



Entry 1 School Information

Last updated: 07/28/2017

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your authorizer are visible on your task page. While completing this task, please ensure that you select the correct authorizer (**as of June 30, 2017**) or you may not be assigned the correct tasks.

a. SCHOOL NAME AND BEDS# IMAGINE ME LEADERSHIP CS (NYC CHANCELLOR)

(Select name from the drop down menu)

b. CHARTER AUTHORIZER NYCDOE-Authorized Charter School

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

c. DISTRICT / CSD OF LOCATION NYC CSD 19

d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	818 Schenck Ave Brooklyn, NY 11236			

d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Katherine Corbett
Title	Executive Director
Emergency Phone Number (###-###-####)	(No response)

e. SCHOOL WEB ADDRESS (URL) www.imaginemeleadership.org

f. DATE OF INITIAL CHARTER 07/2010

g. DATE FIRST OPENED FOR INSTRUCTION 08/2010

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

MISSION STATEMENT

(No response)

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

KEY DESIGN ELEMENTS (Brief description of Key design elements are those general aspects of the school that are innovative or unique to the school’s mission and goals, are core to the school’s overall design, and are critical to its success. The design elements may include a specific content area focus; unique student populations to be served; specific educational programs or pedagogical approaches; unique calendar, schedule, or configurations of students and staff; and/or innovative organizational structures and systems.

Variable 1	(No response)
Variable 2	(No response)
Variable 3	(No response)
Variable 4	(No response)
Variable 5	(No response)
Variable 6	(No response)
Variable 7	(No response)
Variable 8	(No response)
Variable 9	(No response)
Variable 10	(No response)

i. TOTAL ENROLLMENT ON JUNE 30, 2017 236

j. GRADES SERVED IN SCHOOL YEAR 2016-17

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5
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k1. DOES THE SCHOOL

No

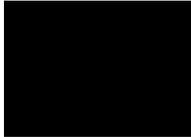
**CONTRACT WITH A CHARTER OR
EDUCATIONAL MANAGEMENT
ORGANIZATION?****I1. FACILITIES**

Does the school maintain or operate multiple sites?

