



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

Created: 07/12/2015

Last updated: 07/18/2015

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

Page 1

1. SCHOOL NAME AND AUTHORIZER

(Select name from the drop down menu)

CS OF EDUCATIONAL EXCELLENCE (REGENTS) 662300860862

2. CHARTER AUTHORIZER

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

Regents-Authorized Charter School

3. DISTRICT / CSD OF LOCATION

Yonkers

4. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	260 Warburton Avenue Yonker, New York 10701	914-476-5070	914-476-2858	

4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Cindy Lopez
Title	Principal
Emergency Phone Number (###-###-####)	

5. SCHOOL WEB ADDRESS (URL)

<http://www.charterschoolofeducationexcellence.org/>

6. DATE OF INITIAL CHARTER

2004-01-01 00:00:00

7. DATE FIRST OPENED FOR INSTRUCTION

2005-09-01 00:00:00

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

660

9. GRADES SERVED IN SCHOOL YEAR 2014-15

Check all that apply

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

	Yes/No	Name of CMO/EMO
	No	

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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 2015-16.

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	260 Warburton Avenue Yonkers, New York 10701	914-476-5070	YONKERS CITY SD	K-8	Yes	Rent/Lease
Site 2						
Site 3						

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

Name	Work Phone	Alternate Phone	Email Address
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School Leader	Cindy Lopez	914-476-5070	[REDACTED]	[REDACTED]
Operational Leader	Stephan Henriquez	914-476-5070	[REDACTED]	[REDACTED]
Compliance Contact	Cindy Lopez	914-476-5070	[REDACTED]	[REDACTED]
Complaint Contact	Carmen Goldberg	914-476-5070		[REDACTED]

13. Are the School sites co-located?

No

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

No

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

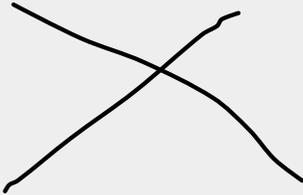
Cindy Lopez, Principal

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 stylist on your mobile device to sign your name).**

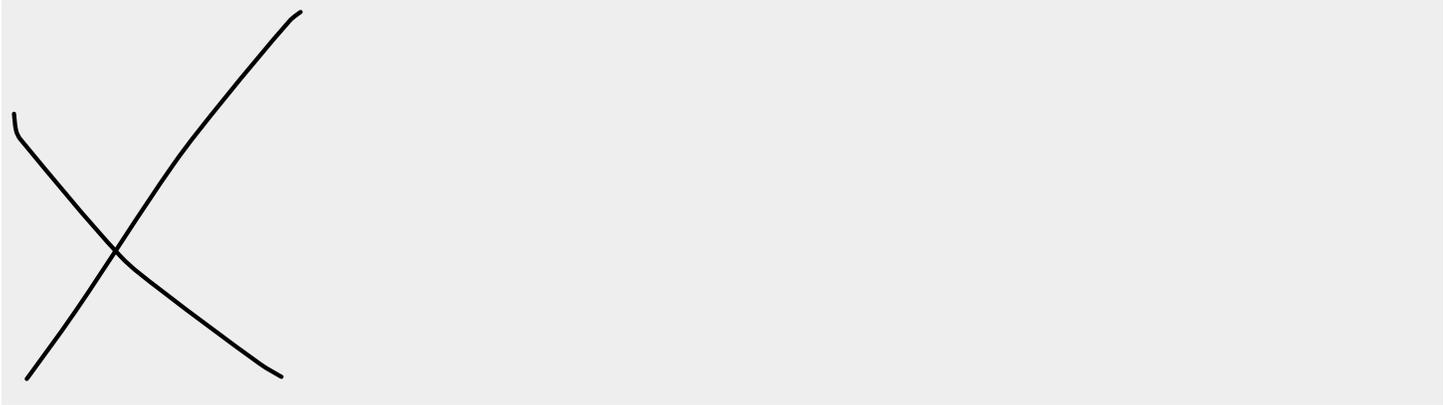
Responses Selected:

Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees



Thank you.



