

# I. SCHOOL INFORMATION AND COVER PAGE

Created Tuesday, July 16, 2013

Updated Monday, July 22, 2013

## Page 1

### 1. SCHOOL NAME

(Select School name from dropdown menu; BEDS # appears first)

331300860893 COMMUNITY ROOTS CS

### 2. CHARTER AUTHORIZER

NYCDOE-Authorized Charter School

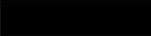
### 3. DISTRICT / CSD OF LOCATION

NYC CSD 13

### 4. SCHOOL INFORMATION

PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
51 Saint Edwards Street Brooklyn, NY 11205	718-858-1629	718-858-1754	slee@communityroots. org

### 4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES   Contact Name	Allison Keil
4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES   Title	Co-Director, Co-Founder
4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES   Emergency Phone Number (###-###-####)	

### 5. SCHOOL WEB ADDRESS (URL)

www.communityroots.org

### 6. DATE OF INITIAL CHARTER

2006-08-01 00:00:00

### 7. DATE FIRST OPENED FOR INSTRUCTION

2006-09-01 00:00:00

### 8. TOTAL NUMBER OF STUDENTS ENROLLED IN 2012-13 (as reported on BEDS Day)

(as reported on BEDS Day)

**9. GRADES SERVED IN SCHOOL YEAR 2012-13**

Check all that apply

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 1

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 4

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 6**10. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?**

Yes/No	Name of CMO/EMO
No	

### 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 2013-14.

	Physical Address	Phone Number	District/C SD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	51 SAINT EDWARDS STREET, BROOKLYN, NY 11205	718-858-1629	CSD 13	K-5	Yes	DOE space
Site 2	50 NAVY STREET, BROOKLYN, NY 11201	718-522-2166	CSD 13	6-7	Yes	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	ALLISON KEIL/SARA STONE	[REDACTED]		[REDACTED]
Operational Leader	SANDY LEE	[REDACTED]		[REDACTED]
Compliance Contact	ALLISON KEIL/SARA STONE	[REDACTED]		[REDACTED]
Complaint Contact	ALLISON KEIL/SARA STONE	[REDACTED]		[REDACTED]

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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	SARAH WEEKS	[REDACTED]		[REDACTED]
Operational Leader	MAX FAMILIAN	[REDACTED]		[REDACTED]
Compliance Contact	SARAH WEEKS	[REDACTED]		[REDACTED]
Complaint Contact	SARAH WEEKS	[REDACTED]		[REDACTED]

13. Are the School sites co-located?

Yes

13a. Please list the terms of your current co-location.

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

14. Were there any revisions to the school's charter during the 2012-2013 school year? (Please include both those that required authorizer approval and those that did not require authorizer approval).

No

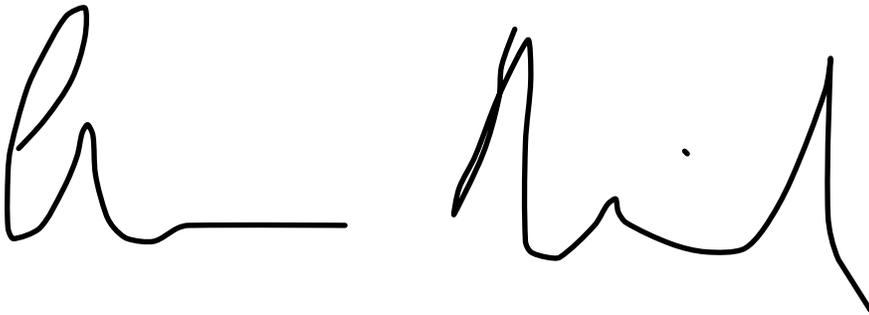
16. Our signatures below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in 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).

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• Yes

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Signature, Head of Charter School

A handwritten signature in black ink, consisting of two distinct parts. The first part is a cursive 'a' followed by a horizontal line. The second part is a more complex cursive signature, possibly starting with 'N' or 'M', followed by a vertical stroke.

Signature, President of the Board of Trustees

Thank you.

# Signature Page for President of Board of Trustees

Created Tuesday, July 30, 2013

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Page 1

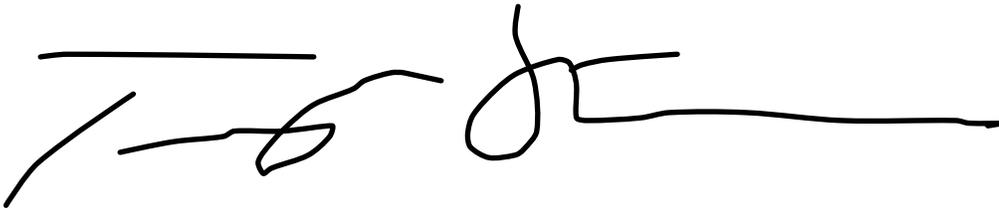
331300860893 COMMUNITY ROOTS CS

16. My signature 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).

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- Yes
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Signature, Board President

A handwritten signature in black ink, consisting of a series of connected strokes that form a stylized name.

Thank you.

# Appendix A: Progress Toward Goals

Created Friday, October 25, 2013

## Page 1

No

### 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).

<https://reportcards.nysed.gov/schools.php?year=2012&instid;=800000059312>

### 2. APPENDIX A: PROGRESS TOWARD CHARTER GOALS

#### 2a. ACADEMIC STUDENT PERFORMANCE GOALS

If the Progress Toward Charter Goals are based on student performance data that the school will not have access to by August 1, 2013 (e.g., the NYS Assessment results), please list goals and explain this in the "Progress Towards Attainment" column. This information can be updated for Appendix A when available but no later than November 1, 2013. Board of Regents-authorized charter schools that opened for instruction in the fall of 2012 or that were renewed in 2012-13 will be held to the same charter-specific academic goals. Board of Regents-authorized charter schools will also be held accountable to Student Performance Benchmark 1 of the Performance Framework.

#### 2012-13 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Academic Goal 1	Each year 75% of CRCS students in grades 3-8 will demonstrate proficiency (i.e. score at or above Level 3) on NYS ELA and Math exams; 75% of the grade 4 students will demonstrate proficiency on the NYS Science exam; and 75% of the grade 5 students will demonstrate proficiency on the NYS Social Studies exams.	New York State Standardized Exams	Grade 3 ELA: 43.1 Grade 3 Math: 47.1 Grade 4 ELA: 68.0 Grade 4 Math: 70.0 Grade 5 ELA: 32.6 Grade 5 Math: 42.0 Grade 6 ELA: 31.3 Grade 6 Math: 28.9 Grade 4 Science: 94.0	We are partnering with Achievement Network to work with grades 2-7 in the 2013-2014 school year in order to develop our curriculum to more greatly align to the common core. We will also use the data from the assessment cycles to inform our instruction and small group work to meet the individual needs of students. We are for the first time at the elementary school having math specialists in the school. One teacher will work with K-2 and the



informational, and argumentative writing, which should improve the quality of student writing and awareness of genre features and thereby improve students' performance on extended response prompts and assorted other question types on the NYS ELA exam.

By offering an advanced Math class to 7th graders at the middle school, we are targeting Math instruction more directly to students' needs and skill levels, as well as reducing class size by dividing 7th graders into 3 sections of Math, which allows for more individualized attention to boost students' Math skills according to individual needs and skills.

Our former middle school learning specialist is co-teaching Science at the middle school, helping to introduce targeted nonfiction reading instruction through Science, reflective of the Common Core's emphasis on nonfiction reading, which we expect will increase students' nonfiction reading comprehension.

Academic Goal 2	Each year, the percentage of students demonstrating proficiency on NYS ELA and Math exams will increase. In the event that the percentage of students in a grade level cohort of the same students demonstrating proficiency is below 75%, the grade level cohort will reduce by at least one-half each year the difference between the percentage demonstrating proficiency and 75%. In the event that the percentage of students in a grade level cohort of the same students demonstrating proficiency	New York State Standardized Exam	<p>Students graduating from ES (K-5)</p> <p>ELA 2011 Class of 2013- 66%</p> <p>ELA 2012 Class of 2013- 74% Class of 2014- 74%</p> <p>ELA 2013 Class of 2013- 33% Class of 2014- 68% Class of 2015- 43%</p> <p>MATH 2011 Class of 2013- 74%</p> <p>MATH 2012 Class of 2013- 72%</p>	See above.
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is at or above 75%, the grade level cohort will continue to demonstrate growth each year.

Class of 2014- 80%

MATH 2013  
 Class of 2013- 42%  
 Class of 2014- 70%  
 Class of 2015- 47%

Students graduating from MS (6-8)

ELA 2013  
 Class of 2015- 31%

MATH 2013  
 Class of 2015- 29%

Academic Goal 3

Each year at least 75% of CRCS students in grades K-8 will meet or exceed CRCS Exit Outcomes in all content areas.

Community Roots End of Year Checklist Reports

Kindergarten  
 Social/Emotional Development: 83% ELA: 86%  
 Math: 89%  
 Social Studies: 94%

N/A

First Grade  
 Social/Emotional Development: 80% ELA: 84%  
 Math: 88%  
 Social Studies: 95%

Second Grade  
 Social/Emotional Development: 89% ELA: 85%  
 Math: 83%  
 Social Studies: 99%

Third Grade  
 Social/Emotional Development: 89% ELA: 87%  
 Math: 75%  
 Social Studies: 91%

Fourth Grade  
 Social/Emotional Development: 93% ELA: 89%  
 Math: 85%  
 Social Studies: 97%

Fifth Grade  
 Social/Emotional Development: 77% ELA: 84%  
 Math: 78%  
 Social Studies: 92%

Sixth Grade  
 Advisory: 100%  
 Humanities: 98% Math:

			98% Science: 98%	
Academic Goal 4	The percentage of students demonstrating proficiency on NYS ELA and Math exams will be higher than that of CSD13.	New York State Standardized Exams	<p>Grade 3  NYC ELA: 28.1  D13 ELA: 29  CRCS ELA: 43.1  NYC MATH: 33.1  D13 MATH: 30.3  CRCS MATH: 47.1</p> <p>Grade 4  NYC ELA: 27.2  D13 ELA: 26.2  CRCS ELA: 68  NYC MATH: 35.2  D13 MATH: 29.7  CRCS MATH: 70</p> <p>Grade 5  NYC ELA: 28.7  D13 ELA: 27.6  CRCS ELA: 32.6  NYC MATH: 29.6  D13 MATH: 24  CRCS MATH: 42</p> <p>Grade 6  NYC ELA: 23.3  D13 ELA: 17.9  CRCS ELA: 32.6  NYC MATH: 29.6  D13 MATH: 24  CRCS MATH: 42</p>	N/A
Academic Goal 5	Each year, the School will receive a 'B' or higher on the Student Progress section of the DOE Progress Report.	DOE Progress Report	Student Progress: B	N/A
Academic Goal 6	Each year, the School will be deemed "In Good Standing" on the NYS Report Card.	New York State Report Card	State Accountability: In Good Standing	N/A
Academic Goal 7	Each year: 75% of kindergarten students will perform at Levels 1 and 2 on appropriate skill areas on the ECLAS-2; 75% of 1st grade students will perform at or above Level 4 on appropriate skill areas on the ECLAS-2.	ECLAS-2 was discontinued. Fox in a Box is an identical assessment and is now used at CRCS in Fall and Spring in Kindergarten, First and Second Grade.	92% of Kindergarten met grade level expectations for Fox in a Box and 90% of First Grade.	N/A

2a1. Do have more academic goals to add?

No

2a2. Do have more academic goals to add?



2b. ORGANIZATIONAL GOALS

2012-13 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Org Goal 1	Each year, CRCS will have an annual average student attendance rate of at least 95%, and 95% of all students enrolled on the last day of the school year who do not move will return the following September.	Student Attendance taken by Classroom Teachers/ATS	Attendance Average: 96% Attrition rate: 2%	N/A
Org Goal 2	Each year, the School will comply with all applicable laws, rules, regulations and contract terms.	Annual Comprehensive Review (in draft form from the Charter Schools Accountability and Support Team)	CRCS found to be in compliance with all applicable laws, rules and regulations.	N/A
Org Goal 3	Annually, student enrollment at CRCS will be within 10% of full enrollment as defined in the School's contract.	Charter Agreement	353 students enrolled for 350 seats K-49 for 50 seats 1st-50 for 50 seats 2nd -50 for 50 seats 3rd -51 for 50 seats 4th- 50 for 50 seats 5th -50 for 50 seats 6th -53 for 50 seats	N/A
Org Goal 4	Each year, at least 90% parents will express satisfaction with CRCS's program, based on the NYCDOE Learning Environment Survey or on the CRCS Family Satisfaction Survey. CRCS will receive scores of 7.5 or higher in each of the four survey domains: Academic Expectations, Communication, Engagement, and Safety and Respect on the NYCDOE Learning Environment Survey.	NYCDOE Learning Environment Survey	Satisfaction: 93%  Academic Expectations: 9.1  Communication: 9.5  Engagement: 9.3  Safety & Respect: 9.3	N/A
Org Goal 5	Each year, teachers will express satisfaction with school leadership and professional development opportunities as determined by the teacher section of the NYCDOE Learning Environment Survey or on the CRCS Teacher Satisfaction Survey. CRCS will also score 7.5 or higher on each of the four survey domains on the NYCDOE Learning Environment Survey.	NYCDOE Learning Environment Survey	Academic Expectations: 9.0  Communication: 8.9  Engagement: 8.8  Safety & Respect: 9.0	N/A

2b.1 Do you have more organizational goals to add?

## 2012-13 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Org Goal 6	Responsive School Leadership, Governance and Management goals will include evidence via the Board meeting minutes that School Leadership informs the Board of appropriate academic, demographic, assessment and financial data and Board member's participation in Board subcommittees.	Board Meeting minutes and Co-Director Evaluation	School leadership reports at every board meeting. Co-Directors are evaluated annually based on goals co-created with the Education Committee. The Co-Directors met their annual goals. The Finance Committee has been instrumental in the school's budgeting process and the Development Committee has led the Board to exceed private fundraising targets for the year. The Board continues to work with High Bar to continue to improve the functionality and communication of the Board and all committees of the Board.	N/A

## 2c. FINANCIAL GOALS

### 2012-13 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Financial Goal 1	Each year, CRCS will operate on a balanced budget and maintain a stable cash flow.	Board approved budget coupled with quarterly financial planning and analysis to ensure our operation activities were in line with expectations.	As of June 30, 2013 the school ended the fiscal year with a small deficit of \$25,000 despite the expansion and introduction of our middle school.	We budgeted for a significant deficit due to the expansion due to the expansion of the middle school, which was to be funded by our reserves. However, we did close the year with a smaller deficit than anticipated.
Financial Goal 2	Each year CRCS will undergo an independent financial audit that will result in an unqualified opinion and no major findings.	CRCS submits to an annual financial audit administered by Fruchter, Rosen & Co. Additionally we have quarterly reviews with outside consultants from CSBM (Charter School Business Management Inc.) to ensure added levels of transparency and oversight.	Final results of the 2012-2013 audit are pending and should be available by November 1st, 2013 but preliminary field work and reviews conducted by CSBM show no material weaknesses within the schools financial and operation activities.	N/A



## Financial Audit Supplemental Data Request Form

*for Regents-Authorized Charter Schools*

**School Name:** [Community Roots Charter School](#)

**Date:** [July 16, 2013](#)

**School Fiscal Contact Name:** [Andrew Ngeseyan](#)  
**School Fiscal Contact Email:** [REDACTED]  
**School Fiscal Contact Phone:** [REDACTED]  
**District of Location:** [13](#)  
**Authorizer:** [SED](#)  
**Years of Operation:** [7](#)  
**Facility:** [Public](#)  
**Grades Currently Served:** [K-6](#)  
**Planned Grades at Full Capacity:** [K-12](#)  
**Enrollment:** [351](#)  
**Max Enrollment:** [450](#)  
**Year of Most Recent Data:** [2012](#)  
**School Fiscal Contact Phone:** [REDACTED]

**School Audit Firm Name:** [Fruchter, Rosen & Co](#)  
**School Audit Contact Name:** [Gus Saliba](#)  
**School Audit Contact Email:** [SchoolAudit\\_ContactEmail](#)  
**School Audit Contact Phone:** [212 957-3600 ext. 202](#)