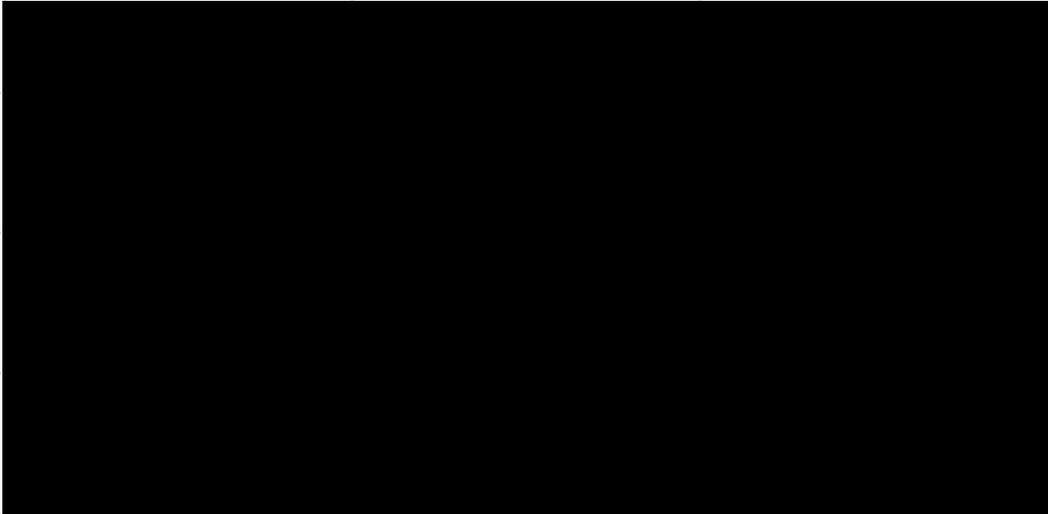
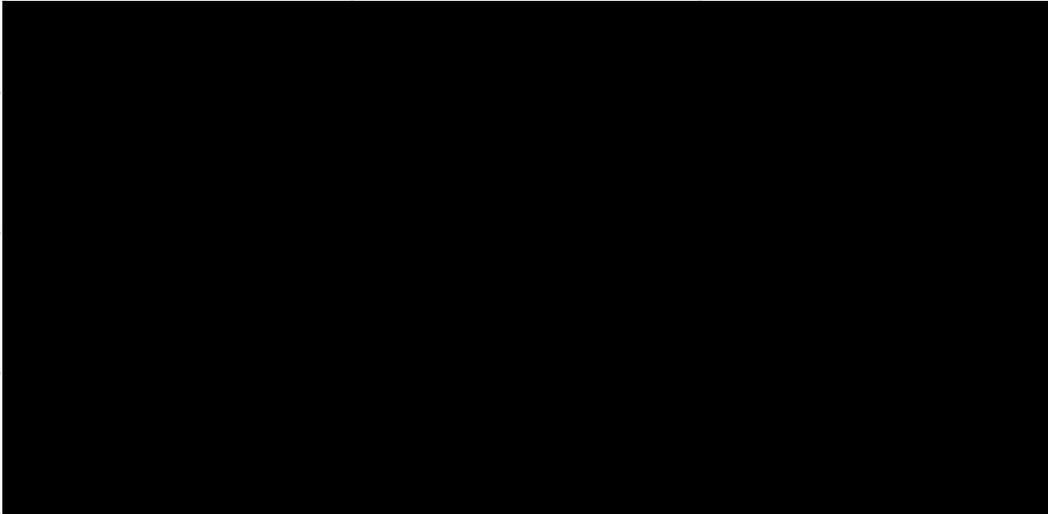
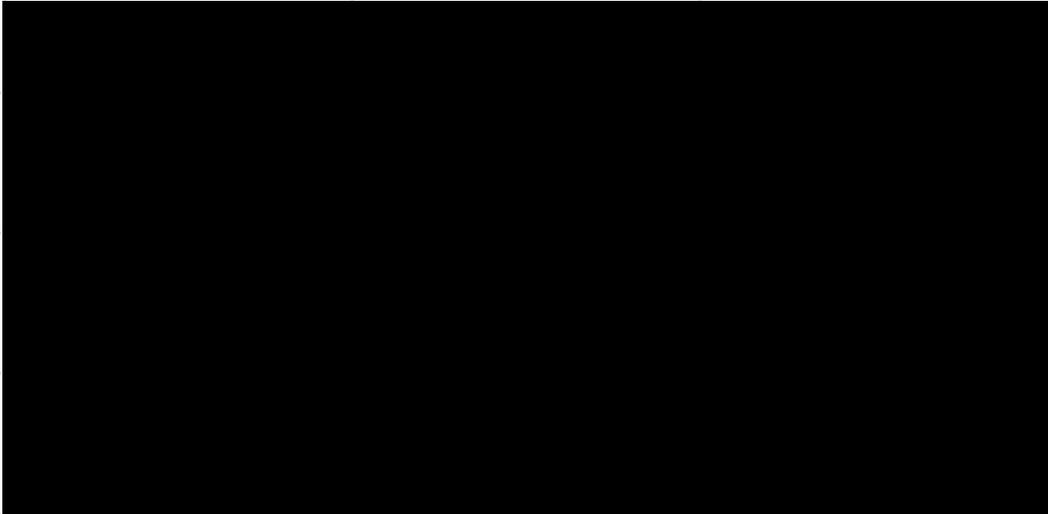
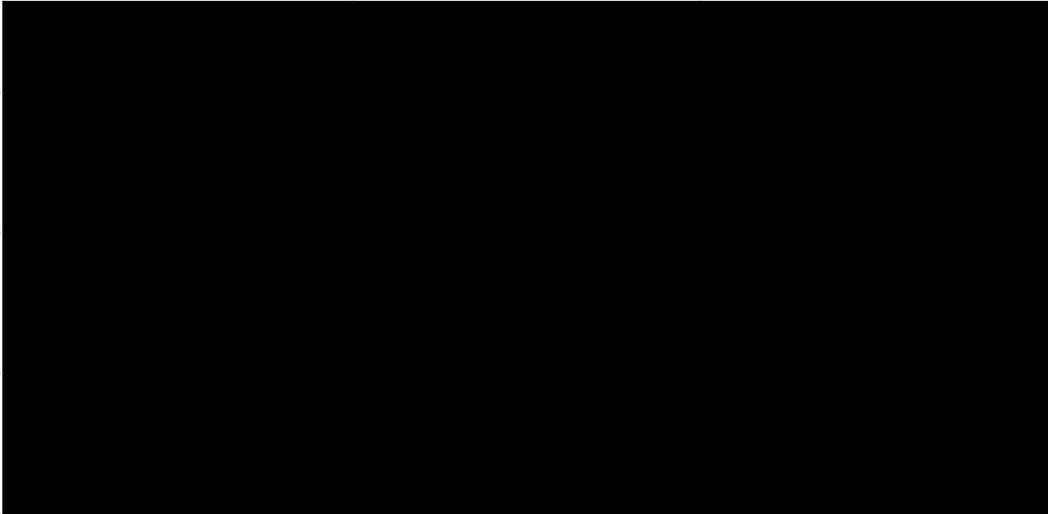
	No, just one site.
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I2. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	818 Schenck Ave brooklyn, NY 11236		CSD 19	K-5	No	Rent/Lease
Site 2						
Site 3						

I2a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Mr. Bevon Thompson			
Operational Leader	Dr. Katherine Corbett			
Compliance Contact	Dr. K. Corbett			
Complaint Contact	Mr. Bevon Thompson			

