAME?	#NAME?		
PAYROLL TAXES AND BENEFITS									
Payroll Taxes			#NAME?	#NAME?	-	#NAME?	#NAME?		
Fringe / Employee Benefits			#NAME?	#NAME?	-	#NAME?	#NAME?		
Retirement / Pension			#NAME?	#NAME?	-	#NAME?	#NAME?		
TOTAL PAYROLL TAXES AND BENEFITS			#NAME?	#NAME?	-	#NAME?	#NAME?		
TOTAL PERSONNEL SERVICE COSTS		#NAME?	#NAME?	#NAME?	-	#NAME?	#NAME?		
CONTRACTED SERVICES									
Accounting / Audit			#NAME?	#NAME?	-	#NAME?	#NAME?		
Legal			#NAME?	#NAME?	-	#NAME?	#NAME?		
Management Company Fee			#NAME?	#NAME?	-	#NAME?	#NAME?		
Nurse Services			#NAME?	#NAME?	-	#NAME?	#NAME?		
Food Service / School Lunch			#NAME?	#NAME?	-	#NAME?	#NAME?		
Payroll Services			#NAME?	#NAME?	-	#NAME?	#NAME?		
Special Ed Services			#NAME?	#NAME?	-	#NAME?	#NAME?		
Titlement Services (i.e. Title I)			#NAME?	#NAME?	-	#NAME?	#NAME?		
Other Purchased / Professional / Consulting			#NAME?	#NAME?	-	#NAME?	#NAME?		
TOTAL CONTRACTED SERVICES			#NAME?	#NAME?	-	#NAME?	#NAME?		

Total Revenue	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Total Expenses	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Net Income	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Actual Student Enrollment	#NAME?	-	-	#NAME?	-
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
	Current Budget	Variance	Actual	Current Budget	Variance
SCHOOL OPERATIONS					
Board Expenses	#NAME?	#NAME?	-	#NAME?	#NAME?
Classroom / Teaching Supplies & Materials	#NAME?	#NAME?	-	#NAME?	#NAME?
Special Ed Supplies & Materials	#NAME?	#NAME?	-	#NAME?	#NAME?
Textbooks / Workbooks	#NAME?	#NAME?	-	#NAME?	#NAME?
Supplies & Materials other	#NAME?	#NAME?	-	#NAME?	#NAME?
Equipment / Furniture	#NAME?	#NAME?	-	#NAME?	#NAME?
Telephone	#NAME?	#NAME?	-	#NAME?	#NAME?
Technology	#NAME?	#NAME?	-	#NAME?	#NAME?
Student Testing & Assessment	#NAME?	#NAME?	-	#NAME?	#NAME?
Field Trips	#NAME?	#NAME?	-	#NAME?	#NAME?
Transportation (student)	#NAME?	#NAME?	-	#NAME?	#NAME?
Student Services - other	#NAME?	#NAME?	-	#NAME?	#NAME?
Office Expense	#NAME?	#NAME?	-	#NAME?	#NAME?
Staff Development	#NAME?	#NAME?	-	#NAME?	#NAME?
Staff Recruitment	#NAME?	#NAME?	-	#NAME?	#NAME?
Student Recruitment / Marketing	#NAME?	#NAME?	-	#NAME?	#NAME?
School Meals / Lunch	#NAME?	#NAME?	-	#NAME?	#NAME?
Travel (Staff)	#NAME?	#NAME?	-	#NAME?	#NAME?
Fundraising	#NAME?	#NAME?	-	#NAME?	#NAME?
Other	#NAME?	#NAME?	-	#NAME?	#NAME?
TOTAL SCHOOL OPERATIONS	#NAME?	#NAME?	-	#NAME?	#NAME?
FACILITY OPERATION & MAINTENANCE					
Insurance	#NAME?	#NAME?	-	#NAME?	#NAME?
Janitorial	#NAME?	#NAME?	-	#NAME?	#NAME?
Building and Land Rent / Lease / Facility Finance Interest	#NAME?	#NAME?	-	#NAME?	#NAME?
Repairs & Maintenance	#NAME?	#NAME?	-	#NAME?	#NAME?
Equipment / Furniture	#NAME?	#NAME?	-	#NAME?	#NAME?
Security	#NAME?	#NAME?	-	#NAME?	#NAME?
Utilities	#NAME?	#NAME?	-	#NAME?	#NAME?
TOTAL FACILITY OPERATION & MAINTENANCE	#NAME?	#NAME?	-	#NAME?	#NAME?
DEPRECIATION & AMORTIZATION	#NAME?	#NAME?	-	#NAME?	#NAME?
RESERVES / CONTINGENCY	#NAME?	#NAME?	-	#NAME?	#NAME?
TOTAL EXPENSES	#NAME?	#NAME?	-	#NAME?	#NAME?
NET INCOME	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?

Total Revenue	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Total Expenses	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Net Income	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Actual Student Enrollment	#NAME?	-	-	#NAME?	-

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

ENROLLMENT - *School Districts Are Linked To Above Entries*					
NYC CHANCELLOR'S OFFICE	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
ALL OTHER School Districts: (Count = 0)	#NAME?	-	-	#NAME?	-
TOTAL ENROLLMENT	#NAME?	-	-	#NAME?	-
REVENUE PER PUPIL	#NAME?	#NAME?	-	#NAME?	#NAME?
EXPENSES PER PUPIL	#NAME?	#NAME?	-	#NAME?	#NAME?

Total Revenue	#NAME?	#NAME?	#NAME?	#NAME?
Total Expenses	10,813,931	#NAME?	#NAME?	#NAME?
Net Income	#NAME?	#NAME?	#NAME?	#NAME?
Actual Student Enrollment			-	

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

5			PY Actual (PY TY / No. of COMPLETED Actual Quarters)	Actual CY vs. Actual PY
	Original Budget - TY	Actual vs. Original Budget TY		

EXPENSES	Quarter 0 No. of Positions	Original Budget - TY	Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual Quarters)	Actual CY vs. Actual PY
ADMINISTRATIVE STAFF PERSONNEL COSTS					
Executive Management	#NAME?	-	#NAME?	#NAME?	#NAME?
Instructional Management	#NAME?	270,553	#NAME?	#NAME?	#NAME?
Deans, Directors & Coordinators	#NAME?	964,680	#NAME?	#NAME?	#NAME?
CFO / Director of Finance	#NAME?	-	#NAME?	#NAME?	#NAME?
Operation / Business Manager	#NAME?	183,355	#NAME?	#NAME?	#NAME?
Administrative Staff	#NAME?	328,022	#NAME?	#NAME?	#NAME?
TOTAL ADMINISTRATIVE STAFF	#NAME?	1,746,610	#NAME?	#NAME?	#NAME?
INSTRUCTIONAL PERSONNEL COSTS					
Teachers - Regular	#NAME?	2,474,784	#NAME?	#NAME?	#NAME?
Teachers - SPED	#NAME?	927,249	#NAME?	#NAME?	#NAME?
Substitute Teachers	#NAME?	-	#NAME?	#NAME?	#NAME?
Teaching Assistants	#NAME?	163,000	#NAME?	#NAME?	#NAME?
Specialty Teachers	#NAME?	632,598	#NAME?	#NAME?	#NAME?
Aides	#NAME?	147,530	#NAME?	#NAME?	#NAME?
Therapists & Counselors	#NAME?	151,010	#NAME?	#NAME?	#NAME?
Other	#NAME?	270,075	#NAME?	#NAME?	#NAME?
TOTAL INSTRUCTIONAL	#NAME?	4,766,246	#NAME?	#NAME?	#NAME?
NON-INSTRUCTIONAL PERSONNEL COSTS					
Nurse	#NAME?	-	#NAME?	#NAME?	#NAME?
Librarian	#NAME?	-	#NAME?	#NAME?	#NAME?
Custodian	#NAME?	-	#NAME?	#NAME?	#NAME?
Security	#NAME?	-	#NAME?	#NAME?	#NAME?
Other	#NAME?	-	#NAME?	#NAME?	#NAME?
TOTAL NON-INSTRUCTIONAL	#NAME?	-	#NAME?	#NAME?	#NAME?
SUBTOTAL PERSONNEL SERVICE COSTS	#NAME?	6,512,856	#NAME?	#NAME?	#NAME?
PAYROLL TAXES AND BENEFITS					
Payroll Taxes		584,720	#NAME?	#NAME?	#NAME?
Fringe / Employee Benefits		1,009,128	#NAME?	#NAME?	#NAME?
Retirement / Pension		198,959	#NAME?	#NAME?	#NAME?
TOTAL PAYROLL TAXES AND BENEFITS		1,792,807	#NAME?	#NAME?	#NAME?
TOTAL PERSONNEL SERVICE COSTS	#NAME?	8,305,663	#NAME?	#NAME?	#NAME?
CONTRACTED SERVICES					
Accounting / Audit		20,112	#NAME?	#NAME?	#NAME?
Legal		-	#NAME?	#NAME?	#NAME?
Management Company Fee		1,004,140	#NAME?	#NAME?	#NAME?
Nurse Services		-	#NAME?	#NAME?	#NAME?
Food Service / School Lunch		-	#NAME?	#NAME?	#NAME?
Payroll Services		30,061	#NAME?	#NAME?	#NAME?
Special Ed Services		14,480	#NAME?	#NAME?	#NAME?
Titlement Services (i.e. Title I)		-	#NAME?	#NAME?	#NAME?
Other Purchased / Professional / Consulting		280,134	#NAME?	#NAME?	#NAME?
TOTAL CONTRACTED SERVICES		1,348,927	#NAME?	#NAME?	#NAME?

