

I. SCHOOL INFORMATION AND COVER PAGE

Created Monday, June 16, 2014
Updated Thursday, July 24, 2014

Page 1

1. SCHOOL NAME

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

320700861014 BRILLA COLLEGE PREP PUBLIC CS

2. CHARTER AUTHORIZER

Regents-Authorized Charter School

3. DISTRICT / CSD OF LOCATION

NYC CSD 7

4. SCHOOL INFORMATION

| PRIMARY ADDRESS | PHONE NUMBER | FAX NUMBER | EMAIL ADDRESS |
|--|--------------|--------------|---------------|
| 413 E. 144th Street Bronx, NY 10454 | 347-273-8439 | 917-591-6594 | [REDACTED] |

4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

| | |
|---------------------------------------|-------------------------|
| Contact Name | Noah Barnes |
| Title | Chief Operating Officer |
| Emergency Phone Number (###-###-####) | 212-300-7628 |

5. SCHOOL WEB ADDRESS (URL)

www.brillacollegeprep.org

6. DATE OF INITIAL CHARTER

2012-06-01 00:00:00

7. DATE FIRST OPENED FOR INSTRUCTION

2013-08-01 00:00:00

8. TOTAL NUMBER OF STUDENTS ENROLLED IN 2013-14 (as reported on BEDS Day)

(as reported on BEDS Day)

9. GRADES SERVED IN SCHOOL YEAR 2013-14

Check all that apply

- K

- 1

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?

No, just one site.

12. SCHOOL SITES

Please list the sites where the school will operate in 2014-15.

| | Physical Address | Phone Number | District/CSD | Grades Served at Site | School at Full Capacity at Site | Facilities Agreement |
|-------------------------------|--|------------------|------------------|-----------------------|---------------------------------|----------------------|
| Site 1 (same as primary site) | 413 E. 144th Street Bronx, NY 10454 | 347-273-84 39 | BRONX (TOTAL) | K-2 | No | Rent/Lease |

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

| | Name | Work Phone | Alternate Phone | Email Address |
|--------------------|-----------------|--------------|-----------------|---------------|
| School Leader | Aaron Gillaspie | 917-789-2920 | [REDACTED] | [REDACTED] |
| Operational Leader | Noah Barnes | 917-789-2913 | [REDACTED] | [REDACTED] |
| Compliance Contact | Yeime Valle | 917-789-2930 | [REDACTED] | [REDACTED] |
| Complaint Contact | Gerson Martinez | 917-789-2926 | [REDACTED] | [REDACTED] |

13. Are the School sites co-located?

No

14. Were there any revisions to the school's charter during the 2013-2014 school year? (Please include both those that required authorizer approval and those that did not require authorizer approval).

No

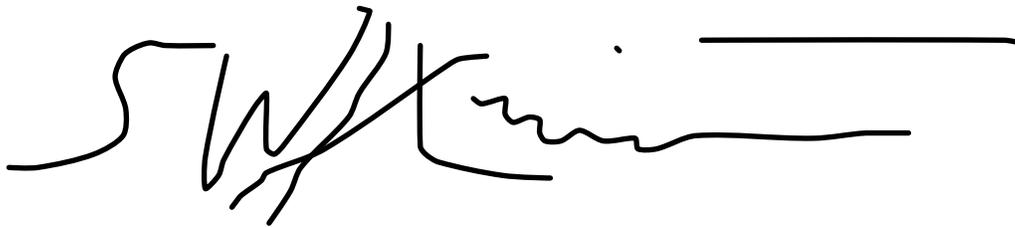
16. Our signatures below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in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

• Yes

Signature, Head of Charter School

A handwritten signature in black ink, consisting of a large, stylized initial 'A' followed by the name 'Gull'.

Signature, President of the Board of Trustees

A handwritten signature in black ink, featuring a large, stylized initial 'S' followed by the name 'Kerrin'.

Thank you.

Audited Financial Statement Checklist

Created Tuesday, July 22, 2014

Updated Friday, October 24, 2014

Page 1

Charter School Name:

1. Please check each item that is included in the 2013-14 Audited Financial Statement submitted for your charter school.

| | Yes/No |
|---|----------------|
| Audited Financial Statements (including report on compliance and report on internal control over financial reporting) | Yes |
| Single Audit (if applicable) | Not Applicable |
| CSP Agreed Upon Procedures (if applicable) | Yes |
| Management Letter | Yes |
| Report on Extracurricular Student Activity Accounts (if applicable) | Not Applicable |
| Corrective Action Plans for any Findings | Not Applicable |

2. Please indicated if there is a finding(s) noted in any of the following sections of your charter school's 2013-14 Audited Financial Statement.

| | Yes/No |
|---|----------------|
| Report on Compliance | No |
| Report on Internal Control over Financial Reporting | No |
| Single Audit | Not Applicable |
| CSP Agreed Upon Procedures Report | No |
| Management Letter | No |

Thank you.

Appendix J: Uncertified Teachers

Created Tuesday, July 22, 2014

Page 1

Charter School Name: 320700861014 BRILLA COLLEGE PREP PUBLIC CS

Note Definition of FTE:

Full-time equivalent employees equal the number of employees on full-time schedules plus the number of employees on part-time schedules converted to a full-time basis. The number of full-time equivalent employees in each industry is the product of the total number of employees and the ratio of average weekly hours per employee for all employees to average weekly hours per employee on full-time schedules. An industry's full-time equivalent employment will be less than the number of its employees on full- and part-time schedules, unless it has no part-time employees (U.S. Commerce--Bureau of Economic Analysis at: http://www.bea.gov/faq/index.cfm?faq_id=368#sthash.8Rbj89kq.dpuf)

How many UNCERTIFIED Full-Time Equivalent Teachers were employed in the charter school as of last day of school in 2013-14?

For each applicable category (i-iv), input the relevant full time equivalent (FTE) count of teachers.

| | FTE |
|---|-----|
| (i) uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience | 1 |
| (ii) tenured or tenure track college faculty | 0 |
| (iv) individuals who possess exceptional business, professional, artistic, athletic, or military experience | 0 |
| Total FTE (Sum of all Uncertified Teaching Staff) | 1 |

How many CERTIFIED Full-Time Equivalent Teachers were employed in the charter school as of the last day of school in 2013-14?

12

Thank you.

Appendix I: Teacher and Administrator Attrition

Created Monday, June 16, 2014

Page 1

Charter School Name: 320700861014 BRILLA COLLEGE PREP PUBLIC CS

Instructions for completing the Teacher and Administrator Attrition Tables
Board of Regents-authorized charter schools should provide, for teachers and administrators only, the full time equivalent (FTE) of staff on June 30, 2013, the FTE for added staff from July 1, 2013 through June 30, 2014, and the FTE for any departed staff from July 1, 2013 through June 30, 2014 using the two tables provided.

2013-14 Teacher Attrition Table

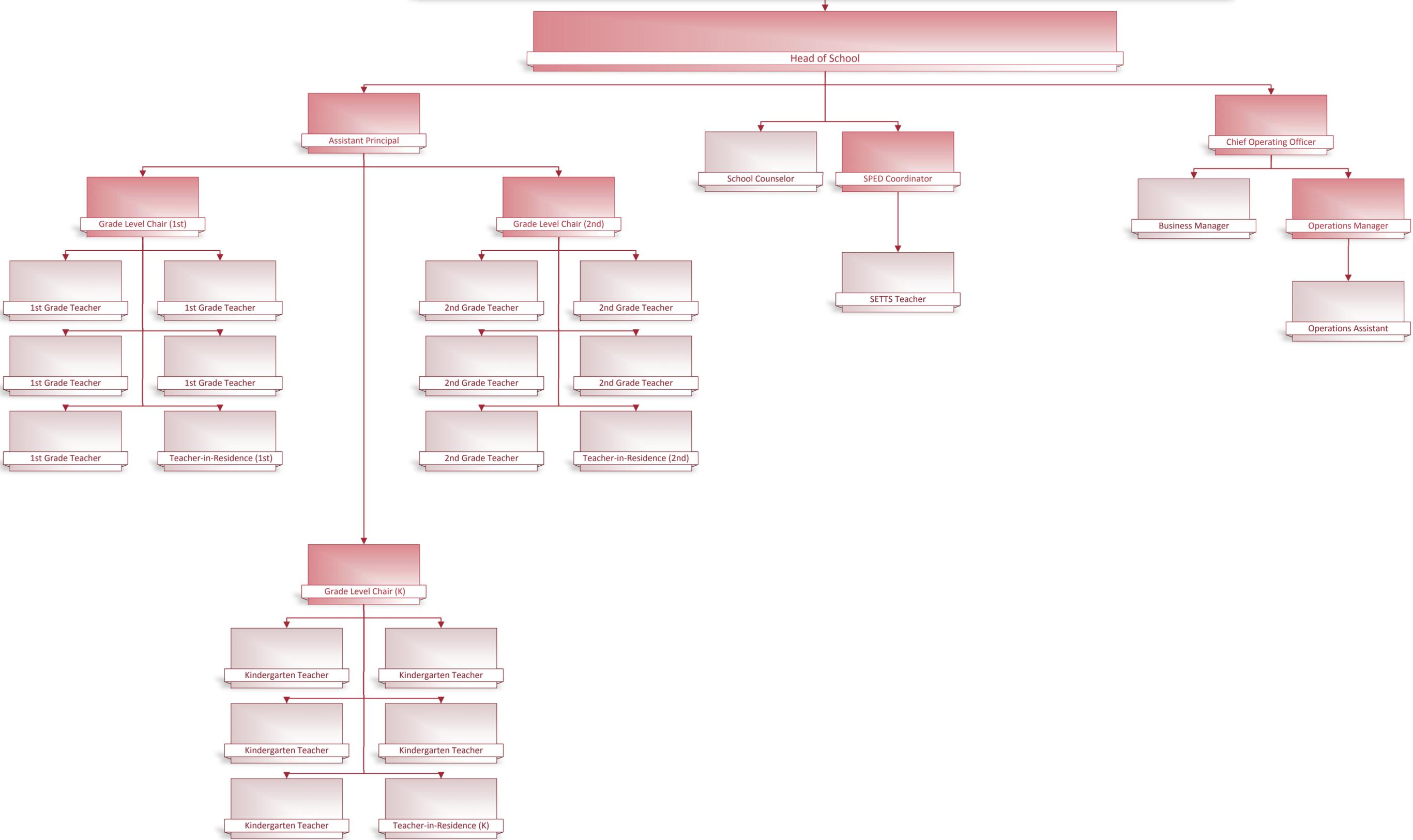
| FTE Teachers on June 30, 2013 | FTE Teachers Additions 7/1/13 – 6/30/14 | FTE Teacher Departures 7/1/13 – 6/30/14 |
|-------------------------------|---|---|
| 13 | 3 | 1 |