**Latest Audit Period (through):** [2012](#)

**Do Not Use this Box:** [Community Roots Charter School2012](#)

**FILL IN GRAY CELLS**

**Community Roots Charter School**  
**STATEMENTS OF FINANCIAL POSITION**  
 FOR THE YEARS ENDED JUNE 30

	<u>2012</u>	<u>2011</u>
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	\$ 1,591,727	\$ 2,828,782
Grants and contracts receivable	38,216	38,486
Accounts receivables	8,485	270
Inventory	-	-
Prepaid Expenses	84,778	51,262
Contributions and other receivables	-	-
Other	-	-
<b>TOTAL CURRENT ASSETS</b>	<b>\$ 1,723,206</b>	<b>\$ 2,918,800</b>
<b>OTHER ASSETS</b>		
InvestmentsCash and cash equivalents/reserve	\$ 1,500,000	\$ -
Property, Plant and Equipment, Net	137,857	129,014
Restricted Cash	71,937	71,703
<b>OTHER ASSETS</b>	<b>\$ 1,709,794</b>	<b>\$ 200,717</b>
<b>TOTAL ASSETS</b>	<b>\$ 3,433,000</b>	<b>\$ 3,119,517</b>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT LIABILITIES</b>		
Accounts payable and accrued expenses	\$ 55,241	\$ 18,022
Accrued payroll and benefits	416,388	290,693
Refundable Advances	16,116	6,452
Dreferred Revenue	-	-
Current maturities of long-term debt	-	-
Short Term Debt - Bonds, Notes Payable	-	-
Other	-	-
<b>TOTAL CURRENT LIABILITIES</b>	<b>\$ 487,745</b>	<b>\$ 315,167</b>
<b>LONG-TERM DEBT, net current maturities</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL LIABILITIES</b>	<b>\$ 487,745</b>	<b>\$ 315,167</b>
<b>NET ASSETS</b>		
Unrestricted	\$ -	\$ -
Temporarily restricted	-	9,772
<b>TOTAL NET ASSETS</b>	<b>\$ -</b>	<b>\$ 9,772</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$ 487,745</b>	<b>\$ 315,167</b>
	<b>2,945,255</b>	<b>2,804,350</b>

Check

**FILL IN GRAY CELLS**

**Community Roots Charter School**

STATEMENTS OF ACTIVITIES  
FOR THE YEARS ENDED JUNE 30

	2012			2011
	Unrestricted	Temporarily Restricted	Total	Total
<b>REVENUE, GAINS AND OTHER SUPPORT</b>				
State & Local Operating Revenue	\$ 4,637,479	\$ -	\$ 4,637,479	\$ 4,554,127
Federal - Title and IDEA	126,435	-	126,435	120,921
Federal - Other	-	-	-	-
State and City Grants	10,726	-	10,726	41,281
Contributions and private grants	153,746	-	153,746	175,499
After school revenue	-	-	-	-
Other	-	-	-	-
Food Service/Child Nutrition Program	9,772	(9,772)	-	-
<b>TOTAL REVENUE, GAINS AND OTHER SUPPORT</b>	<b>\$ 4,938,158</b>	<b>\$ (9,772)</b>	<b>\$ 4,928,386</b>	<b>\$ 4,891,828</b>
<b>EXPENSES</b>				
Program Services				
Regular Education	\$ 3,358,246	\$ -	\$ 3,358,246	\$ 2,793,659
Special Education	783,918	-	783,918	345,390
Other Programs	-	-	-	234,389
Total Program Services	\$ 4,142,164	\$ -	\$ 4,142,164	\$ 3,373,438
Supporting Services				
Management and general	\$ 660,889	\$ -	\$ 660,889	\$ 525,881
Fundraising	53,177	-	53,177	24,790
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 4,856,230</b>	<b>\$ -</b>	<b>\$ 4,856,230</b>	<b>\$ 3,924,109</b>
<b>SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS</b>	<b>\$ 81,928</b>	<b>\$ (9,772)</b>	<b>\$ 72,156</b>	<b>\$ 967,719</b>
Contributions				
Foundations	\$ -	\$ -	\$ -	\$ -
Individuals	-	-	-	-
Corporations	-	-	-	-
Fundraising	64,037	-	64,037	-
Interest income	4,712	-	4,712	4,982
Miscellaneous income	-	-	-	-
Net assets released from restriction	-	-	-	-
<b>TOTAL SUPPORT AND OTHER REVENUE</b>	<b>\$ 68,749</b>	<b>\$ -</b>	<b>\$ 68,749</b>	<b>\$ 4,982</b>
<b>CHANGE IN NET ASSETS</b>	<b>\$ 150,677</b>	<b>\$ (9,772)</b>	<b>\$ 140,905</b>	<b>\$ 972,701</b>
NET ASSETS BEGINNING OF YEAR	\$ 2,794,578	\$ 9,772	\$ 2,804,350	\$ 1,831,649
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
<b>NET ASSETS - END OF YEAR</b>	<b>\$ 2,945,255</b>	<b>\$ -</b>	<b>\$ 2,945,255</b>	<b>\$ 2,804,350</b>

**Community Roots Charter School**  
**Balance Sheet**  
As of June 30, 2013

	<b>Total</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
1000 Cash	-1,500,000.00
1010 Chase Primary Checking	2,168,304.86
1011 NP 91 Day TBill	5,662.61
1012 Chase Primary Savings	792,884.63
1013 TD Bank Money Market Escrow	72,136.54
1014 TD Bank FOCR	37,568.84
<b>Total 1000 Cash</b>	<b>\$1,576,557.48</b>
<b>Total Bank Accounts</b>	<b>\$1,576,557.48</b>
<b>Accounts Receivable</b>	
1100 Accounts Receivable	284.18
1101 Grants Receivable	60,626.42
<b>Total 1100 Accounts Receivable</b>	<b>\$ 60,910.60</b>
<b>Total Accounts Receivable</b>	<b>\$ 60,910.60</b>
<b>Other current assets</b>	
<b>1200 Current Assets</b>	
1103 Grants Receivable	0.00
1201 Prepaid Expenses	25,369.68
1202 Prepaid Insurance	36,231.33
<b>Total 1200 Current Assets</b>	<b>\$ 61,601.01</b>
12000 *Undeposited Funds	0.00
<b>Total Other current assets</b>	<b>\$ 61,601.01</b>
<b>Total Current Assets</b>	<b>\$1,699,069.09</b>
<b>Fixed Assets</b>	
<b>1500 Furniture and Equipment</b>	
1510 Computers & Hardware - Office	100,991.89
1511 Computers & Hardware -Classroom	136,195.00
1512 Office Furniture	14,864.33
1513 Classroom Furniture	93,832.43
1513.1 Furniture - Middle School	55,432.71
1514 Equipment - Office	164,973.43
1515 Equipment - Classroom	44,358.35
1516 Software	7,968.12
1517 Musical Instruments	3,495.33
<b>Total 1500 Furniture and Equipment</b>	<b>\$ 622,111.59</b>
1600 Accumulated Depreciation	-356,841.73
<b>Total Fixed Assets</b>	<b>\$ 265,269.86</b>
<b>Other Assets</b>	
1800 Board Designated Reserve	1,500,000.00

<b>Total Other Assets</b>	<b><u>\$1,500,000.00</u></b>
<b>TOTAL ASSETS</b>	<b>\$3,464,338.95</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000 Accounts Payable	28,166.49
<b>Total Accounts Payable</b>	<b>\$ 28,166.49</b>
<b>Other Current Liabilities</b>	
2100 Accrued Expenses	18,250.00
2200 Accrued Salaries	461,136.53
2201 Accrued Payroll Tax	35,276.95
2400 Deferred Income	1,271.19
2600 Accrued Expenses Other	0.00
<b>Total Other Current Liabilities</b>	<b>\$ 515,934.67</b>
<b>Total Current Liabilities</b>	<b>\$ 544,101.16</b>
<b>Total Liabilities</b>	<b>\$ 544,101.16</b>
<b>Equity</b>	
3100 Opening Balance Equity	1,831,649.00
3200 Unrestricted Net Assets	1,113,607.19
Net Income	<u>-25,018.40</u>
<b>Total Equity</b>	<b><u>\$2,920,237.79</u></b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$3,464,338.95</b>

Monday, Jul 15, 2013 11:50:28 AM PDT GMT-4 - Accrual Basis

# Community Roots Charter School Profit & Loss

July 2012 - June 2013

	<b>Total</b>
<b>Income</b>	
<b>4100 State Funding</b>	
4101 General Education	4,073,487.76
4102 Special Education Funding	668,320.78
4103 NY State Textbook Aid	22,300.00
4104 NY State Software Aid	3,304.00
<b>64100 Middle School State Funding</b>	
64101 General Education	684,472.18
64102 Special Education Funding	236,141.16
<b>Total 64100 Middle School State Funding</b>	<b>\$ 920,613.34</b>
<b>Total 4100 State Funding</b>	<b>\$5,688,025.88</b>
<b>4200 Federal Funding</b>	
4201 IDEA Funding	59,785.00
4202 E-Rate for tech/Comm	2,730.00
4203 Title I	58,213.00
<b>Total 4200 Federal Funding</b>	<b>\$ 120,728.00</b>
<b>4300 Contributions</b>	
4302 Unrestricted Private Donations	116,662.74
4304 Community Council (FOCR)	57,119.20
4305 Fundraising Event - Annual Gala	16,595.00
4311 Raise The Roots Fundraiser	300.00
<b>Total 4300 Contributions</b>	<b>\$ 190,676.94</b>
<b>4400 Miscellaneous Income</b>	
4401 Interest	2,245.37
4402 Misc. Income	338.92
<b>Total 4400 Miscellaneous Income</b>	<b>\$ 2,584.29</b>
<b>4500 Gain/(Loss) on Sale of Assets</b>	<b>983.52</b>
<b>Total Income</b>	<b>\$6,002,998.63</b>
<b>Gross Profit</b>	<b>\$6,002,998.63</b>
<b>Expenses</b>	
<b>50000 Elementary School Expenses</b>	
<b>5001 Elementary School Compensation</b>	
<b>5100 ES Compensation - Admin</b>	
5101 D & O Salary	268,260.48
5120 Admin Staff Gross Salary	383,591.52
5130 Director - After School Program	47,740.56
6210 Director of Development	30,000.00
<b>Total 5100 ES Compensation - Admin</b>	<b>\$ 729,592.56</b>
<b>5200 Compensation - Instructional St</b>	
5201 Teachers & Faculty Gross Salary	2,289,130.89
5203 Curriculum Planning	1,540.00
6302 Professional Dev - Stipend	44,485.00

<b>Total 5200 Compensation - Instructional St</b>	<b>\$2,335,155.89</b>
<b>5400 Compensation - Incentive</b>	
5401 Holiday Bonus	90,065.55
<b>Total 5400 Compensation - Incentive</b>	<b>\$ 90,065.55</b>
<b>5600 CRCS Staff After School Pay</b>	<b>53,803.75</b>
<b>Total 5001 Elementary School Compensation</b>	<b>\$3,208,617.75</b>
<b>6100 General &amp; Administrative</b>	
6101 Office Supplies	23,228.34
6102 Office Furniture (Non Asset)	149.94
6103 Office Equipment (Non Asset)	3,430.89
6104 Printing & Copying	4,033.05
6105 Copy Machine Lease	4,755.07
6106 Postage & Delivery	2,846.00
6107 Dues & subscriptions	9,617.76
6108 Staff Appreciation	10,848.39
6110 Depreciation	136,305.30
6305 Board of Trustees Costs	303.03
6400 Marketing & Advertising	1,602.00
6401 Recruitment	1,680.00
6601 Equal Exchange	-2,719.32
8102 Repairs & Maintenance	2,769.20
<b>Total 6100 General &amp; Administrative</b>	<b>\$ 198,849.65</b>
<b>6200 Professional Services</b>	
6201 Accounting Services	4,460.74
6202 Audit Fees	13,500.00
6203 Payroll Fees (ADP)	15,209.27
6204 Legal Services - Paid	5,230.00
6207 After School - Extended Day	157,880.30
6209 Contractual Physical Education	32,078.00
6212 Guest Speakers	1,000.00
6213 IT Consultants	11,725.00
6215 Professional Services - Other	2,160.00
6216 Special Education Services	48,190.76
6218 Technology Coaching	1,773.00
6219 Professional Services - 1099	15,807.50
<b>Total 6200 Professional Services</b>	<b>\$ 309,014.57</b>
<b>6300 Professional Development</b>	
6301 Professional Dev - In School	61,380.93
6303 Professional Dev. - Seminars	11,831.44
6304 Professional Development - Meal	4,532.57
<b>Total 6300 Professional Development</b>	<b>\$ 77,744.94</b>
<b>6500 Fundraising Expense</b>	
6501 Mailings & Materials	5,957.41
6502 Annual Gala	7,175.85
6503 FOCR Expense	8,502.36
6505 Original Works	-2,991.10
6507 Processing Fees	1,626.14
<b>Total 6500 Fundraising Expense</b>	<b>\$ 20,270.66</b>

<b>7100 Direct Educational Expenses</b>	
6109 BAM Institutional Partnership	27,334.00
6220 Student testing Services	27,130.42
7101 Classroom Supplies	42,459.22
7102 Curriculum Development Supplies	13,849.10
7103 Art Supplies	6,932.50
7104 Music Supplies	1,564.93
7105 Science Supplies	4,862.88
7106 Special Education Supplies	8,944.79
7107 Physical Education Supplies	2,515.37
7108 After School Supplies	6,986.22
7109 After School Programs	5,597.24
7111 NYS Software	3,304.00
7112 NYS Textbooks	22,300.00
7113 COW Expense	7,041.31
7114 Lunch Program	2,997.75
7115 Field Trips	42,506.08
7116 Library Books	10,091.04
7117 Graduation Expense	681.73
7118 PACT	2,072.80
7121 Teacher Discretionary Funds	2,240.39
7122 Book Fair	-1,578.67
7123 After School Snack	21,099.19
7124 Classroom Furniture (Non Asset)	1,756.90
7125 Classroom Equipment (Non Asset)	655.13
<b>Total 7100 Direct Educational Expenses</b>	<b>\$ 263,344.32</b>
<b>8200 Technology/Communications Exp.</b>	
8202 Internet	4,972.42
8203 Technology Maintenance	5,065.00
<b>Total 8200 Technology/Communications Exp.</b>	<b>\$ 10,037.42</b>
<b>8300 Insurance</b>	
8301 General Liability	12,949.24
8302 Umbrella Liability	4,985.04
8303 Directors & Officers	5,709.96
8307 Business Owners Insurance	4,283.30
8309 Catastrophic Student Accident	399.96
8311 Excess Crime	3,741.84
8313 Student Accident	920.52
<b>Total 8300 Insurance</b>	<b>\$ 32,989.86</b>
<b>8800 Miscellaneous Expenses</b>	
8801 Bank Fees	676.00
8803 Community Coffee	639.29
8805 Miscellaneous	-34.35
8806 Charitable Donations	0.00
8807 Community Development	4,808.17
8808 Health Education & Development	25,611.00
8809 Summer Picnic	375.00
<b>Total 8800 Miscellaneous Expenses</b>	<b>\$ 32,075.11</b>
<b>Total 50000 Elementary School Expenses</b>	<b>\$4,152,944.28</b>

<b>5500 Benefits Expense</b>	
5502 Social Security ER	238,813.76
5503 Social Security EE	0.00
5504 Medicare EE	0.00
5505 Medicare ER	56,039.85
5506 Federal Income Tax	0.00
5507 State Taxes	0.00
5507.1 State Taxes NJ	0.00
5508 Local Taxes	0.00
5509 NYC Metro Tax	2,540.47
5510 State Unemployment	15,841.05
5511 Workers Comp. & ER Liability	28,345.70
5512 New York Disability	453.73
5513 Medical Expense	480,388.53
5525 Medical EE Contributions	<u>-87,171.86</u>
Total 5513 Medical Expense	<b>\$ 393,216.67</b>
5514 Dental Expense	24,531.86
5524 Dental EE Contributions	<u>-22,201.45</u>
Total 5514 Dental Expense	<b>\$ 2,330.41</b>
5515 Disability Insurance	
5515-1 Long Term Disability	2,462.50
5515-2 Short Term Disability Insurance	<u>7,632.76</u>
Total 5515 Disability Insurance	<b>\$ 10,095.26</b>
5516 Vision Expense	147.39
5526 Vision EE Contributions	<u>-236.88</u>
Total 5516 Vision Expense	<b>-\$ 89.49</b>
5518 403B Contributions	0.00
5519 403B Employee Match	68,691.07
5520 Retirement Admin Fees	3,422.50
5522 Medical Reimb Adv	95,600.00
5523 Health Benefit Admin Fees	16,652.00
5527 Transit Check EE Contributions	4,355.11
5528 Roth Contributions	0.00
5529 Child Support Wage Deduction	<u>0.00</u>
Total 5500 Benefits Expense	<b>\$ 936,308.09</b>
<b>60000 Middle School Expenses</b>	
65000 MS Compensation	
65100 MS Compensation - Admin	
65101 Middle School Director Salary	115,916.76
65120 MS Admin Staff Gross Salary	<u>184,374.90</u>
Total 65100 MS Compensation - Admin	<b>\$ 300,291.66</b>
65200 MS - Faculty Salary	
65201 MS Teachers & Faculty	<u>445,799.04</u>
Total 65200 MS - Faculty Salary	<b>\$ 445,799.04</b>
65400 Incentives & Bonuses	
65401 Holiday Bonus	10,000.00
65600 Staff After School Pay	1,680.00
66302 Professional Dev - Stipend	<u>14,725.00</u>
Total 65400 Incentives & Bonuses	<b>\$ 26,405.00</b>
Total 65000 MS Compensation	<b>\$ 772,495.70</b>