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

Last updated: 07/12/2015

Page 1

Charter School Name:

1. NEW YORK STATE REPORT CARD

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

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

<http://data.nysed.gov/profile.php?instid=800000057455>



Appendix A: Progress Toward Goals

Created: 07/18/2015

Last updated: 10/29/2015

Page 1

Charter School Name:

1. NEW YORK STATE REPORT CARD

Provide a direct URL or web link to the most recent New York State School Report Card for the charter school (See <https://reportcards.nysed.gov/>) which captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State statute (8 NYCRR 119.3).

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

<http://data.nysed.gov/profile.php?instid=800000057455>

2. APPENDIX A: PROGRESS TOWARD CHARTER GOALS

The following tables reflect formatting in the online portal required for Board of Regents-authorized charter schools and NYCDOE-authorized charter schools only. Schools should list Progress Toward Charter Goals by August 1, 2015. If the goals are based on student performance data that the school will not have access to before August 1, 2015 (e.g., the NYS Assessment results), explain this in the "2014-2015 Progress Toward Attainment of Goal" column. The information can be updated when available. Appendix A must be fully completed no later than November 1, 2015.

2a. ACADEMIC STUDENT PERFORMANCE GOALS

2014-15 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	2014-2015 Progress Toward Attainment of Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
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<p>Academic Goal 1</p>	<p>GOAL 1: All students at the school will become proficient in reading and writing of the English language.</p> <p>Measure 1: Absolute Proficiency Each year, 75% of students in each assessed grade who have been continuously enrolled in the school for two or more years will perform at or above Level 3 on the New York State English Language Arts (ELA) Assessment.</p>	<p>New York State English Language Arts (ELA) Assessment.</p>	<p>41.8% of students enrolled at CSEE for at least their second year performed at or above level 3 on the state ELA exam.</p> <p>In addition, the individual grades performed at the following levels:</p> <p>3rd Grade – 52.8% 4th Grade – 48% 5th Grade – 31.6% 6th Grade – 36.5% 7th Grade – 54.6% 8th Grade – 54.6%</p>	<p>The goal was not met.</p> <p>Efforts Taken: CSEE has restructured its ELA program by hiring 3 certified literacy and special education specialists as Academic Intervention Specialists (AIS specialists) who provide small group support in reading to all students who did not achieve a passing score on the NYS ELA exam in grades 3-8.</p> <p>A Student Support Coordinator (seasoned teacher) has been assigned to support the development of new teachers by providing peer coaching/mentoring, demonstration lessons, etc.</p> <p>The ELA consultant continues to provide ELA coaching to ensure instruction is aligned to new common core standards, teachers are progress monitoring, using data to inform instruction and meeting regularly on a weekly basis to discuss programming strengths and weaknesses.</p> <p>An early childhood literacy consultant is now working on a bi-monthly basis to support teacher development and curriculum alignment to the new CCLS.</p> <p>CSEE has adopted a new progress monitoring ELA Mock Test, I-Ready that is aligned to the new CCLS and state tests. These data will help inform instruction. These mocks will be given 3 times a year.</p>
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<p>Academic Goal 2</p>	<p>GOAL 1: All students at the school will become proficient in reading and writing of the English language.</p> <p>Measure 3: Value Added to Student Learning Each year, grade-level cohorts of the school's students will reduce by one-half the gap between their baseline performance and 75 percent of students scoring at or above Level 3 on the State ELA Assessment. If a cohort's baseline performance was above the objective, the cohort will maintain or increase its performance on the next administration.</p>	<p>New York State English Language Arts (ELA) Assessment</p>	<p>Grade Cohort (2013-14 Grade) Percent Performing At or Above Level 3 Target Achieved?</p> <p>Please see the following chart for results:</p> <p>Gr. 2013-14 (Target) 2014-15 4 54% (59.3%) 48% - No 5 43% (59%) 31.6% - No 6 34% (54.5%) 36.5% - No 7 26% (50.5%) 30.8% - No 8 37% (56%) 54.6% - No Total 37% (56%) 41.8% - No</p>	<p>The goal was not met.</p> <p>CSEE has restructured its ELA program by hiring 3 certified literacy and special education specialists as Academic Intervention Specialists (AIS specialists) who provide small group support in reading to all students who did not achieve a passing score on the NYS ELA exam in grades 3-8.</p> <p>A Student Support Coordinator (seasoned teacher) has been assigned to support the development of new teachers by providing peer coaching/mentoring, demonstration lessons, etc.</p> <p>The ELA consultant continues to provide ELA coaching to ensure instruction is aligned to new common core standards, teachers are progress monitoring, using data to inform instruction and meeting regularly on a weekly basis to discuss programming strengths and weaknesses.</p> <p>An early childhood literacy consultant is now working on a bi-monthly basis to support teacher development and curriculum alignment to the new CCLS.</p> <p>CSEE has adopted a new progress monitoring ELA Mock Test, I-Ready, that is aligned to the new CCLS and state tests. These data will help inform instruction. These mocks will be given 3 times a year.</p>
				<p>The goal was not met.</p> <p>Efforts Taken to Improve:</p> <p>CSEE has restructured its math program by adopting a new mathematics program for grades K-5 by Houghton Mifflin Harcourt, Go Math! GO Math! is a focused program designed to meet the objectives and intent of the Common Core State Standards for Mathematics. GO Math!</p>