Total Revenue	#NAME?	#NAME?	#NAME?	#NAME?
Total Expenses	10,813,931	#NAME?	#NAME?	#NAME?
Net Income	#NAME?	#NAME?	#NAME?	#NAME?
Actual Student Enrollment			-	

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	5			
	Original Budget - TY	Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY Quarters	Actual CY vs. Actual PY

	Original Budget - TY	Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY Quarters	Actual CY vs. Actual PY
SCHOOL OPERATIONS				
Board Expenses	-	#NAME?	#NAME?	#NAME?
Classroom / Teaching Supplies & Materials	103,600	#NAME?	#NAME?	#NAME?
Special Ed Supplies & Materials	5,877	#NAME?	#NAME?	#NAME?
Textbooks / Workbooks	134,562	#NAME?	#NAME?	#NAME?
Supplies & Materials other	-	#NAME?	#NAME?	#NAME?
Equipment / Furniture	111,667	#NAME?	#NAME?	#NAME?
Telephone	110,333	#NAME?	#NAME?	#NAME?
Technology	19,900	#NAME?	#NAME?	#NAME?
Student Testing & Assessment	15,999	#NAME?	#NAME?	#NAME?
Field Trips	38,000	#NAME?	#NAME?	#NAME?
Transportation (student)	-	#NAME?	#NAME?	#NAME?
Student Services - other	129,626	#NAME?	#NAME?	#NAME?
Office Expense	79,637	#NAME?	#NAME?	#NAME?
Staff Development	147,102	#NAME?	#NAME?	#NAME?
Staff Recruitment	9,575	#NAME?	#NAME?	#NAME?
Student Recruitment / Marketing	-	#NAME?	#NAME?	#NAME?
School Meals / Lunch	35,825	#NAME?	#NAME?	#NAME?
Travel (Staff)	4,500	#NAME?	#NAME?	#NAME?
Fundraising	-	#NAME?	#NAME?	#NAME?
Other	190	#NAME?	#NAME?	#NAME?
TOTAL SCHOOL OPERATIONS	946,393	#NAME?	#NAME?	#NAME?
FACILITY OPERATION & MAINTENANCE				
Insurance	46,823	#NAME?	#NAME?	#NAME?
Janitorial	-	#NAME?	#NAME?	#NAME?
Building and Land Rent / Lease / Facility Finance Interest	-	#NAME?	#NAME?	#NAME?
Repairs & Maintenance	4,000	#NAME?	#NAME?	#NAME?
Equipment / Furniture	-	#NAME?	#NAME?	#NAME?
Security	-	#NAME?	#NAME?	#NAME?
Utilities	-	#NAME?	#NAME?	#NAME?
TOTAL FACILITY OPERATION & MAINTENANCE	50,823	#NAME?	#NAME?	#NAME?
DEPRECIATION & AMORTIZATION	158,325	#NAME?	#NAME?	#NAME?
RESERVES / CONTINGENCY	3,800	#NAME?	#NAME?	#NAME?
TOTAL EXPENSES	10,813,931	#NAME?	#NAME?	#NAME?
NET INCOME	#NAME?	#NAME?	#NAME?	#NAME?

Total Revenue	#NAME?	#NAME?	#NAME?	#NAME?
Total Expenses	10,813,931	#NAME?	#NAME?	#NAME?
Net Income	#NAME?	#NAME?	#NAME?	#NAME?
Actual Student Enrollment			-	

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

5	Actual vs. Original Budget - TY	Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY Quarters	Actual CY vs. Actual PY
---	---------------------------------	-------------------------------	--	-------------------------

ENROLLMENT - *School Districts Are Linked To Above Entries*

NYC CHANCELLOR'S OFFICE			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
ALL OTHER School Districts: (Count = 0)			-	-
TOTAL ENROLLMENT			-	-
REVENUE PER PUPIL			-	-
EXPENSES PER PUPIL			-	-



Annual Report Requirement
for SUNY Authorized Charter Schools
GIRLS PREP LOWER EAST SIDE
2015-16

Administrative expenditures per pupil:	\$0.00
--	--------

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

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

Transmittal Form
Annual Financial Statement Audit Report
for SUNY Authorized Charter Schools

Charter School Name:	Girls Preparatory Charter School of New York
Audit Period:	2014-15
Prior Period:	2013-14
Report Due Date:	Sunday, November 01, 2015
Date Submitted:	October 29, 2015
School Fiscal Contact Name:	Ian Rowe
School Fiscal Contact Email:	
School Fiscal Contact Phone:	
School Audit Firm Name:	Mengel Metzger Barr & Co. LLP
School Audit Contact Name:	Michelle Cain
School Audit Contact Email:	
School Audit Contact Phone:	

The following items are required to be included:

- .. The independent auditor's report on financial statements and notes.
- .. Excel template file containing the Financial Position, Statement of Activities, Cash Flow and Functional Expenses worksheets.
- .. Reports on internal controls over financial reporting and on compliance.

The additional items listed below should be included 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 \$500,000; the management letter response will be submitted by the following date (should be no later than 30 days from the submission of the report); etc.

Item	If not included, state the reason(s) below (<i>if not applicable fill in "NIA"</i>):
Management Letter	N/A
Management Letter Response	N/A
Form 990	Filed for an Extension
Federal Single Audit (A-133) ¹	N/A
Corrective Action Plan	N/A

Please also send an ELECTRONIC copy of: 1.) This transmittal form; 2.) Audited Financial Report; and if applicable 3.) Management Letter and Response; 4.) Federal Single Audit (A-133) ONLY to the following offices via email. A copy of the Excel file containing the four schedules Does NOT need to be included.

NYS Education Department Public School Choice Programs 89 Washington Avenue Room 462 EBA Albany, New York 12234 charterschools@mail.nysed.gov	NYS Education Department Office of Audit Services 89 Washington Avenue Room 524 EBA Albany, New York 12234 FSandA133@mail.nysed.gov
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¹ A copy of the Federal Single Audit must be filed with the Federal Audit Clearinghouse. Please refer to the current "OMB Circu

GIRLS PREPARATORY CHARTER SCHOOL OF NEW YORK
Statement of Financial Position
#MACRO?

<u>ASSETS</u>	<u>2014-15</u>
<u>CURRENT ASSETS</u>	
Cash and cash equivalents	\$2,173,748
Grants and contracts receivable	87,888
Accounts receivables	-
Prepaid expenses	217,265
Contributions and other receivables	<u>2,450</u>
TOTAL CURRENT ASSETS	2,481,351
<u>PROPERTY, BUILDING AND EQUIPMENT, net</u>	<u>602,639</u>
<u>OTHER ASSETS</u>	-
TOTAL ASSETS	<u>3,083,990</u>
<u>LIABILITIES AND NET ASSETS</u>	
<u>CURRENT LIABILITIES</u>	
Accounts payable and accrued expenses	\$268,452
Accrued payroll and benefits	147,960
Deferred Revenue	903,974
Current maturities of long-term debt	-
Short Term Debt - Bonds, Notes Payable	-
Other	<u>-</u>
TOTAL CURRENT LIABILITIES	1,320,386
<u>LONG-TERM DEBT and NOTES PAYABLE, net current maturities</u>	-
TOTAL LIABILITIES	<u>1,320,386</u>
<u>NET ASSETS</u>	
Unrestricted	1,763,604
Temporarily restricted	<u>-</u>
TOTAL NET ASSETS	<u>1,763,604</u>
TOTAL LIABILITIES AND NET ASSETS	<u>3,083,990</u>

GIRLS PREPARATORY CHARTER SCK
Statement of Financial P
#MACRO?