<b>66100 General &amp; Administrative Expense</b>	
66101 Office Supplies	10,136.30
66103 Office Equipment (Non Asset)	3,803.29
66104 Printing & Copying	4,198.77
66105 Copy Machine Lease	7,730.00
66106 Postage & Delivery	426.94
66107 Dues & Subscription	96.00
66108 Staff Appreciation	275.00
66112 Petty Cash	500.00
66401 Recruitment	620.00
68100 Facility Expenses	715.00
<b>Total 66100 General &amp; Administrative Expense</b>	<b>\$ 28,501.30</b>
<b>66200 Professional Services</b>	
66207 After School - Extended Day	5,340.00
66212 Guest Speakers	145.00
66213 IT Consultants	10,046.05
66215 Professional Services - Other	255.00
<b>Total 66200 Professional Services</b>	<b>\$ 15,786.05</b>
<b>66300 Professional Development - MS</b>	
66301 Professional Dev - In School	208.58
66303 Professional Dev - Seminars	8,393.21
<b>Total 66300 Professional Development - MS</b>	<b>\$ 8,601.79</b>
<b>67100 Direct Educational Expenses</b>	
66220 Student testing Services	2,040.64
67101 Classroom Supplies	20,361.85
67102 Curriculum Development Supplies	4,249.81
67103 Art Supplies	4,727.63
67104 Music Supplies	792.35
67105 Science Supplies	1,362.45
67106 Special Education Supplies	5,718.76
67107 Physical Education Supplies	2,330.54
67108 After School Supplies	2,632.66
67109 After School Programs	557.00
67115 Field Trips	31,722.53
67116 Library Books	22,002.52
67118 PACT	170.00
67119 Snack	2,050.44
67121 Teacher Discretionary Funds	293.27
67124 Classroom Furniture (Non Asset)	2,591.03
67125 Classroom Equipment (Non Asset)	1,378.00
<b>Total 67100 Direct Educational Expenses</b>	<b>\$ 104,981.48</b>
<b>68200 Technology/Communications Exp</b>	
68202 Internet	7,244.59
68203 Technology maintenance	630.00
<b>Total 68200 Technology/Communications Exp</b>	<b>\$ 7,874.59</b>
<b>68800 Miscellaneous Expenses</b>	
68801 Bank Fees	98.75
68803 Community Meals/Snacks	115.00
68807 Community Development	310.00
<b>Total 68800 Miscellaneous Expenses</b>	<b>\$ 523.75</b>

<b>Total 60000 Middle School Expenses</b>	<b><u>\$ 938,764.66</u></b>
<b>Total Expenses</b>	<b><u>\$6,028,017.03</u></b>
<b>Net Operating Income</b>	<b><u>-\$ 25,018.40</u></b>
<b>Net Income</b>	<b><u>-\$ 25,018.40</u></b>

Monday, Jul 15, 2013 11:55:18 AM PDT GMT-4 - Accrual Basis

**Community Roots Charter School**  
**Trial Balance**  
As of June 30, 2013

	<u>Debit</u>	<u>Credit</u>
1000 Cash		1,500,000.00
1010 Cash:Chase Primary Checking	2,168,304.86	
1011 Cash:NP 91 Day TBill	5,662.61	
1012 Cash:Chase Primary Savings	792,884.63	
1013 Cash:TD Bank Money Market Escrow	72,136.54	
1014 Cash:TD Bank FOCR	37,568.84	
1100 Accounts Receivable	284.18	
1101 Accounts Receivable:Grants Receivable	60,626.42	
1103 Current Assets:Grants Receivable	0.00	
1201 Current Assets:Prepaid Expenses	25,369.68	
1202 Current Assets:Prepaid Insurance	36,231.33	
12000 *Undeposited Funds	0.00	
1510 Furniture and Equipment:Computers & Hardware - Office	100,991.89	
1511 Furniture and Equipment:Computers & Hardware -Classroom	136,195.00	
1512 Furniture and Equipment:Office Furniture	14,864.33	
1513 Furniture and Equipment:Classroom Furniture	93,832.43	
1513.1 Furniture and Equipment:Furniture - Middle School	55,432.71	
1514 Furniture and Equipment:Equipment - Office	164,973.43	
1515 Furniture and Equipment:Equipment - Classroom	44,358.35	
1516 Furniture and Equipment:Software	7,968.12	
1517 Furniture and Equipment:Musical Instruments	3,495.33	
1600 Accumulated Depreciation		356,841.73
1800 Board Designated Reserve	1,500,000.00	
2000 Accounts Payable		28,166.49
2100 Accrued Expenses		18,250.00
2200 Accrued Salaries		461,136.53
2201 Accrued Payroll Tax		35,276.95
2400 Deferred Income		1,271.19
2600 Accrued Expenses Other		0.00
3100 Opening Balance Equity		1,831,649.00
3200 Unrestricted Net Assets		1,113,607.19
4101 State Funding:General Education		4,073,487.76
4102 State Funding:Special Education Funding		668,320.78
4103 State Funding:NY State Textbook Aid		22,300.00
4104 State Funding:NY State Software Aid		3,304.00
64101 State Funding:Middle School State Funding:General Education		684,472.18
64102 State Funding:Middle School State Funding:Special Education Funding		236,141.16
4201 Federal Funding:IDEA Funding		59,785.00
4202 Federal Funding:E-Rate for tech/Comm		2,730.00
4203 Federal Funding:Title I		58,213.00
4302 Contributions:Unrestricted Private Donations		116,662.74
4304 Contributions:Community Council (FOCR)		57,119.20
4305 Contributions:Fundraing Event - Annual Gala		16,595.00
4311 Contributions:Raise The Roots Fundraiser		300.00
4401 Miscellaneous Income:Interest		2,245.37
4402 Miscellaneous Income:Misc. Income		338.92
4500 Gain/(Loss) on Sale of Assets		983.52
Salary	268,260.48	
Staff Gross Salary	383,591.52	
After School Program	47,740.56	
of Development	30,000.00	
St:Teachers & Faculty Gross Salary	2,289,130.89	
St:Curriculum Planning	1,540.00	
St:Professional Dev - Stipend	44,485.00	

Bonus	90,065.55	
5600 Elementary School Expenses:Elementary School Compensation:CRCS Staff After School Pay	53,803.75	
6101 Elementary School Expenses:General & Administrative:Office Supplies	23,228.34	
6102 Elementary School Expenses:General & Administrative:Office Furniture (Non Asset)	149.94	
6103 Elementary School Expenses:General & Administrative:Office Equipment (Non Asset)	3,430.89	
6104 Elementary School Expenses:General & Administrative:Printing & Copying	4,033.05	
6105 Elementary School Expenses:General & Administrative:Copy Machine Lease	4,755.07	
6106 Elementary School Expenses:General & Administrative:Postage & Delivery	2,846.00	
6107 Elementary School Expenses:General & Administrative:Dues & subscriptions	9,617.76	
6108 Elementary School Expenses:General & Administrative:Staff Appreciation	10,848.39	
6110 Elementary School Expenses:General & Administrative:Depreciation	136,305.30	
6305 Elementary School Expenses:General & Administrative:Board of Trustees Costs	303.03	
6400 Elementary School Expenses:General & Administrative:Marketing & Advertising	1,602.00	
6401 Elementary School Expenses:General & Administrative:Recruitment	1,680.00	
6601 Elementary School Expenses:General & Administrative:Equal Exchange		2,719.32
8102 Elementary School Expenses:General & Administrative:Repairs & Maintenance	2,769.20	
6201 Elementary School Expenses:Professional Services:Accounting Services	4,460.74	
6202 Elementary School Expenses:Professional Services:Audit Fees	13,500.00	
6203 Elementary School Expenses:Professional Services:Payroll Fees (ADP)	15,209.27	
6204 Elementary School Expenses:Professional Services:Legal Services - Paid	5,230.00	
6207 Elementary School Expenses:Professional Services:After School - Extended Day	157,880.30	
6209 Elementary School Expenses:Professional Services:Contractual Physical Education	32,078.00	
6212 Elementary School Expenses:Professional Services:Guest Speakers	1,000.00	
6213 Elementary School Expenses:Professional Services:IT Consultants	11,725.00	
6215 Elementary School Expenses:Professional Services:Professional Services - Other	2,160.00	
6216 Elementary School Expenses:Professional Services:Special Education Services	48,190.76	
6218 Elementary School Expenses:Professional Services:Technology Coaching	1,773.00	
6219 Elementary School Expenses:Professional Services:Professional Services - 1099	15,807.50	
6301 Elementary School Expenses:Professional Development:Professional Dev - In School	61,380.93	
6303 Elementary School Expenses:Professional Development:Professional Dev. - Seminars	11,831.44	
6304 Elementary School Expenses:Professional Development:Professional Development - Meal	4,532.57	
6501 Elementary School Expenses:Fundraising Expense:Mailings & Materials	5,957.41	
6502 Elementary School Expenses:Fundraising Expense:Annual Gala	7,175.85	
6503 Elementary School Expenses:Fundraising Expense:FOCR Expense	8,502.36	
6505 Elementary School Expenses:Fundraising Expense:Original Works		2,991.10
6507 Elementary School Expenses:Fundraising Expense:Processing Fees	1,626.14	
6109 Elementary School Expenses:Direct Educational Expenses:BAM Institutional Partnership	27,334.00	
6220 Elementary School Expenses:Direct Educational Expenses:Student testing Services	27,130.42	
7101 Elementary School Expenses:Direct Educational Expenses:Classroom Supplies	42,459.22	
7102 Elementary School Expenses:Direct Educational Expenses:Curriculum Development Supplies	13,849.10	
7103 Elementary School Expenses:Direct Educational Expenses:Art Supplies	6,932.50	
7104 Elementary School Expenses:Direct Educational Expenses:Music Supplies	1,564.93	
7105 Elementary School Expenses:Direct Educational Expenses:Science Supplies	4,862.88	
7106 Elementary School Expenses:Direct Educational Expenses:Special Education Supplies	8,944.79	
7107 Elementary School Expenses:Direct Educational Expenses:Physical Education Supplies	2,515.37	
7108 Elementary School Expenses:Direct Educational Expenses:After School Supplies	6,986.22	
7109 Elementary School Expenses:Direct Educational Expenses:After School Programs	5,597.24	
7111 Elementary School Expenses:Direct Educational Expenses:NYS Software	3,304.00	
7112 Elementary School Expenses:Direct Educational Expenses:NYS Textbooks	22,300.00	
7113 Elementary School Expenses:Direct Educational Expenses:COW Expense	7,041.31	
7114 Elementary School Expenses:Direct Educational Expenses:Lunch Program	2,997.75	
7115 Elementary School Expenses:Direct Educational Expenses:Field Trips	42,506.08	
7116 Elementary School Expenses:Direct Educational Expenses:Library Books	10,091.04	
7117 Elementary School Expenses:Direct Educational Expenses:Graduation Expense	681.73	
7118 Elementary School Expenses:Direct Educational Expenses:PACT	2,072.80	
7121 Elementary School Expenses:Direct Educational Expenses:Teacher Discretionary Funds	2,240.39	
7122 Elementary School Expenses:Direct Educational Expenses:Book Fair		1,578.67
7123 Elementary School Expenses:Direct Educational Expenses:After School Snack	21,099.19	
7124 Elementary School Expenses:Direct Educational Expenses:Classroom Furniture (Non Asset)	1,756.90	

7125 Elementary School Expenses:Direct Educational Expenses:Classroom Equipment (Non Asset)	655.13	
8202 Elementary School Expenses:Technology/Communications Exp.:Internet	4,972.42	
8203 Elementary School Expenses:Technology/Communications Exp.:Technology Maintenance	5,065.00	
8301 Elementary School Expenses:Insurance:General Liability	12,949.24	
8302 Elementary School Expenses:Insurance:Umbrella Liability	4,985.04	
8303 Elementary School Expenses:Insurance:Directors & Officers	5,709.96	
8307 Elementary School Expenses:Insurance:Business Owners Insurance	4,283.30	
8309 Elementary School Expenses:Insurance:Catastrophic Student Accident	399.96	
8311 Elementary School Expenses:Insurance:Excess Crime	3,741.84	
8313 Elementary School Expenses:Insurance:Student Accident	920.52	
8800 Elementary School Expenses:Miscellaneous Expenses	0.00	
8801 Elementary School Expenses:Miscellaneous Expenses:Bank Fees	676.00	
8803 Elementary School Expenses:Miscellaneous Expenses:Community Coffee	639.29	
8805 Elementary School Expenses:Miscellaneous Expenses:Miscellaneous		34.35
8806 Elementary School Expenses:Miscellaneous Expenses:Charitable Donations	0.00	
8807 Elementary School Expenses:Miscellaneous Expenses:Community Development	4,808.17	
8808 Elementary School Expenses:Miscellaneous Expenses:Health Education & Development	25,611.00	
8809 Elementary School Expenses:Miscellaneous Expenses:Summer Picnic	375.00	
5502 Benefits Expense:Social Security ER	238,813.76	
5503 Benefits Expense:Social Security EE	0.00	
5504 Benefits Expense:Medicare EE	0.00	
5505 Benefits Expense:Medicare ER	56,039.85	
5506 Benefits Expense:Federal Income Tax	0.00	
5507 Benefits Expense:State Taxes	0.00	
5507.1 Benefits Expense:State Taxes NJ	0.00	
5508 Benefits Expense:Local Taxes	0.00	
5509 Benefits Expense:NYC Metro Tax	2,540.47	
5510 Benefits Expense:State Unemployment	15,841.05	
5511 Benefits Expense:Workers Comp. & ER Liability	28,345.70	
5512 Benefits Expense:New York Disability	453.73	
5513 Benefits Expense:Medical Expense	480,388.53	
5525 Benefits Expense:Medical Expense:Medical EE Contributions		87,171.86
5514 Benefits Expense:Dental Expense	24,531.86	
5524 Benefits Expense:Dental Expense:Dental EE Contributions		22,201.45
5515-1 Benefits Expense:Disability Insurance:Long Term Disability	2,462.50	
5515-2 Benefits Expense:Disability Insurance:Short Term Disability Insurance	7,632.76	
5516 Benefits Expense:Vision Expense	147.39	
5526 Benefits Expense:Vision Expense:Vision EE Contributions		236.88
5518 Benefits Expense:403B Contributions	0.00	
5519 Benefits Expense:403B Employee Match	68,691.07	
5520 Benefits Expense:Retirement Admin Fees	3,422.50	
5522 Benefits Expense:Medical Reimb Adv	95,600.00	
5523 Benefits Expense:Health Benefit Admin Fees	16,652.00	
5527 Benefits Expense:Transit Check EE Contributions	4,355.11	
5528 Benefits Expense:Roth Contributions	0.00	
5529 Benefits Expense:Child Support Wage Deduction	0.00	
Salary	115,916.76	
65120 Middle School Expenses:MS Compensation:MS Compensation - Admin:MS Admin Staff Gross Salary	184,374.90	
65201 Middle School Expenses:MS Compensation:MS - Faculty Salary:MS Teachers & Faculty	445,799.04	
65401 Middle School Expenses:MS Compensation:Incentives & Bonuses:Holiday Bonus	10,000.00	
65600 Middle School Expenses:MS Compensation:Incentives & Bonuses:Staff After School Pay	1,680.00	
66302 Middle School Expenses:MS Compensation:Incentives & Bonuses:Professional Dev - Stipend	14,725.00	
66101 Middle School Expenses:General & Administrative Expense:Office Supplies	10,136.30	
66103 Middle School Expenses:General & Administrative Expense:Office Equipment (Non Asset)	3,803.29	
66104 Middle School Expenses:General & Administrative Expense:Printing & Copying	4,198.77	
66105 Middle School Expenses:General & Administrative Expense:Copy Machine Lease	7,730.00	
66106 Middle School Expenses:General & Administrative Expense:Postage & Delivery	426.94	
66107 Middle School Expenses:General & Administrative Expense:Dues & Subscription	96.00	
66108 Middle School Expenses:General & Administrative Expense:Staff Appreciation	275.00	