Academic Goal 3

GOAL 2: All students at the school will demonstrate competency in the understanding and application of mathematics computation and problem solving.

Measure 1: Absolute Proficiency
Each year, 75% of students in each assessed grade who have been continuously enrolled in the school for two or more years will perform at or above Level 3 on the New York State Mathematics Assessment.

New York State Mathematics Assessment

60.3% of students enrolled at CSEE for at least their second year performed at or above level 3 on the state ELA exam.

In addition, the individual grades performed at the following levels:

3rd Grade – 74%
4th Grade – 69.7%
5th Grade – 48.7%
6th Grade – 48.4%
7th Grade – 58.4%
8th Grade – 75%

was specifically written to provide thorough coverage of the CCSS with an emphasis on depth of instruction.

Particular attention is given to providing support for teachers as they transition to a focused, rigorous curriculum. These efforts are apparent in the way lessons begin with context-based situations and progress toward more abstract problems. Students and teachers are supported as they advance from concrete to abstract content through the use of models and math talk prompts presented in the Student Editions, and sample questions provided in the Teachers Editions.

The program is designed so that teachers can easily create the environments necessary for teaching the Common Core State Standards for Mathematics with depth without having to develop new materials.

CSEE has hired 3 Academic Intervention Specialists (AIS specialists) who provide small group support in math to all students who did not achieve a passing score on the NYS math exam in grades 3-8.

A Student Support Coordinator (seasoned teacher) has been assigned to support the development of new teachers by providing peer coaching/mentoring, demonstration lessons, etc.

A math consultant was hired to work with teachers across all grades to increase teacher competency in math instruction. In addition to providing PD on a monthly basis to all grade level teams, he ensures instruction is aligned to the new CCLS, teachers are progress monitoring and using data to inform instruction.