m1. Is the school or are the school sites co-located? No

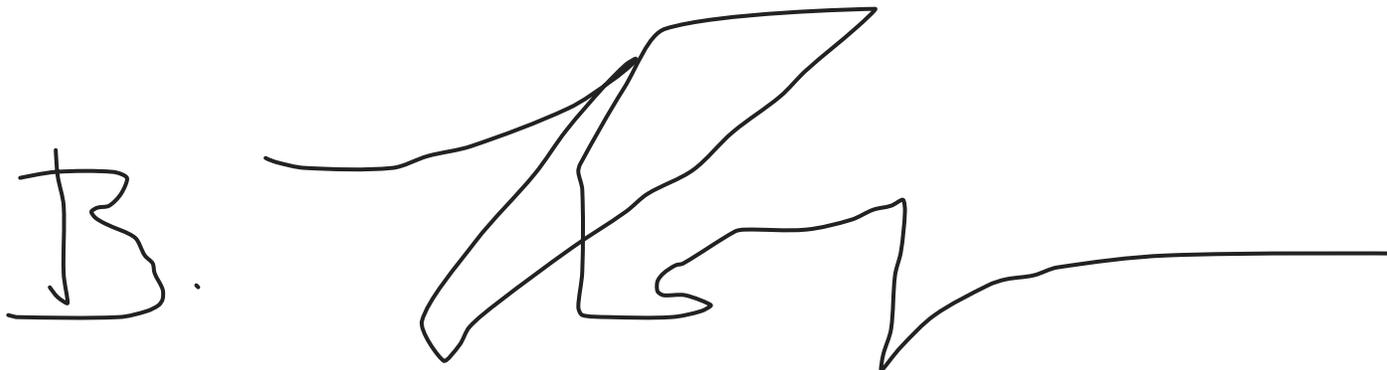
n1. Were there any revisions to the school's charter during the 2016-17 school year? (Please include approved or pending material and non-material charter revisions). No

o. Name and Position of Individual(s) Who Completed the 2016-17 Annual Report. Mr. Bevon Thompson, Principal

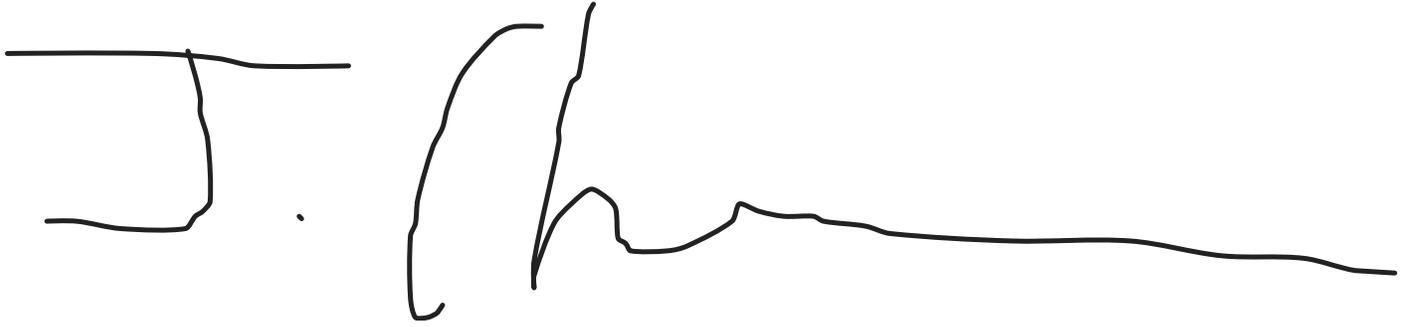
p. Our signatures below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any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

Yes

Signature, Head of Charter School

A handwritten signature in black ink. It begins with a large, stylized letter 'B' followed by a period. To the right of the 'B' is a long, sweeping horizontal line that curves upwards and then downwards, ending in a sharp hook-like shape. This is followed by another long, sweeping horizontal line that ends in a similar hook-like shape.

Signature, President of the Board of Trustees

A handwritten signature in black ink, consisting of a stylized initial 'J' followed by a long, horizontal, wavy line.

Date

2017/07/31

Thank you.



Entry 2 NYS School Report Card Link

Last updated: 07/28/2017

1. NEW YORK STATE REPORT CARD

<https://data.nysed.gov/profile.php?instid=800000067234>

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

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



Entry 4 Expenditures per Child

Created: 07/28/2017 • Last updated: 07/31/2017

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 2016-17 Schedule of Functional Expenses) and divide by the year end FTE student enrollment. (Integers Only. No dollar signs or commas).

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

Line 1: Total Expenditures	4061476
Line 2: Year End FTE student enrollment	228
Line 3: Divide Line 1 by Line 2	17813

2. Administrative Expenditures per Child

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

1. Take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2016-17 Schedule of Functional Expenses)
2. Any contracted administrative/management fee paid to other organizations or corporations
3. Take the total from above and divide it by the year-end FTE enrollment. The relevant portion that must be included in this calculation is defined as follows:

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

Notes:

The information on the Schedule of Functional Expenses on pages 41-43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations:

<http://www.p12.nysed.gov/psc/AuditGuide.html>.

Employee benefit costs or expenditures should not be reported in the above calculations.

Line 1: Relevant Personnel Services Cost (Row)	355399
Line 2: Management and General Cost (Column)	544920
Line 3: Sum of Line 1 and Line 2	900319
Line 5: Divide Line 3 by the Year End FTE student enrollment	3948

Thank you.