66112 Middle School Expenses:General & Administrative Expense:Petty Cash	500.00
66401 Middle School Expenses:General & Administrative Expense:Recruitment	620.00
68100 Middle School Expenses:General & Administrative Expense:Facility Expenses	715.00
66207 Middle School Expenses:Professional Services:After School - Extended Day	5,340.00
66212 Middle School Expenses:Professional Services:Guest Speakers	145.00
66213 Middle School Expenses:Professional Services:IT Consultants	10,046.05
66215 Middle School Expenses:Professional Services:Professional Services - Other	255.00
66301 Middle School Expenses:Professional Development - MS:Professional Dev - In School	208.58
66303 Middle School Expenses:Professional Development - MS:Professional Dev - Seminars	8,393.21
66220 Middle School Expenses:Direct Educational Expenses:Student testing Services	2,040.64
67101 Middle School Expenses:Direct Educational Expenses:Classroom Supplies	20,361.85
67102 Middle School Expenses:Direct Educational Expenses:Curriculum Development Supplies	4,249.81
67103 Middle School Expenses:Direct Educational Expenses:Art Supplies	4,727.63
67104 Middle School Expenses:Direct Educational Expenses:Music Supplies	792.35
67105 Middle School Expenses:Direct Educational Expenses:Science Supplies	1,362.45
67106 Middle School Expenses:Direct Educational Expenses:Special Education Supplies	5,718.76
67107 Middle School Expenses:Direct Educational Expenses:Physical Education Supplies	2,330.54
67108 Middle School Expenses:Direct Educational Expenses:After School Supplies	2,632.66
67109 Middle School Expenses:Direct Educational Expenses:After School Programs	557.00
67115 Middle School Expenses:Direct Educational Expenses:Field Trips	31,722.53
67116 Middle School Expenses:Direct Educational Expenses:Library Books	22,002.52
67118 Middle School Expenses:Direct Educational Expenses:PACT	170.00
67119 Middle School Expenses:Direct Educational Expenses:Snack	2,050.44
67121 Middle School Expenses:Direct Educational Expenses:Teacher Discretionary Funds	293.27
67124 Middle School Expenses:Direct Educational Expenses:Classroom Furniture (Non Asset)	2,591.03
67125 Middle School Expenses:Direct Educational Expenses:Classroom Equipment (Non Asset)	1,378.00
68202 Middle School Expenses:Technology/Communications Exp:Internet	7,244.59
68203 Middle School Expenses:Technology/Communications Exp:Technology maintenance	630.00
68801 Middle School Expenses:Miscellaneous Expenses:Bank Fees	98.75
68803 Middle School Expenses:Miscellaneous Expenses:Community Meals/Snacks	115.00
68807 Middle School Expenses:Miscellaneous Expenses:Community Development	310.00
	<hr/>
TOTAL	\$ 11,466,131.34 #####

<b>Student FTE</b>	351.738	78.29		
<b>Student Allocation</b>	78%	22%		
<b>Payroll Allocation</b>	64%	10%	25%	2%
<b>Indirect Allocation</b>				

	TOTAL	Program Services- General Education	Program Services - Special Education	Program Services- Total	Management and General	Fundraising	Total	Methodology
Salaries & Wages	3,981,113.45	2,699,234.06	641,489.88	3,340,703.93	610,384.27	30,025.25	3,981,113.45	Allocation based on payroll %
Employee Benefits & Payroll Taxes	936,308.09	598,623.21	92,095.88	690,719.08	230,239.69	15,349.31	936,308.09	Percentages based on salaries
Accounting Fees	17,960.74	-	-	-	17,960.74	-	17,960.74	Actuals from income Statement
<b>6204 Elementary School Expenses:Professional Services:Legal Services - Paid</b>	5,230.00	-	-	-	5,230.00	-	5,230.00	
Contracted Services	32,078.00	24,938.06	7,139.94	32,078.00	-	-	32,078.00	Actuals from income Statement
Special Education Services & Supplies	57,135.55	-	57,135.55	57,135.55	-	-	57,135.55	Actuals from income Statement
<b>6400 Elementary School Expenses:General &amp; Administrative:Marketing &amp; Advertising</b>	1,602.00	-	-	-	1,602.00	-	1,602.00	
<b>6401 Elementary School Expenses:General &amp; Administrative:Recruitment</b>	1,680.00	-	-	-	1,680.00	-	1,680.00	
<b>66401 Middle School Expenses:General &amp; Administrative Expense:Recruitment</b>	620.00	396.39	60.98	457.38	152.46	10.16	620.00	Actuals from income Statement
Marketing & Advertising	3,902.00	396.39	60.98	457.38	3,434.46	10.16	3,902.00	Actuals from income Statement
After School Programs	200,092.61	155,555.91	44,536.70	200,092.61	-	-	200,092.61	Based on student population & service percentages
Professional Fees	21,140.50	16,190.23	4,485.22	20,675.45	435.98	29.07	21,140.50	Based on student population & service percentages
Student Meals	2,997.75	2,330.51	667.24	2,997.75	-	-	2,997.75	Based on student population & service percentages
Insurance	32,989.86	21,091.88	3,244.90	24,336.78	8,653.08	-	32,989.86	Based on student population & service percentages
Occupancy/Facility Expense	-	-	-	-	-	-	-	
Postage & Delivery	2,846.00	1,819.57	279.93	2,099.51	699.84	46.66	2,846.00	Actuals from income Statement
Classroom Supplies & Instructional Material	266,740.88	207,369.58	59,371.30	266,740.88	-	-	266,740.88	Based on student population & service percentages
Student Trips & Incentive Programs	78,278.82	60,855.49	17,423.33	78,278.82	0	0	78,278.82	Actuals from income Statement
Professional Development	86,441.18	58,003.07	16,606.67	74,609.74	11,831.44	-	86,441.18	Based on student population & service percentages
Office Expenses & Supplies	102,736.73	-	-	-	102,736.73	-	102,736.73	Actuals from income Statement
Fundraising	23,261.76	-	-	-	-	23,261.76	23,261.76	Actuals from income Statement
Technology, Infrastructure & Software	39,683.06	25,371.14	3,903.25	29,274.39	9,758.13	650.54	39,683.06	Based on student population & service percentages
Depreciation & Amortization	136,305.30	87,146.01	13,407.08	100,553.09	33,517.70	2,234.51	136,305.30	
Interest & Banking Charges	774.75	-	-	-	774.75	-	774.75	Actuals from income Statement
Miscellaneous	-	-	-	-	-	-	-	
<b>TOTAL</b>	<b>6,028,017.03</b>	<b>3,958,925.10</b>	<b>961,827.86</b>	<b>4,920,752.96</b>	<b>1,035,656.81</b>	<b>71,607.26</b>	<b>6,028,017.03</b>	

6,028,017.03

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Community Roots Charter School  
**Trial Balance**  
As of June 30, 2012

	06/30/2013		
	Debit	Credit	TOTAL
1000 Cash		1,500,000.00	1,500,000.00
1010 Cash:Chase Primary Checking	2,168,304.86		2,168,304.86
1011 Cash:NP 91 Day TBill	5,662.61		5,662.61
1012 Cash:Chase Primary Savings	792,884.63		792,884.63
1013 Cash:TD Bank Money Market Escrow	72,136.54		72,136.54
1014 Cash:TD Bank FOCR	37,568.84		37,568.84
1100 Accounts Receivable	284.18		284.18
1101 Accounts Receivable:Grants Receivable	60,626.42		60,626.42
1103 Current Assets:Grants Receivable	0.00		0.00
1201 Current Assets:Prepaid Expenses	25,369.68		25,369.68
1202 Current Assets:Prepaid Insurance	36,231.33		36,231.33
12000 *Undeposited Funds	0.00		0.00
Hardware - Office	100,991.89		100,991.89
Hardware -Classroom	136,195.00		136,195.00
1512 Furniture and Equipment:Office Furniture	14,864.33		14,864.33
Furniture	93,832.43		93,832.43
Middle School	55,432.71		55,432.71
Office	164,973.43		164,973.43
Classroom	44,358.35		44,358.35
1516 Furniture and Equipment:Software	7,968.12		7,968.12
Instruments	3,495.33		3,495.33
1600 Accumulated Depreciation		356,841.73	356,841.73
1800 Board Designated Reserve	1,500,000.00		1,500,000.00
2000 Accounts Payable		28,166.49	28,166.49
2100 Accrued Expenses		18,250.00	18,250.00
2200 Accrued Salaries		461,136.53	461,136.53
2201 Accrued Payroll Tax		35,276.95	35,276.95
2400 Deferred Income		1,271.19	1,271.19
2600 Accrued Expenses Other		0.00	0.00
3100 Opening Balance Equity		1,831,649.00	1,831,649.00
3200 Unrestricted Net Assets		1,113,607.19	1,113,607.19
4101 State Funding:General Education		4,073,487.76	4,073,487.76
4102 State Funding:Special Education Funding		668,320.78	668,320.78
4103 State Funding:NY State Textbook Aid		22,300.00	22,300.00
4104 State Funding:NY State Software Aid		3,304.00	3,304.00
Funding:General Education		684,472.18	684,472.18
Funding:Special Education Funding		236,141.16	236,141.16
4201 Federal Funding:IDEA Funding		59,785.00	59,785.00
4202 Federal Funding:E-Rate for tech/Comm		2,730.00	2,730.00
4203 Federal Funding:Title I		58,213.00	58,213.00
Donations		116,662.74	116,662.74
4304 Contributions:Community Council (FOCR)		57,119.20	57,119.20
Gala		16,595.00	16,595.00
4311 Contributions:Raise The Roots Fundraiser		300.00	300.00
4401 Miscellaneous Income:Interest		2,245.37	2,245.37
4402 Miscellaneous Income:Misc. Income		338.92	338.92
4500 Gain/(Loss) on Sale of Assets		983.52	983.52
School Compensation:ES Compensation -	268,260.48		268,260.48
School Compensation:ES Compensation -	383,591.52		383,591.52
School Compensation:ES Compensation -	47,740.56		47,740.56
School Compensation:ES Compensation -	30,000.00		30,000.00
School Compensation:Compensation -	2,289,130.89		2,289,130.89
School Compensation:Compensation -	1,540.00		1,540.00
School Compensation:Compensation -	44,485.00		44,485.00
School Compensation:Compensation -	90,065.55		90,065.55
School Compensation:CRCS Staff After School	53,803.75		53,803.75
Administrative:Office Supplies	23,228.34		23,228.34
Administrative:Office Furniture (Non Asset)	149.94		149.94
Administrative:Office Equipment (Non Asset)	3,430.89		3,430.89
Administrative:Printing & Copying	4,033.05		4,033.05
Administrative:Copy Machine Lease	4,755.07		4,755.07
Administrative:Postage & Delivery	2,846.00		2,846.00
Administrative:Dues & subscriptions	9,617.76		9,617.76
Administrative:Staff Appreciation	10,848.39		10,848.39
Administrative:Depreciation	136,305.30		136,305.30

Community Roots Charter School  
**Trial Balance**  
As of June 30, 2012

	06/30/2013		TOTAL
	Debit	Credit	
Administrative:Board of Trustees Costs	303.03		303.03
Administrative:Marketing & Advertising	1,602.00		1,602.00
Administrative:Recruitment	1,680.00		1,680.00
Administrative:Equal Exchange		2,719.32	2,719.32
Administrative:Repairs & Maintenance	2,769.20		2,769.20
Expenses:Professional Services:Accounting	4,460.74		4,460.74
Expenses:Professional Services:Audit Fees	13,500.00		13,500.00
Expenses:Professional Services:Payroll Fees	15,209.27		15,209.27
Expenses:Professional Services:Legal	5,230.00		5,230.00
Expenses:Professional Services:After School	157,880.30		157,880.30
Expenses:Professional Services:Contractual	32,078.00		32,078.00
Expenses:Professional Services:Guest	1,000.00		1,000.00
Expenses:Professional Services:IT Consultants	11,725.00		11,725.00
Expenses:Professional Services:Professional	2,160.00		2,160.00
Expenses:Professional Services:Special	48,190.76		48,190.76
Expenses:Professional Services:Technology	1,773.00		1,773.00
Expenses:Professional Services:Professional	15,807.50		15,807.50
Expenses:Professional	61,380.93		61,380.93
Expenses:Professional	11,831.44		11,831.44
Expenses:Professional	4,532.57		4,532.57
Expense:Mailings & Materials	5,957.41		5,957.41
Expense:Annual Gala	7,175.85		7,175.85
Expense:FOCR Expense	8,502.36		8,502.36
Expense:Original Works		2,991.10	2,991.10
Expense:Processing Fees	1,626.14		1,626.14
Educational Expenses:BAM Institutional	27,334.00		27,334.00
Educational Expenses:Student testing Services	27,130.42		27,130.42
Educational Expenses:Classroom Supplies	42,459.22		42,459.22
Educational Expenses:Curriculum	13,849.10		13,849.10
Educational Expenses:Art Supplies	6,932.50		6,932.50
Educational Expenses:Music Supplies	1,564.93		1,564.93
Educational Expenses:Science Supplies	4,862.88		4,862.88
Educational Expenses:Special Education	8,944.79		8,944.79
Educational Expenses:Physical Education	2,515.37		2,515.37
Educational Expenses:After School Supplies	6,986.22		6,986.22
Educational Expenses:After School Programs	5,597.24		5,597.24
Educational Expenses:NYS Software	3,304.00		3,304.00
Educational Expenses:NYS Textbooks	22,300.00		22,300.00
Educational Expenses:COW Expense	7,041.31		7,041.31
Educational Expenses:Lunch Program	2,997.75		2,997.75
Educational Expenses:Field Trips	42,506.08		42,506.08
Educational Expenses:Library Books	10,091.04		10,091.04
Educational Expenses:Graduation Expense	681.73		681.73
Educational Expenses:PACT	2,072.80		2,072.80
Educational Expenses:Teacher Discretionary	2,240.39		2,240.39
Educational Expenses:Book Fair		1,578.67	1,578.67
Educational Expenses:After School Snack	21,099.19		21,099.19
Educational Expenses:Classroom Furniture	1,756.90		1,756.90
Educational Expenses:Classroom Equipment	655.13		655.13
Expenses:Technology/Communications	4,972.42		4,972.42
Expenses:Technology/Communications	5,065.00		5,065.00
Expenses:Insurance:General Liability	12,949.24		12,949.24
Expenses:Insurance:Umbrella Liability	4,985.04		4,985.04
Expenses:Insurance:Directors & Officers	5,709.96		5,709.96
Expenses:Insurance:Business Owners	4,283.30		4,283.30
Expenses:Insurance:Catastrophic Student	399.96		399.96
Expenses:Insurance:Excess Crime	3,741.84		3,741.84
Expenses:Insurance:Student Accident	920.52		920.52
Expenses:Miscellaneous Expenses	0.00		0.00
Expenses:Miscellaneous Expenses:Bank Fees	676.00		676.00
Expenses:Miscellaneous Expenses:Community	639.29		639.29
Expenses:Miscellaneous		34.35	34.35
Expenses:Miscellaneous Expenses:Charitable	0.00		0.00
Expenses:Miscellaneous Expenses:Community	4,808.17		4,808.17
Expenses:Miscellaneous Expenses:Health	25,611.00		25,611.00

Community Roots Charter School  
**Trial Balance**  
As of June 30, 2012

	06/30/2013		
	Debit	Credit	TOTAL
Expenses:Miscellaneous Expenses:Summer	375.00		375.00
5502 Benefits Expense:Social Security ER	238,813.76		238,813.76
5503 Benefits Expense:Social Security EE	0.00		0.00
5504 Benefits Expense:Medicare EE	0.00		0.00
5505 Benefits Expense:Medicare ER	56,039.85		56,039.85
5506 Benefits Expense:Federal Income Tax	0.00		0.00
5507 Benefits Expense:State Taxes	0.00		0.00
5507.1 Benefits Expense:State Taxes NJ	0.00		0.00
5508 Benefits Expense:Local Taxes	0.00		0.00
5509 Benefits Expense:NYC Metro Tax	2,540.47		2,540.47
5510 Benefits Expense:State Unemployment Liability	15,841.05		15,841.05
	28,345.70		28,345.70
5512 Benefits Expense:New York Disability	453.73		453.73
5513 Benefits Expense:Medical Expense	480,388.53		480,388.53
Expense:Medical EE Contributions		87,171.86	87,171.86
5514 Benefits Expense:Dental Expense	24,531.86		24,531.86
EE Contributions		22,201.45	22,201.45
5515 Benefits Expense:Disability Insurance:Long Term Disability	2,462.50		2,462.50
Insurance:Short Term Disability Insurance	7,632.76		7,632.76
5516 Benefits Expense:Vision Expense	147.39		147.39
EE Contributions		236.88	236.88
5518 Benefits Expense:403B Contributions	0.00		0.00
5519 Benefits Expense:403B Employee Match	68,691.07		68,691.07
5520 Benefits Expense:Retirement Admin Fees	3,422.50		3,422.50
5522 Benefits Expense:Medical Reimb Adv Fees	95,600.00		95,600.00
	16,652.00		16,652.00
Contributions	4,355.11		4,355.11
5528 Benefits Expense:Roth Contributions Deduction	0.00		0.00
Compensation:MS Compensation -	115,916.76		115,916.76
Compensation:MS Compensation - Admin:MS	184,374.90		184,374.90
Compensation:MS - Faculty Salary:MS	445,799.04		445,799.04
Compensation:Incentives & Bonuses:Holiday	10,000.00		10,000.00
Compensation:Incentives & Bonuses:Staff	1,680.00		1,680.00
Compensation:Incentives &	14,725.00		14,725.00
Adminstrative Expense:Office Supplies	10,136.30		10,136.30
Adminstrative Expense:Office Equipment (Non	3,803.29		3,803.29
Adminstrative Expense:Printing & Copying	4,198.77		4,198.77
Adminstrative Expense:Copy Machine Lease	7,730.00		7,730.00
Adminstrative Expense:Postage & Delivery	426.94		426.94
Adminstrative Expense:Dues & Subscription	96.00		96.00
Adminstrative Expense:Staff Appreciation	275.00		275.00
Adminstrative Expense:Petty Cash	500.00		500.00
Adminstrative Expense:Recruitment	620.00		620.00
Adminstrative Expense:Facility Expenses	715.00		715.00
Services:After School - Extended Day	5,340.00		5,340.00
Services:Guest Speakers	145.00		145.00
Services:IT Consultants	10,046.05		10,046.05
Services:Professional Services - Other	255.00		255.00
Development - MS:Professional Dev - In School	208.58		208.58
Development - MS:Professional Dev - Seminars	8,393.21		8,393.21
Educational Expenses:Student testing Services	2,040.64		2,040.64
Educational Expenses:Classroom Supplies	20,361.85		20,361.85
Educational Expenses:Curriculum	4,249.81		4,249.81
Educational Expenses:Art Supplies	4,727.63		4,727.63
Educational Expenses:Music Supplies	792.35		792.35
Educational Expenses:Science Supplies	1,362.45		1,362.45
Educational Expenses:Special Education	5,718.76		5,718.76
Educational Expenses:Physical Education	2,330.54		2,330.54
Educational Expenses:After School Supplies	2,632.66		2,632.66
Educational Expenses:After School Programs	557.00		557.00
Educational Expenses:Field Trips	31,722.53		31,722.53
Educational Expenses:Library Books	22,002.52		22,002.52
Educational Expenses:PACT	170.00		170.00
Educational Expenses:Snack	2,050.44		2,050.44