ASSETS	2013-14	101 nu
<u>CURRENT ASSETS</u>		
Cash and cash equivalents		\$-
Grants and contracts receivable		-
Accounts receivables		-
Prepaid expenses		-
Contributions and other receivables		-
TOTAL CURRENT ASSETS		-
<u>PROPERTY, BUILDING AND EQUIPMENT, net</u>		-
<u>OTHER ASSETS</u>		-
TOTAL ASSETS		-
<u>LIABILITIES AND NET ASSETS</u>		
<u>CURRENT LIABILITIES</u>		
Accounts payable and accrued expenses		\$-
Accrued payroll and benefits		-
Deferred Revenue		-
Current maturities of long-term debt		-
Short Term Debt - Bonds, Notes Payable		-
Other		-
TOTAL CURRENT LIABILITIES		-
<u>LONG-TERM DEBT and NOTES PAYABLE, net current maturities</u>		-
TOTAL LIABILITIES		-
<u>NET ASSETS</u>		
Unrestricted		-
Temporarily restricted		-
TOTAL NET ASSETS		-
TOTAL LIABILITIES AND NET ASSETS		-

GIRLS PREPARATORY CHARTER SCHOOL OF NEW YORK
Statement of Activities
#MACRO?

	2014-15		
	Unrestricted	Temporarily Restricted	Total
REVENUE, GAINS AND OTHER SUPPORT			
Public School District			
Resident Student Enrollment	\$2,250,305	\$-	\$2,250,305
Students with disabilities	-	-	-
Grants and Contracts			
State and local	14,958	-	14,958
Federal - Title and IDEA	93,897	-	93,897
Federal - Other	-	-	-
Other	6,625	-	6,625
Food Service/Child Nutrition Program	-	-	-
TOTAL REVENUE, GAINS AND OTHER SUPPORT	2,365,785	-	2,365,785
EXPENSES			
Program Services			
Regular Education	\$1,199,936	\$-	\$1,199,936
Special Education	362,215	-	362,215
Other Programs	-	-	-
Total Program Services	1,562,151	-	1,562,151
Management and general	214,071	-	214,071
Fundraising	<u>2,332</u>	<u>-</u>	<u>2,332</u>
TOTAL OPERATING EXPENSES	1,778,554	-	1,778,554
SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS	587,231	-	587,231
SUPPORT AND OTHER REVENUE			
Contributions			
Foundations	\$-	\$-	\$-
Individuals	-	-	-
Corporations	-	-	-
Fundraising	-	-	-
Interest income	-	-	-
Miscellaneous income	-	-	-
Net assets released from restriction	-	-	-
TOTAL SUPPORT AND OTHER REVENUE	-	-	-
CHANGE IN NET ASSETS	587,231	-	587,231
NET ASSETS BEGINNING OF YEAR	1,176,373	-	1,176,373
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-
NET ASSETS END OF YEAR	\$1,763,604	\$-	\$1,763,604

2013-14	101
Total	nu

\$-

-

\$-

-

\$-

-

\$-

GIRLS PREPARATORY CHARTER SCHOOL OF NEW YORK
Statement of Cash Flows
#MACRO?

	<u>2014-15</u>	<u>2013-14</u>	<u>IOI</u>
		*Please briefly explain any nu	
CASH FLOWS - OPERATING ACTIVITIES			
Increase (decrease) in net assets	\$587,231		\$-
Revenues from School Districts	-		-
Accounts Receivable	-		-
Due from School Districts	-		-
Depreciation	55,432		-
Grants Receivable	(19,942)		-
Due from NYS	-		-
Grant revenues	-		-
Prepaid Expenses	(122,202)		-
Accounts Payable	79,552		-
Accrued Expenses	-		-
Accrued Liabilities	(567,242)		-
Contributions and fund-raising activities	-		-
Miscellaneous sources	-		-
Deferred Revenue	891,277		-
Interest payments	-		-
Other	14,447		-
Other	-		-
NET CASH PROVIDED FROM OPERATING ACTIVITIES	\$918,553	\$-	
CASH FLOWS - INVESTING ACTIVITIES	\$	\$	
Purchase of equipment	(171,955)		-
Other	-		-
NET CASH PROVIDED FROM INVESTING ACTIVITIES	\$(171,955)		\$-
CASH FLOWS - FINANCING ACTIVITIES	\$	\$	
Principal payments on long-term debt	-		-
Other	-		-
NET CASH PROVIDED FROM FINANCING ACTIVITIES	\$-		\$-
NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS	\$746,598		\$-
Cash at beginning of year	1,427,150		-
CASH AND CASH EQUIVALENTS AT END OF YEAR	\$2,173,748		\$-

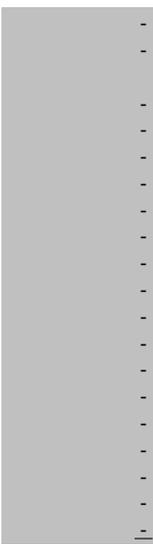
GIRLS PREPARATORY CHARTER SCHOOL OF NEW YORK
Statement of Functional Expenses
#MACRO?

2014-15									
	No. of Positions	Program Services				Supporting Services			Total
		Regular Education	Special Education	Other Education	Total	Fund-raising	Management and General	Total	
Personnel Services Costs		\$	\$	\$	\$	\$	\$	\$	\$
Administrative Staff Personnel	21.00	47,634	6,805	-	54,439	-	113,047	113,047	167,486
Instructional Personnel	83.00	365,582	172,016	-	537,598	-	-	-	537,598
Non-Instructional Personnel	4.00	168,305	30,802	-	199,107	-	-	-	199,107
Total Salaries and Staff	108.00	581,521	209,623	-	791,144	-	113,047	113,047	904,191
Fringe Benefits & Payroll Taxes		147,214	53,067	-	200,281	-	28,618	28,618	228,899
Retirement		16,468	5,937	-	22,405	-	3,202	3,202	25,607
Management Company Fees		174,724	32,417	-	207,141	2,332	23,321	25,653	232,794
Legal Service		-	-	-	-	-	-	-	-
Accounting / Audit Services		-	-	-	-	-	5,452	5,452	5,452
Other Purchased / Professional / Consulting Services		-	-	-	-	-	26,865	26,865	26,865
Building and Land Rent / Lease / Facility Finance Interes		-	-	-	-	-	-	-	-
Repairs & Maintenance		3,553	1,346	-	4,899	-	484	484	5,383
Insurance		11,558	4,378	-	15,936	-	1,576	1,576	17,512
Utilities		10,682	4,046	-	14,728	-	1,457	1,457	16,185
Supplies / Materials		121,810	13,076	-	134,886	-	-	-	134,886
Equipment / Furnishings		8,203	2,131	-	10,334	-	410	410	10,744
Staff Development		21,662	4,239	-	25,901	-	58	58	25,959
Marketing / Recruitment		63	12	-	75	-	-	-	75
Technology		2,279	412	-	2,691	-	-	-	2,691
Food Service		2,837	557	-	3,394	-	-	-	3,394
Student Services		34,048	6,990	-	41,038	-	666	666	41,704
Office Expense		10,343	3,919	-	14,262	-	1,691	1,691	15,953
Depreciation		36,585	13,858	-	50,443	-	4,989	4,989	55,432
OTHER		16,386	6,207	-	22,593	-	2,235	2,235	24,828
Total Expenses		\$1,199,936	\$362,215	\$-	\$1,562,151	\$2,332	\$214,071	\$216,403	\$1,778,554

2013-14

\$





\$



Audited Financial Statement Checklist

Last updated: 10/30/2015

Page 1

Charter School Name:

1. Please check each item that is included in the 2014-15 Audited Financial Statement submitted for your charter school.

	Yes/No
Audited Financial Statements (including report on compliance and report on internal control over financial reporting)	Yes
Single Audit (if applicable)	No
CSP Agreed Upon Procedures (if applicable)	No
Management Letter	No
Report on Extracurricular Student Activity Accounts (if applicable)	No
Corrective Action Plans for any Findings	No

2. Please indicated if there is a finding(s) noted in any of the following sections of your charter school's 2014-15 Audited Financial Statement.