Entry 5d Financial Services Contact Information

Created: 07/28/2017 • Last updated: 08/01/2017

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

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Tracy Maynard	[REDACTED]	[REDACTED]

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Scott J. Goldberg	[REDACTED]	[REDACTED]	3

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years with Firm

New York State Education Department

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

2017-18 Budget & Cash Flow Template

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

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

<Imagine Me Leadership Charter School>

PROJECTED BUDGET FOR 2017-2018

July 1, 2017 to June 30, 2018

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	3,943,815	422,997	-	-	-	4,366,812
Total Expenses	3,917,465	292,000	-	-	-	4,209,465
Net Income	26,350	130,997	-	-	-	157,347
Actual Student Enrollment	250	-	-	-	-	-
Total Paid Student Enrollment	-	-	-	-	-	-

PROGRAM SERVICES

SUPPORT SERVICES

REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
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REVENUE

REVENUES FROM STATE SOURCES

Per Pupil Revenue

CY Per Pupil Rate

District of Location

\$14,027.00

- School District 2 (Enter Name)
- School District 3 (Enter Name)
- School District 4 (Enter Name)
- School District 5 (Enter Name)

3,506,750	-	-	-	-	3,506,750
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
3,506,750					3,506,750

Special Education Revenue

	422,997	-	-	-	422,997
--	---------	---	---	---	---------

Grants

- Stimulus
- Other

50,000	-	-	-	-	50,000
-	-	-	-	-	-

Other State Revenue

-	-	-	-	-	-
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TOTAL REVENUE FROM STATE SOURCES

3,556,750	422,997				3,979,747
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REVENUE FROM FEDERAL FUNDING

IDEA Special Needs

21,626	-	-	-	-	21,626
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Title I

86,029	-	-	-	-	86,029
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Title Funding - Other

95,310	-	-	-	-	95,310
--------	---	---	---	---	--------

School Food Service (Free Lunch)

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

Grants

- Charter School Program (CSP) Planning & Implementation
- Other

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

Other Federal Revenue

-	-	-	-	-	-
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TOTAL REVENUE FROM FEDERAL SOURCES

202,965					202,965
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LOCAL and OTHER REVENUE

Contributions and Donations, Fundraising

90,000	-	-	-	-	90,000
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Erate Reimbursement

-	-	-	-	-	-
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Interest Income, Earnings on Investments,

-	-	-	-	-	-
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NYC-DYCD (Department of Youth and Community Developmt.)

-	-	-	-	-	-
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Food Service (Income from meals)

-	-	-	-	-	-
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Text Book

19,000	-	-	-	-	19,000
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Other Local Revenue

75,100	-	-	-	-	75,100
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TOTAL REVENUE FROM LOCAL and OTHER SOURCES

184,100					184,100
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TOTAL REVENUE

3,943,815	422,997				4,366,812
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EXPENSES

ADMINISTRATIVE STAFF PERSONNEL COSTS

No. of Positions

Executive Management

1.00

168,730	-	-	-	-	168,730
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Instructional Management

1.00

152,982	-	-	-	-	152,982
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Deans, Directors & Coordinators

-

-	-	-	-	-	-
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CFO / Director of Finance

1.00

50,000	-	-	-	-	50,000
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Operation / Business Manager

1.00

40,000	-	-	-	-	40,000
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<Imagine Me Leadership Charter School>

PROJECTED BUDGET FOR 2017-2018

July 1, 2017 to June 30, 2018

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Net Income	26,350	130,997	-	-	-	157,347
Actual Student Enrollment	250	-	-	-	-	-
Total Paid Student Enrollment	-	-	-	-	-	-

		PROGRAM SERVICES			SUPPORT SERVICES		TOTAL
		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	
Administrative Staff	1.00	44,133	-	-	-	-	44,133
TOTAL ADMINISTRATIVE STAFF	5	455,845					455,845
INSTRUCTIONAL PERSONNEL COSTS							
Teachers - Regular	19.00	1,045,000	-	-	-	-	1,045,000
Teachers - SPED	5.00		275,000	-	-	-	275,000
Substitute Teachers	-	-	-	-	-	-	-
Teaching Assistants	9.00	333,000	-	-	-	-	333,000
Specialty Teachers	3.00	165,000	-	-	-	-	165,000
Aides	2.00	70,000	-	-	-	-	70,000
Therapists & Counselors	1.00	65,000	-	-	-	-	65,000
Other	2.00	70,000	-	-	-	-	70,000
TOTAL INSTRUCTIONAL	41	1,748,000	275,000				2,023,000
NON-INSTRUCTIONAL PERSONNEL COSTS							
Nurse	-	-	-	-	-	-	-
Librarian	-	-	-	-	-	-	-
Custodian	-	-	-	-	-	-	-
Security	1.00	10,000	-	-	-	-	10,000
Other	1.00	25,000	-	-	-	-	25,000
TOTAL NON-INSTRUCTIONAL	2	35,000					35,000
SUBTOTAL PERSONNEL SERVICE COSTS	48	2,238,845	275,000				2,513,845
PAYROLL TAXES AND BENEFITS							
Payroll Taxes		245,000	-	-	-	-	245,000
Fringe / Employee Benefits		260,000	-	-	-	-	260,000
Retirement / Pension		151,500	-	-	-	-	151,500
TOTAL PAYROLL TAXES AND BENEFITS		656,500					656,500
TOTAL PERSONNEL SERVICE COSTS		2,895,345	275,000				3,170,345
CONTRACTED SERVICES							
Accounting / Audit		35,000	-	-	-	-	35,000
Legal		20,000	-	-	-	-	20,000
Management Company Fee		-	-	-	-	-	-
Nurse Services		-	-	-	-	-	-
Food Service / School Lunch		-	-	-	-	-	-
Payroll Services		-	-	-	-	-	-
Special Ed Services		-	10,000	-	-	-	10,000
Titlement Services (i.e. Title I)		-	-	-	-	-	-
Other Purchased / Professional / Consulting		10,000	-	-	-	-	10,000
TOTAL CONTRACTED SERVICES		65,000	10,000				75,000
SCHOOL OPERATIONS							
Board Expenses		9,000	-	-	-	-	9,000
Classroom / Teaching Supplies & Materials		30,000	-	-	-	-	30,000
Special Ed Supplies & Materials		-	7,000	-	-	-	7,000
Textbooks / Workbooks		30,000	-	-	-	-	30,000