**Community Roots Charter School**  
**Trial Balance**  
 As of June 30, 2012

	06/30/2013		
	Debit	Credit	TOTAL
Educational Expenses:Teacher Discretionary	293.27		293.27
Educational Expenses:Classroom Furniture	2,591.03		2,591.03
Educational Expenses:Classroom Equipment	1,378.00		1,378.00
Expenses:Technology/Communications	7,244.59		7,244.59
Expenses:Technology/Communications	630.00		630.00
Expenses:Bank Fees	98.75		98.75
Expenses:Community Meals/Snacks	115.00		115.00
Expenses:Community Development	310.00		310.00
<b>TOTAL</b>	<b>\$ 11,466,131.34</b>	<b>\$ 11,466,131.34</b>	<b>22,932,262.68</b>

6,144,950.66      116,933.63      6,028,017.03

Executives	2		
Admin	13	15	24.59%
Teachers	39		63.93%
Special Ed	6		9.84%
Part Time	1		1.64%
	61		100.00%

# **FY2014 Budget Presentation & CRCS Future Outlook**

**Monday April 8, 2013**

- Total revenue for the year is expected to be 1.3% over budget driven by a significant increase in special education funding
- Federal and state funding will decrease for the year due to lower than expected Title funding
- Private donations are forecasted to wind up \$38,000 below our annual targets with the elimination of the raise the roots as well as declining donor submissions
- Total expenses for the year are expected to be under budget by approximately \$474,000. The increases per pupil and special education funding mitigated the additional cost incurred due to the middle school expansion
- Personal expenses are expected to be \$173,000 under budget as we allocated higher salaries for positions when compiling the 2012-2013 budget
- The expected deficit for the year will be \$188,000 down from the original amount of \$663,000 initially projected at the beginning of fiscal year 2012-2013

Figures are in 1,000s	Forecast			Budget	Fcst Vs Bud	
	Elementary School	Middle School	Consolidated		#	%
<b>Students</b>						
General Education	300	51	351	350	1	0.4%
Special Education	62	15	76	49	27	55.9%
<b>Income</b>						
General Ed Per Pupil Funding	4075	677	4752	4734	18	0.4%
Special Ed Student Funding	631	225	855	693	162	23.4%
Federal/State Funding	107	22	129	174	(45)	-25.8%
Unrestricted Private Donations	151	0	151	165	(14)	-8.5%
Community Council (FOCR) Donations	35	0	35	40	(5)	-11.9%
Private Grants	10	0	10	10	0	0.0%
Investments & Interest	2	0	2	3	(1)	-28.7%
Other Donations (Staff Events)	0	0	0	10	(10)	-97.0%
Other Revenue	0	0	0	0	0	0%
<b>Total Revenue</b>	<b>5012</b>	<b>924</b>	<b>5935</b>	<b>5829</b>	<b>106</b>	<b>1.8%</b>
Revenue Per Student	17	18	17	17	0	1%
Spec Ed Revenue Per Student	18	18	18	18	0	1%
Full Time Salaries	3242	699	3940	4130	(189)	-5%
Benefits Expense	760	164	924	908	16	2%
<b>Personnel Expenses</b>	<b>4002</b>	<b>863</b>	<b>4865</b>	<b>5038</b>	<b>(173)</b>	<b>-3%</b>
Personnel Headcount	48	12	60	61	(1)	-2%
Faculty Headcount	38	8	46	47		
Full Time Equivalent	83	72	81	83	(2)	-1.8%
Avg. Teacher Salary	62	49	59	63	(3)	-5.1%
Direct Education Costs	0	0	0	0		
General & Administrative Costs	229	110	339	442	(103)	-23.3%
Professional Development & Services	190	33	223	247	(24)	-9.8%
Capital Expenditures	382	26	408	485	(77)	-15.8%
	52	209	261	281	(19)	-6.8%
<b>Total Expenses</b>	<b>4855</b>	<b>1240</b>	<b>6096</b>	<b>6492</b>	<b>(397)</b>	<b>-6.1%</b>
<b>Surplus/(Deficit)</b>	<b>156</b>	<b>(317)</b>	<b>(160)</b>	<b>(663)</b>	<b>503</b>	<b>-76%</b>
<b>Projected Cash Balance</b>			<b>3004</b>	<b>2501</b>	<b>503</b>	<b>20.1%</b>
<b>Board Designated Cash Reserve</b>			<b>1500</b>	<b>1500</b>	<b>0</b>	<b>0.0%</b>
<b>Cash Balance less reserve</b>			<b>1504</b>	<b>1001</b>	<b>503</b>	<b>50.2%</b>

- The purpose of this budget is to reflect our estimation of the schools fiscal needs and expectations for fiscal 2013-2014 as well as the operating plan
- We have also prepared a preliminary five year financial projection in order to facilitate longer term financial planning and to specifically understand the financial impact of the middle school
- The following budget and future outlook was compiled in conjunction with the Co-Directors and has been reviewed with them in detail
- A formal review of the FY2013 budget was conducted by the Treasurer of the Board and the Finance Committee and is hereby proposed for full Board approval
- The budget summaries presented in this document include the following:
  1. Consolidated budget which combines the elementary and middle school projections
  2. Elementary school (Grades K-5) budget
  3. Middle school (Grades 6-8) or expansion budget

- Per pupil allocation will remain flat at \$13,527 per student
- Special education revenue at accounts for returning students and 12% of returning students from current enrollment
- Private fundraising is expected to remain flat at \$10,000 coming from the IDEAS, Inc grant
- Full time salary cost will increase by 14.5% as a result of the 4 new faculty positions and includes a holiday bonus
- We will be adding three new teachers: 2 math interventions specialists and a physical education teacher
- Non recurring capital expense will be \$23K in furniture and computer replacements

- Middle school expansion will cost approximately \$317K with the net expense to the school being \$160K
- The middle school is expected to generate a surplus of \$200K in FY2014 as most of the shared expenses sit on the shared (ES) books
- We expect to add 5 full time faculty positions and one part time teacher
- The staff headcount for the second year of the operation will be 18; 14 faculty and 4 admin
- The capital expenditure cost for FY 2014 will be \$47K

- All teachers will receive a cost of living increase of 5% pending approval by the Board of Trustees
- In fiscal year 2013, we adjusted all faculty salaries according to our salary scale and that of the DOE for social workers specifically
- We will continue the holiday bonus initiative using the same guidelines employed in the past i.e. \$500 for every year worked at CRCS

- 4 new positions projected for the elementary school:
  1. 2 math intervention specialists with an annual salary of \$65,000 each
  2. 1 physical education teacher budgeted at \$50,000 a year
- 6 new positions projected for the middle school:
  1. 2 humanities teachers at \$70,000 each per year
  2. 2 special education teachers at \$65,000 each per year
  3. 1 part time guidance counselor at \$60,000 per year
  4. 1 part time music teacher at \$38,000 per year
- Total salary cost impact for the 9 new positions on the 2013-2014 budget is \$548,000
- Total personnel headcount will increase to 69 in 2013-2014
- Full time equivalent is expected to be \$88,000 for 2013-2014, a \$7,000 increase from 2012-2014
- A 5% average cost of living increase is projected although those in the top tier of earnings will see a 3% increase

- Medical insurance gross expense is expected to increase by \$64K to \$636,400 for FY2014 with the switch back to a traditional plan. In FY2013 we estimate that \$100,000 was spent on HRA reimbursements alone
- Dental insurance expense for the new fiscal year is budgeted at \$28,572 before employee contributions which will likely be 10% with CRCS covering the 90% balance of the cost
- We will also introduce an employer funded vision plan which is expected to cost the school \$10,000 in FY2014
- A flexible spending account plan will be introduced next year for all employees. CRCS will fund each account with \$250 at the beginning of the year and the staff can add to the balance up to the plan allowed limit. This cost is expected to be \$17,250 for FY2014
- CRCS will also introduce a partially paid family leave policy that will see our staff paid their full salary for up to a period of 6 weeks. This is achieved by having the school make up the difference between the short term disability payments and the employees fulltime monthly salary. This is expected to cost approximately \$41,942 in FY2014

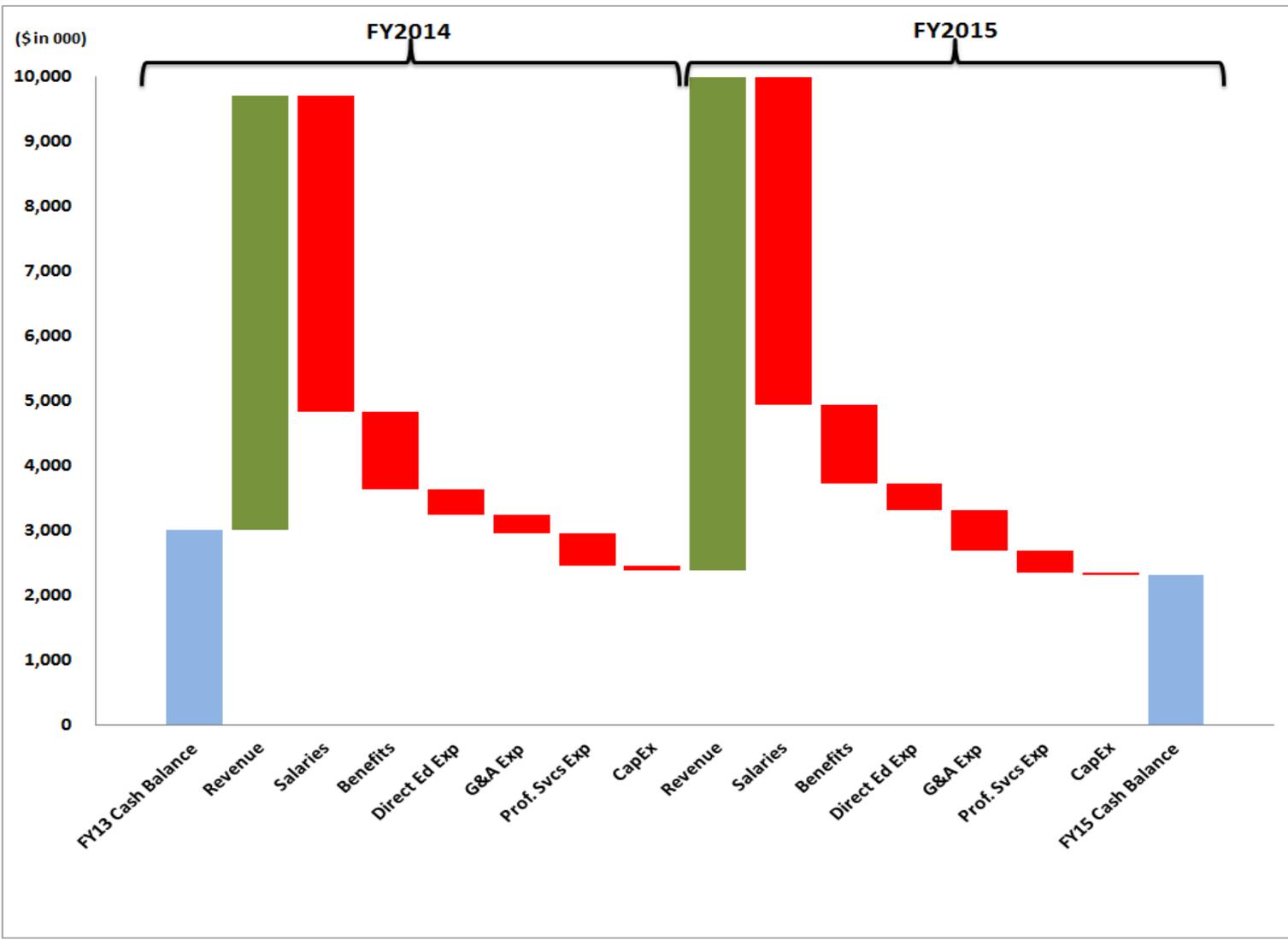
# FY2014 Consolidated Budget Summary

Figures are in 1,000s	FY '13 Forecast	FY '14 Budget	Variance		Comments
			#	%	
<b>Students</b>					
General Education	351.475	410.00	58.53	16.7%	55 students per grade at the MS
Special Education	76.395	89.12	12.72	16.7%	Projections are in line with current SpEd enrollment
<b>Income</b>					
General Ed Per Pupil Funding	4,752	5,546	794	16.7%	Additional revenue driven by 7th grade addition
Special Ed Student Funding	855	843	(12)	-1.4%	Conservative budget pending Kindergarten enrollments
Federal/State Funding	129	101	(29)	-22.1%	Title I & IIA funding expected to decline in line with current year
Unrestricted Private Donations	151	165	14	9.3%	Expectations remain the same in 2014
Community Council (FOCR) Donations	35	45	10	27.6%	MS families expected to be a part of the FOCR initiatives
Private Grants	10	10	0	0.0%	No new private grants are expected although we have applied
Investments & Interest	2	2	0	0.2%	Interest to remain flat
Other Donations (Staff Events)	0	0	(0)	-100.0%	
Other Revenue	0	0	(0)	-100.0%	
<b>Total Revenue</b>	<b>5,935</b>	<b>6,712</b>	<b>777</b>	<b>13.1%</b>	
<i>Revenue Per Student</i>	<i>17</i>	<i>16</i>	<i>(1)</i>	<i>-3%</i>	<i>ES staff additions with flat enrollment</i>
<i>Spec Ed Revenue Per Student</i>	<i>18</i>	<i>15</i>	<i>(3)</i>	<i>-15%</i>	<i>ES staff additions with flat enrollment</i>
Full Time Salaries	3,940	4,889	948	24%	We will add 9 new faculty members (3 ES and 6 MS)
Benefits Expense	924	1,185	261	28%	Complete revamp of our benefits package
<b>Personnel Expenses</b>	<b>4,865</b>	<b>6,074</b>	<b>1,210</b>	<b>25%</b>	
<i>Personnel Headcount</i>	<i>60</i>	<i>69</i>	<i>9</i>	<i>15%</i>	
<i>Faculty Headcount</i>	<i>46</i>	<i>56</i>	<i>10</i>	<i>22%</i>	
<i>Full Time Equivalent</i>	<i>81</i>	<i>88</i>	<i>7</i>	<i>8.6%</i>	
<i>Avg. Teacher Salary</i>	<i>59</i>	<i>65</i>	<i>6</i>	<i>9.7%</i>	
Direct Education Costs	339	399	60	17.7%	Increase attributed to 7th grade additions
General & Administrative Costs	223	285	63	28.1%	Minimal changes are expected to increase efficiency
Professional Development & Services	408	499	91	22.2%	Additional PD for all staff members is planned
Capital Expenditures	261	70	(192)	-73.4%	No major capital expenditure is expected
<b>Total Expenses</b>	<b>6,096</b>	<b>7,327</b>	<b>1,231</b>	<b>20.2%</b>	
<b>Surplus/(Deficit)</b>	<b>(160)</b>	<b>(614)</b>	<b>(454)</b>	<b>283%</b>	<b>Deficit is in line with our 2013 expansion proposal</b>
<b>Projected Cash Balance</b>	<b>3,004</b>	<b>2,389</b>	<b>(614)</b>	<b>-20.5%</b>	
<b>Board Designated Cash Reserve</b>	<b>1,500</b>	<b>1,500</b>			
<b>Cash Balance less reserve</b>	<b>1,504</b>	<b>889</b>	<b>(614)</b>	<b>-40.9%</b>	

- The school will continue to maintain a strong cash position despite anticipated near term deficits due to the expansion and major changes to our employee benefits package
- Personal expenses continue to be the key focus of our spending strategy and account for 64% of the schools expenses on average
- We expected to generate a net deficit of \$614K in FY2014 which fall in line with our expected total expansion investment figure of \$1.2M over the first two years (2013 & 2014)
- The projected deficit for FY2015 is \$380K
- No major capital investments are planned for the near future
- Our total cash balance is expected to be \$2.4M at the end of FY2014