				<p>The consultant also works two days a week specifically with the 7th and 8th grade teachers to provide coaching/mentoring to the new middle school math teacher to promote improved test scores on NYS math exams this year.</p> <p>CSEE has adopted a new progress monitoring math Mock Test, I-Ready that is aligned to the new CCLS and state tests. These data will help inform instruction. These mocks will be given 3 times a year.</p>
	<p>GOAL 2: All students at the school will demonstrate competency in the understanding and application of mathematics computation and problem solving.</p> <p>Measure 3: Value Added to Student Learning Each year, grade-level cohorts of the school's students will</p>		<p>Grade Cohort (2013-14 Grade) Percent Performing At or Above Level 3 Target Achieved?</p> <p>Please see the following chart for results:</p>	<p>The goal was not met.</p> <p>CSEE has restructured its math program by adopting a new mathematics program for grades K-5 by Houghton Mifflin Harcourt, Go Math! GO Math! is a focused program designed to meet the objectives and intent of the Common Core State Standards for Mathematics.</p> <p>GO Math! was specifically written to provide thorough coverage of the CCSS with an emphasis on depth of instruction. Particular attention is given to providing support for teachers as they transition to a focused, rigorous curriculum. These efforts are apparent in the way lessons begin with context-based situations and progress toward more abstract problems. Students and teachers are supported as they advance from concrete to abstract content through the use of models and math talk prompts presented in the Student Editions, and sample questions provided in the Teachers Editions.</p> <p>The program is designed so that teachers can easily create the environments necessary for teaching the Common Core State Standards for Mathematics with depth without having to develop new materials.</p>

Academic Goal 4	<p>reduce by one-half the gap between their baseline performance and 75 percent of students scoring at or above Level 3 on the State Mathematics Assessment. If a cohort's baseline performance was above the objective, the cohort will maintain or increase its performance on the next administration.</p>	New York State Mathematics Assessment	<p>Grade 2013-14 Target)2014-15 4 49% (62%) 69.7% - Yes 5 55% (65%) 48.7% - No 6 50% (63%) 48.4% - No 7 53% (64%) 58.4% - No 8 65% (70%) 75% - Yes Total 55% (65%) 60.3% - No</p>	<p>CSEE has hired 3 Academic Intervention Specialists (AIS specialists) who provide small group support in math to all students that did not achieve a passing score on the NYS math exam in grades 3-8.</p> <p>A Student Support Coordinator (seasoned teacher) has been assigned to support the development of new teachers by providing peer coaching/mentoring, demonstration lessons, etc.</p> <p>A math consultant was hired to work with teachers across all grades to increase teacher competency in math instruction. In addition to providing PD on a monthly basis to all grade level teams, he ensures instruction is aligned to the new CCLS, teachers are progress monitoring and using data to inform instruction.</p> <p>The consultant also works two days a week specifically with the 7th and 8th grade teachers to provide coaching/mentoring to the new middle school math teacher to promote improved test scores on NYS math exams this year.</p> <p>CSEE has adopted a new progress monitoring math Mock Test, I-Ready, that is aligned to the new CCLS and state tests. These data will help inform instruction. These mocks will be given 3 times a year.</p>
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				

2a1. Do have more academic goals to add?

No

2a2. Do have more academic goals to add?

No

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2b. ORGANIZATIONAL GOALS

2014-15 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	2014-15 Progress Toward Attainment	If Not Met, Describe Efforts School Will Take
Org Goal 1	Each year, the school will have an average daily student attendance rate of at least 95 percent.	School Attendance Records	In the 2014-15 school year, CSEE's daily student attendance rate was 95%	The goal was met.
Org Goal 2	Each year, 95 percent of all students enrolled on the last day of the school year will return the following September.	School attendance records	In the 2014-15 school year, 80% of the students enrolled on the last day of the year returned the first day of the year the following September.	The goal was not met.
Org Goal 3	Each year, the school will comply with all applicable laws, rules, regulations and contract terms including, but not limited to, the New York Charter Schools Act, the New York Freedom of Information Law, the New York Open Meetings Law, the federal Individuals with Disabilities Education Act, and federal Family Educational Rights and Privacy Act.	Board Policies and Meetings	CSEE has complied with all applicable laws, rules and regulations. The Board takes legal compliance matters very seriously and has retained outside counsel to ensure compliance with all relevant laws. CSEE has in place and maintains effective systems, policies, procedures and other controls for ensuring that legal and charter requirements are met. CSEE's staff has been trained with respect to all applicable procedures and systems. The staff is empowered to identify and address any possible legal or compliance issues and to report these matters to the Board, Victory and/or its counsel.	The goal was met
Org Goal 4				
Org Goal 5				