2013-14 Administrator Position Attrition Table

| FTE Administrator Positions On 6/30/2013 | FTE Administrator Additions 7/1/13 – 6/30/14 | FTE Administrator Departures 7/1/13 – 6/30/14 |
|--|--|---|
| 8 | 1 | 1 |

Thank you

BRILLA COLLEGE PREPARATORY CHARTER SCHOOL ORG CHART 2014-15



Appendix B: Total Expenditures and Administrative Expenditures per Child

Created Monday, June 16, 2014
Updated Tuesday, July 22, 2014

Page 1

Charter School Name: 320700861014 BRILLA COLLEGE PREP PUBLIC CS

B. Financial Information

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

1. Total Expenditures Per Child

To calculate 'Total Expenditures per Child' take total expenditures (from the unaudited 2013-14 Schedule of Functional Expenses) and divide by the count of students you reported on of BEDS Day. (Integers Only. No dollar signs or commas).

| | |
|--|---------|
| 1. Total Expenditures Per Child Line 1: Total Expenditures Per Pupil | 3407166 |
| 1. Total Expenditures Per Child Line 2: BEDS Day Pupil Count | 199 |
| 1. Total Expenditures Per Child Line 3: Divide Line 1 by Line 2 | 17121 |

2. Administrative Expenditures per Child

To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2013-14 Schedule of Functional Expenses) and divide by the BEDS per pupil count. The relevant portion that must be included in this calculation is defined as follows:

Administrative Expenditures: Administration and management of the charter school includes the activities and personnel of the offices of the chief school officers, the treasurer, the finance or business offices, the purchasing unit, the employee personnel offices, the records management offices, or a public information and services offices. It also includes those administrative and management services provided by other organizations or corporations on behalf of the charter school for which the charter school pays a fee or other compensation.

Please note the following:

Do not include the FTE of personnel dedicated to administration of the instructional programs.

Do not include Employee Benefit costs or expenditures in the above calculations.

A template for the Schedule of Functional Expenses is provided on page 21 of the 2012 Annual Report Guidelines to assist schools identify the categories of expenses needed to compute the two per pupil calculations. This template does not need to be completed or submitted on August 1st as it will be submitted November 1st as part of the audited financial statements. Therefore schools should use unaudited amounts for these per pupil calculations. (See the 2013-14 Annual Report Guidelines in "Resources" area of your portal task page).

To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas).

| | |
|--|--------|
| To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 1: Relevant Personnel Services Cost (Row) | 287675 |
| To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 2: Management and General Cost (Column) | 381074 |
| To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 3: Sum of Line 1 and Line 2 | 668749 |
| To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 4: BEDS Day Pupil Count | 199 |
| To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 5: Divide Line 3 by the BEDS Day Pupil Count | 3360 |

Thank you.

**BRILLA COLLEGE PREPARATORY CHARTER
SCHOOL**

ADVISORY COMMENT LETTER

JUNE 30, 2014



MENGEL METZGER BARR & CO. LLP

Certified Public Accountants

October 21, 2014

To the Board of Trustees
Brilla College Preparatory Charter School

In planning and performing our audit of the financial statements of Brilla College Preparatory Charter School (the Charter School) as of June 30, 2014 and for the period from June 19, 2012 (date of inception) to June 30, 2014, in accordance with auditing standards generally accepted in the United States of America, we considered the Charter 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 entity's internal control. Accordingly, we do not express an opinion on the effectiveness of the Charter 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.

During the course of our audit of the Charter School's financial statements as of June 30, 2014 and for the period from June 19, 2012 (date of inception) to June 30, 2014, we observed the Charter School's significant accounting policies and procedures and certain business, financial and administrative practices. As a result of our observations, we suggest you consider the following comments which we do not consider to be a significant deficiencies or material weaknesses:

Financial Policies and Procedures

During our current year audit, we noted certain financial policies and procedures which were designed to ensure timely identification of material errors and accurate reporting were not always followed. Our audit of the Charter School revealed that certain debit card purchases were made before receiving proper pre-approval from the Head of School or Board Member. Some of the aforementioned approvals were also not dated on the appropriate forms. We did note that all purchases had appropriate support and authorizations that were received after the fact.

Recommendation

The Charter School has extensive policies and procedures which are formally documented in the Financial Policies and Procedures Manual (FPPM) and has hired an outside financial consultant to assist with these controls. We recommend that the Charter School continue to implement these internal controls as documented in the FPPM. If revisions to these policies or procedures are required to reflect changes, they should be documented and disseminated to all affected personnel.

Finance/Audit Committee

During our audit we noted that the School does not have a separate Finance/Audit Committee.

Recommendation

We recommended the Charter School formalize a Finance/Audit Committee and minutes of all Board committees should be maintained. The current Form 990 inquires if all committee meetings were documented as well as meetings of the governing body.

Full Time Equivalent Billing

During our current year audit, we noted two students had certain different information reported per the Final Full Time Equivalent Report then as stated on the attendance records for those students. During testing we noted these students, who left the school during the school year, had slightly different dismissal dates on The Full Time Equivalent Report than was evident on the attendance records.

Recommendation

We recommend the school implement a procedure to ensure proper review and reporting of the student’s full time equivalent on the Final Full Time Equivalent Report. Specifically, if a student begins attendance or is dismissed during the school year, proper controls exist to ensure final report reflects these dates.

* * * * *

This communication is intended solely for the information and use of the Board of Trustees, management, others within the organization, and governmental authorities and is not intended to be, and should not be, used by anyone other than these specified parties.

We appreciate the outstanding cooperation from your staff that our personnel received during the audit of the Charter School's financial statements. Should you have any questions or comments, please contact Shelby Stenson or Kate Welc.

Very truly yours,

Mengel, Metzger, Barr & Co. LLP

MENGEL, METZGER, BARR & CO. LLP

**BRILLA COLLEGE PREPARATORY CHARTER
SCHOOL**

AGREED UPON PROCEDURES

PERIOD ENDED JUNE 30, 2014



MENGEL METZGER BARR & CO. LLP

Certified Public Accountants

INDEPENDENT ACCOUNTANT’S REPORT ON CSP FUNDING

Board of Trustees
Brilla College Preparatory Charter School

We have performed the procedures identified below, which were agreed to by the management of Brilla College Preparatory Charter School (the “Charter School”) and the New York State Education Department (“NYSED”), solely to assist the specified parties in evaluating the Charter School’s assertion to NYSED that it has maintained compliance with the requirements of the CSP grant and Federal and NYSED guidelines in managing the CSP grant.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures we performed and our results are as follows:

Procedure No. 1: We will obtain the detail of expenditures incurred for the period under review relating to the CSP grant from the Charter School’s accounting software and reconcile to the grant revenue recorded by the Charter School. If the CSP grant revenue does not equal the grant expenditures, we will investigate the differences.

Result

We obtained the detail of expenditures incurred for the period under review relating to the CSP grant from the Charter School’s accounting software and the grant revenue recorded by the Charter School. We observed that the CSP grant revenue equaled the grant expenditures.

Procedure No. 2: We will obtain the NYSED approved CSP grant award information, including the budget and any amendments, to determine if the revenue and expenditures recorded for the period appear reasonable.

Result

We observed the Charter School’s approved FS-10, FS-10-A, FS-10F and final expenditure summary, and it appears that revenue and expenditures in the period are reasonable.

Procedure No. 3: We will select a sample of expenditures from the detail obtained in Procedure No. 1.

- a. Payroll – We will select 10 items or 10% of the total number of payroll items charged to the grant, whichever is less.
- b. Other expenses – We will select 10 items or 10% of the total number of other expense items charged to the grant, whichever is less.
- c. Using the above selected items, we will:
 - i. Determine if the expenditure is in accordance with the purpose of the grant and that pre-opening expenditures are charged to pre-opening periods.
 - ii. Determine if the expenditure falls into an approved budget category.
 - iii. Determine if the expenditure was charged to the appropriate fiscal period.

Result

We selected a sample of payroll and other expenses in the period tested. Based on our testing, we noted expenditures appear to be in accordance with the purpose of the grant and that pre-opening expenditures are charged to pre-opening periods, that the expenditures fall into an approved budget category, and the expenditures were charged to the appropriate fiscal period.

Procedure No. 4: We will obtain FS-25 form(s) submitted to NYSED during the period under review and perform the following:

- a. Trace expenditures selected in Procedure No. 3 to requests for reimbursement. Determine that items requested for reimbursement had previously been expended or were expended within a month following the request for reimbursement. If items have not yet been requested for reimbursement, inquire of responsible charter school officials as to the plan for requesting reimbursement, and determine if a receivable is recorded, if appropriate.
- b. If FS-25 forms included amounts on Line 4 (Cash Expenditures Anticipated During Next Month), we will select one FS-25 and determine if funds were expended within 1 month following the date of the request and is at least the amount shown on Line 4.

Result

- a. We obtained the Charter School's FS-25 forms and found items selected in Procedure #3 above were included in the requests for reimbursement. We reviewed the appropriate documentation and determined the items requested for reimbursement had previously been expended.
- b. We obtained one FS-25, submitted on June 18, 2013, Line 4 (Cash Expenditures Anticipated During Next Month) submitted was for \$193,000. When we calculated actual expenses from the time period of June 18, 2013 to July 19, 2013 we discovered that there were only expenditures for approximately \$165,868, for a difference of \$27,132 below the anticipated amount.

We were not engaged to, and did not, conduct an examination, the objective of which would be the expression of an opinion on the Charter School's compliance with the requirements of the CSP grant. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of Brilla College Preparatory Charter School and the New York State Education Department, and it is not intended to be and should not be used by anyone other than the specified parties.

Mengel, Metzger, Barw & Co. LLP

Rochester, New York
October 21, 2014

BRILLA COLLEGE PREPARATORY CHARTER SCHOOL

BRONX, NEW YORK

AUDITED FINANCIAL STATEMENTS

OTHER FINANCIAL INFORMATION

REPORT REQUIRED BY
GOVERNMENT AUDITING STANDARDS

AND

INDEPENDENT AUDITOR'S REPORTS

JUNE 30, 2014



MENGEL METZGER BARR & CO. LLP

Certified Public Accountants

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INDEPENDENT AUDITOR'S REPORT

Board of Trustees
Brilla College Preparatory Charter School

Report on the Financial Statements

We have audited the accompanying financial statements of Brilla College Preparatory Charter School, which comprise the statement of financial position as of June 30, 2014, and the related statements of activities and changes in net assets, functional expenses, and cash flows for the period from June 19, 2012 (date of inception) to June 30, 2014, 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 Brilla College Preparatory Charter School as of June 30, 2014, and the changes in its net assets and its cash flows for the period from June 19, 2012 (date of inception) to June 30, 2014, in accordance with accounting principles generally accepted in the United States of America.