- The following summaries provide our best estimate of the schools financial position over the next two fiscal years (2014 and 2015)
- We project the per pupil funding will remain flat in FY2015
- We expect to hit capacity in 2015 at 465 students
- The projected deficit for FY2015 is \$79,000
- Projections include a 2% cost of living increase. Holiday bonuses will be considered on a year to year basis depending on the fiscal needs of the school
- A facility fee of \$800 per student is included in this outlook starting in 2015 for a total annual cost of \$372,000 under general and administrative costs
- Significant cuts have been made to the FY2015 projections in order to stem the potential deficits to a manageable figure
- The school will continue to maintain a healthy cash balance over the next five years barring any significant changes to the funding streams from the federal and state agencies

Numbers are in \$000's	FY '14		FY '15	
<b>Per Pupil Allocation</b>	<b>\$13,527</b>		<b>\$13,527</b>	
<b>No. of Students</b>	<b>410</b>		<b>465</b>	
	<b>\$</b>	<b>%</b>	<b>\$</b>	<b>%</b>
Per Pupil Funding	5,546	83%	6,290	82%
Special Ed Reimbursement	843	13%	924	12%
Federal/State Funding	101	2%	205	3%
Unrestricted Private Donations	165	2%	200	3%
Community Council (FOCR) Donations	45	1%	50	1%
Private Grants	10	0.1%	10	0.1%
Investments & Interest	2	0.03%	3	0.04%
Other Donations (Staff Events)	0	0.0%	10	0.1%
<b>Total Revenue</b>	<b>6,712</b>	<b>100%</b>	<b>7,692</b>	<b>100%</b>
Full Time Salaries	4,889	67%	5,144	66%
Benefits Expense	1,185	16%	1,213	16%
<b>Personnel Expenses</b>	<b>6,074</b>	<b>83%</b>	<b>6,358</b>	<b>82%</b>
<b>Increase/(Decrease)</b>	<b>1,067</b>	<b>21.3%</b>	<b>283</b>	<b>4.7%</b>
<b>Salary Expense Change</b>	<b>794</b>	<b>19.4%</b>	<b>255</b>	<b>5.2%</b>
<b>Personnel Headcount</b>	<b>69</b>		<b>74</b>	
Direct Education Costs	399	5%	416	5%
General & Administrative Costs	285	4%	622	8%
Professional Services	499	7%	338	4%
Capital Expenditures	70	1%	38	0%
<b>Total Other Expenses</b>	<b>1,252</b>	<b>17%</b>	<b>1,413</b>	<b>18%</b>
<b>Total Expenses</b>	<b>7,327</b>	<b>100%</b>	<b>7,771</b>	<b>100%</b>
<b>Changevs. Prior Year</b>	<b>852</b>	<b>13.2%</b>	<b>444</b>	<b>6.1%</b>
<b>Cost Per Student</b>	<b>17.9</b>		<b>16.7</b>	
<b>Change vs. Previous Year</b>	<b>-3.4%</b>		<b>-6.5%</b>	
<b>Surplus/(Deficit)</b>	<b>(614)</b>	<b>-9%</b>	<b>(79)</b>	<b>-1%</b>
<b>FYE Projected Cash Balance</b>	<b>2,389</b>		<b>2,310</b>	
<b>Board Designated Cash Reserve</b>	<b>1,500</b>		<b>1,500</b>	
<b>Cash balance less reserve</b>	<b>889</b>		<b>810</b>	



### ***BALANCE SHEET TERMS***

**Cash Reserve** – the amount of cash designated by the Board as a long-term asset to insure CRCS has liquidity to withstand any material unexpected changes to its ongoing funding and cost structure. This amount can be reviewed quarterly, semi-annually or annually for changes and would be classified as a long-term asset/investment on the balance sheet in CRCS' audited financial statements

**Excess Cash** – informal term used to describe all unrestricted cash CRCS has at its disposal at any given point in time excluding the 'cash reserve' (cash & cash equivalents on the audited balance sheet)

### ***INCOME STATEMENT (P+L OR PROFIT/LOSS) TERMS***

**Revenues** – primarily (1) per pupil funding, (2) special education reimbursement, (3) state / federal funding and grants and (4) private contributions and grants.

**Personnel / Payroll Expenses** – all full-time payroll related expenses and benefits costs including administrative and teacher's salaries, payroll taxes, dental and medical benefits, vacation accruals and bonuses, some part-time expense

**Direct Education Costs** – primarily classroom, curriculum and other supplies, books, software, textbooks, field trips , federal lunch program expenses and other miscellaneous costs

**G&A Costs** – miscellaneous administrative costs and overhead including insurance (general, P&C, D&O, disability, etc.), fundraising-related expenses, office/administrative supplies , etc.

**Professional Services** – predominantly after school program costs, professional development for teachers (including stipends and seminars), special education services, audit costs, contractual physical education, IT consulting, legal fees and other third-party services

**Capital Expenditures** – the purchase of all property and equipment such as computers, servers, software, A/C units, furniture, fixtures, physical classroom improvements, etc. (results in depreciation on income statement)

**Surplus / Deficit (or Cash Surplus / Deficit)** – the amount by which annual revenues are greater or less than cash expenditures (how much we take in versus how much we spend; similar to net income / profit or loss)

# Audited Financial Statement Checklist

Created Friday, October 25, 2013

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## Page 1

Charter School Name:

1. Please check each item that is included in the 2012-13 Audited Financial Statement submitted for your charter school.

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

2. Please indicated if there is a finding(s) noted in any of the following sections of your charter school's 2012-13 Audited Financial Statement.

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

Thank you .

FRUCHTER ROSEN & COMPANY, P.C.  
CERTIFIED PUBLIC ACCOUNTANTS  
156 WEST 56<sup>TH</sup> STREET  
NEW YORK, NEW YORK 10019

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TEL: (212) 957-3600  
FAX: (212) 957-3696

August 14, 2013

To the Audit Committee of the Board of Trustees  
Community Roots Charter School

We have audited the financial statements of Community Roots Charter School (the "School") for the year ended June 30, 2013, and have issued our report thereon dated August 14, 2013. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated August 14, 2013. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

*Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Community Roots Charter School are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended June 30, 2013. We noted no transactions entered into by the School during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users.

The financial statement disclosures are neutral, consistent, and clear.

*Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

*Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

*Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

*Management Representations*

We have requested certain representations from management that are included in the management representation letter dated August 14, 2013.

*Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the School's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the School's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with U.S. generally accepted accounting principles, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of the Board of Trustees and management of Community Roots Charter School and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

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

COMMUNITY ROOTS CHARTER SCHOOL

MANAGEMENT LETTER

JUNE 30, 2013

FRUCHTER ROSEN & COMPANY, P.C.  
CERTIFIED PUBLIC ACCOUNTANTS  
156 WEST 56<sup>TH</sup> STREET  
NEW YORK, NEW YORK 10019

TEL: (212) 957-3600  
FAX: (212) 957-3696

August 14, 2013

Board of Trustees of  
Community Roots Charter School  
51 Saint Edwards Street 3<sup>rd</sup> Floor  
Brooklyn, NY 11205

In planning and performing our audit of the financial statements of Community Roots Charter School (the "School") as of and for the year ended June 30, 2013, in accordance with auditing standards generally accepted in the United States of America, we considered the School's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

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

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

Exhibit I accompanying this letter summarizes an observation for the year ended June 30, 2013 that we determined did not constitute a significant deficiency or material weakness. Management's response to the observation has not been subjected to the auditing procedures applied in the audit of the financial statements and accordingly, we express no opinion on it.

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

We appreciate your cooperation and the assistance we received during the course of our audit.

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

New York, New York  
August 14, 2013

COMMUNITY ROOTS CHARTER SCHOOL  
MANAGEMENT LETTER  
JUNE 30, 2013

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COMMUNITY ROOTS CHARTER SCHOOL  
MANAGEMENT LETTER

**EXHIBIT I – CURRENT YEAR OBSERVATION**

**A. CASH DISBURSEMENTS AND PROCUREMENT OF GOODS AND SERVICES**

**Observation**

As part of our procurement system testing, we noted instances where invoices or purchase orders were missing written approval for payment. The School indicates that these invoices or purchase orders were verbally approved for payment by authorized personnel.

**Recommendation**

We recommend school authorized personnel approve payment by a signature and date on the purchase order or invoice as outlined in its policies and procedures manual. This practice will ensure unauthorized purchases will not occur and prevent fraudulent purchases from being undetected.

**Management's Response**

Management is in agreement and we will implement the recommendations.

COMMUNITY ROOTS CHARTER SCHOOL  
(A Not-For-Profit Corporation)

FINANCIAL STATEMENTS

JUNE 30, 2013 AND 2012

COMMUNITY ROOTS CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
FINANCIAL STATEMENTS  
JUNE 30, 2013 AND 2012

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FRUCHTER ROSEN & COMPANY, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

156 WEST 56<sup>TH</sup> STREET

NEW YORK, NEW YORK 10019

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TEL: (212) 957-3600

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INDEPENDENT AUDITORS' REPORT

TO THE BOARD OF TRUSTEES OF  
COMMUNITY ROOTS CHARTER SCHOOL

***Report on the Financial Statements***

We have audited the accompanying financial statements of Community Roots Charter School (the "School") (a not-for-profit corporation), which comprise the statement of financial position as of June 30, 2013, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

***Management's Responsibility for the Financial Statements***

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

***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 entity'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 the School as of June 30, 2013, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## ***Report on Summarized Comparative Information***

We have previously audited the School's 2012 financial statements, and our report dated October 10, 2012, expressed an unmodified opinion on those audited financial statements. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2012, is consistent, in all material respects, with the audited financial statements from which it has been derived.

## ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated August 14, 2013, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

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

New York, New York  
August 14, 2013

COMMUNITY ROOTS CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
STATEMENTS OF FINANCIAL POSITION  
JUNE 30,

	2013	2012
<b>ASSETS</b>		
Current assets:		
Cash and cash equivalents	\$ 1,504,422	\$ 1,591,727
Grants and contracts receivable	60,626	38,216
Prepaid expenses and other current assets	61,885	93,263
Total current assets	1,626,933	1,723,206
Other assets:		
Property and equipment, net of accumulated depreciation and amortization of \$356,842 and \$276,483, respectively	265,270	137,857
Cash and cash equivalents - reserve	1,500,000	1,500,000
Restricted cash	72,137	71,937
Total other assets	1,837,407	1,709,794
<b>TOTAL ASSETS</b>	<b>\$ 3,464,340</b>	<b>\$ 3,433,000</b>
<b>LIABILITIES AND UNRESTRICTED NET ASSETS</b>		
Current liabilities:		
Accounts payable and accrued expenses	\$ 46,416	\$ 55,241
Accrued payroll and payroll taxes	496,414	416,388
Refundable advances	1,271	16,116
Total current liabilities	544,101	487,745
Net assets		
Unrestricted net assets:		
Undesignated	1,420,239	1,445,255
Board designated	1,500,000	1,500,000
Total unrestricted net assets	2,920,239	2,945,255
<b>TOTAL LIABILITIES AND UNRESTRICTED NET ASSETS</b>	<b>\$ 3,464,340</b>	<b>\$ 3,433,000</b>

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

COMMUNITY ROOTS CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
STATEMENTS OF ACTIVITIES  
FOR THE YEARS ENDED JUNE 30,

	2013	2012
Revenue and support:		
State and local per pupil operating revenue	\$ 5,662,422	\$ 4,637,479
Federal grants	120,728	126,435
State and city grants	25,604	10,726
Contributions and grants	173,782	153,746
Interest and other revenue	3,568	4,712
Special events, net of expenses of \$13,133 and \$15,968, respectively	3,762	64,037
Total revenue and support	5,989,866	4,997,135
Expenses:		
Program services:		
Regular education	3,958,925	3,358,246
Special education	961,828	783,918
Total program services	4,920,753	4,142,164
Supporting services:		
Management and general	1,035,655	660,889
Fundraising	58,474	53,177
Total expenses	6,014,882	4,856,230
Changes in unrestricted net assets	(25,016)	140,905
Unrestricted net assets - beginning of year	2,945,255	2,804,350
Unrestricted net assets - end of year	\$ 2,920,239	\$ 2,945,255

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

COMMUNITY ROOTS CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
STATEMENTS OF CASH FLOWS  
FOR THE YEARS ENDED JUNE 30,

	2013	2012
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Changes in unrestricted net assets	\$ (25,016)	\$ 140,905
Adjustments to reconcile changes in unrestricted net assets to net cash provided by operating activities:		
Depreciation and amortization	136,305	78,902
Gain on disposition of fixed assets	616	-
Changes in certain assets and liabilities:		
(Increase) Decrease in grants and contracts receivable	(22,410)	270
Decrease (Increase) in prepaid expenses	31,378	(41,731)
(Decrease) Increase in accounts payable and accrued expenses	(8,825)	37,219
Increase in accrued payroll and payroll taxes	80,026	125,695
(Decrease) Increase in refundable advances	(14,845)	9,664
<b>NET CASH PROVIDED BY OPERATING ACTIVITIES</b>	<b>177,229</b>	<b>350,924</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Purchase of property and equipment	(264,334)	(87,745)
(Increase) in restricted cash	(200)	(234)
<b>NET CASH (USED IN) INVESTING ACTIVITIES</b>	<b>(264,534)</b>	<b>(87,979)</b>
<b>NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS</b>	<b>(87,305)</b>	<b>262,945</b>
<b>CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR</b>	<b>3,091,727</b>	<b>2,828,782</b>
<b>CASH AND CASH EQUIVALENTS - END OF YEAR</b>	<b>\$ 3,004,422</b>	<b>\$ 3,091,727</b>

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

COMMUNITY ROOTS CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
NOTES TO THE FINANCIAL STATEMENTS  
JUNE 30, 2013 AND 2012

NOTE 1 - PRINCIPAL BUSINESS ACTIVITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Organization

Community Roots Charter School (the "School") is a New York State, not-for-profit educational corporation that was incorporated on December 9, 2005 to operate a Charter School pursuant to Article 56 of the Education Law of the State of New York. The School was granted a provisional charter on December 9, 2005 valid for a term of five years and renewable upon expiration by the Board of Regents of the University of the State of New York. On January 4, 2011, the Board of Regents approved and issued the renewal to the charter for a period of five years, effective December 10, 2010 to June 30, 2015. The School is a rigorous K-8 learning community where learning is embedded in meaningful real world context where children are deliberately taught to see the connection between school and the world. The School provided education to approximately 352 students in kindergarten through sixth grade in the 2012-2013 academic year.

The School shares space with a New York City public school beginning in September 2006. On August 1, 2012, the School secured a second New York City public school location to house a newly opened middle school. The middle school will provide education from sixth through eighth grades. The School is not responsible for rent, utilities, custodial services, maintenance and school safety services other than security related to the School's programs that take place outside the district's school day.

Food and Transportation Services

The New York City Department of Education provides free lunches and transportation directly to some of the School's students. Such costs are not included in these financial statements. The School covers a portion of the cost of lunches for children not entitled to the free lunches.

Tax Status

The School is exempt from Federal income tax under Section 501(a) of the Internal Revenue Code as an organization described in Section 501(c)(3) and a similar provision under New York State income tax laws. The School has also been classified as an entity that is not a private foundation within the meaning of Section 509(a) and qualifies for deductible contributions as provided in section 170(b)(1)(A)(ii). The School is subject to income taxes only on net unrelated business income. The School did not have any unrelated business income for the years ended June 30, 2013 and 2012.

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

COMMUNITY ROOTS CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
NOTES TO THE FINANCIAL STATEMENTS  
JUNE 30, 2013 AND 2012

NOTE 1 - PRINCIPAL BUSINESS ACTIVITY AND SUMMARY OF SIGNIFICANT  
ACCOUNTING POLICIES (Continued)

Tax Status (Continued)

IRS Forms 990 filed by the School are subject to examination by the Internal Revenue Service up to three years from the extended due date of each return. Forms 990 filed by the School are no longer subject to examination for fiscal years ended June 30, 2009, and prior.

Basis of Presentation

The financial statement presentation follows the requirements of the Financial Accounting Standards Board ("FASB") in its Accounting Standards Codification ("ASC") No. 958-205 which provides guidance for the classification of net assets. The amounts for each of the three classes of net assets are based on the existence or absence of donor-imposed restrictions described as follows:

Unrestricted

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

Temporarily Restricted

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

Permanently Restricted

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

The School had no temporary or permanently restricted net assets at June 30, 2013.

Revenue and Support

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

COMMUNITY ROOTS CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
NOTES TO THE FINANCIAL STATEMENTS  
JUNE 30, 2013 AND 2012

NOTE 1 - PRINCIPAL BUSINESS ACTIVITY AND SUMMARY OF SIGNIFICANT  
ACCOUNTING POLICIES (Continued)

Revenue and Support (Continued)

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

Use of Estimates

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

Cash and Cash Equivalents

For the purpose of the statement of cash flows, the School considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.

Concentration of Credit Risk

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

Reclassifications

Certain 2012 accounts have been reclassified to conform to the 2013 financial statement presentation. The reclassifications have no effect on the 2012 total assets, liabilities, net assets and changes to net assets.