<Imagine Me Leadership Charter School>

PROJECTED BUDGET FOR 2017-2018

July 1, 2017 to June 30, 2018

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Net Income	26,350	130,997	-	-	-	157,347
Actual Student Enrollment	250	-	-	-	-	-
Total Paid Student Enrollment	-	-	-	-	-	-

PROGRAM SERVICES

SUPPORT SERVICES

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Supplies & Materials other	30,000	-	-	-	-	30,000
Equipment / Furniture	15,000	-	-	-	-	15,000
Telephone	7,000	-	-	-	-	7,000
Technology	11,000	-	-	-	-	11,000
Student Testing & Assessment	30,000	-	-	-	-	30,000
Field Trips	6,000	-	-	-	-	6,000
Transportation (student)	6,000	-	-	-	-	6,000
Student Services - other	20,000	-	-	-	-	20,000
Office Expense	22,000	-	-	-	-	22,000
Staff Development	28,600	-	-	-	-	28,600
Staff Recruitment	500	-	-	-	-	500
Student Recruitment / Marketing	6,000	-	-	-	-	6,000
School Meals / Lunch	5,000	-	-	-	-	5,000
Travel (Staff)	1,000	-	-	-	-	1,000
Fundraising	-	-	-	-	-	-
Other	-	-	-	-	-	-
TOTAL SCHOOL OPERATIONS	257,100	7,000				264,100
FACILITY OPERATION & MAINTENANCE						
Insurance	57,000	-	-	-	-	57,000
Janitorial	75,000	-	-	-	-	75,000
Building and Land Rent / Lease	349,920	-	-	-	-	349,920
Repairs & Maintenance	8,000	-	-	-	-	8,000
Equipment / Furniture	60,000	-	-	-	-	60,000
Security	35,000	-	-	-	-	35,000
Utilities	40,000	-	-	-	-	40,000
TOTAL FACILITY OPERATION & MAINTENANCE	624,920					624,920
DEPRECIATION & AMORTIZATION	75,100					75,100
DISSOLUTION ESCROW & RESERVES / CONTIGENCY						
TOTAL EXPENSES	3,917,465	292,000				4,209,465
NET INCOME	26,350	130,997				157,347

ENROLLMENT - *School Districts Are Linked To Above Entries*

	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED
District of Location	250		250
School District 2 (Enter Name)			-
School District 3 (Enter Name)			-
School District 4 (Enter Name)			-
School District 5 (Enter Name)			-
TOTAL ENROLLMENT	250		250
REVENUE PER PUPIL	15,775		
EXPENSES PER PUPIL	15,670		

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

Trustee Name:

Janice Chen

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

Imagine Me Leadership Charter School

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

Chairperson

2. Is the trustee an employee of any school operated by the Education Corporation?

Yes No

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

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

Yes No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

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

<i>Please write "None" if applicable. Do not leave this space blank.</i> <i>None</i>			
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5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

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

Signature *[Signature]* Date *7/29/12*

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

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



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

Trustee Name:

Deirdra J. Smith

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

Imagine Me Leadership Charter School

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

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

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

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

Yes No

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

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

None

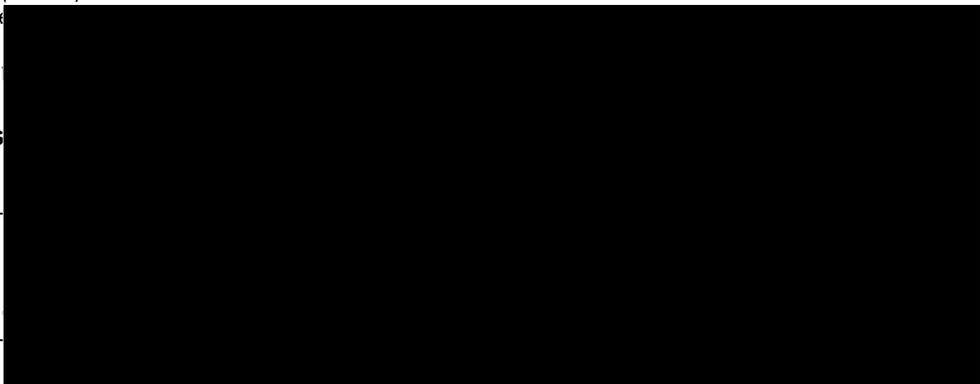
5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed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