Other Report Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 21, 2014 on our consideration of Brilla College Preparatory Charter 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 Brilla College Preparatory Charter School's internal control over financial reporting and compliance.

Mengel, Metzger, Barw & Co. LLP

Rochester, New York
October 21, 2014

BRILLA COLLEGE PREPARATORY CHARTER SCHOOL

STATEMENT OF FINANCIAL POSITION

JUNE 30, 2014

ASSETS

CURRENT ASSETS

| | |
|---|----------------|
| Cash | \$ 281,181 |
| Grants and other receivables | 225,581 |
| Prepaid expenses and other current assets | <u>113,715</u> |
| TOTAL CURRENT ASSETS | 620,477 |

PROPERTY AND EQUIPMENT, net 681,956

OTHER ASSETS

| | |
|-------------------|---------------|
| Cash - restricted | 25,012 |
| Security deposits | <u>13,750</u> |
| | <u>38,762</u> |

TOTAL ASSETS \$ 1,341,195

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

| | |
|---------------------------------------|----------------|
| Accounts payable and accrued expenses | \$ 86,522 |
| Accrued payroll and benefits | 107,581 |
| Deferred revenue | 16,158 |
| Deferred lease liability | <u>305,000</u> |

TOTAL CURRENT LIABILITIES 515,261

NET ASSETS

| | |
|------------------------|---------------|
| Unrestricted | 775,934 |
| Temporarily restricted | <u>50,000</u> |

TOTAL NET ASSETS 825,934

TOTAL LIABILITIES AND NET ASSETS \$ 1,341,195

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

BRILLA COLLEGE PREPARATORY CHARTER SCHOOL

STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

PERIOD FROM JUNE 19, 2012 (DATE OF INCEPTION) TO JUNE 30, 2014

| | <u>Unrestricted</u> | <u>Temporarily restricted</u> | <u>Total</u> |
|--|---------------------|-----------------------------------|-------------------|
| Operating revenue and support: | | | |
| State and local per pupil operating revenue | \$ 2,956,231 | \$ - | \$ 2,956,231 |
| Federal grants | 679,986 | - | 679,986 |
| State and local grants | 234,946 | - | 234,946 |
| Contributions | 312,837 | 50,000 | 362,837 |
| Insurance recovery | 289,010 | - | 289,010 |
| In-kind contributions | 5,000 | - | 5,000 |
| Interest income | 12 | - | 12 |
| Other income | 8,122 | - | 8,122 |
| TOTAL OPERATING REVENUE AND SUPPORT | <u>4,486,144</u> | <u>50,000</u> | <u>4,536,144</u> |
| Expenses: | | | |
| Program: | | | |
| Regular education | 2,042,062 | - | 2,042,062 |
| Special education | 752,032 | - | 752,032 |
| Management and general | 910,458 | - | 910,458 |
| Fundraising and special events | 5,658 | - | 5,658 |
| TOTAL EXPENSES | <u>3,710,210</u> | <u>-</u> | <u>3,710,210</u> |
| CHANGE IN NET ASSETS | 775,934 | 50,000 | 825,934 |
| Net assets at beginning of period | - | - | - |
| NET ASSETS AT END OF PERIOD | <u>\$ 775,934</u> | <u>\$ 50,000</u> | <u>\$ 825,934</u> |

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

BRILLA COLLEGE PREPARATORY CHARTER SCHOOL

STATEMENT OF FUNCTIONAL EXPENSES

PERIOD FROM JUNE 19, 2012 (DATE OF INCEPTION) TO JUNE 30, 2014

| | No. of Positions | Program Services | | | Supporting Services | | | Total |
|---|---------------------|----------------------|----------------------|--------------|------------------------------|--------------------------------------|------------|--------------|
| | | Regular Education | Special Education | Sub-total | Management and general | Fundraising and special events | Sub-total | |
| Personnel services costs: | | | | | | | | |
| Administrative staff personnel | 8 | \$ 229,487 | \$ 100,924 | \$ 330,411 | \$ 337,936 | \$ 3,625 | \$ 341,561 | \$ 671,972 |
| Instructional personnel | 16 | 611,030 | 240,922 | 851,952 | 31,275 | - | 31,275 | 883,227 |
| Total salaries and wages | 24 | 840,517 | 341,846 | 1,182,363 | 369,211 | 3,625 | 372,836 | 1,555,199 |
| Payroll taxes and employee benefits | | 140,496 | 56,124 | 196,620 | 62,836 | 648 | 63,484 | 260,104 |
| Professional development | | 57,422 | 2,544 | 59,966 | 2,128 | - | 2,128 | 62,094 |
| Legal fees | | - | - | - | 29,732 | - | 29,732 | 29,732 |
| Audit fees | | - | - | - | 26,300 | - | 26,300 | 26,300 |
| Professional fees - other | | - | - | - | 91,933 | 1,385 | 93,318 | 93,318 |
| Student and staff recruitment | | 20,432 | 3,449 | 23,881 | 5,123 | - | 5,123 | 29,004 |
| Curriculum and classroom expenses | | 146,393 | 23,146 | 169,539 | - | - | - | 169,539 |
| Supplies and materials | | 8,365 | 3,655 | 12,020 | 26,406 | - | 26,406 | 38,426 |
| Food services | | 4,473 | 685 | 5,158 | - | - | - | 5,158 |
| Student services | | 107,993 | 16,534 | 124,527 | - | - | - | 124,527 |
| Travel and conferences | | 13,627 | - | 13,627 | 3,623 | - | 3,623 | 17,250 |
| Postage, printing, and copying | | 3,442 | 1,000 | 4,442 | 2,069 | - | 2,069 | 6,511 |
| Insurance | | 36,238 | 15,549 | 51,787 | 15,148 | - | 15,148 | 66,935 |
| Information technology | | 55,369 | 22,353 | 77,722 | 24,748 | - | 24,748 | 102,470 |
| Occupancy | | 498,567 | 217,833 | 716,400 | 203,959 | - | 203,959 | 920,359 |
| Leased equipment | | 11,813 | 5,161 | 16,974 | 4,833 | - | 4,833 | 21,807 |
| Non-capitalized equipment and furnishings | | 4,487 | 1,961 | 6,448 | 1,836 | - | 1,836 | 8,284 |
| Repairs and maintenance | | 36,698 | 16,034 | 52,732 | 17,302 | - | 17,302 | 70,034 |
| Depreciation and amortization | | 55,730 | 24,158 | 79,888 | 23,016 | - | 23,016 | 102,904 |
| Other | | - | - | - | 255 | - | 255 | 255 |
| | | \$ 2,042,062 | \$ 752,032 | \$ 2,794,094 | \$ 910,458 | \$ 5,658 | \$ 916,116 | \$ 3,710,210 |

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

BRILLA COLLEGE PREPARATORY CHARTER SCHOOL

STATEMENT OF CASH FLOWS

PERIOD FROM JUNE 19, 2012 (DATE OF INCEPTION) TO JUNE 30, 2014

CASH FLOWS - OPERATING ACTIVITIES

| | |
|---|----------------|
| Change in net assets | \$ 825,934 |
| Adjustments to reconcile change in net assets to net cash provided from operating activities: | |
| Depreciation and amortization | 102,904 |
| Changes in certain assets and liabilities affecting operations: | |
| Cash -restricted | (25,012) |
| Grants and other receivables | (225,581) |
| Prepaid expenses and other current assets | (113,715) |
| Security deposits | (13,750) |
| Accounts payable and accrued expenses | 86,522 |
| Accrued payroll and benefits | 107,581 |
| Deferred revenue | 16,158 |
| Deferred lease liability | <u>305,000</u> |
| NET CASH PROVIDED FROM OPERATING ACTIVITIES | 1,066,041 |

CASH FLOWS - INVESTING ACTIVITIES

| | |
|--|-------------------|
| Purchases of property and equipment | <u>(784,860)</u> |
| NET CASH USED FOR INVESTING ACTIVITIES | <u>(784,860)</u> |
| NET INCREASE IN CASH | 281,181 |
| Cash at beginning of period | <u>-</u> |
| CASH AT END OF PERIOD | <u>\$ 281,181</u> |

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

BRILLA COLLEGE PREPARATORY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2014

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Charter School

Brilla College Preparatory Charter School (the “Charter School”) is an educational corporation that operates as a charter school in Bronx, New York. On June 19, 2012, the Board of Regents of the University of the State of New York granted the Charter School a provisional charter valid for a term of five years and renewable upon expiration.

The Charter School was established to provide its students in grades K-8 with traditional academic skills to develop their cognitive, social, emotional, and physical excellence

Financial Statement presentation

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

These classes of net assets are defined as follows:

Permanently restricted – Net assets resulting from contributions and other inflows of assets whose use by the Charter School is limited by donor-imposed stipulations that neither expire by passage of time nor can be fulfilled or otherwise removed by actions of the Charter School. The Charter School had no permanently restricted net assets at June 30, 2014.

Temporarily restricted – Net assets resulting from contributions and other inflows of assets whose use by the Charter School is limited by donor-imposed stipulations that either expire by passage of time or can be fulfilled and removed by actions of the Charter School pursuant to those stipulations. Temporarily restricted net assets at June 30, 2014 are restricted for use for technology equipment needs for the blended learning program.

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

Revenue and support recognition

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

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

BRILLA COLLEGE PREPARATORY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2014

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES,

Cont'd

Contributions

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

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

Cash

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

Cash -restricted

The Charter School maintained cash in escrow account in accordance with the terms of its Charter agreement.

Grants and other receivables

Grants and other receivables are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts based on its assessment of the current status of individual receivables from grants, agencies and others. Balances that are still outstanding after management has used reasonable collection efforts are written off against the allowance for doubtful accounts. There was no allowance for doubtful accounts at June 30, 2014.

Property and equipment

Property and equipment are recorded at cost. Depreciation and amortization are computed using the straight-line method on a basis considered adequate to depreciate the assets over their estimated useful lives, which range from three to seven years. Construction in progress is stated at cost. No provision for depreciation is made on construction in progress until such time as the relevant assets are completed and put into use. Leasehold improvements are being amortized over five years which is the lease term.

At June 30, 2014, the Charter School had additional commitments of approximately \$608,000 for leasehold improvements related to the completion of the building renovation project, all of which are expected to be incurred in 2015.

BRILLA COLLEGE PREPARATORY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2014

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES,

Cont'd

Contributed services

The Charter School receives contributed services from volunteers to serve on the Board of Trustees. The Charter School received transportation services, food supplies and services, speech and occupational therapy, paraprofessionals and metro cards for student transportation from the local district. These services are not valued in the financial statements.

In-kind contributions

Gifts and donations other than cash are recorded at fair market value at the date of contribution.

The Charter School received donated supplies which were valued at \$5,000 and are included in curriculum and classroom expenses in the accompanying statement of activities and changes in net assets for the period from June 19, 2012 (date of inception) to June 30, 2014.