Restricted Cash

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

COMMUNITY ROOTS CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
NOTES TO THE FINANCIAL STATEMENTS  
JUNE 30, 2013 AND 2012

NOTE 1 - PRINCIPAL BUSINESS ACTIVITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Property and Equipment

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

Computers and Equipment	3 years
Furniture and Fixtures	7 years
Software	3 years

Refundable Advances

The School records grant revenue as a refundable advance until it is expended for the purpose of the grant, at which time it is recognized as revenue.

Comparative Financial Information

The accompanying statements of activities and functional expenses are presented with summarized comparative information. Such prior year information is not presented by net asset class in the statement of activities or by functional category in the schedule of functional expenses. Accordingly, such information should be read in conjunction with the School's 2012 financial statements from which the summarized information was derived.

NOTE 2 - GRANTS AND CONTRACTS RECEIVABLE

Grants and contracts receivable consist of federal entitlements and grants. The School expects to collect these receivables within one year.

NOTE 3 - PROPERTY AND EQUIPMENT

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

	<u>2013</u>	<u>2012</u>
Computers and Equipment	\$ 402,161	\$ 285,273
Furniture and Fixtures	208,488	104,081
Software	<u>11,463</u>	<u>24,986</u>
	622,112	414,340
Less: Accumulated depreciation and amortization	<u>(356,842)</u>	<u>(276,483)</u>
	<u>\$ 265,270</u>	<u>\$ 137,857</u>

COMMUNITY ROOTS CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
NOTES TO THE FINANCIAL STATEMENTS  
JUNE 30, 2013 AND 2012

NOTE 3 - PROPERTY AND EQUIPMENT (CONTINUED)

Depreciation and amortization expense was \$136,305 and \$78,902 for the years ended June 30, 2013 and 2012, respectively.

For the year ended June 30, 2013, the school disposed of various assets resulting in a \$616 gain on disposal.

NOTE 4 - CONTINGENCY

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

NOTE 5 - REVENUE CONCENTRATION

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

NOTE 6 - FUNCTIONAL ALLOCATION OF EXPENSE

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

NOTE 7 - RETIREMENT PLAN

The School maintains a pension plan qualified under Internal Revenue Code 403(b), for the benefit of its eligible employees. Under the plan, the School matched employee contributions up to 5% of annual compensation. Employee match for the years ended June 30, 2013 and 2012 amounted to \$68,691 and \$51,451, respectively.

COMMUNITY ROOTS CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
NOTES TO THE FINANCIAL STATEMENTS  
JUNE 30, 2013 AND 2012

NOTE 8 - SUBSEQUENT EVENTS

In preparing these financial statements, the School has evaluated events and transactions for potential recognition or disclosure through August 14, 2013, the date the financial statements were available to be issued.

FRUCHTER ROSEN & COMPANY, P.C.  
CERTIFIED PUBLIC ACCOUNTANTS  
156 WEST 56<sup>TH</sup> STREET  
NEW YORK, NEW YORK 10019

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TEL: (212) 957-3600  
FAX: (212) 957-3696

INDEPENDENT AUDITORS' REPORT  
ON SUPPLEMENTARY INFORMATION

TO THE BOARD OF TRUSTEES  
COMMUNITY ROOTS CHARTER SCHOOL

We have audited the financial statements of Community Roots Charter School as of and for the year ended June 30, 2013, and have issued our report thereon dated August 14, 2013, which contained an unmodified opinion on those financial statements. Our audit was performed for the purpose of forming an opinion on the financial statements as a whole. The schedule of functional expenses is presented for the purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

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

New York, New York  
August 14, 2013

COMMUNITY ROOTS CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
SCHEDULE OF FUNCTIONAL EXPENSES  
FOR THE YEARS ENDED JUNE 30,

	2013			Management and General	Fundraising	Total	2012
	Regular Education	Special Education	Total				
Salaries	\$ 2,699,234	\$ 641,470	\$ 3,340,704	\$ 610,386	\$ 30,025	\$ 3,981,115	\$ 3,208,926
Employee benefits and payroll taxes	598,623	92,096	690,719	230,242	15,349	936,310	685,758
Contracted service	24,938	7,140	32,078	-	-	32,078	32,308
Audit and accounting fees	-	-	-	17,961	-	17,961	28,993
Legal services	-	-	-	5,230	-	5,230	-
Professional services	16,190	4,485	20,675	437	29	21,141	46,153
Technology, infrastructure and software	25,371	3,903	29,274	9,758	651	39,683	38,484
Professional development	58,003	16,607	74,610	11,831	-	86,441	79,468
Marketing and advertising	396	61	457	3,435	10	3,902	4,616
After school programs	155,556	44,536	200,092	-	-	200,092	200,034
Special education services and supplies	-	57,136	57,136	-	-	57,136	97,363
Classroom supplies and instructional material	207,370	59,371	266,741	-	-	266,741	180,661
Student trips and incentive programs	60,856	17,423	78,279	-	-	78,279	37,934
Student meals	2,330	668	2,998	-	-	2,998	9,639
Insurance	21,092	3,245	24,337	8,653	-	32,990	28,147
Office expenses and supplies	-	-	-	102,731	-	102,731	74,034
Postage and delivery	1,820	280	2,100	699	47	2,846	1,952
Interest and banking charges	-	-	-	775	-	775	1,235
Telephone	-	-	-	-	-	-	7,097
Fundraising	-	-	-	-	10,128	10,128	14,262
Depreciation and amortization	87,146	13,407	100,553	33,517	2,235	136,305	78,902
Miscellaneous	-	-	-	-	-	-	264
Total	\$ 3,958,925	\$ 961,828	\$ 4,920,753	\$ 1,035,655	\$ 58,474	\$ 6,014,882	\$ 4,856,230

FRUCHTER ROSEN & COMPANY, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

156 WEST 56<sup>TH</sup> STREET  
NEW YORK, NEW YORK 10019

TEL: (212) 957-3600

FAX: (212) 957-3696

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

TO THE BOARD OF TRUSTEES  
COMMUNITY ROOTS CHARTER SCHOOL

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Community Roots Charter School (the "School"), which comprise the statement of financial position as of June 30, 2013, and the related statements of activities, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated August 14, 2013.

***Internal Control Over Financial Reporting***

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

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

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

TO THE BOARD OF TRUSTEES OF  
COMMUNITY ROOTS CHARTER SCHOOL

***Compliance and Other Matters***

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

We noted certain matter that was reported to the management of the School in a separate letter dated August 14, 2013.

***Purpose of this Report***

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

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

New York, New York  
August 14, 2013

# Appendix E: Disclosure of Financial Interest Form

Created Wednesday, July 17, 2013

Updated Wednesday, July 31, 2013

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## Page 1

331300860893 COMMUNITY ROOTS CS

An Appendix E: Disclosure of Financial Interest Form must be completed for each active Trustee who served on the charter school's Board of Trustees during the 2012-13 school year. Trustees are at times difficult to track down in the summer months. Trustees may complete and submit at their leisure (but before the deadline) their individual form at: <http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/>.

Trustees who are technologically advanced may complete the survey using their smartphones or other mobile devices by downloading the this bar code link to the survey <http://fluidsurveys.com/account/surveys/210748/publish/qrcode/>. (Make sure you have the bar code application reader on your phone).

If a Trustee is unable to complete the form by the deadline (i.e, out of the country), the school is responsible for submitting the information required on the form for that individual trustee.

Just send the links via email today to your Trustees requesting that they each complete their form as soon as possible.

Thank you.

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

Yes

Thank you.

# Appendix F: BOT Membership Table

Created Tuesday, July 30, 2013

Updated Wednesday, July 31, 2013

## Page 1

331300860893 COMMUNITY ROOTS CS

### 1. Current Board Member Information

	Full Name of Individual Trustees	Position on Board (Officer or Rep).	Voting Member	Area of Expertise &/or Additional Role	Terms Served & Length (include date of election and expiration)	Committee affiliations
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						

### 2. Total Number of Members Joining Board during the 2012-13 school year

(No response)

### 3. Total Number of Members Departing the Board during the 2012-13 school year

(No response)

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

5. How many times did the Board meet during the 2012-13 school year?

5 (plan was for 6, but 1 was canceled due to Hurricane Sandy and we were unable to reschedule)

6. How many times will the Board meet during the 2013-14 school year?

6

Thank you.

## **Appendix H: Enrollment and Retention Targets**

### Enrollment and Retention Efforts

In December 2011 Community Roots Charter School changed its lottery preferences for Kindergarten to give a 40% preference to children qualifying for free and reduced price lunch.

Community Roots sends representatives to any District 13 Head Starts that have Kindergarten forums and reaches out and mails applications, brochures and tour dates to all District 13 Head Starts. Community Roots hosts tours every other week from November through March. Tours are posted on the school website, in all Public Housing complexes in close proximity to the school and in neighborhood businesses and community centers.

Community Roots also continued outreach efforts to families of children with disabilities by providing brochures and enrollment materials to the District 13 CSE and directly to pre-schools serving children with disabilities. All classrooms at Community Roots Charter School are Integrated Co-Teaching environments and all related services for children with IEP's are on sight including counseling, Occupational Therapy (OT), Physical Therapy (PT), Special Education Teacher Support Services (SETSS). Every other week beginning in November Community Roots hosts tours for interested families. On these tours we discuss the support services and our ICT model as well as tour our OT/PT room, and our Learning Center. We also discuss that an essential part of our mission is to be inclusive and serve children with Special Needs.

### In the 2013-2014 School Year

Community Roots will continue to research ways to reach a higher percentage of ELL students in District 13 while continuing all of the outreach and recruitment efforts outlined above. The ELL percentage in District 13 is relatively low at 5% reported for the 2011-2012 school year.

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Monday, July 22, 2013

Updated Tuesday, July 23, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/ca17f39b18097825a70a29c0482aa0>

## 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:

*ellen Cogut*

### 2. Charter School Name:

*Community Roots Charter School*

### 3. Charter Authorizer:

*NYC Department of Education*

### 4. \*Your Home Address:

4. *Your Home Address:   Street Address	██████████
4. *Your Home Address:   City/State	██████████
4. *Your Home Address:   Zip	██████

### 5. \*Your Business Address

5. *Your Business Address   Street Address	N/A
5. *Your Business Address   City/State	(No response)
5. *Your Business Address   Zip	(No response)

### 6. \*Daytime Phone Number:

██████████

### 7. \*E-mail Address:

██████████

### 8. Select all positions you held on Board:

(check all that apply)

- Chair/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

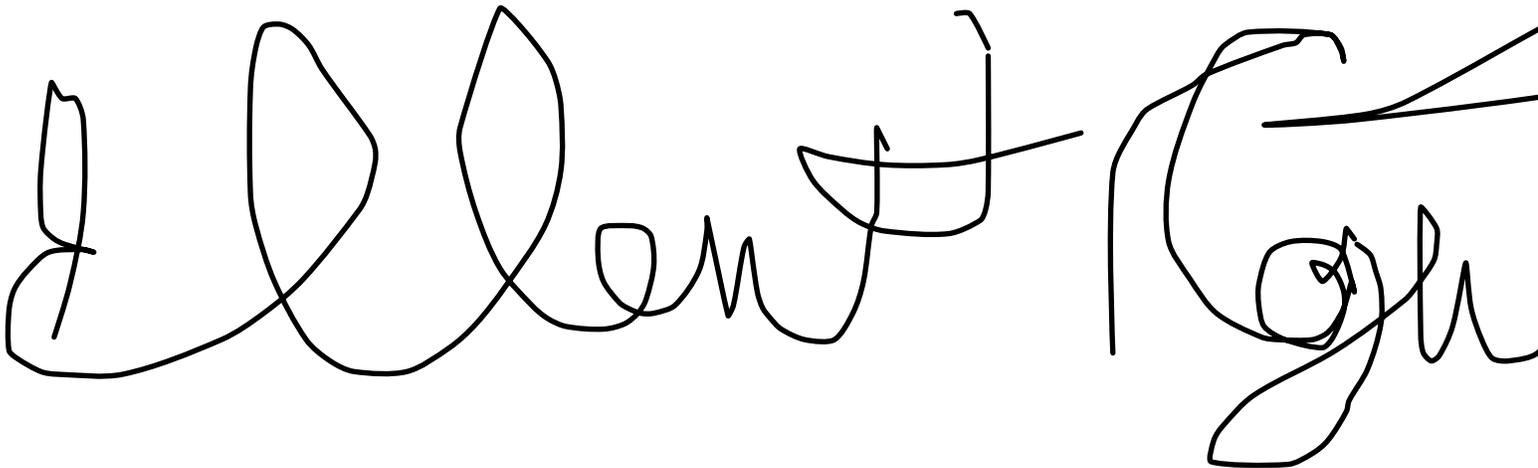
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with 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 "Drew J. [unclear]". The signature is written in a cursive style with large, sweeping loops and a long horizontal line extending to the right.

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Wednesday, July 24, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/f957fe27fdcf84919230f0b53f15ec6>

## 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:

*Don Cornwell*

2. Charter School Name:

*Community Roots Charter School*

3. Charter Authorizer:

*NYC Department of Education*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on 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

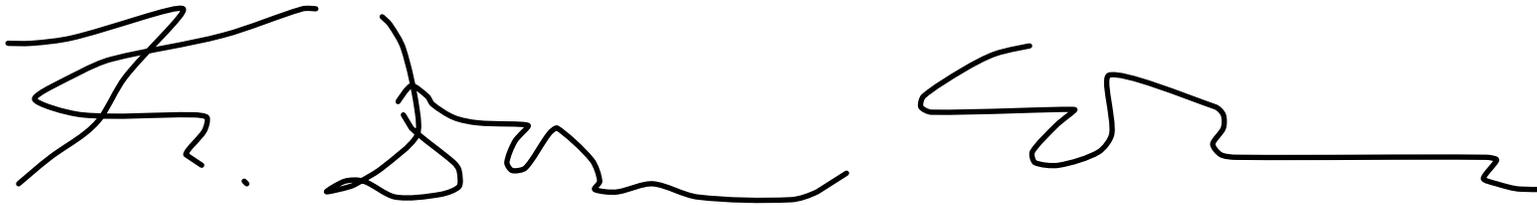
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with 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

Three handwritten signatures in black ink are written across the page. The first signature on the left is a stylized, cursive 'A'. The middle signature is a more complex, flowing cursive script. The signature on the right is a long, horizontal cursive line with several loops and a trailing end.

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 23, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/96f8d9efdf2edafd52913465b3bc3b>

## 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:

*Katharine Darrow*

2. Charter School Name:

*Community Roots Charter School*

3. Charter Authorizer:

*NYC Department of Education*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- Chair/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

13. 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

14. Are you a member, director, officer or employee of an organization formally partnered with 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 Andrew Dowling". The signature is written in a cursive, somewhat stylized font.

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 23, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/8ca2101a3644a42543ee239d3525a>

## 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:

*Suzanne Fogarty*

2. Charter School Name:

*Community Roots Charter School*

3. Charter Authorizer:

*NYC Department of Education*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- Other, please specify...: recently joined the board

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

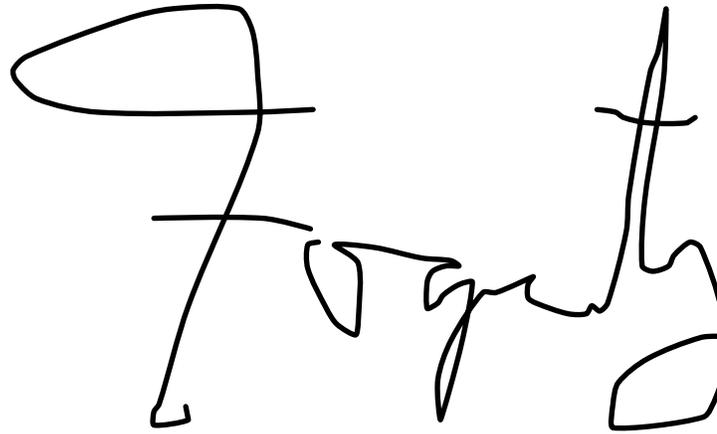
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with 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 "D. [unclear]". The signature is fluid and cursive.A handwritten signature in black ink, appearing to read "F. [unclear]". The signature is fluid and cursive.