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

Daroldra J. Smith _____ *7/29/17*
 Signature Date

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

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



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

Trustee Name:

DAVID AVILES

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

IMAGINE ME LEADERSHIP CHARTER SCHOOL

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

BOARD MEMBER

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

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

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

Yes No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

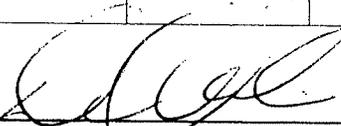
Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself

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

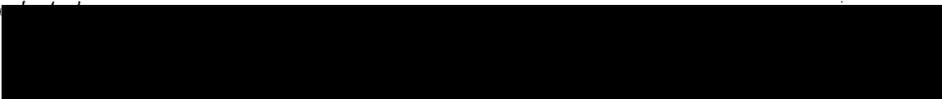
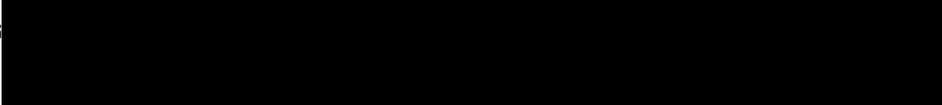
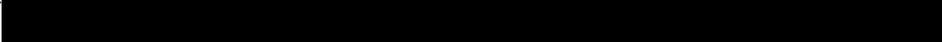
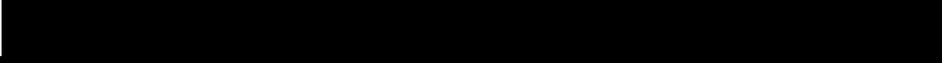
NONE

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
<p>Please write "None" if applicable. Do not leave this space blank.</p> <p style="font-size: 3em; font-family: cursive;">NONE</p>				


4/25/17
 Signature Date

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

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

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

Trustee Name:

ANN-MARIE HURT

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

IMLCS

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

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

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

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

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

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

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

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

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

Signature

7/29/17
Date

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

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



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

Trustee Name:

LaToya Kittrell

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

Imagine Me Leadership Charter School

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

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

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

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

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

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

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

Trustee Name:

ESMOND BARNES, JR.

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

IMLCS

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

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

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

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

Yes No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
	<u>NONE</u>		

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

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

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

Esmond Barnes Jr
Signature

7/31/2017
Date

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

Business Telephone: _____

Business Address:

E-mail Address:

Home Telephone:

Home Address:



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

Trustee Name:

DAVID K. BRAWLEY

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

IMAGINE ME LEADERSHIP CHARTER SCHOOL

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

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

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

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

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

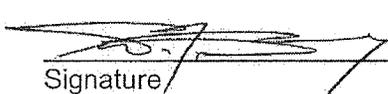
NONE

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

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

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
Please write "None" if applicable. Do not leave this space blank.				
ST. PAUL ECONOMIC DEVELOPMENT CORP.	LANDLORD	250- 400K	N/A	RECUSAL NOT A FIDUCIARY

 Signature _____ Date 7/30/17

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

Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____



Entry 9 BOT Table

Created: 07/28/2017 • Last updated: 08/01/2017

(tab across or use scroll bar at bottom of table)

1. Current Board Member Information

	Trustee Name	Email Addresses	Position on the Board	Committee Affiliations	Voting Member Per By-Laws? (Y/N)	Area of Expertise, and/or Additional Role at School (parent, staff member, etc.)	Number of Terms Served and Length of Each (Include election date and term expiration)	Number of Board Mtgs Attended during 2016-17?
1	Janice Chen		Chair/ Board President	Executive	Yes	Legal	3 terms	
2	LaToya Kittrell		Vice Chair/ Vice President	Education	Yes	Education	2 Terms	
3	Ann-Marie Hurt		Treasurer	Finance	Yes	Education	3 terms	
4	Deidra Smith		Secretary	Education	Yes	Education	1 term	
5	David Brawley		Trustee/Member	Finance/ Executive	Yes	Real Estate	3 terms	
6	Arthur Pritchard		Trustee/Member		Yes	Education	2 terms	

7	David Aviles		Trustee/Member	Finance/Executive	Yes	Real Estate	3 terms	
8	Esmond Barnes		Trustee/Member		Yes	Education	1 term	
9	Yvonne Graham		Trustee/Member		Yes	Education	1 term	
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
20								

2. Total Number of Members on June 30, 2016 9

3. Total Number of Members Joining the Board 2016-17 School Year 2

4. Total Number of Members Departing the Board during the 2016-17 School Year 0

5. Number of Voting Members 9
**2016-17, as set by the by-laws,
resolution or minutes**

6. Number of Board Meetings 12
**Conducted in the 2016-17 School
Year**

7. Number of Board Meetings 12
**Scheduled for the [2017-18](#)
School Year**

Thank you.



Entry 10 - Board Meeting Minutes

Last updated: 07/28/2017

[Instructions for submitting minutes of the BOT monthly meetings](#)

Regents, NYCDOE, and Buffalo BOE authorized schools must either provide a link to a complete set of minutes that are posted on the charter school website, or upload a complete set of board meeting minutes from July 2016--June 2017.