Tax exempt status

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

The Charter School has filed for and received income tax exemptions in the various jurisdictions where it is required to do so. The Charter School files Form 990 in the U.S. federal jurisdiction. The tax returns for the years ended June 30, 2013 and 2014 are still subject to potential audit by the IRS. Management of the Charter School believes they have no material uncertain tax positions and, accordingly, will not recognize any liability for unrecognized tax benefits.

Marketing costs

The Charter School expenses marketing costs as they are incurred. Total marketing and recruiting costs approximated \$29,000 for the period from June 19, 2012 (date of inception) to June 30, 2014.

Deferred revenue

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

BRILLA COLLEGE PREPARATORY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2014

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES,

Cont'd

Deferred lease liability

The Charter School leases its facility. The lease contains pre-determined fixed escalations of the base rent. In accordance with GAAP, the Charter School recognizes the related rent expense on a straight-line basis over five years which is the lease term and records the difference between the recognized rental expense and the amounts payable under the lease as a deferred lease liability.

Use of estimates in the preparation of financial statements

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

Subsequent events

The Charter School has conducted an evaluation of potential subsequent events occurring after the statement of financial position date through October 21, 2014, which is the date the financial statements are available to be issued. No subsequent events requiring disclosure were noted, except as disclosed in Note J.

NOTE B: PROPERTY AND EQUIPMENT

Property and equipment consist of the following at June 30, 2014:

| | |
|--|-------------------|
| Furniture and fixtures | \$ 77,186 |
| Computer equipment and software | 168,580 |
| Office equipment | 106,869 |
| Leasehold improvements | 341,697 |
| Construction-in-progress | <u>90,528</u> |
| | 784,860 |
| Less accumulated depreciation and amortization | <u>102,904</u> |
| | <u>\$ 681,956</u> |

Total depreciation and amortization expense was \$102,904 for the period from June 19, 2012 (date of inception) to June 30, 2014.

BRILLA COLLEGE PREPARATORY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2014

NOTE C: SCHOOL FACILITY

The Charter School subleases from an unrelated party, approximately 16,800 square feet of classrooms and office facilities along with 1,900 square feet of play-yard under a non-cancelable lease agreement expiring in June 2018. The current monthly payment is \$47,917. The payments will increase each year of the lease term by the agreed upon amount as described in the lease. Rent expense for the period from June 19, 2012 (date of inception) to June 30, 2014 was \$880,000.

The future minimum payments on this agreement for base rent are as follows:

| <u>Year ending June 30,</u> | <u>Amount</u> |
|-----------------------------|---------------------|
| 2015 | \$ 700,000 |
| 2016 | 925,000 |
| 2017 | 1,100,000 |
| 2018 | <u>1,100,000</u> |
| | <u>\$ 3,825,000</u> |

NOTE D: OPERATING LEASE

The Charter School entered into two non-cancelable lease agreements for office equipment with one expiring in August 2016 and the other expiring in August 2017. The future minimum payments on this agreement are as follows:

| <u>Year ending June 30,</u> | <u>Amount</u> |
|-----------------------------|------------------|
| 2015 | \$ 10,700 |
| 2016 | 10,700 |
| 2017 | <u>8,000</u> |
| | <u>\$ 29,400</u> |

BRILLA COLLEGE PREPARATORY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2014

NOTE E: CONCENTRATIONS

At June 30, 2014, approximately 41% of grants and other receivables are due from New York State relating to certain grants and approximately 43% are due from the Federal government relating to certain grants.

During the period from June 19, 2012 (date of inception) to June 30, 2014, approximately 65% of total operating revenue and support came from per-pupil funding provided by New York State. The per-pupil rate is set annually by the State based on the school district in which the Charter School's students are located. During the period from June 19, 2012 (date of inception) to June 30, 2014, approximately 15% of total operating revenue and support came from the Federal government.

NOTE F: MAJOR GRANTOR

One federal start-up grant accounted for over 11% of total operating revenue and support for the period from June 19, 2012 (date of inception) to June 30, 2014.

NOTE G: INSURANCE CLAIM

In January 2014 the Charter School suffered damage of approximately \$289,000 to the building's boiler system which was owned by the landlord and the insurance proceeds were used by the Charter School to purchase replacement leasehold improvements. The insurance recovery is included on the accompanying statement of activities and changes in net assets and the replacement assets are included in leasehold improvements in the statement of financial position. The total amount of damages was covered by the insurance recovery for the period June 19, 2012 (date of inception) to June 30, 2014.

NOTE H: RETIREMENT PLAN

The Charter School sponsors a defined contribution 403(b) plan covering all regular employees. The Charter School may make a discretionary contribution to the plan. There was no discretionary contribution to the plan for the period from June 19, 2012 (date of inception) to June 30, 2014.

NOTE I: CONTINGENCY

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

NOTE J: SUBSEQUENT EVENT

In July 2014, the Charter School entered into a letter of intent for a tenant improvement loan with a development fund for a construction project with a maximum loan amount of \$465,000.

BRILLA COLLEGE PREPARATORY CHARTER SCHOOL

OTHER FINANCIAL INFORMATION

INDEPENDENT AUDITOR'S REPORT ON OTHER FINANCIAL INFORMATION

Board of Trustees
Brilla College Preparatory Charter School

We have audited the financial statements of Brilla College Preparatory Charter School as of June 30, 2014 and for the period from June 19, 2012 (date of inception) to June 30, 2014, and have issued our report thereon dated October 21, 2014, which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The 2014 financial information hereinafter is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements for the period from June 19, 2012 (date of inception) to June 30, 2014.

Mengel, Metzger, Barr & Co. LLP

Rochester, New York
October 21, 2014

BRILLA COLLEGE PREPARATORY CHARTER SCHOOL

SCHEDULE OF ACTIVITIES

YEAR ENDED JUNE 30, 2014 AND THE PERIOD FROM
JUNE 19, 2012 (DATE OF INCEPTION) TO JUNE 30, 2013

| | Year ended June 30, 2014 | Period from June 19, 2012 (date of inception) to June 30, 2013 | Total |
|--|-----------------------------|--|--------------|
| Operating revenue and support: | | | |
| State and local per pupil operating revenue | \$ 2,956,231 | \$ - | \$ 2,956,231 |
| Federal grants | 462,109 | 217,877 | 679,986 |
| State and local grants | 234,946 | - | 234,946 |
| Contributions | 259,639 | 103,198 | 362,837 |
| Insurance recovery | 289,010 | - | 289,010 |
| In-kind contributions | 5,000 | - | 5,000 |
| Interest income | 12 | - | 12 |
| Other income | 8,122 | - | 8,122 |
| TOTAL OPERATING REVENUE AND SUPPORT | 4,215,069 | 321,075 | 4,536,144 |
| Personnel services costs: | | | |
| Administrative staff personnel | 568,851 | 103,121 | 671,972 |
| Instructional personnel | 875,477 | 7,750 | 883,227 |
| Total salaries and wages | 1,444,328 | 110,871 | 1,555,199 |
| Payroll taxes and employee benefits | 237,127 | 22,977 | 260,104 |
| Professional development | 39,465 | 22,629 | 62,094 |
| Legal fees | - | 29,732 | 29,732 |
| Audit fees | 26,300 | - | 26,300 |
| Professional fees - other | 68,128 | 25,190 | 93,318 |
| Student and staff recruitment | 17,165 | 11,839 | 29,004 |
| Curriculum and classroom expenses | 168,978 | 561 | 169,539 |
| Supplies and materials | 35,098 | 3,328 | 38,426 |
| Food services | 5,158 | - | 5,158 |
| Student services | 124,527 | - | 124,527 |
| Travel and conferences | 9,637 | 7,613 | 17,250 |
| Postage, printing, and copying | 4,311 | 2,200 | 6,511 |
| Insurance | 65,696 | 1,239 | 66,935 |
| Information technology | 94,446 | 8,024 | 102,470 |
| Occupancy | 920,359 | - | 920,359 |
| Leased equipment | 21,807 | - | 21,807 |
| Non-capitalized equipment and furnishings | 8,284 | - | 8,284 |
| Repairs and maintenance | 70,034 | - | 70,034 |
| Depreciation and amortization | 102,071 | 833 | 102,904 |
| Other expenses | 175 | 80 | 255 |
| TOTAL EXPENSES | 3,463,094 | 247,116 | 3,710,210 |
| CHANGE IN NET ASSETS | \$ 751,975 | \$ 73,959 | \$ 825,934 |

BRILLA COLLEGE PREPARATORY CHARTER SCHOOL

REPORT REQUIRED BY GOVERNMENT AUDITING STANDARDS

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

Board of Trustees
Brilla College Preparatory Charter School

We have audited 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, the financial statements of Brilla College Preparatory Charter School, which comprise the statement of financial position as of June 30, 2014, and the related statements of activities and changes in net assets, functional expenses, and cash flows for the period from June 19, 2012 (date of inception) to June 30, 2014, and the related notes to the financial statements and have issued our report thereon dated October 21, 2014.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Brilla College Preparatory Charter 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 Brilla College Preparatory Charter School's internal control. Accordingly, we do not express an opinion on the effectiveness of Brilla College Preparatory Charter 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.

Compliance and Other Matters

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

We noted certain matters that we reported to management of Brilla College Preparatory Charter School in a separate letter dated October 21, 2014.

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 entity'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 entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Restricted Use

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

Mengel, Metzger, Barw & Co. LLP

Rochester, New York
October 21, 2014

**BRILLA COLLEGE PREPARATORY CHARTER
SCHOOL**

REPORT TO THE BOARD OF TRUSTEES

JUNE 30, 2014



MENGEL METZGER BARR & CO. LLP

Certified Public Accountants

October 21, 2014

Board of Trustees
Brilla College Preparatory Charter School

We have audited the financial statements of Brilla College Preparatory Charter School as of June 30, 2014, and for the period from June 19, 2012 (date of inception) to June 30, 2014, and have issued our report thereon dated October 21, 2014. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated May 14, 2014, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in conformity with accounting principles generally accepted in the United States of America and *Governmental Auditing Standards*. Our audit of the financial statements does not relieve you or management of its respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing 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 over financial reporting. Accordingly, as part of our audit, we considered the internal control of Brilla College Preparatory Charter School solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our comments regarding other matters noted during our audit in a separate letter to you dated October 21, 2014.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate and our firm have complied with all relevant ethical requirements regarding independence.

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by Brilla College Preparatory Charter School is included in Note A to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during the period from June 19, 2012 (date of inception) to June 30, 2014. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on 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 markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements were the collectability of grants receivable, as well as the allocation of costs for the statement of functional expenses. We evaluated key factors and assumptions used to develop these estimates and determined that they are reasonable in relation to the basic financial statements taken as a whole.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting Brilla College Preparatory Charter School's financial statements relate to revenue and support recognition, which is referred to in the notes of the financial statements.