	Yes/No
Report on Compliance	No
Report on Internal Control over Financial Reporting	No
Single Audit	No
CSP Agreed Upon Procedures Report	No
Management Letter	No

Thank you.



Appendix E: Disclosure of Financial Interest Form

Last updated: 10/13/2015

Page 1

All trustees who served on an education corporation governing one or more charter schools during the 2014-2015 school year must complete the form in Appendix E (Disclosure of Financial Interest Form). [The Disclosure of Financial Interest Forms are due on November 1, 2015. A link to a safe and secure form that each Trustee must complete by the November 1, 2015 deadline will be provide here by September 1, 2015 or sooner.](#)

ALL charter schools or merged education corporations must complete the Board of Trustees Membership Table within the online portal in Appendix F (Board of Trustees Membership Table). The Board of Trustees Membership Table must be submitted by August 1, 2015.

Regents-authorized charter schools must upload a complete set of board of trustee Meeting Minutes from July 2014-June 2015 into Appendix G (Board Minutes). Board of Trustee Meeting Minutes must be submitted by August 1, 2015.

Yes, each member of the school's Board of Trustees will receive a link to the Disclosure of Financial Interest Form.

Yes

Thank you.



Appendix F: BOT Membership Table

Created: 07/29/2015

Last updated: 07/31/2015

Page 1

1. Current Board Member Information

	Trustee Name	Email Address	Committee Affiliation(s)	Voting Member? (Y/N)	Area of Expertise, and/or Additional Role and School (parent, staff member, etc.)	Number of Terms Served and Length of Each (Include election date and term expiration)
1	Karangelen Michael			Yes	Fincance	2005-Present
2	Ryan Mary Claire			Yes	Academics	2011-Present
3	Julius Nicole			Yes		2013-Present
4	Cary Davis			Yes		
5	Eric Grannis			Yes		
6	Nicole Pullen Ross			Yes	Finance	
7	Paul Vermylen			Yes	Finance	
8	Edwin Gordon			Yes	Academics	
9	Ming Melvin			Yes	Academics	
10	Curry Boykin			Yes	Executive	
11	Frank Lauren			Yes	Deveoplment	
12	Laura Weil			Yes	Finance	
13	Maria Zimmerman			Yes	Academic	
14	Nicole Greene			Yes	Development	
15	Philip O. Brandes			Yes		
16	Mayer Margery			Yes	Academics	

17	Paul Vermylen			Yes	Finance	
18	Dominique Schulte			Yes	Deveoplment	
19	Bryan Lawrence			Yes	Development	
20	Michal Katz			Yes	Governance	

2. Total Number of Members Joining Board during the 2014-15 school year

7

3. Total Number of Members Departing the Board during the 2014-15 school year

3

4. According to the School's by-laws, what is the maximum number of trustees that may comprise the governing board?

25

5. How many times did the Board meet during the 2014-15 school year?

6

6. How many times will the Board meet during the 2015-16 school year?

6

Thank you.

5. Enrollment and Retention Targets

In the 2014-15 school year, Girls Preparatory Charter School of New York (“GPLES”) continued its commitment to recruit, serve, and retain students with special education needs, students who are English language learners (ELL) and students who are eligible for the free and reduced price lunch (FRPL) program.

At the network level, recruitment of students with special education needs, ELLs, and students eligible for free and reduced price lunch is spearheaded by the Public Prep Student Recruitment Manager with support from the Public Prep Director of Operations. The Student Recruitment Manager leads teams of parent volunteers and community members in visiting targeted neighborhoods to canvass for potential GPLES students. This street team canvases NYC Housing Developments and those students are given a preference in our lottery. The Student Recruitment Manager is also responsible for disseminating information in both English and Spanish about GPLES’ robust services for all types of students.

Students with Special Education Needs

The school’s enrollment for students with special education services not including 504 plans in the 2014-15 school year was 15% across our network. However, our recruitment practices, communications and marketing efforts, and investment in our program demonstrate our commitment to increasing enrollment of and ability to serve special needs students. Specifically:

- As part of the GPLES recruitment strategy for the 2014-15 school year, we delivered lottery applications and informational materials to neighborhood Head Starts that serve the highest need populations, as well as presented to parents at select locations that gave us the opportunity.
- Our marketing materials and presentations explicitly state that we are inclusive and that we provide a continuum of special education programs and related services in order to meet the needs of our students.
- In the 2014-15 school year, GPLES continued to implement systems for early and accurate identification of students with special education needs. Subsequently, the school administered interventions such as Special Education Teacher Support Services (SETSS) and Response-to-Intervention.
- GPLES has invested in the in-house capacity to provide Integrated Co-Teaching Classrooms (ICT) at every grade level (seven total in the 2014-15 school year for grades K-5); a 12:1 student-to-teacher ratio; at least one special education teacher per grade but more where necessary; Two learning specialist coordinators, three learning specialists, three reading specialists, two English language learner specialists, two counselors; and, at the network level (shared services), a Chief Academic Officer.
- GPLES also adds capacity to serve students by partnering with outside providers for Occupational Therapy and Physical Therapy.

English Language Learners

Our ELL enrollment during the 2014-15 school year was 2.9% across the network; however, our recruitment practices, communications and marketing efforts, and investment in program demonstrate our commitment to increasing enrollment and serving English language learners. Specifically:

- As part of the GPLES recruitment strategy for the 2014-15 school year, we delivered applications and informational materials to neighborhood Head Starts that serve the highest need population.

- All marketing materials, advertisements, our website, presentations, and lottery applications, as well as all school communications, are produced in Spanish, English, and Mandarin for the Lower East Side.
- Home visits are conducted for currently enrolled and entering students in English and Spanish. Home language surveys are conducted at these visits.
- All GPLES schools have an ELL Coordinator, bilingual staff members, and multi-lingual communication capacity at all school events.
- Our ELL Coordinator provides support to students using a push-in model so students maintain access to the traditional reader's and writer's workshops with additional scaffolding and support as needed.
- GPLES schools have bi-lingual staff in ICT classrooms as well as ESOL, small group instruction for English language learners.

Students Eligible for Free and Reduced Priced Lunch

Our percent of students eligible for free and reduced priced lunch in 2014-15 school year was 77% across our network, and we continue to ensure that we are attracting, retaining, and serving this high needs population. Specifically:

- We recruit students and advertise our school in areas throughout New York City that have a known high needs population, i.e. NYCHA housing developments, NYCHA head start programs, and neighborhood after-school programs.
- Throughout the recruitment season, we communicate the services and staff we have in place for a high needs population, such as a Director of Student and Family Affairs, an Assistant Director of Student and Family Affairs, a Family Coordinator, free MetroCards, subsidized school uniforms, financial planning workshops throughout the school year, and the opportunity to open a NYS 529 college saving account with a yearly contribution from the school.
- The enrollment process includes early distribution and retrieval of the free and reduced priced lunch applications, with a 100% collection goal. We carefully track the number of families who receive free and reduced priced lunches and families who have not returned meal program applications so that improvements can be made to the school's collection process.
- Families are introduced to the lunch program and application for free and reduced priced lunch as well as other special food programs.

Going forward in 2014-15, GPLES will continue all aforementioned efforts. In addition, we will continue to produce marketing and informational materials in languages other than English and Spanish, in order to improve recruitment and outreach efforts in local neighborhoods that have concentrations of families that speak other languages than English or Spanish. We will also continue to make improvements as necessary to ensure the collection of 100% of students' meal program applications.



Appendix I: Teacher and Administrator Attrition

Created: 07/30/2015

Last updated: 07/31/2015

Report changes in teacher and administrator staffing.

Page 1

Charter School Name:

Instructions for completing the Teacher and Administrator Attrition Tables

ALL charter schools should provide, for teachers and administrators only, the full time equivalent (FTE) of staff on June 30, 2014, the FTE for added staff from July 1, 2014 through June 30, 2015, and the FTE for any departed staff from July 1, 2014 through June 30, 2015 using the two tables provided.