A. Provide a URL link to the <http://imaginemeleadership.org/about-us/board-of-trustees/> Monthly Board Meeting Minutes which are posted on the School's web page.

OR

B. Upload All Monthly Board Meeting Minutes

Combine into one .PDF file

(No response)



Entry 11 Enrollment and Retention of Special Populations

Created: 07/31/2017 • Last updated: 08/01/2017

Instructions for Reporting Enrollment and Retention Strategies

Describe the efforts the charter school has made in 2016-2017 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners, and students who are economically disadvantaged. In addition, describe the school’s plans for meeting or making progress toward meeting its enrollment and retention targets in 2017-2018.

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Efforts Toward Meeting Recruitment Targets 2016-17)	Describe Plans Toward Meeting Recruitment Targets 2017-18)
Economically Disadvantaged	We sent out 18, 000 recruitment poster and visited numerous day care in CSD 19. CSD has a high population of students are that are economically disadvantaged. During our lottery, we show preference to students living in CSD 19.	We will continue to send out 18, 000 recruitment poster and visited numerous day care in CSD 19. CSD has a high population of students are that are economically disadvantaged. we will update our website to be more parent-friendly.
English Language Learners	TBD	TBD
Students with Disabilities	We sent out 18, 000 recruitment poster and visited numerous day care in CSD 19 with a special interest in Special Education students. CSD has a high population of students are that are economically disadvantaged. Our SpED population is more that CSD 19.	We will continue to send out 18, 000 recruitment poster and visited numerous day care in CSD 19. CSD has a high population of students that are economically disadvantaged and identified as SpED. we will update our website to be more parent-friendly.

Retention Efforts Toward Meeting Targets

	Describe Efforts Toward Meeting Retention Targets 2016-17)	Describe Plans Toward Meeting Retention Targets 2017-18)
Economically Disadvantaged	Our school is over 87% Title one students. This is due to our recruitment efforts and our location in CSD 19.	TBD
English Language Learners	TBD	TBD
Students with Disabilities	We sent out 18,000 recruitment posters and visited numerous day care in CSD 19 with a special interest in Special Education students. CSD has a high population of students that are economically disadvantaged. Our SpED population is more than CSD 19. Our retention rate for students is over 90% across all grades.	We sent out 18,000 recruitment posters and visited numerous day care in CSD 19 with a special interest in Special Education students. CSD has a high population of students that are economically disadvantaged. Our SpED population is more than CSD 19. Our retention rate for students is over 90% across all grades.



Entry 12 Classroom Teacher and Administrator Attrition

Created: 07/28/2017 • Last updated: 07/31/2017

Report changes in teacher and administrator staffing.

Instructions for completing the Classroom Teacher and Administrator Attrition Tables

Charter schools must complete the two tables named 2016-2017 Classroom Teacher and Administrator Attrition to report changes in teacher and administrator staffing in 2016-2017. Please provide the full time equivalent (FTE) of staff on June 30, 2016; the FTE for any departed staff from July 1, 2016 through June 30, 2017; the FTE for added staff from July 1, 2016 through June 30, 2017; and the FTE of staff added in newly created positions from July 1, 2016 through June 30, 2017 using the two tables provided.

Classroom Teacher Attrition Table

	FTE Classroom Teachers on June 30, 2016	FTE Classroom Teachers Departed 7/1/16 - 6/30/17	FTE Classroom Teachers Filling Vacant Positions 7/1/16 - 6/30/17	FTE Classroom Teachers Added in New Positions 7/1/16 - 6/30/17	FTE of Classroom Teachers on June 30, 2017
	22	2	2	0	22

Administrator Position Attrition Table

	FTE Administrative Positions on June 30, 2016	FTE Administrators Departed 7/1/16 - 6/30/17	FTE Administrators Filling Vacant Positions 7/1/16 - 6/30/17	FTE Administrators Added in New Positions 7/1/16 - 6/30/17	FTE Administrative Positions on June 30, 2017
	5	3	2	0	4

Thank you



Entry 13 Uncertified Teachers

Last updated: 07/31/2017

**FTE Count of All Teachers 22
(Certified and Uncertified) as of
June 30, 2017**

**FTE Count of All Certified 11
Teachers as of June 30, 2017**

Instructions for Reporting Percent of Uncertified Teachers

The table below is reflective of the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Enter the relevant full time equivalent (FTE) count of teachers in each column. For example, a school with 20 full time teachers and 5 half time teachers would have an FTE count of 22.5. If more than one column applies to a particular teacher, please select one column for the FTE count. Please do not include paraprofessionals, such as teacher assistants.

FTE count of uncertified teachers on June 30, 2017, and each uncertified teacher should be counted only once.