Identified or Suspected Fraud

We have not identified or obtained any information indicating that fraud may have occurred.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole. We are pleased to inform you no such misstatements we noted.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to Brilla College Preparatory Charter School's financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of the audit.

Representations Requested from Management

We have requested certain written representations from management, which are included in the management representation letter.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings or Issues

In the normal course of our professional association with Brilla College Preparatory Charter School, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, business conditions affecting the entity, and business plans and strategies that may affect the risks of material misstatement. 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 accounting principles generally accepted in the United States of America, 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 use to prepare the financial statements or to the financial statements themselves.

* * * * *

Should you desire further information concerning these matters, Shelby Stenson or Kate Welc will be happy to meet with you at your convenience.

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

Very truly yours,

Mengel, Metzger, Barr & Co. LLP

MENGEL, METZGER, BARR & CO. LLP



Financial A

School Name:

Date:

School Fiscal Contact Name:
School Fiscal Contact Email:
School Fiscal Contact Phone:
District of Location:
Authorizer:
Years of Operation:
Facility:
Grades Currently Served:
Planned Grades at Full Capacity:
Enrollment:
Max Enrollment:
Year of Most Recent Data
School Fiscal Contact Phone:

School Audit Firm Name:
School Audit Contact Name:
School Audit Contact Email:
School Audit Contact Phone:

Latest Audit Period (through June 30):
Do Not Use this Box

Appendix E: Disclosure of Financial Interest Form

Created Tuesday, July 22, 2014

Page 1

320700861014 BRILLA COLLEGE PREP PUBLIC 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 2013-14 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-trustee-disclosure-form/>. Trustees may download and/or email their forms to you upon completion.

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 <https://fluidsurveys.com/account/surveys/540612/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.



Audit Supplemental Data Request Form

for Regents-Authorized Charter Schools

Brilla College Preparatory Charter School

July 23, 2014

Noah Barnes

CSD of Location

SED

2013

Private

K- 1st

K-12

201

249

2014

Mengel Metzger Barr & Co. LLP

Michelle Cain

2014

Brilla College Preparatory Charter School 2014

Brilla College Preparatory Charter School

PROJECTED BUDGET FOR 2014-2015

July 1, 2014 to June 30, 2015

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

| PROJECTED BUDGET FOR 2014-2015 | | | | | | | | Assumptions |
|--|-------------------|-------------------|----------------|-------------|----------------------|------------------|--|--|
| July 1, 2014 to June 30, 2015 | | | | | | | | DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable |
| Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10. | | | | | | | | |
| | REGULAR EDUCATION | SPECIAL EDUCATION | OTHER | FUNDRAISING | MANAGEMENT & GENERAL | TOTAL | | |
| Total Revenue | 2,403,482 | 984,862 | - | - | 836,153 | 4,224,497 | | |
| Total Expenses | 2,390,575 | 973,559 | - | - | 829,946 | 4,194,080 | | |
| Net Income | 12,907 | 11,303 | - | - | 6,207 | 30,417 | | |
| Actual Student Enrollment | 237 | 45 | | | | | | |
| Total Paid Student Enrollment | 237 | 45 | | | | 282 | | |
| PROGRAM SERVICES | | | | | | | | |
| | REGULAR EDUCATION | SPECIAL EDUCATION | OTHER | FUNDRAISING | MANAGEMENT & GENERAL | TOTAL | | |
| Therapists & Counselors | 1.00 | 50,633 | 11,867 | - | - | 62,500 | | |
| Other | - | 2,734 | 3,141 | - | 8,500 | 14,375 | Stipend and bonus | |
| TOTAL INSTRUCTIONAL | 24 | 1,025,810 | 381,447 | - | 8,500 | 1,415,757 | | |
| NON-INSTRUCTIONAL PERSONNEL COSTS | | | | | | | | |
| Nurse | - | - | - | - | - | - | | |
| Librarian | - | - | - | - | - | - | | |
| Custodian | - | - | - | - | - | - | | |
| Security | - | - | - | - | - | - | | |
| Other | - | - | - | - | - | - | | |
| TOTAL NON-INSTRUCTIONAL | - | - | - | - | - | - | | |
| SUBTOTAL PERSONNEL SERVICE COSTS | 31 | 1,149,404 | 487,590 | - | 393,823 | 2,030,817 | | |
| PAYROLL TAXES AND BENEFITS | | | | | | | | |
| Payroll Taxes | - | 95,339 | 40,444 | - | 32,666 | 168,449 | | |
| Fringe / Employee Benefits | - | 134,863 | 57,210 | - | 46,208 | 238,281 | | |
| Retirement / Pension | - | - | - | - | - | - | | |
| TOTAL PAYROLL TAXES AND BENEFITS | - | 230,202 | 97,654 | - | 78,874 | 406,730 | | |
| TOTAL PERSONNEL SERVICE COSTS | - | 1,379,606 | 585,244 | - | 472,697 | 2,437,547 | | |
| CONTRACTED SERVICES | | | | | | | | |
| Accounting / Audit | - | - | - | - | 25,000 | 25,000 | | |
| Legal | - | - | - | - | 5,525 | 5,525 | | |
| Management Company Fee | - | - | - | - | - | - | | |
| Nurse Services | - | - | - | - | - | - | | |
| Food Service / School Lunch | - | - | - | - | - | - | | |
| Payroll Services | - | - | - | - | 3,000 | 3,000 | | |
| Special Ed Services | - | - | - | - | - | - | | |
| Titlement Services (i.e. Title I) | - | - | - | - | - | - | | |
| Other Purchased / Professional / Consulting | - | 151,754 | 48,382 | - | 63,128 | 263,264 | Academic, finance, Erate and Tech consultant and Janitorial services | |
| TOTAL CONTRACTED SERVICES | - | 151,754 | 48,382 | - | 96,653 | 296,789 | | |
| SCHOOL OPERATIONS | | | | | | | | |
| Board Expenses | - | - | - | - | 750 | 750 | | |
| Classroom / Teaching Supplies & Materials | - | 20,253 | 4,747 | - | - | 25,000 | | |
| Special Ed Supplies & Materials | - | - | 4,444 | - | - | 4,444 | | |
| Textbooks / Workbooks | - | 45,903 | 10,758 | - | - | 56,661 | | |
| Supplies & Materials other | - | - | - | - | - | - | | |
| Equipment / Furniture | - | 16,696 | 7,083 | - | 5,721 | 29,500 | | |
| Telephone | - | 20,312 | 8,617 | - | 6,960 | 35,888 | | |
| Technology | - | 34,411 | 9,106 | - | 1,879 | 45,396 | | |
| Student Testing & Assessment | - | 4,456 | 1,044 | - | - | 5,500 | | |
| Field Trips | - | 7,291 | 1,709 | - | - | 9,000 | | |
| Transportation (student) | - | - | - | - | - | - | | |
| Student Services - other | - | 43,747 | 10,253 | - | - | 54,000 | | |
| Office Expense | - | 8,726 | 4,058 | - | 21,221 | 34,005 | | |
| Staff Development | - | 11,320 | 4,802 | - | 3,878 | 20,000 | | |
| Staff Recruitment | - | 11,886 | 5,042 | - | 4,072 | 21,000 | | |
| Student Recruitment / Marketing | - | - | - | - | - | - | | |
| School Meals / Lunch | - | 4,051 | 949 | - | - | 5,000 | | |
| Travel (Staff) | - | 566 | 240 | - | 194 | 1,000 | | |
| Fundraising | - | - | - | - | - | - | | |
| Other | - | - | - | - | 200 | 200 | | |
| TOTAL SCHOOL OPERATIONS | - | 229,617 | 72,852 | - | 44,875 | 347,344 | | |
| FACILITY OPERATION & MAINTENANCE | | | | | | | | |
| Insurance | - | 15,847 | 6,723 | - | 5,430 | 28,000 | | |

Brilla College Preparatory Charter School

PROJECTED BUDGET FOR 2014-2015

| PROJECTED BUDGET FOR 2014-2015 | | | | | | | Assumptions |
|--|--------------------------|--------------------------|-----------------------|------------------|----------------------|------------------|--|
| July 1, 2014 to June 30, 2015 | | | | | | | DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable |
| Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10. | | | | | | | |
| | REGULAR EDUCATION | SPECIAL EDUCATION | OTHER | FUNDRAISING | MANAGEMENT & GENERAL | TOTAL | |
| Total Revenue | 2,403,482 | 984,862 | - | - | 836,153 | 4,224,497 | |
| Total Expenses | 2,390,575 | 973,559 | - | - | 829,946 | 4,194,080 | |
| Net Income | 12,907 | 11,303 | - | - | 6,207 | 30,417 | |
| Actual Student Enrollment | 237 | 45 | | | | | |
| Total Paid Student Enrollment | 237 | 45 | | | | 282 | |
| | PROGRAM SERVICES | | | SUPPORT SERVICES | | | |
| | REGULAR EDUCATION | SPECIAL EDUCATION | OTHER | FUNDRAISING | MANAGEMENT & GENERAL | TOTAL | |
| Janitorial | - | - | - | - | - | - | |
| Building and Land Rent / Lease | 498,064 | 211,284 | - | - | 170,653 | 880,000 | |
| Repairs & Maintenance | 13,810 | 5,858 | - | - | 4,732 | 24,400 | |
| Equipment / Furniture | - | - | - | - | - | - | |
| Security | - | - | - | - | - | - | |
| Utilities | 33,959 | 14,406 | - | - | 11,635 | 60,000 | |
| TOTAL FACILITY OPERATION & MAINTENANCE | 561,680 | 238,270 | - | - | 192,450 | 992,400 | |
| DEPRECIATION & AMORTIZATION | 67,918 | 28,811 | - | - | 23,271 | 120,000 | |
| DISSOLUTION ESCROW & RESERVES / CONTIGENCY | - | - | - | - | - | - | |
| TOTAL EXPENSES | 2,390,575 | 973,559 | - | - | 829,946 | 4,194,080 | |
| NET INCOME | 12,907 | 11,303 | - | - | 6,207 | 30,417 | |
| ENROLLMENT - *School Districts Are Linked To Above Entries* | REGULAR EDUCATION | SPECIAL EDUCATION | TOTAL ENROLLED | | | | |
| New York City | 237 | 45 | 282 | | | | |
| School District 2 (Enter Name) | | | - | | | | |
| School District 3 (Enter Name) | | | - | | | | |
| School District 4 (Enter Name) | | | - | | | | |
| School District 5 (Enter Name) | | | - | | | | |
| TOTAL ENROLLMENT | 237 | 45 | 282 | | | | |
| REVENUE PER PUPIL | 10,141 | 21,886 | - | | | | |
| EXPENSES PER PUPIL | 10,087 | 21,635 | - | | | | |

Appendix F: BOT Membership Table

Created Monday, June 16, 2014

Page 1

320700861014 BRILLA COLLEGE PREP PUBLIC 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 | Scott Hamilton | Chair/President | Yes | Education | 1 term; 1 year length from inception | |
| 2 | Eric Eckholdt | Treasurer | Yes | Finance | 1 Term; 2 year length from inception | |
| 3 | Brian Carty | | Yes | Education | 1 Term; 3 year length from inception | |
| 4 | Maryann Hedaa | | Yes | Education | 1 Term; 2 year length from inception | |
| 5 | Anthony J. de Nicola | | Yes | Finance | 1 Term; 3 year length from inception | |
| 6 | Richard E. Ramirez | Secretary | | Media | 1 Term; 1 year length from inception | |
| 7 | Stephanie Saroki de Garcia | | | Education | 1 Term; 1 year length from inception | |

2. Total Number of Members Joining Board during the 2013-14 school year

7

3. Total Number of Members Departing the Board during the 2013-14 school year

0

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

No Cap

5. How many times did the Board meet during the 2013-14 school year?

12

6. How many times will the Board meet during the 2014-15 school year?

12

Thank you.