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Wednesday, July 24, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/a7b22d03f894dff24a54c3eacc07e42>

## 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:

*Amy Fontaine*

2. Charter School Name:

*Community Roots Charter School*

3. Charter Authorizer:

*NYC Department of Education*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on 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

13. 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

14. Are you a member, director, officer or employee of an organization formally partnered with 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

ABFontaine

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Wednesday, July 24, 2013

Updated Friday, July 26, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/22aebd9428273eb66249a97423c22>

## 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:

*Allison Keil*

### 2. Charter School Name:

*Community Roots Charter School*

### 3. Charter Authorizer:

*NYC Department of Education*

### 4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

### 5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

### 6. \*Daytime Phone Number:

### 7. \*E-mail Address:

### 8. Select all positions you held on Board:

(check all that apply)

*(No response)*

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

Yes

9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next

[TEMP.0] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Position Held	Co-Director
[TEMP.1] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Responsibilities	Oversee and supervise the operations and instructional program
[TEMP.2] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Salary	134,000
[TEMP.3] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Start Date	August 2006

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

No

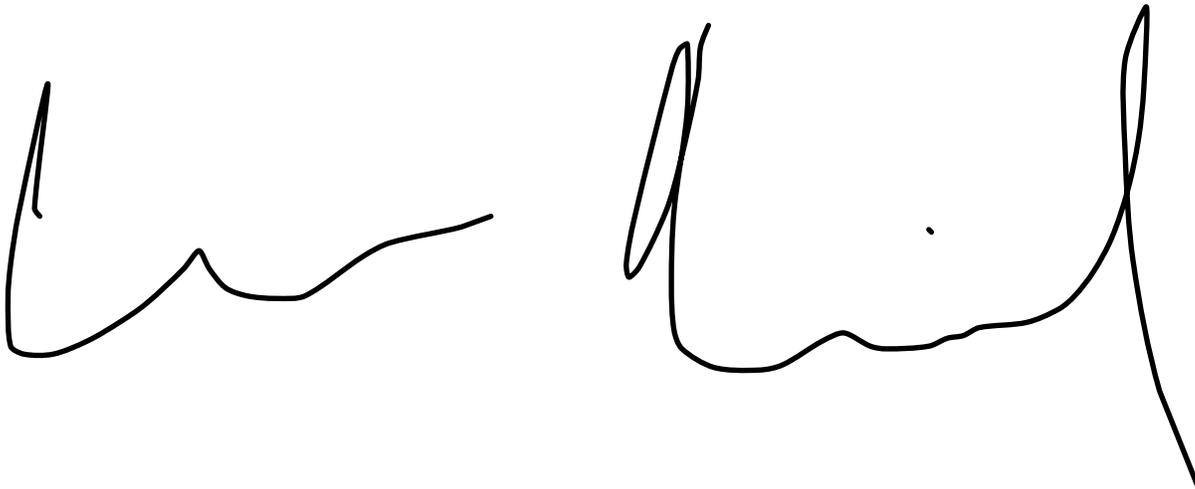
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with 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 a series of connected, fluid strokes. The signature is written on a white background and appears to be a stylized representation of a name.

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Monday, July 22, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/c964bc64340e7bfda63f18549dfa33>

## 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:

*Beth Lief*

### 2. Charter School Name:

*Community Roots Charter School*

### 3. Charter Authorizer:

*NYC Department of Education*

### 4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

### 5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

### 6. \*Daytime Phone Number:

### 7. \*E-mail Address:

### 8. Select all positions you held on Board:

(check all that apply)

- Other, please specify...: chair, education 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

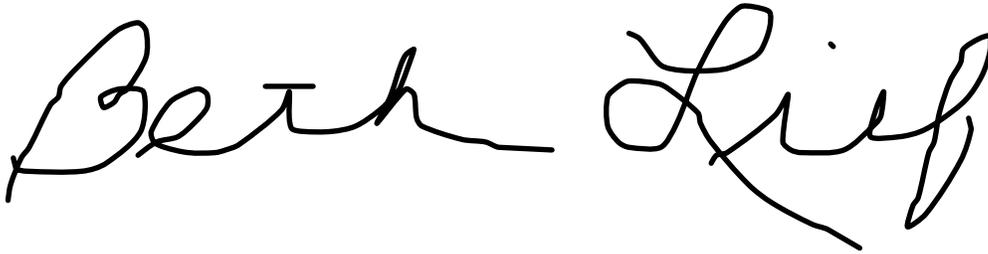
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with 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 that reads "Beth Lief". The signature is written in a cursive style with a horizontal line under the name.

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 23, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/ba1aad3369ee61b14bf293bc57d4b5>

## 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:

*katherine O'Donnell*

2. Charter School Name:

*Community Roots Charter School*

3. Charter Authorizer:

*NYC Department of Education*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- Other, please specify...

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

*(No response)*

9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next

[TEMP.0] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Position Held	(No response)
[TEMP.1] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Responsibilities	(No response)
[TEMP.2] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Salary	(No response)
[TEMP.3] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Start Date	(No response)

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

*No*

13. 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

14. Are you a member, director, officer or employee of an organization formally partnered with 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

Katherine O'Connell

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 30, 2013

Updated Wednesday, July 31, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/3772908091d53ac4eeb55988195ae>

## 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:

*Marion panas*

2. Charter School Name:

*Community Roots Charter School*

3. Charter Authorizer:

*NYC Department of Education*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on 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

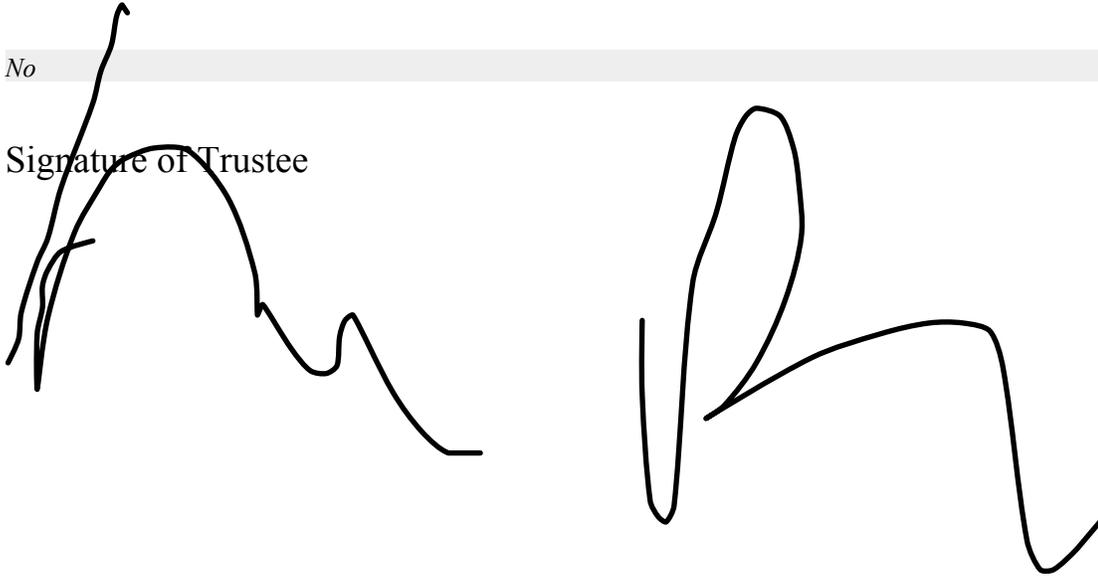
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with 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 two distinct parts. The first part is a cursive-style name starting with a large, rounded 'M' or 'N' shape, followed by several smaller loops and a trailing line. The second part is a large, stylized initial or name starting with a tall, vertical stroke, followed by a large loop and a trailing line.

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Monday, July 22, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/b97ab1ebf18b8f4562b3a13c06005b>

## 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:

*Katherine Rodgers Smith*

### 2. Charter School Name:

*Community Roots Charter School*

### 3. Charter Authorizer:

*NYC Department of Education*

### 4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

### 5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

### 6. \*Daytime Phone Number:

### 7. \*E-mail Address:

### 8. Select all positions you held on Board:

(check all that apply)

- Other, please specify...: Chair of Development

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

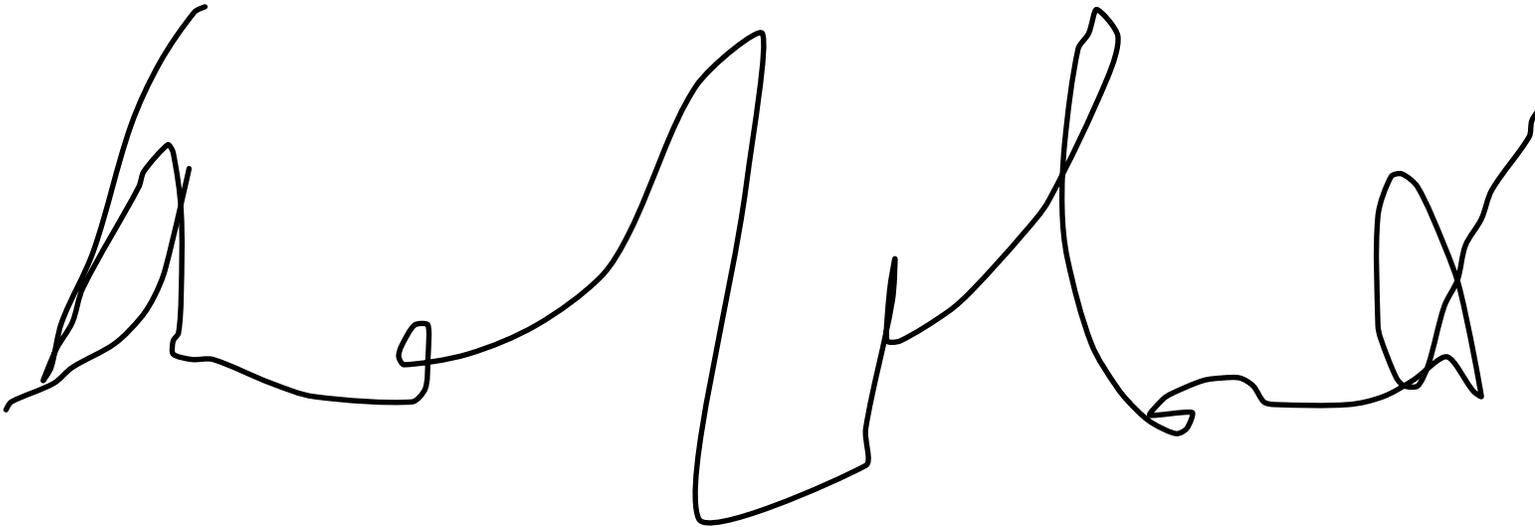
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with 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. N. H. W.", written across the page.

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 23, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/8d58f248d53655b031c1025a688e6>

## 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:

*Christine Spadaro*

2. Charter School Name:

*Community Roots Charter School*

3. Charter Authorizer:

*NYC Department of Education*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on 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

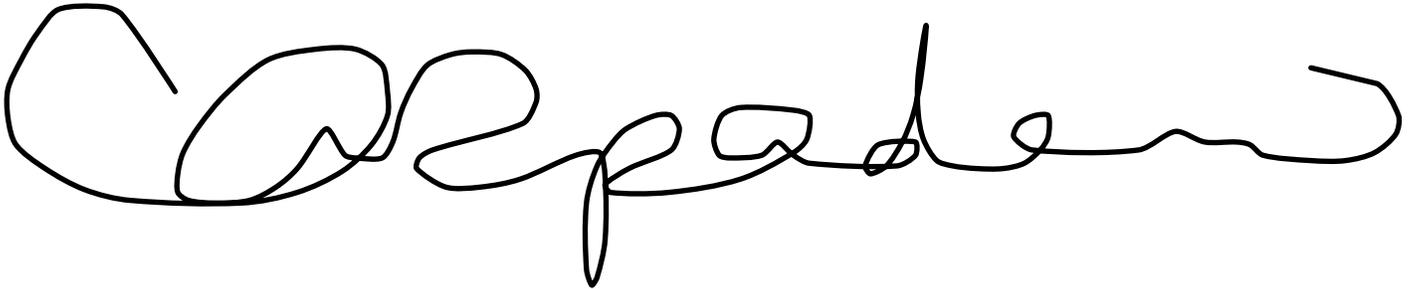
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with 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 "C. J. Padgett". The signature is written in a cursive style with large, rounded letters and a long, sweeping tail.

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 23, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/155c4957e937460b31700d2697667>

## 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:

*Sara Stone*

2. Charter School Name:

*Community Roots Charter School*

3. Charter Authorizer:

*NYC Department of Education*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- Other, please specify...: trustee

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

Yes

9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next

[TEMP.0] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Position Held	Co-Director
[TEMP.1] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Responsibilities	Management of the school
[TEMP.2] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Salary	134,130.24
[TEMP.3] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Start Date	12/9/05

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

No

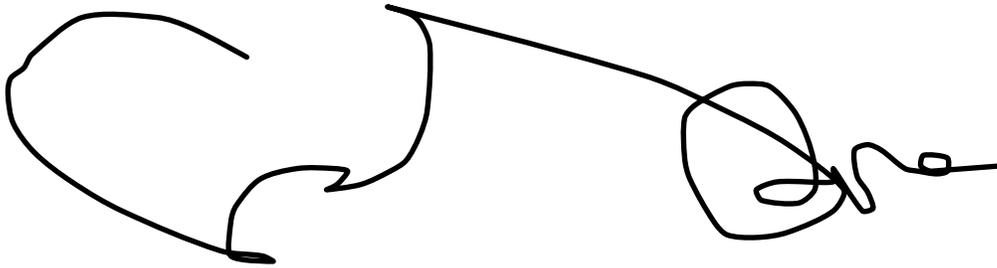
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with 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.

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Friday, July 26, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/0fe2c05b87db44bca2db9350f80c89>

## 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:

*Scott Strasser*

### 2. Charter School Name:

*Community Roots Charter School*

### 3. Charter Authorizer:

*NYC Department of Education*

### 4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

### 5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

### 6. \*Daytime Phone Number:

### 7. \*E-mail Address:

### 8. Select all positions you held on Board:

(check all that apply)

- Chair/President

- 
- Treasurer

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*

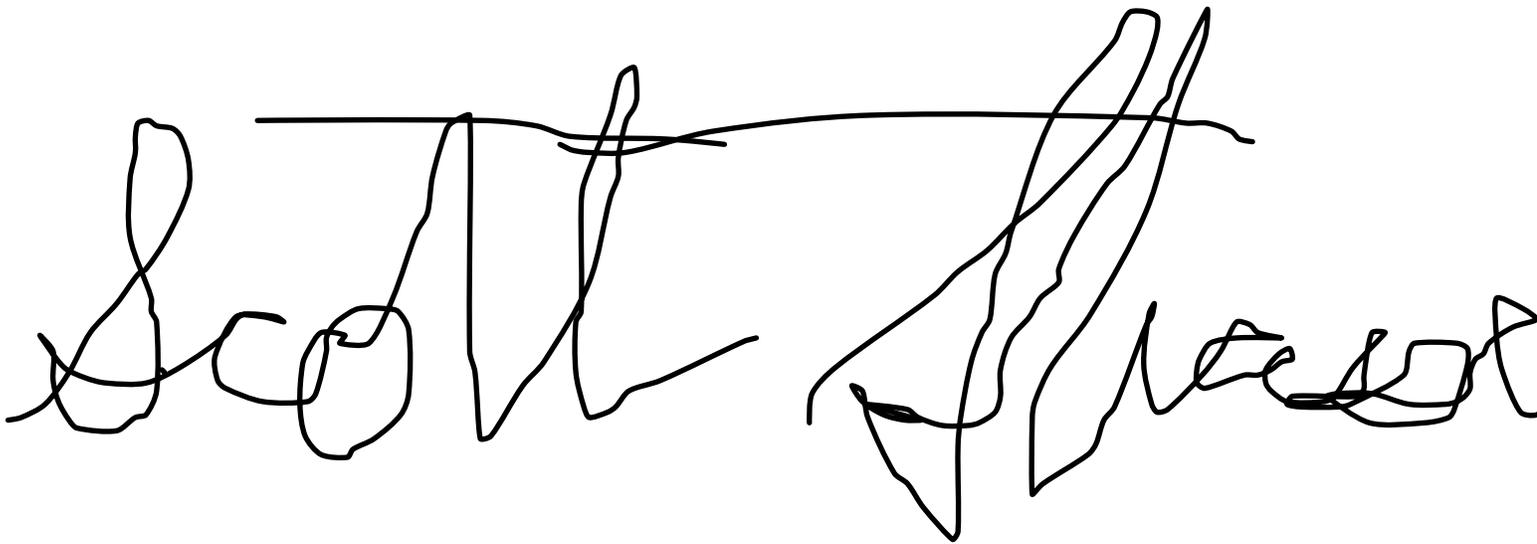
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with 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, written over a horizontal line. The signature is highly stylized and cursive, appearing to read "Scott R. [unclear]".

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Monday, July 22, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/8963f28f104361e26833e0e1c14ace>

## 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:

*Tracey Strauss*

2. Charter School Name:

*Community Roots Charter School*

3. Charter Authorizer:

*NYC Department of Education*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- Chair/President

---

• Other, please specify...: Development Committee Head

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*

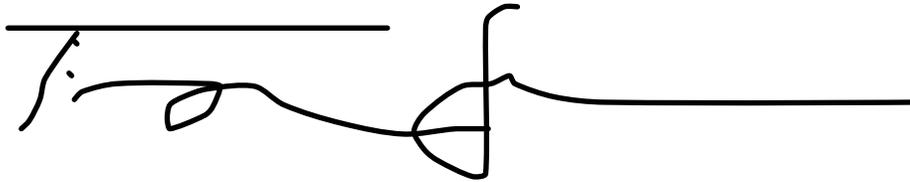
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with 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 is written over a horizontal line. The signature is cursive and stylized, starting with a large 'S' and ending with a long horizontal stroke.