2013-14 Teacher Attrition Table

	FTE Teachers on June 30, 2014	FTE Teachers Additions 7/1/14 – 6/30/15	FTE Teacher Departures 7/1/14 – 6/30/15
	40	12	18

2013-14 Administrator Position Attrition Table

	FTE Administrator Positions On 6/30/2014	FTE Administrator Additions 7/1/14 – 6/30/15	FTE Administrator Departures 7/1/14 – 6/30/15
	9	1	1

Thank you

PUBLIC PREP CHARTER SCHOOL ACADEMIES

NEW YORK, NEW YORK

AUDITED FINANCIAL STATEMENTS

OTHER FINANCIAL INFORMATION

AND

INDEPENDENT AUDITOR'S REPORTS

JUNE 30, 2015



MENGEL METZGER BARR & CO. LLP

Certified Public Accountants

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INDEPENDENT AUDITOR'S REPORT

Board of Trustees
Public Prep Charter School Academies

Report on the Financial Statements

We have audited the accompanying financial statements of Public Prep Charter School Academies (the "Organization"), which comprise the statement of financial position as of June 30, 2015 and the related statements of activities and changes in net assets, functional expenses, and cash flows for the period from October 1, 2014 to June 30, 2015, 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.

Auditor's 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 auditor's 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 Organization'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 entity'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 Public Prep Charter School Academies as of June 30, 2015, and the changes in its net assets, functional expenses and its cash flows for the period from October 1, 2014 to June 30, 2015 in accordance with accounting principles generally accepted in the United States of America.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 27, 2015 on our consideration of Public Prep Charter School Academies' 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 Public Prep Charter School Academies' internal control over other financial reporting and compliance.

Mengel, Metzger, Baw & Co. LLP

Rochester, New York
October 27, 2015

PUBLIC PREP CHARTER SCHOOL ACADEMIES

STATEMENT OF FINANCIAL POSITION

JUNE 30, 2015

ASSETS

CURRENT ASSETS

Cash	\$ 2,201,322
Grants and other receivables	468,991
Prepaid expenses and other current assets	573,628
Related party receivables	<u>110,882</u>
TOTAL CURRENT ASSETS	3,354,823

PROPERTY AND EQUIPMENT, net 1,827,981

TOTAL ASSETS \$ 5,182,804

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

Accounts payable and accrued expenses	\$ 364,805
Accrued payroll and benefits	1,752,345
Deferred revenue	<u>40,518</u>
TOTAL CURRENT LIABILITIES	2,157,668

NET ASSETS

Unrestricted	2,990,136
Temporarily restricted	<u>35,000</u>
TOTAL NET ASSETS	<u>3,025,136</u>

TOTAL LIABILITIES AND NET ASSETS \$ 5,182,804

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

PUBLIC PREP CHARTER SCHOOL ACADEMIES

STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

PERIOD FROM OCTOBER 1, 2014 TO JUNE 30, 2015

	<u>Year ended June 30,</u>		
	<u>2015</u>		
	<u>Unrestricted</u>	<u>Temporarily restricted</u>	<u>Total</u>
Operating revenue and support:			
State and local per pupil operating revenue	\$ 14,751,377	\$ -	\$ 14,751,377
Federal grants	675,364	-	675,364
State and local grants	469,595	-	469,595
Contributions	728,909	35,000	763,909
Other income	3,010	-	3,010
Interest income	143	-	143
TOTAL OPERATING REVENUE AND SUPPORT	<u>16,628,398</u>	<u>35,000</u>	<u>16,663,398</u>
Expenses:			
Program:			
Regular education	12,683,305	-	12,683,305
Special education	4,017,310	-	4,017,310
Management and general	1,471,840	-	1,471,840
Fundraising and special events	15,447	-	15,447
TOTAL EXPENSES	<u>18,187,902</u>	<u>-</u>	<u>18,187,902</u>
CHANGE IN NET ASSETS	(1,559,504)	35,000	(1,524,504)
Net assets at beginning of period	1,763,604	-	1,763,604
Transfer of net assets from merger of:			
Boys Preparatory Charter School of New York	596,693	-	596,693
Girls Preparatory Charter School of the Bronx	2,189,343	-	2,189,343
NET ASSETS AT END OF PERIOD	<u>\$ 2,990,136</u>	<u>\$ 35,000</u>	<u>\$ 3,025,136</u>

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

PUBLIC PREP CHARTER SCHOOL ACADEMIES

STATEMENT OF FUNCTIONAL EXPENSES

PERIOD FROM OCTOBER 1, 2014 TO JUNE 30, 2015

	Program Services			Supporting Services			Total
	Regular Education	Special Education	Sub-total	Management and general	Fundraising and special events	Sub-total	
Personnel services costs:							
Administrative staff personnel	\$ 456,410	\$ 65,202	\$ 521,612	\$ 779,913	\$ -	\$ 779,913	\$ 1,301,525
Instructional personnel	6,229,299	2,427,657	8,656,956	-	-	-	8,656,956
Non-instructional personnel	1,182,123	219,553	1,401,676	(1,611)	-	(1,611)	1,400,065
Total personnel services costs	7,867,832	2,712,412	10,580,244	778,302	-	778,302	11,358,546
Fringe benefits and payroll taxes	1,716,506	590,430	2,306,936	169,868	-	169,868	2,476,804
Retirement	203,168	72,771	275,939	20,030	-	20,030	295,969
Management company fees	1,162,728	212,035	1,374,763	154,468	15,447	169,915	1,544,678
Accounting and auditing services	-	-	-	51,613	-	51,613	51,613
Other professional and consulting services	237,495	39,940	277,435	212,170	-	212,170	489,605
Facility cost	5,256	1,915	7,171	535	-	535	7,706
Insurance	66,190	23,278	89,468	7,929	-	7,929	97,397
Classroom supplies and materials	337,674	76,675	414,349	-	-	-	414,349
Equipment and furnishings	18,232	5,010	23,242	1,174	-	1,174	24,416
Staff development	210,515	38,077	248,592	36	-	36	248,628
Marketing and recruiting	14,002	3,966	17,968	736	-	736	18,704
Technology	20,275	4,435	24,710	423	-	423	25,133
Food service	44,764	8,255	53,019	-	-	-	53,019
Student services	230,546	33,726	264,272	4,363	-	4,363	268,635
Student transportation	1,736	264	2,000	-	-	-	2,000
Office expense	64,579	23,264	87,843	13,659	-	13,659	101,502
Telephone and internet	120,899	41,370	162,269	13,899	-	13,899	176,168
Copier lease	52,499	19,886	72,385	7,159	-	7,159	79,544
Depreciation and amortization	308,409	109,601	418,010	35,476	-	35,476	453,486
	<u>\$ 12,683,305</u>	<u>\$ 4,017,310</u>	<u>\$ 16,700,615</u>	<u>\$ 1,471,840</u>	<u>\$ 15,447</u>	<u>\$ 1,487,287</u>	<u>\$ 18,187,902</u>

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

PUBLIC PREP CHARTER SCHOOL ACADEMIES

STATEMENT OF CASH FLOWS

PERIOD FROM OCTOBER 1, 2014 TO JUNE 30, 2015

CASH FLOWS - OPERATING ACTIVITIES

Change in net assets	\$ (1,524,504)
Adjustments to reconcile change in net assets to net cash used for operating activities:	
Depreciation and amortization	453,486
Donation of fixed assets	(9,763)
Changes in certain assets and liabilities affecting operations:	
Grants and other receivables	72,533
Prepaid expenses and other current assets	(110,043)
Related party receivables	(80,213)
Accounts payable and accrued expenses	(557,281)
Accrued payroll and benefits	1,509,022
Deferred revenue	<u>(1,790,664)</u>
NET CASH USED FOR OPERATING ACTIVITIES	(2,037,427)

CASH FLOWS - INVESTING ACTIVITIES

Purchases of property and equipment	<u>(319,681)</u>
NET CASH USED FOR INVESTING ACTIVITIES	<u>(319,681)</u>

NET DECREASE IN CASH (2,357,108)

Cash at beginning of period	<u>4,558,430</u>
CASH AT END OF PERIOD	<u>\$ 2,201,322</u>

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

PUBLIC PREP CHARTER SCHOOL ACADEMIES

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2015

NOTE A: THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The accompanying financial statements include the accounts of Girls Preparatory Charter School of New York (“Girls Prep LES”), Boys Preparatory Charter School of New York (“Boys Prep”) and Girls Preparatory Charter School of the Bronx (“Girls Prep Bronx”), collectively forming Public Prep Charter School Academies (collectively referred to as the “Organization”).