Minutes
Meeting of the Board of Directors
Brilla College Preparatory Charter School
July 10, 2013
320 Park Avenue, Suite 2500, Room 26A, New York City

The Board of Directors of the Brilla College Preparatory Charter School met for a regular meeting on Wednesday, July 10, 2013.

The following directors were present:

1. Eric Eckholdt
2. Scott Hamilton
3. Tony de Nicola
4. Rick Ramirez
5. Stephanie Saroki de Garcia

Maryann Hedaa, Brian Carty and Mr. Gillaspie were not present. School faculty in attendance were Mr. Barnes, Mr. Martinez and the **Director of Operations**. No members of the general public attended.

Mr. Hamilton, serving as Chair, called the meeting to order at 4:30PM (EST).

The first order of business was the approval of the minutes from the June 5th, 2013 board meeting. After a note on misspellings, and upon motion duly made by Mr. de Nicola and seconded by Mr. Ramirez and unanimously carried, the minutes were approved.

The next orders of business were an updates on the school building and finances. The school faculty led the board through a presentation on the current progress of updates to the school building in preparation for the first day of school. Next, the board was presented on the current state of finances and cash flow for the upcoming year.

The next order of business was a presentation on recruitment led by Mr. Martinez. Mr. Martinez updated the board on the current total of enrolled students, demographics of the current students and a brief update on future recruitment.

The next order of business was an update on operations by **Director of Operations**. The board was updated on the current priorities for the operations staff in preparation for the upcoming school year and systems that are currently being implemented.

Upon motion duly made, seconded and carried, the meeting was adjourned at 5:30PM.

These minutes respectfully submitted,

Rick Ramirez
Secretary

Minutes
Meeting of the Board of Directors
Brilla College Preparatory Charter School
August 7, 2013
Brilla College Preparatory, 413 East 144th Street, Bronx, NY

The Board of Directors of the Brilla College Preparatory Charter School met for a regular meeting on Wednesday, August 7, 2013.

The following directors were present:

1. Brian Carty
2. Eric Eckholdt
3. Scott Hamilton
4. Rick Ramirez
5. Stephanie Saroki de Garcia

Maryann Hedaa and Mr. de Nicola were not present. School faculty in attendance were Mr. Gillaspie and Mr. Barnes. No members of the general public attended.

Mr. Hamilton, serving as Chair, called the meeting to order at 4:24PM (EST).

The first order of business was the approval of the minutes from the July 10th, 2013 board meeting. After a note on misspellings, and upon motion duly made by Mr. Eckholdt and seconded by Mr. Ramirez and unanimously carried, the minutes were approved.

The next orders of business were updates on the school building, finances and student recruitment. Mr. Gillaspie and Mr. Barnes led the board through an update on the school building progress and needs before the school year. Next, the board was presented updates on finances and student recruitment. Mr. Gillaspie suggested the board amend the enrollment policy for future years and after motion duly made by Stephanie Saroki de Garcia and seconded by Eric Eckholdt, the board unanimously approved an amendment to Brilla's enrollment policy to include priority to District Seven students and families.

The next orders of business were presentations on the SED Review and lessons learned while opening Brilla by Mr. Gillaspie and Mr. Barnes.

Upon motion duly made, seconded and carried, the meeting was adjourned at 5:00PM and the board was led on a tour of Brilla College Preparatory by the administration staff.

These minutes respectfully submitted,

Rick Ramirez
Secretary

Minutes
Meeting of the Board of Directors
Brilla College Preparatory Charter School
September 4th, 2013
Brilla College Preparatory, 413 East 144th Street, Bronx, NY

The Board of Directors of the Brilla College Preparatory Charter School met for a regular meeting on Wednesday, September 4, 2013.

The following directors were present:

1. Eric Eckholdt
2. Scott Hamilton
3. Maryann Hedaa
4. Rick Ramirez
5. Stephanie Saroki de Garcia

Mr. Carty called in to the meeting. Mr. de Nicola was not present. School faculty in attendance were Mr. Gillaspie and Mr. Barnes. No members of the general public attended.

Mr. Hamilton, serving as Chair, called the meeting to order at 4:30PM (EST).

The first order of business was the approval of the minutes from the August 7th, 2013 board meeting. Upon motion duly made by Ms. Saroki de Garcia and seconded by Ms. Hedaa and unanimously carried, the minutes were approved.

The next orders of business were updates on the finances, NWEA results and school building updates. Mr. Gillaspie and Mr. Barnes led the board through an update on the current state of finances for the school year. It was asked that spreadsheets be sent out with agendas for future meetings. Next, the board was presented updates on the NWEA results by Mr. Barnes and Mr. Gillaspie, particularly the data which showed ELA scores higher than Math scores for students. Next was an update on the school building and problems, issues that were resolved within the first few days of school, and suggestions for future implementations.

The next orders of business were presentations on bathroom procedures and the October Ribbon Cutting Ceremony. Mr. Gillaspie updated the board on a few issues that arose and are being resolved regarding the bathrooms in the building. Mr. Gillaspie then asked for suggestions on October's Ribbon Cutting Ceremony and asked for suggestions on invites to thank the community and Brilla supporters for all their involvement.

Upon motion duly made, seconded and carried, the meeting was adjourned at 5:30PM.

These minutes respectfully submitted,

Rick Ramirez
Secretary

Minutes
Meeting of the Board of Directors
Brilla College Preparatory Charter School
October 5th, 2013
Brilla College Preparatory, 413 East 144th Street, Bronx, NY

The Board of Directors of the Brilla College Preparatory Charter School met for a meeting and ribbon cutting ceremony on Saturday, October 5th, 2013.

The following directors were present:

1. Brian Carty
2. Eric Eckholdt
3. Tony de Nicola
4. Scott Hamilton
5. Maryann Hedaa
6. Rick Ramirez

Ms. Saroki de Garcia was not present. School faculty in attendance were Mr. Gillaspie and Mr. Barnes and Mr. Martinez

After the ribbon cutting ceremony and presentations by the school community and faculty, Mr. Hamilton, serving as Chair, called the meeting to order at 12:07PM (EST).

The first orders of business were updates on the school building. Mr. Gillaspie, Mr. Barnes and Mr. Martinez led the board through an update of the school building and security. The board was led through implementations that implemented as well as next steps to improve upon the current progress.

Upon motion duly made, seconded and carried, the meeting was adjourned at 12:40PM.

These minutes respectfully submitted,

Rick Ramirez
Secretary

Minutes
Meeting of the Board of Directors
Brilla College Preparatory Charter School
November 6th, 2013
Brilla College Preparatory, 413 East 144th Street, Bronx, NY

The Board of Directors of the Brilla College Preparatory Charter School met for a regular meeting on Wednesday November 6th, 2013.

The following directors were present:

1. Brian Carty
2. Eric Eckholdt
3. Tony de Nicola
4. Scott Hamilton
5. Maryann Hedaa
6. Rick Ramirez
7. Stephanie Saroki de Garcia

School faculty in attendance were Mr. Gillaspie and Mr. Barnes and security consultant from Bronson Risk Consultants.

Mr. Hamilton, serving as Chair, called the meeting to order at 4:30PM (EST).

The first order of business was the approval of the minutes from the October 5th, 2013 board meeting. Upon motion duly made by Mr. Hamilton and seconded by Mr. Ramirez and unanimously carried, the minutes were approved.

The next orders of business were updates on financials and a vote on the 990 form. After a brief presentation by Mr. Barnes and upon notion duly made by Mr. Ramirez and seconded by Mr. Hamilton, the 990 form was approved.

The next orders of business were general updates, announcements, board meeting scheduling and a security review by Bronson Risk Consultants. Mr. Gillaspie and Mr. Barnes led the board through the school building updates and opened the floor for a presentation by Mr. Fleming of Bronson Risk Consultants. Mr. Gillaspie then led the board through his security decisions given Mr. Fleming's suggestions.

Upon motion duly made, seconded and carried, the meeting was adjourned at 5:30PM.

These minutes respectfully submitted,

Rick Ramirez
Secretary

Minutes
Meeting of the Board of Directors
Brilla College Preparatory Charter School
December 4th, 2013
Brilla College Preparatory, 413 East 144th Street, Bronx, NY

The Board of Directors of the Brilla College Preparatory Charter School met for a regular meeting on Wednesday December 4th, 2013.

The following directors were present:

1. Brian Carty
2. Eric Eckholdt
3. Tony de Nicola
4. Scott Hamilton
5. Maryann Hedaa
6. Rick Ramirez
7. Stephanie Saroki de Garcia

School faculty in attendance were Mr. Gillaspie and Mr. Barnes and TarynAnn Barry, Director of Special Education.

Mr. Hamilton, serving as Chair, called the meeting to order at 5:00PM (EST).

The first order of business was the approval of the minutes from the November 6th, 2013 board meeting. Upon motion duly made by Mr. Eckholdt, seconded by Ms. Hedaa and unanimously carried, the minutes were approved.

The next orders of business were updates on finances and general updates. Ms. Barry gave an update to the board regarding Blended Learning and Mr. Barnes discussed the current state and projections regarding finances. Mr. Gillaspie then walked the board through general updates and community building activities at Brilla.

The next orders of business were building updates and a review of Mr. Gillaspie's fundraising plan. The board was led through a proposal for security and building updates and the current fundraising plan to ensure Brilla's operations.

At 6:06, the board went into executive session to discuss performance reviews concerning the Administration Staff.

Upon motion duly made, seconded and carried, the meeting was adjourned at 6:20PM.