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

No

2c. FINANCIAL GOALS

2014-15 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	2014-2015 Progress Toward Attainment	If Not Met, Describe Efforts School Will Take
Financial Goal 1	Upon completion of the school's first year of operation and every year thereafter, the school will undergo an independent financial audit that will result in an unqualified opinion and no major findings	Independent Financial Audit Findings	The school has undergone yearly independent financial audits that have resulted in no major findings.	The goal was met.
Financial Goal 2	Each year, the school will operate on a balanced budget and maintain a stable cash flow. CSEE's budget and cash flow projections will be determined over the summer for the upcoming school year and will both reflect revenues that exceed projected expenses. Throughout the year, Victory Education Partners will provide the board and school leadership team with monthly financial reports, including cash flows and a report on funds spent and encumbered, so that fiscally sound decisions may be made. As such, assessments of financial viability and maintenance of stable cash flow are made at least monthly to inform our financial decisions.	Monthly and weekly financial statements are prepared and analyzed by the Controller or Dir of Accounting and then distributed to the school admin and board of directors.	The school maintained a balanced budget and a stable cash flow throughout the year.	The goal was met.
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				



Appendix B: Total Expenditures and Administrative Expenditures per Child

Last updated: 07/22/2015

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Charter School Name:

B. Financial Information

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

1. Total Expenditures Per Child

To calculate '**Total Expenditures per Child**' take total expenditures (from the unaudited 2014-15 Schedule of Functional Expenses) and divide by the year end per pupil count. (Integers Only. No dollar signs or commas).

Line 1: Total Expenditures	9260359
Line 2: Year End Per Pupil Count	659
Line 3: Divide Line 1 by Line 2	14052

2. Administrative Expenditures per Child

To calculate '**Administrative Expenditures per Child**' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2014-15 Schedule of Functional Expenses) and divide by the year end per pupil count. The relevant portion that must be included in this calculation is defined as follows:

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

Please note the following:

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

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

Line 1: Relevant Personnel Services Cost (Row)	711508
Line 2: Management and General Cost (Column)	214528
Line 3: Sum of Line 1 and Line 2	926036
Line 4: Year End Per Pupil Count	659
Line 5: Divide Line 3 by the Year End Per Pupil Count	1405

Thank you.