1. Total FTE count of uncertified teachers (6-30-17)	11
2. FTE count of uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience (6-30-17)	11
3. FTE count of uncertified teachers who are tenured or tenure track college faculty (6-30-17)	0
4. FTE count of uncertified teachers with two years of Teach for America experience (6-30-17)	0
5. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (6-30-17)	2
6. FTE count of uncertified teachers who do not fit into any of the prior four categories (6-30-17)	0

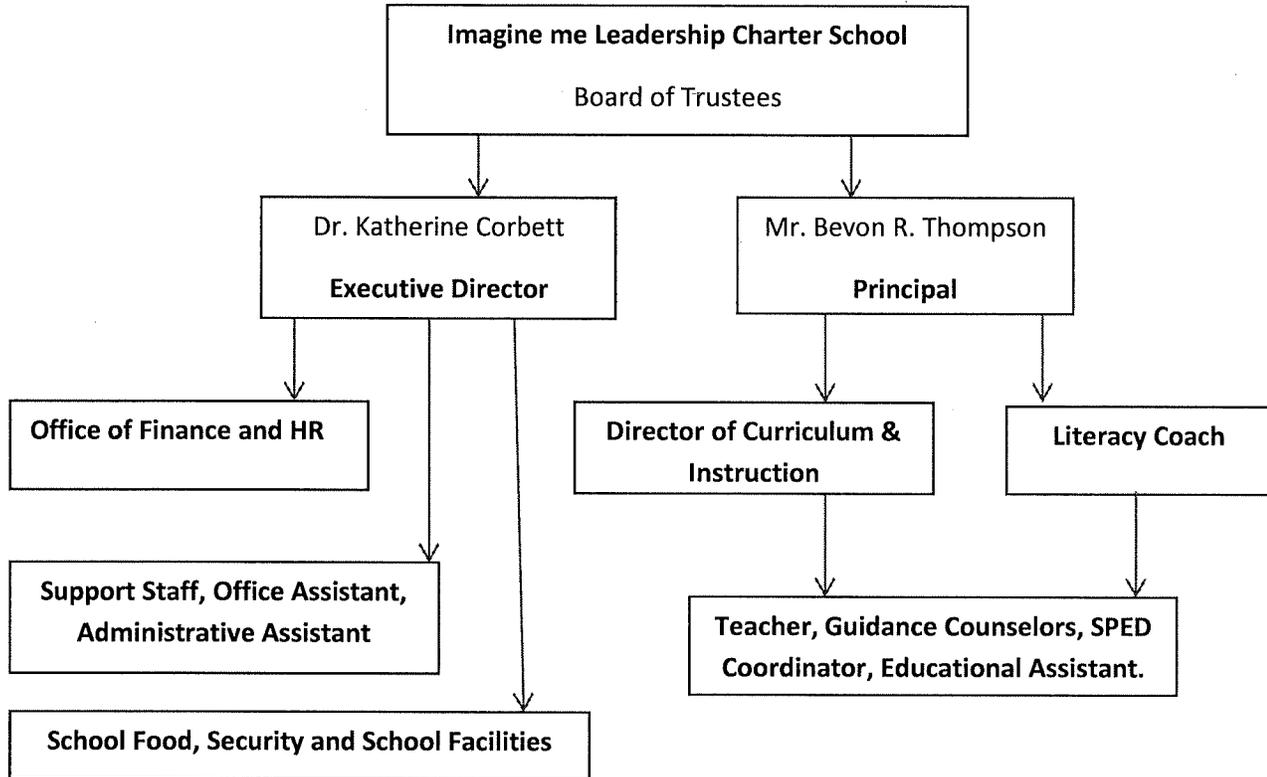
Thank you.

Imagine Me Leadership Charter School

818 Schenck Ave

Brooklyn, NY 11207

Organizational Chart



**IMAGINE ME LEADERSHIP CHARTER SCHOOL
SCHOOL CALENDAR 2017- 2018**

August	Week of 14th Week of 21nd Week of 28th	Monday – Friday Monday - Thursday	Teacher and Staff Return Jumpstart Program	Total # Days of School 8 Days
September	Closed 1st & 4th Open for Regular School, 5th	Labor Day Weekend T-F 8am - 4pm	Regular School Session Begins	19 Days
October	9th	Monday School Closed	Columbus Day	21 Days
November	7th	Tuesday Non-attendance Day for Students	Election Day PD Day for Teachers	
November	21st	Tuesday	Open School Day Afternoon (1:00 pm - 4:00 pm) Night (5:00 pm – 7:00 pm)	
November	22nd – 24th	Wednesday – Friday School Closed	Thanksgiving Recess	19 Days
December	18th - 29th	Monday – Friday School Closed	Winter Recess	11 Days
January	1st 15th	School Closed School Closed	New Years Day Martin Luther King, Jr. Day	21 Days
February	19th – 23rd	Monday – Friday School Closed	Midwinter Recess	15 Days
March	29th 30th	Thursday School Closed Friday	Open School Day Afternoon (1:00 pm -4:00 pm) Night (5:00 pm – 7:00 pm) First Day of Spring Break	21 Days
April	2nd – 6th 11th – 13th	Monday – Friday School Closed Wednesday - Friday	Spring Recess State ELA Test	16 Days
May	1st - 3rd 2nd -25th 29th	Tuesday – Thursday Wednesday- Friday Monday (School Closed)	State Math Assessment Grade 4 State Science Performance Test Memorial Day	22 Days
June	4th 8th 20th 22nd	Friday School Closed for Students Wednesday Friday	Grade 4 State Science Written Assessment Instructional Planning Retreat Friday and Saturday Last Day for Students Last Day of School for Faculty and Staff	14 Days Grand Total

				187 Days
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