These minutes respectfully submitted,

Rick Ramirez
Secretary

Minutes
Meeting of the Board of Directors
Brilla College Preparatory Charter School
January 23rd, 2014
Brilla College Preparatory, 413 East 144th Street, Bronx, NY

The Board of Directors of the Brilla College Preparatory Charter School met for a regular meeting on Thursday, January 23rd, 2014

The following directors were present:

1. Brian Carty
2. Eric Eckholdt
3. Tony de Nicola
4. Scott Hamilton
5. Rick Ramirez
6. Stephanie Saroki de Garcia

Maryann Hedaa was not present. School faculty in attendance were Mr. Gillaspie, Mr. Barnes, Mr. Martinez and TarynAnn Barry, Director of Special Education.

Mr. Hamilton, serving as Chair, called the meeting to order at 5:00PM (EST).

The first order of business was the approval of the minutes from the November 6th, 2013 board meeting. Upon motion duly made by Mr. Eckholdt, seconded by Ms. Hedaa and unanimously carried, the minutes were approved.

The next orders of business were updates on finances and general building updates. Mr. Barnes discussed the current state and projections regarding finances and insurance updates based on recent building issues. Mr. Gillaspie added to the conversation then walked the board through general updates and insurance coverage. Mr. De Nicola moved to create a board subcommittee to approve finances concerning building issues moving forward consisting of Eric Eckholdt and Brian Carty. The motion was seconded and approved unanimously.

The next order of business was Mr. Gillaspie's fundraising plan. The board was led through a proposal of the current fundraising plan and ideas for future growth and consistency to ensure Brilla's operations.

Upon motion duly made, seconded and carried, the meeting was adjourned at 6:04PM.

These minutes respectfully submitted,

Rick Ramirez
Secretary

Minutes
Meeting of the Board of Directors
Brilla College Preparatory Charter School
February 27th, 2014
Brilla College Preparatory, 413 East 144th Street, Bronx, NY

The Board of Directors of the Brilla College Preparatory Charter School met for a regular meeting on Thursday, February 27th, 2014

The following directors were present:

1. Eric Eckholdt
2. Tony de Nicola
3. Scott Hamilton
4. Maryann Hedaa
5. Rick Ramirez
6. Stephanie Saroki de Garcia

Brian Carty was not present. School faculty in attendance were Mr. Gillaspie, Mr. Barnes, Mr. English, Ms. Kopro, Mr. Martinez and Ms. Barry. No members of the public attended.

Mr. Hamilton, serving as Chair, called the meeting to order at 5:00PM (EST).

The first order of business was the approval of the minutes from the January 23rd, 2014 board meeting. Upon motion duly made by Ms. Saroki de Garcia, seconded by Ms. Hedaa and unanimously carried, the minutes were approved.

The next orders of business were updates on the NWEA Mid-Year Assessment and School Finances. Ms. Barry and Mr. English led the board through the update on the NWEA Mid-Year results, successes and lessons learned and goals moving forward. Next, Mr. Barnes discussed the current state and projections regarding finances and insurance updates based on recent building issues.

The next orders of business were school updates and future plans by Mr. Gillaspie. Mr. Gillaspie led the board through his current plans for summer programs and upcoming events at Brilla. He then led the board through his current plan regarding recruitment and hiring of new teachers and he current projections for student enrollment. Mr. Gillaspie also charged the board with coming to visit the school in the coming months and bringing guests to see the school during the day.

Upon motion duly made, seconded and carried, the meeting was adjourned at 6:12PM.

These minutes respectfully submitted,

Rick Ramirez
Secretary

Minutes
Meeting of the Board of Directors
Brilla College Preparatory Charter School
March 27th, 2014
Brilla College Preparatory, 413 East 144th Street, Bronx, NY

The Board of Directors of the Brilla College Preparatory Charter School met for a regular meeting on Thursday, March 27th, 2014

The following directors were present:

1. Brian Carty
2. Eric Eckholdt
3. Scott Hamilton
4. Maryann Hedaa
5. Rick Ramirez
6. Stephanie Saroki de Garcia

Tony de Nicola was not present. School faculty in attendance were Mr. Gillaspie and Mr. Barnes. No members of the public attended.

Mr. Hamilton, serving as Chair, called the meeting to order at 5:00PM (EST).

The first order of business was the approval of the minutes from the February 27th, 2014 board meeting. Upon motion duly made, seconded and unanimously carried, the minutes were approved.

The next orders of business were updates on the state of the school, DOE Survey and outside professional development. Mr. Gillaspie updated the board on the current track of students to reach end of year goals and updates on current representatives for professional development.

The next orders of business were updates on applicants for next year, blended learning and a rubric for school evaluation. Mr. Gillaspie led the board on the current states of applicants, the response of Blended Learning in the school and a proposal for school evaluation to be vetted by members of the board.

The next orders of business were updates on finances and fundraising by Mr. Gillaspie and Mr. Barnes. The staff compensation model was discussed and approved for the 2014-15 school year and the board was updated on the current state of fundraising.

Upon motion duly made, seconded and carried, the meeting was adjourned at 6:00PM.

These minutes respectfully submitted,

Rick Ramirez
Secretary

Minutes
Meeting of the Board of Directors
Brilla College Preparatory Charter School
April 29, 2014
Brilla College Preparatory, 413 East 144th Street, Bronx, NY

The Board of Directors of the Brilla College Preparatory Charter School met for a regular meeting on Tuesday, April 29, 2014

The following directors were present:

1. Brian Carty
2. Eric Eckholdt
3. Scott Hamilton
4. Maryann Hedaa
5. Rick Ramirez
6. Stephanie Saroki de Garcia

Tony de Nicola was not present. School faculty in attendance were Mr. Gillaspie and Mr. Barnes. No members of the public attended.

Mr. Hamilton, serving as Chair, called the meeting to order at 5:09PM (EST).

The first order of business was the approval of the minutes from the March 27th, 2014 board meeting. Upon motion duly made, seconded and unanimously carried, the minutes were approved.

The next orders of business were academic and finance updates. Mr. Gillaspie updated the board on the current state of academics for the students in relation to end of year goals. Mr. Barnes then led the board through the current state of finances.

The next orders of business were a review and recommendation for the FY2014-15 budget and recommendations for vendor changes. Mr. Barnes reviewed the current proposals for the FY2014-15 budget, and after motion duly made by Eric Eckholdt and seconded by Brian Carty, the board unanimously approved the FY2014-15 budget. Mr. Barnes then updated the board on a proposed vendor change, and after motion duly made by Eric Eckholdt and seconded by Rick Ramirez, the board unanimously approved the changing of vendors.

Upon motion duly made, seconded and carried, the meeting was adjourned at 6:11PM.

These minutes respectfully submitted,

Rick Ramirez
Secretary

Minutes
Meeting of the Board of Directors
Brilla College Preparatory Charter School
May 29, 2014
Brilla College Preparatory, 413 East 144th Street, Bronx, NY

The Board of Directors of the Brilla College Preparatory Charter School met for a regular meeting on Thursday, May 29, 2014

The following directors were present:

1. Eric Eckholdt
2. Scott Hamilton
3. Rick Ramirez
4. Stephanie Saroki de Garcia

Brian Carty, Maryann Hedaa and Tony de Nicola were not present. School faculty in attendance were Mr. Gillaspie and Mr. Barnes. No members of the public attended.

Mr. Hamilton, serving as Chair, called the meeting to order at 5:06PM (EST).

The first order of business was the approval of the minutes from the April 29th, 2014 board meeting. Upon motion duly made, seconded and unanimously carried, the minutes were approved.

The next orders of business were updates on finance and the state of the school. Mr. Barnes led the board through the current state of finances. Mr. Gillaspie then updated the board on the current state of the school and updates for the year's close out and beginning of year two. The board was presented with the 2014-2015 school calendar, and after motion duly made by Eric Eckholdt and seconded by Rick Ramirez, the board unanimously approved the school calendar.

The next orders of business were updates on the 2nd year after school program, construction and fundraising. Mr. Gillaspie presented the board with an overview of the plans for the after school program in year two. Mr. Barnes then led the board through proposals for upcoming construction and fundraising needed.

Upon motion duly made, seconded and carried, the meeting was adjourned at 6:16PM.

These minutes respectfully submitted,

Rick Ramirez
Secretary

Minutes
Meeting of the Board of Directors
Brilla College Preparatory Charter School
June 26, 2014
Brilla College Preparatory, 413 East 144th Street, Bronx, NY

The Board of Directors of the Brilla College Preparatory Charter School met for a regular meeting on Thursday, June 26, 2014

The following directors were present:

1. Brian Carty
2. Scott Hamilton
3. Rick Ramirez
4. Stephanie Saroki de Garcia

Eric Eckholdt, Maryann Hedaa and Tony de Nicola were not present. School faculty in attendance were Mr. Gillaspie and Mr. Barnes, and Mr. Martinez. No members of the public attended.

Mr. Hamilton, serving as Chair, called the meeting to order at 5:04PM (EST).

The first order of business was the approval of the minutes from the May 29th, 2014 board meeting. Upon motion duly made, seconded and unanimously carried, the minutes were approved.

The next orders of business were updates on finance and Brilla academics and 3rd Party Feedback. Mr. Barnes led the board through the current state of finances. Mr. Gillaspie then updated the board on the current state of the school regarding academic progress and Brilla school feedback from 3rd party sources.

The next orders of business were updates on construction, fundraising and the SED Board Financials Disclosure Process. Mr. Barnes presented the board with an overview of the plans for construction at Brilla. After discussing options and upon motion duly made and seconded, the board unanimously approved construction work and RDF loan for Brilla. Mr. Barnes then led the board through what was expected for the SED Board Financials Disclosure Process.

At 5:41pm, the board entered into Executive Session to discuss the school leader evaluation.

Upon motion duly made, seconded and carried, the meeting was adjourned at 5:55PM.

These minutes respectfully submitted,

Rick Ramirez
Secretary



BRILLA COLLEGE PREP

Public Charter School

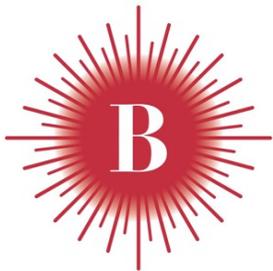
Appendix H: Enrollment & Retention Efforts

Brilla College Preparatory Charter is located in the Mott Haven neighborhood of the South Bronx. Mott Haven is a high density neighborhood and predominantly Latino. Over half the population lives below the poverty line and receives public assistance. As such it is Brilla's goal to attract students who qualify for Free & Reduced Lunch, English Language Learners, and students with disabilities. Prior to Brilla's 2013-14 school year Brilla's plan was to recruit students and families through grassroots efforts with a specific focus in the Mott Haven neighborhood. Brilla partnered with local community centers such as St. Mary's Recreation Center and Betances Community Center to hold information sessions. Brilla recruited a Spanish speaker to translate all of the information sessions into Spanish for Spanish speaking families and students.