In April 2014, each of the individual Charter School’s Boards of Trustees unanimously approved the merger of Boys Preparatory Charter School of New York, Girls Preparatory Charter School of New York and Girls Preparatory Charter School of the Bronx. On June 4, 2014, the SUNY Board of Trustees approved the merger. The merger was approved by the New York State Education Department on September 29, 2014. Effective October 1, 2014, Boys Prep and Girls Prep Bronx merged into Girls Prep LES. Girls Prep LES then changed its name to Public Prep Charter School Academies. All intercompany balances and transactions have been eliminated in the accompanying financial statements.

The Organization

Public Prep Charter School Academies is an education corporation that has authority to operate the charter schools as described below. Although Public Prep Charter School Academies operates the charter schools subsequent to the merger, each school remains separately chartered.

Girls Prep LES operates in the borough of Manhattan, New York. On March 23, 2004, the Board of Regents of the University of the State of New York granted Girls Prep LES a provisional charter valid for a term of five years and renewable upon expiration. Girls Prep LES obtained a renewal through June 30, 2020.

Boys Prep operates in the borough of Bronx, New York. On December 14, 2010, the Board of Regents of the University of the State of New York granted Boys Prep a provisional charter valid for a term of five years and renewable upon expiration. In connection with the merger as described above, the charter’s expiration date was extended to July 31, 2019.

Girls Prep Bronx operates in the borough of Bronx, New York. On February 23, 2009, the Board of Regents of the University of the State of New York granted Girls Prep Bronx a provisional charter valid for a term of five years and renewable upon expiration. Girls Prep Bronx obtained a renewal through July 31, 2017.

Each of the Charter Schools were established to prepare underserved elementary and middle school students for higher education, civic involvement and lifelong success through a structured, caring environment of high academic expectations.

Financial Statement presentation

The financial statements of the Organization have been prepared on the accrual basis of accounting in conformity with accounting principles generally accepted in the United States of America (GAAP). The Organization reports information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets and permanently restricted net assets.

PUBLIC PREP CHARTER SCHOOL ACADEMIES

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2015

NOTE A: THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

These classes of net assets are defined as follows:

Permanently restricted – Net assets resulting from contributions and other inflows of assets whose use by the Organization is limited by donor-imposed stipulations that neither expire by passage of time nor can be fulfilled or otherwise removed by actions of the Organization. The Organization had no permanently restricted net assets at June 30, 2015.

Temporarily restricted – Net assets resulting from contributions and other inflows of assets whose use by the Organization is limited by donor-imposed stipulations that either expire by passage of time or can be fulfilled and removed by actions of the Organization pursuant to those stipulations. As of June 30, 2015, the Organization had temporarily restricted net assets of \$35,000 which were restricted to use for field trips and technology items.

Unrestricted – The net assets over which the Governing Board has discretionary control to use in carrying on the Organization's operations in accordance with the guidelines established by the Organization. The Board may designate portions of the current unrestricted net assets for specific purposes, projects or investment.

Revenue and support recognition

Revenue from state and local governments resulting from the Organization's charter status and based on the number of students enrolled is recorded when services are performed in accordance with the charter agreement.

Revenue from federal, state and local government grants and contracts are recorded by the Organization when qualifying expenditures are incurred and billable.

Contributions are recognized as revenue in the period the pledge is received and documented.

Contributions

Contributions and unconditional promises to give are recorded as unrestricted, temporarily or permanently restricted support depending on the existence of any donor restrictions. A contribution that is received and expended in the same period for a specific purpose is classified as unrestricted revenue.

Contributions are recorded as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities and changes in net assets as net assets released from restrictions.

Cash

Cash balances are maintained at certain financial institutions located in New York and are insured by the FDIC up to \$250,000 at each institution. In the normal course of business, the cash account balances at any given time may exceed insured limits. However, the Organization has not experienced any losses in such accounts and does not believe it is exposed to significant risk in cash.

PUBLIC PREP CHARTER SCHOOL ACADEMIES

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2015

NOTE A: THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Grants and other receivables

Grants and other receivables are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts based on its assessment of the current status of individual receivables from grants, agencies and others. Balances that are still outstanding after management has used reasonable collection efforts are written off against the allowance for doubtful accounts. There was no allowance for doubtful accounts at June 30, 2015.

Property and equipment

Property and equipment are recorded at cost. Depreciation and amortization are computed using the straight-line method on a basis considered adequate to depreciate the assets over their estimated useful lives, which range from three to ten years. Leasehold improvements are amortized over the lesser of the lease term or useful life.

Tax exempt status

The Organization is a tax-exempt organization under section 501(c)(3) of the Internal Revenue Code and applicable state regulations and, accordingly, is exempt from federal and state taxes on income.

The Organization has filed for and received income tax exemptions in the various jurisdictions where they are required to do so. The Organization files Form 990 tax returns in the U.S. federal jurisdiction. With few exceptions, as of June 30, 2015, the Organization is no longer subject to U.S. federal or state income tax examinations by tax authorities for years ended before June 30, 2012. Years ended June 30, 2012 through June 30, 2015 are still subject to potential audit by the IRS. Management of the Organization believes they have no material uncertain tax positions and, accordingly, will not recognize any liability for unrecognized tax benefits.

Contributed services

The Organization receives contributed services from volunteers to serve on the Board of Trustees. In addition the Organization received transportation services, special education services and speech therapy instruction for the students from the local district. These services are not valued in the financial statements.

Marketing and recruiting costs

The Organization expenses marketing and recruiting costs as they are incurred. Total marketing and recruiting costs approximated \$18,700 for the period from October 1, 2014 to June 30, 2015.

Deferred revenue

The Organization records grant revenue as deferred revenue until it is expended for the purpose of the grant, at which time it is recognized as revenue.

Use of estimates in the preparation of financial statements

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. Actual results could differ from those estimates.

PUBLIC PREP CHARTER SCHOOL ACADEMIES

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2015

NOTE A: THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Subsequent events

The Organization has conducted an evaluation of potential subsequent events occurring after the statement of financial position date through October 27, 2015, which is the date the financial statements are available to be issued. No subsequent events requiring disclosure were noted.

NOTE B: RELATED PARTY TRANSACTIONS

The Organization has related party receivables from one related organization, Public Preparatory Network, Inc. Public Preparatory Network, Inc., a not-for-profit organization, provides management and other administrative support services to the Organization. The Organization entered into an agreement with Public Preparatory Network, Inc., dated September 30, 2014, under which the Organization pays an annual service fee of 12% of the year end student enrollment full time equivalents multiplied by the approved per pupil operating expenses for the school year. The term of the agreement is concurrent with the initial charter term and can be extended for subsequent three year periods if desired. The fee incurred for the period from October 1, 2014 to June 30, 2015, was \$1,544,678.

Amounts due (to) from these related parties were as follows:

	<u>Girls Preparatory Charter School of New York</u>	<u>Boys Preparatory Charter School of New York</u>	<u>Girls Preparatory Charter School of the Bronx</u>	<u>Eliminations</u>	<u>Total</u>
Due from (to) Public Preparatory Network, Inc.	\$ 36,573	\$ 75,308	\$ (999)	\$ -	\$ 110,882
Due from (to) Girls Preparatory Charter School of New York	-	(33,471)	(125,155)	158,626	-
Due from (to) Boys Preparatory Charter School of New York	33,471	-	-	(33,471)	-
Due from (to) Girls Preparatory Charter School of the Bronx	<u>125,155</u>	<u>-</u>	<u>-</u>	<u>(125,155)</u>	<u>-</u>
	<u>\$ 195,199</u>	<u>\$ 41,837</u>	<u>\$ (126,154)</u>	<u>\$ -</u>	<u>\$ 110,882</u>

PUBLIC PREP CHARTER SCHOOL ACADEMIES

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2015

NOTE C: SCHOOL FACILITY

As part of the New York City Chancellor's Charter School Initiative, the New York City Department of Education has committed space to the Organization at no charge under a verbal agreement.