Financial

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



Audit Supplemental Data Request Form

for Regents-Authorized Charter Schools

Charter School of Educational Excellence

August 1, 2015

Paul Augello

Yonkers

SED

Twelve

Private

K - 8th

K - 8th

659

690

2015

212-786-7913

Vargas and Rivera

Luis Rivera

luis@cpatrust.com

212-734-0395

2014

Charter School of Educational Excellence2014

FILL IN GRAY CELLS

Charter School of Educational Excellence

STATEMENTS OF FINANCIAL POSITION

FOR THE YEARS ENDED JUNE 30,

	<u>2015</u>	<u>2014</u>
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$3,444,023	\$2,196,972
Grants and contracts receivable	179,775	379,679
Accounts receivables	166,979	1,426,301
Inventory	52,773	47,397
Prepaid Expenses	-	-
Contributions and other receivables	-	-
Other	<u>746,812</u>	<u>775,262</u>
TOTAL CURRENT ASSETS	\$4,590,362	\$4,825,611
OTHER ASSETS		
Investments	\$-	\$-
Property, Plant and Equipment, Net	12,002,307	12,019,651
Restricted Cash	<u>-</u>	<u>-</u>
OTHER ASSETS	\$12,002,307	\$12,019,651
TOTAL ASSETS	<u>\$16,592,669</u>	<u>\$16,845,262</u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable and accrued expenses	\$195,254	\$581,047
Accrued payroll and benefits	582,387	1,094,856
Refundable Advances	-	-
Dreferred Revenue	866,591	44,796
Current maturities of long-term debt	-	-
Short Term Debt - Bonds, Notes Payable	-	51,686
Other	<u>751,650</u>	<u>1,007,418</u>
TOTAL CURRENT LIABILITIES	\$2,395,882	\$2,779,803
LONG-TERM DEBT, net current maturities	\$11,925,000	\$12,258,465
TOTAL LIABILITIES	<u>\$14,320,882</u>	<u>\$15,038,268</u>
NET ASSETS		
Unrestricted	\$2,271,787	\$1,806,994
Temporarily restricted	<u>-</u>	<u>-</u>
TOTAL NET ASSETS	\$2,271,787	\$1,806,994
TOTAL LIABILITIES AND NET ASSETS	<u>\$16,592,669</u>	<u>\$16,845,262</u>

Check

-

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FILL IN GRAY CELLS

Charter School of Educational Excellence

STATEMENTS OF ACTIVITIES
FOR THE YEARS ENDED JUNE 30,

	2015			2014
	Unrestricted	Temporarily Restricted	Total	Total
REVENUE, GAINS AND OTHER SUPPORT				
State & Local Operating Revenue	\$8,786,352	\$-	\$8,786,352	\$9,468,686
Federal - Title and IDEA	-	237,739	237,739	331,660
Federal - Other	-	28,192	28,192	198,811
State and City Grants	58,194	-	58,194	-
Contributions and private grants	-	-	-	-
After school revenue	-	-	-	-
Other	-	-	-	-
Food Service/Child Nutrition Program	528,502	-	528,502	509,579
TOTAL REVENUE, GAINS AND OTHER SUPPORT	\$9,373,048	\$265,931	\$9,638,979	\$10,508,736
EXPENSES				
Program Services				
Regular Education	\$7,697,978	\$265,931	\$7,963,909	\$8,664,793
Special Education	\$277,811	-	277,811	\$302,260
Other Programs	-	-	-	-
Total Program Services	\$7,975,789	\$265,931	\$8,241,720	\$8,967,053
Supporting Services				
Management and general	\$1,018,639	\$-	\$1,018,639	\$1,108,288
Fundraising	-	-	-	-
TOTAL OPERATING EXPENSES	\$8,994,428	\$265,931	\$9,260,359	\$10,075,341
SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS	\$378,620	\$-	\$378,620	\$433,395
Contributions				
Foundations	\$-	\$-	\$-	\$-
Individuals	-	-	-	-
Corporations	-	-	-	-
Fundraising	84,661	-	84,661	70,360
Interest income	1,513	-	1,513	867
Miscellaneous income	-	-	-	-
Net assets released from restriction	-	-	-	-
TOTAL SUPPORT AND OTHER REVENUE	\$86,174	\$-	\$86,174	\$71,227
CHANGE IN NET ASSETS	\$464,794	\$-	\$464,794	\$504,622
NET ASSETS BEGINNING OF YEAR	\$-	\$-	\$-	\$-
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
NET ASSETS - END OF YEAR	\$464,794	\$-	\$464,794	\$504,622

Charter School of Educational Excellence

**Financial Statements
and
Independent Auditors' Report**

June 30, 2015

Charter School of Educational Excellence

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Independent Auditors' Report

To the Board of Trustees of
Charter School of Educational Excellence
Yonkers, New York

Report on the Financial Statements

We have audited the accompanying financial statements of Charter School of Educational Excellence (a nonprofit organization), which comprise the statement of financial position as of June 30, 2015, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Charter School of Educational Excellence as of June 30, 2015, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedule of functional expenses is presented for purposes of additional analysis and is not a required part of the financial statements. The accompanying schedule of expenditures of federal awards, as required by Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, 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 as a whole.