In addition to partnering with community centers Brilla also aggressively target potential families by canvassing the Mott Haven area and handing out informational flyers. Once students enrolled via the lottery, Brilla also visited every single incoming family (over 200) through the home visit process. Families of English Language Learner's were visited by Spanish speaking members of Brilla's staff.

For the 2013-14 school year Brilla focused on attracting ELL students and those students who are eligible for Free & Reduced lunch. Because of building constraints Brilla did not aggressively target students with physical disabilities. To help make the school more accessible Brilla applied for, and received, a state stimulus fund grant to build a handicap lift and to install ADA accessible stalls in the student bathrooms. This addition will allow Brilla to attract students with disabilities, although Brilla's building is still not favorable for such a student. The goal is to take the necessary steps to make the school a comfortable learning environment for all students.

In addition to the handicap lift and ADA accessible bathrooms Brilla is also doing construction to add pullout rooms for students who are a part of our Special Education population. We hope to be able to become the type of institution that has the physical infrastructure to serve these students adequately.



BRILLA COLLEGE PREP 2014-2015 STUDENT APPLICATION

APPLICATIONS MUST BE POSTMARKED, RECEIVED ONLINE
OR FAXED BY APRIL 1, 2014, 11:59 P.M.

SCHOLAR INFORMATION

| | | | | | |
|---|--|---------|---|------------|--|
| First Name: | | Middle: | | Last Name: | |
| Address: | | | | Apt: | |
| City: | State: | Zip: | Do you live in Community School District 7? Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure <input type="checkbox"/> | | |
| Date of Birth: | | | Scholar's current grade: No schooling <input type="checkbox"/> Pre-K <input type="checkbox"/> Kindergarten <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> | | |
| <small>*Scholars must turn 5 before 12/31/14 to be eligible for Kindergarten</small> | | | | | |
| Male <input type="checkbox"/> | Grade scholar is applying for at Brilla College Prep in 2014: Kindergarten <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> | | | | |
| Female <input type="checkbox"/> | | | | | |
| Is the student eligible for free/reduced lunch in NYC? Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure <input type="checkbox"/> | | | | | |

PARENT/GUARDIAN INFORMATION

| | | | | | |
|----------------|--------|-------------|--------------------------|------|--|
| 1. First Name: | | | Last Name: | | |
| Address: | | | | Apt: | |
| City: | State: | Zip: | Home Phone: | | |
| Work Phone: | | Cell Phone: | | | |
| Email address: | | | Relationship to Scholar: | | |
| 2. First Name: | | | Last Name: | | |
| Address: | | | | Apt: | |
| City: | State: | Zip: | Home Phone: | | |
| Work Phone: | | Cell Phone: | | | |
| Email address: | | | Relationship to Scholar: | | |

APPLYING SIBLING INFORMATION, IF APPLICABLE

Please note that siblings of current OR applying scholars of Brilla College Prep are eligible for a lottery preference. A sibling is defined as a brother, sister, or other child legally under the same parent/guardian's care and residing in the same household.

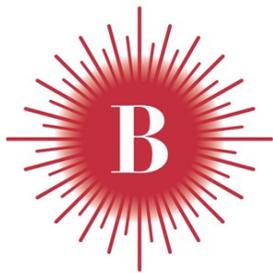
| | |
|--|---|
| Sibling's Full Name: _____ | Siblings live in same home? Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Sibling 2014-15 Grade: Kindergarten <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> | |
| Sibling's Full Name: _____ | Siblings live in same home? Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Sibling 2014-15 Grade: Kindergarten <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> | |
| *Note: If more than one sibling is applying, you must complete an application for each scholar. | |

By signing below, you certify that the information that you have provided herein is true to the best of your knowledge.

Parent/Guardian Signature: _____ Date: _____

Return Completed Applications to: Brilla College Preparatory Charter School, 413 E 144th St., Bronx, NY 10454
or fax to (917) 591-6594. Call (347) 273-8439 if you have any questions.
Apply online at www.brillacollegeprep.org

A charter school shall not discriminate against or limit the admission of any student on any unlawful basis, including on the basis of ethnicity, national origin, gender, disability, intellectual ability, measures of achievement or aptitude, athletic ability, race, creed, national origin, religion or ancestry. A school may not require any action by a student or family (such as an admissions test, interview, essay, attendance at an information session, etc.) in order for an applicant to either receive or submit an application for admission to that school.



BRILLA COLLEGE PREP

2014-2015 FORMULARIO DE APLICACION

LAS APLICACIONES DEBEN SER POS MARCADAS, RECIBIDAS POR INTERNET
O FAXEADAS ANTES DEL 1 DE ABRIL DEL 2014 A LAS 11:59 P.M.

INFORMACION DEL ALUMNO

| | | | | | |
|--|--|-----------------|--|-----------|--|
| Primer Nombre: | | Segundo Nombre: | | Apellido: | |
| Dirección: | | | | Apto: | |
| Ciudad: | Estado: | C. Postal: | Vive en el Distrito Escolar? Si <input type="checkbox"/> No <input type="checkbox"/> No se <input type="checkbox"/> | | |
| Día de Nacimiento: <small>*Alumnos deben cumplir 5 años antes del 12/31/14 para ser elegibles para Kinder.</small> | | | Grado Actual : No atiende <input type="checkbox"/> Pre-K <input type="checkbox"/> Kinder <input type="checkbox"/> 1 ^{ro} <input type="checkbox"/> 2 ^{do} <input type="checkbox"/> | | |
| Masculino <input type="checkbox"/> | Grado al que aplica en Brilla College Prep en el 2014 : Kinder <input type="checkbox"/> 1 ^{ero} <input type="checkbox"/> 2 ^{do} <input type="checkbox"/> | | | | |
| Femenino <input type="checkbox"/> | | | | | |
| El niño es elegible para recibir almuerzo gratis/reducido en NYC? Si <input type="checkbox"/> No <input type="checkbox"/> No estoy seguro <input type="checkbox"/> | | | | | |

INFORMACION DEL PADRE O GUARDIAN

| | | | | | |
|-----------------------|--------|-------------------|-----------------------------|--------|--|
| 1. Nombre: | | Apellido: | | | |
| Dirección: | | | | Apto.: | |
| Ciudad: | Estado | C. Postal: | Teléfono de la casa: | | |
| Teléfono del Trabajo: | | Teléfono Celular: | | | |
| Correo electrónico: | | | Relación con el estudiante: | | |
| 2. Nombre: | | Apellido: | | | |
| Dirección: | | | | Apto.: | |
| Ciudad: | Estado | Ciudad: | Estado | | |
| Teléfono del Trabajo: | | Teléfono Celular: | | | |
| Correo electrónico: | | | Relación con el estudiante: | | |

INFORMACION DE HERMANO APLICANTE, SI APLICA (Sepa que hermanos de estudiantes ya en la escuela o estudiantes que aplican tiene preferencia en la lotería. Hermano se define como hermano, hermana u otro niño legalmente bajo el cuidado del mismo padre o guardián que viva en la misma residencia).

| | |
|--|---|
| 1. Nombre del hermano del aplicante: | Viven en la misma casa? |
| Grado 2013-14 : Kinder <input type="checkbox"/> 1 ^{ero} <input type="checkbox"/> 2 ^{do} <input type="checkbox"/> | Si <input type="checkbox"/> No <input type="checkbox"/> |
| 2. Nombre del hermano del aplicante: | Viven en la misma casa? |
| Grado 2013-14 : Kinder <input type="checkbox"/> 1 ^{ero} <input type="checkbox"/> 2 ^{do} <input type="checkbox"/> | Si <input type="checkbox"/> No <input type="checkbox"/> |
| *Nota: Si más de un hermano está aplicando, llene una aplicación completa para cada niño. | |

Firmando abajo, usted certifica que la información provista es verdad de acuerdo a su conocimiento

Firma de Padre o Guardián: _____ Fecha: _____

Regrese la Aplicación Completa a: Brilla College Preparatory Charter School, 413 E 144th St., Bronx, NY 10454
o mándela por fax (917) 591-6594. Llame al (347) 273-8439 si tiene alguna pregunta.

Aplique por internet www.brillacollegeprep.org

Charter school no puede discriminar o limitar la admisión de ningún estudiante basado en ilegalidades, incluyendo etnicidad, nacionalidad, sexo, incapacidad, habilidad intelectual, medidas de aptitud, habilidad atlética, raza, credo o religión La escuela no requiere exámenes de admisión, entrevistas o participación en sesiones informativas como condición para recibir o someter una aplicación escolar.

Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Wednesday, July 02, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/69af620dd160a41a4fd7c9d3884acfa337fde022/>

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:

Anthony deNicola

2. Charter School Name:

BRILLA COLLEGE PREP CHARTER

3. Charter Authorizer:

Board of Regents

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)

-
- Vice Chair/Vice President
-

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

No

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

No

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. de Nisco". The signature is written in a cursive style with a large initial 'A' and a long, sweeping underline.

Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Monday, July 14, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/1bc22b31c35b88b252b1d9cac194d2e11271b6a4>

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:

Stephanie Saroki

2. Charter School Name:

BRILLA COLLEGE PREP CHARTER

3. Charter Authorizer:

Board of Regents

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?

Yes

14a. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write None.

| | Organization Conducting Business with the School | Nature of Business Conducted | Approximate Value of the Business Conducted | Name of Trustee and/or Immediate Family Member with Interest | Steps Taken to Avoid Conflict of Interest |
|---|--|---------------------------------------|---|--|---|
| 1 | Seton Education Partners | Lease private space to charter school | \$575k lease that increases over time | Stephanie Saroki (me) - was not on charter board when lease signed | |
| 2 | | | | | |
| 3 | | | | | |
| 4 | | | | | |
| 5 | | | | | |

Signature of Trustee



Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 22, 2014

Updated Friday, November 21, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/4afc79be261eb75ea1110d863882dfcb0fcbf707/>

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:

Brother Brian Carty

2. Charter School Name:

BRILLA COLLEGE PREP CHARTER

3. Charter Authorizer:

Board of Regents

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?

No

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

No

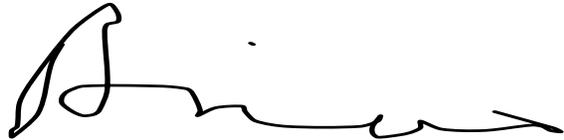
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

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



Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 29, 2014

Updated Friday, March 06, 2015

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/5354a2960226d584b063450c5584c04f8191d11a>

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:

Richard Ramirez

2. Charter School Name:

BRILLA COLLEGE PREP CHARTER

3. Charter Authorizer:

Board of Regents

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:

[REDACTED]

7. *E-mail Address:

[REDACTED]

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 a large, stylized initial 'A' followed by several cursive letters, possibly 'nd' and 'er', and ending with a long horizontal stroke.