NOTE D: PROPERTY AND EQUIPMENT

Property and equipment consist of the following:

Furniture and fixtures	\$ 818,783
Equipment	562,800
Computer equipment	1,125,823
Office equipment	476,539
Web development	5,250
Leasehold improvements	<u>929,131</u>
	3,918,326
Less accumulated depreciation and amortization	<u>2,090,345</u>
	<u>\$ 1,827,981</u>

NOTE E: OPERATING LEASES

The Organization leases office equipment under non-cancelable lease agreements expiring at various dates through January 2020. The future minimum payments on these agreements are as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2016	\$ 58,220
2017	48,378
2018	40,338
2019	29,373
2020	<u>5,258</u>
	<u>\$ 181,567</u>

NOTE F: RETIREMENT PLAN

The Organization sponsors a defined contribution 403(b) plan covering all regular employees. The Organization matches employees' contributions up to 5% of base salary. The Organization's total contribution to the Plan for the period from October 1, 2014 to June 30, 2015 was \$295,969.

PUBLIC PREP CHARTER SCHOOL ACADEMIES

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2015

NOTE G: CONTINGENCY

Certain grants and contracts may be subject to audit by funding sources. Such audits might result in disallowance of costs submitted for reimbursement by the Organization. Management is of the opinion that such 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 H: CONCENTRATIONS

At June 30, 2015, approximately 45% of grants and other receivables are due from New York State relating to certain grants. At June 30, 2015, approximately 51% of grants and other receivables are due from New York City relating to certain grants.

During the period from October 1, 2014 to June 30, 2015, 89% of total operating revenue and support came from per-pupil funding provided by New York State. The per-pupil rate is set annually by the State based on the school district in which each Charter School's students are located.

PUBLIC PREP CHARTER SCHOOL ACADEMIES

OTHER FINANCIAL INFORMATION

INDEPENDENT AUDITOR'S REPORT ON OTHER FINANCIAL INFORMATION

Board of Trustees
Public Prep Charter School Academies

We have audited the financial statements of Public Prep Charter School Academies as of June 30, 2015 and for the period from October 1, 2104 to June 30, 2015, and have issued our report thereon dated October 27, 2015, which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The Statement of Financial Position by Charter and the Statement of Activities and Changes in Net Assets by Charter is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements for the period from October 1, 2014 to June 30, 2015, as a whole.

Mengel, Metzger, Barr & Co. LLP

Rochester, New York
October 27, 2015

PUBLIC PREP CHARTER SCHOOL ACADEMIES

STATEMENT OF FINANCIAL POSITION BY CHARTER

JUNE 30, 2015

<u>ASSETS</u>	<u>Girls Preparatory Charter School of New York</u>	<u>Boys Preparatory Charter School of New York</u>	<u>Girls Preparatory Charter School of the Bronx</u>	<u>Eliminations</u>	<u>Total</u>
<u>CURRENT ASSETS</u>					
Cash	\$ 747,815	\$ 344,192	\$ 1,109,315	\$ -	\$ 2,201,322
Grants and other receivables	192,583	136,577	139,831	-	468,991
Prepaid expenses and other current assets	95,732	32,836	445,060	-	573,628
Related party receivables (payables)	<u>195,199</u>	<u>41,837</u>	<u>(126,154)</u>	-	<u>110,882</u>
TOTAL CURRENT ASSETS	1,231,329	555,442	1,568,052	-	3,354,823
<u>PROPERTY AND EQUIPMENT, net</u>	<u>549,216</u>	<u>346,452</u>	<u>932,313</u>	-	<u>1,827,981</u>
TOTAL ASSETS	<u>\$ 1,780,545</u>	<u>\$ 901,894</u>	<u>\$ 2,500,365</u>	<u>\$ -</u>	<u>\$ 5,182,804</u>
<u>LIABILITIES AND NET ASSETS</u>					
<u>CURRENT LIABILITIES</u>					
Accounts payable and accrued expenses	\$ 155,515	\$ 63,293	\$ 145,997	\$ -	\$ 364,805
Accrued payroll and benefits	784,837	216,990	750,518	-	1,752,345
Deferred revenue	<u>26,783</u>	<u>12,399</u>	<u>1,336</u>	-	<u>40,518</u>
TOTAL CURRENT LIABILITIES	967,135	292,682	897,851	-	2,157,668
<u>NET ASSETS</u>					
Unrestricted	798,410	609,212	1,582,514	-	2,990,136
Temporarily restricted	<u>15,000</u>	<u>-</u>	<u>20,000</u>	-	<u>35,000</u>
TOTAL NET ASSETS	<u>813,410</u>	<u>609,212</u>	<u>1,602,514</u>	-	<u>3,025,136</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 1,780,545</u>	<u>\$ 901,894</u>	<u>\$ 2,500,365</u>	<u>\$ -</u>	<u>\$ 5,182,804</u>

PUBLIC PREP CHARTER SCHOOL ACADEMIES

STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS BY CHARTER

PERIOD FROM OCTOBER 1, 2014 TO JUNE 30, 2015

	<u>Girls Preparatory Charter School of New York</u>	<u>Boys Preparatory Charter School of New York</u>	<u>Girls Preparatory Charter School of the Bronx</u>	<u>Eliminations</u>	<u>Total</u>
Operating revenue and support:					
State and local per pupil operating revenue	\$ 6,750,915	\$ 1,479,024	\$ 6,521,438	\$ -	\$ 14,751,377
Federal grants	218,659	108,759	347,946	-	675,364
State and local grants	352,995	82,281	34,319	-	469,595
Contributions	75,653	540,582	147,674	-	763,909
Other income	3,010	-	-	-	3,010
Interest income	-	-	143	-	143
	<u>7,401,232</u>	<u>2,210,646</u>	<u>7,051,520</u>	-	<u>16,663,398</u>
TOTAL OPERATING REVENUE AND SUPPORT					
Expenses:					
Program:					
Regular education	5,786,009	1,626,531	5,270,756	-	12,683,296
Special education	1,902,210	356,099	1,759,001	-	4,017,310
Management and general	656,223	213,804	601,822	-	1,471,849
Fundraising and special events	6,984	1,693	6,770	-	15,447
	<u>8,351,426</u>	<u>2,198,127</u>	<u>7,638,349</u>	-	<u>18,187,902</u>
TOTAL EXPENSES					
CHANGE IN NET ASSETS	(950,194)	12,519	(586,829)	-	(1,524,504)
Net assets at beginning of period	<u>1,763,604</u>	<u>596,693</u>	<u>2,189,343</u>	-	<u>4,549,640</u>
NET ASSETS AT END OF PERIOD	<u>\$ 813,410</u>	<u>\$ 609,212</u>	<u>\$ 1,602,514</u>	<u>\$ -</u>	<u>\$ 3,025,136</u>

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Friday, October 09, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/b84b5a622968f8f87e>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	NICOLE	JULIUS

2. *Your Home Address:

2. *Your Home Address: Street Address	
2. *Your Home Address: City/State	
2. *Your Home Address: Zip	

3. *Your Business Address

3. *Your Business Address Street Address	
3. *Your Business Address City/State	
3. *Your Business Address Zip	

4. *Daytime Phone Number:

--

5. *E-mail Address:

--

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

Public Prep Charter School Academies (Ed Corp)

Boys Preparatory Charter School of New York

Girls Preparatory Charter School of New York

Girls Preparatory Charter School of the Bronx

8. Select all positions you have held on the Board:

(check all that apply)

-
- Parent Representative
-

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

12. Are you a member, director, officer or employee of an organization formally partnered with a school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Monday, October 12, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/bee8e5c01e5755def6>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	Shirley	Apollon

2. *Your Home Address:

2. *Your Home Address: Street Address	
2. *Your Home Address: City/State	
2. *Your Home Address: Zip	

3. *Your Business Address

3. *Your Business Address Street Address	
3. *Your Business Address City/State	
3. *Your Business Address Zip	

4. *Daytime Phone Number:

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5. *E-mail Address:

--

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

Public Prep Charter School Academies (Ed Corp)

Boys Preparatory Charter School of New York

Girls Preparatory Charter School of New York

Girls Preparatory Charter School of the Bronx

8. Select all positions you have held on the Board:

(check all that apply)

-
- Parent Representative
-

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

12. Are you a member, director, officer or employee of an organization formally partnered with a school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Monday, October 12, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/2b0ca379df62895d75>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	Michael	Karangelen

2. *Your Home Address:

2. *Your Home Address: Street Address	
2. *Your Home Address: City/State	
2. *Your Home Address: Zip	

3. *Your Business Address

3. *Your Business Address Street Address	
3. *Your Business Address City/State	
3. *Your Business Address Zip	

4. *Daytime Phone Number:

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5. *E-mail Address:

--

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

Public Prep Charter School Academies (Ed Corp)

Boys Preparatory Charter School of New York

Girls Preparatory Charter School of New York

Girls Preparatory Charter School of the Bronx

8. Select all positions you have held on the Board:

(check all that apply)

-
- Secretary
-

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

12. Are you a member, director, officer or employee of an organization formally partnered with a school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink, appearing to read "Mark". The letters are stylized and connected, with a large initial "M" and a distinct "A" and "K".

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Tuesday, October 13, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/d1f9c8b32511984712>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	Lauren	Frank

2. *Your Home Address:

2. *Your Home Address: Street Address	
2. *Your Home Address: City/State	
2. *Your Home Address: Zip	

3. *Your Business Address

3. *Your Business Address Street Address	
3. *Your Business Address City/State	
3. *Your Business Address Zip	

4. *Daytime Phone Number:

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5. *E-mail Address:

--

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

Public Prep Charter School Academies (Ed Corp)

Boys Preparatory Charter School of New York

Girls Preparatory Charter School of New York

Girls Preparatory Charter School of the Bronx

8. Select all positions you have held on the Board:

(check all that apply)

-
- Vice Chair/Vice President
-

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

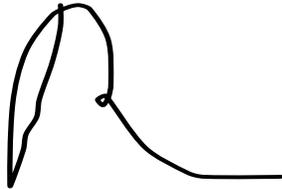
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

12. Are you a member, director, officer or employee of an organization formally partnered with a school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature consisting of a single, fluid, cursive stroke that loops back on itself.A handwritten signature starting with a large, rounded 'M' shape, followed by a horizontal line that tapers to the right.A handwritten signature starting with a vertical line that curves to the right, followed by a horizontal line that extends to the right.

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Monday, October 19, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/d4bb23d6b24a82227>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	Cary	Davis

2. *Your Home Address:

2. *Your Home Address: Street Address	
2. *Your Home Address: City/State	
2. *Your Home Address: Zip	

3. *Your Business Address

3. *Your Business Address Street Address	
3. *Your Business Address City/State	
3. *Your Business Address Zip	

4. *Daytime Phone Number:

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5. *E-mail Address:

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6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

Public Prep Charter School Academies (Ed Corp)

Boys Preparatory Charter School of New York

Girls Preparatory Charter School of New York

Girls Preparatory Charter School of the Bronx

8. Select all positions you have held on the Board:

(check all that apply)

(No response)

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

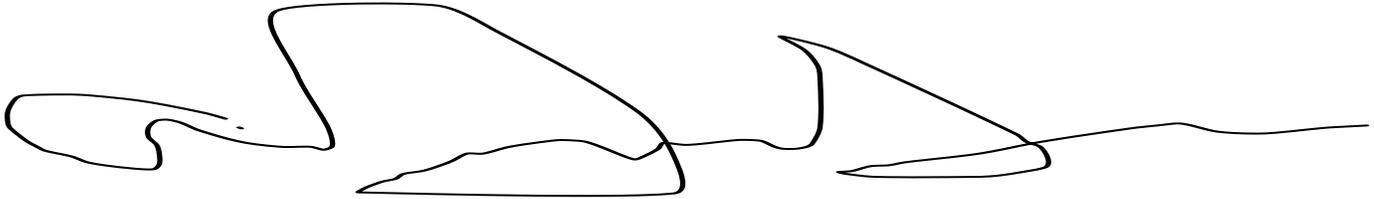
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

12. Are you a member, director, officer or employee of an organization formally partnered with a school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke at the end.

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Monday, October 26, 2015

Updated Friday, October 30, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/3b92871cf861f8eb3f>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	Paul	Vermynen

2. *Your Home Address:

2. *Your Home Address: Street Address	
2. *Your Home Address: City/State	
2. *Your Home Address: Zip	

3. *Your Business Address

3. *Your Business Address Street Address	
3. *Your Business Address City/State	
3. *Your Business Address Zip	

4. *Daytime Phone Number:

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5. *E-mail Address:

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6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

Public Prep Charter School Academies (Ed Corp)

Boys Preparatory Charter School of New York

Girls Preparatory Charter School of New York

Girls Preparatory Charter School of the Bronx

8. Select all positions you have held on the Board:

(check all that apply)

-
- Other, please specify...: Chair, Finance Committee
-

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

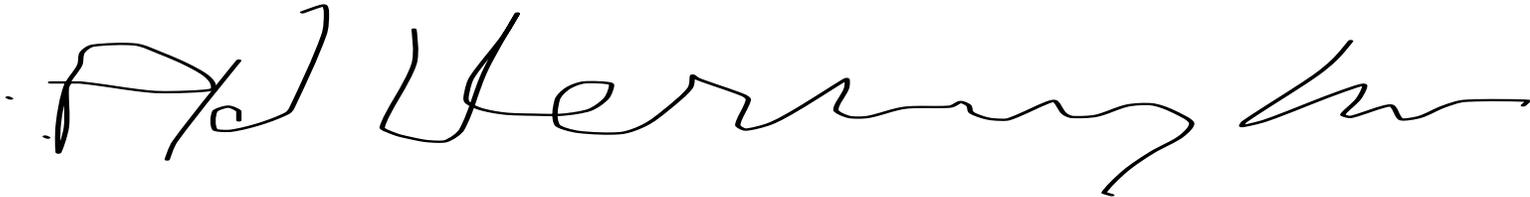
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

12. Are you a member, director, officer or employee of an organization formally partnered with a school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink, appearing to read "A. Perry". The signature is written in a cursive style with a large initial "A" and a long, sweeping underline.

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Tuesday, October 27, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/6b5adc21c908570f53>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	Eric	Grannis

2. *Your Home Address:

2. *Your Home Address: Street Address	
2. *Your Home Address: City/State	
2. *Your Home Address: Zip	

3. *Your Business Address

3. *Your Business Address Street Address	
3. *Your Business Address City/State	
3. *Your Business Address Zip	

4. *Daytime Phone Number:

--

5. *E-mail Address:

--

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

Public Prep Charter School Academies (Ed Corp)

Boys Preparatory Charter School of New York

Girls Preparatory Charter School of New York

Girls Preparatory Charter School of the Bronx

8. Select all positions you have held on the Board:

(check all that apply)

(No response)

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

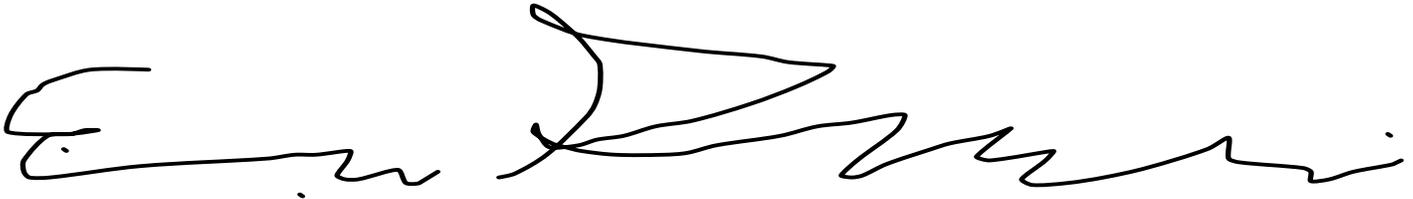
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

12. Are you a member, director, officer or employee of an organization formally partnered with a school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink, appearing to read "E. J. ...". The signature is written in a cursive style with a large initial "E" and a prominent "J".

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Tuesday, October 27, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/10186d78936c2e416>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	Maria	Zimmermann

2. *Your Home Address:

2. *Your Home Address: Street Address	
2. *Your Home Address: City/State	
2. *Your Home Address: Zip	

3. *Your Business Address

3. *Your Business Address Street Address	
3. *Your Business Address City/State	
3. *Your Business Address Zip	

4. *Daytime Phone Number:

--

5. *E-mail Address:

--

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

Public Prep Charter School Academies (Ed Corp)

Boys Preparatory Charter School of New York

Girls Preparatory Charter School of New York

Girls Preparatory Charter School of the Bronx

8. Select all positions you have held on the Board:

(check all that apply)

-
- Other, please specify...: member
-

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

12. Are you a member, director, officer or employee of an organization formally partnered with a school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

(No response)

12a. 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 and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person 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 that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write **None**.

Organization Conducting Business with the School	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Member with Interest	Steps Taken to Avoid Conflict of Interest
1				
2				
3				
4				
5				

Signature of Trustee

Thank you.