Report on Summarized Comparative Information

We have previously audited the Charter School of Educational Excellence's 2014 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated October 28, 2014. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2014, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 22, 2015, on our consideration of Charter School of Educational Excellence'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 Charter School of Educational Excellence's internal control over financial reporting and compliance.



New City, New York

October 22, 2015

Charter School of Educational Excellence

Statement of Financial Position

June 30, 2015

(With summarized comparative information for the year ended June 30, 2014)

<u>ASSETS</u>	<u>2015</u>	<u>2014</u>
Current Assets		
Cash and Cash Equivalents	\$ 1,585,292	\$ 154,118
Cash - Restricted and Debt Service Accounts	1,806,637	1,966,663
Due from Government Agencies (Note 3)	547,996	1,805,980
Prepaid Expenses	69,850	47,396
Total Current Assets	<u>4,009,775</u>	<u>3,974,157</u>
Fixed Assets, Net of Accumulated Depreciation of \$4,245,865) (Note 4)	<u>12,015,468</u>	<u>12,019,651</u>
Other Assets		
Escrow Deposits	76,245	76,192
Security Deposits	24,567	24,567
Deferred Financing Cost, Net (Note 5)	722,245	750,696
Total Other Assets	<u>823,057</u>	<u>851,455</u>
Total Assets	<u><u>\$ 16,848,300</u></u>	<u><u>\$ 16,845,263</u></u>
 <u>LIABILITIES AND NET ASSETS</u>		
Current Liabilities		
Accounts Payable and Accrued Expenses	\$ 310,529	\$ 594,264
Accrued Payroll and Related Expenses	1,123,093	1,094,857
Unearned Revenue	13,777	44,796
Accrued Interest Bond Interest	156,861	149,061
Line of Credit (Note 7)	-	51,686
Capital Leases Payable (Note 8)	-	138,465
Loan Payable, Current Portion (Note 9)	155,354	143,662
Total Current Liabilities	<u>1,759,614</u>	<u>2,216,791</u>
Long-Term Liabilities		
Loan Payable, Net of Current Portion (Note 9)	546,124	701,478
Bonds Payable (Note 10)	11,925,000	12,120,000
Total Long-Term Liabilities	<u>12,471,124</u>	<u>12,821,478</u>
Total Liabilities	<u>14,230,738</u>	<u>15,038,269</u>
Net Assets		
Unrestricted Net Assets	<u>2,617,562</u>	<u>1,806,994</u>
Total Net Assets	<u>2,617,562</u>	<u>1,806,994</u>
Total Liabilities and Net Assets	<u><u>\$ 16,848,300</u></u>	<u><u>\$ 16,845,263</u></u>

Charter School of Educational Excellence
Statement of Activities
For the year ended June 30, 2015
(With summarized comparative information for the year ended June 30, 2014)

<u>PUBLIC SUPPORT AND REVENUE</u>	Unrestricted	Temporarily Restricted	<u>2015</u>	<u>2014</u>
Resident Student Enrollment	\$ 9,599,221	\$ -	\$ 9,599,221	\$ 9,420,213
Food Service	-	528,502	528,502	509,579
Federal Funding	-	500,911	500,911	505,532
State Funding	-	107,588	107,588	48,473
Grant / Contributions	29,578	-	29,578	49,064
Special Events (net of expenses of \$22,732)	61,300	-	61,300	46,235
Interest Income	1,513	-	1,513	867
	<u>9,691,612</u>	<u>1,137,001</u>	<u>10,828,613</u>	<u>10,579,963</u>
Total Public Support and Revenue				
Net Assets Released From Restrictions	<u>1,137,001</u>	<u>(1,137,001)</u>	<u>-</u>	<u>-</u>
Total Support and Revenue	<u>10,828,613</u>	<u>-</u>	<u>10,828,613</u>	<u>10,579,963</u>
<u>EXPENSES</u>				
Program Services				
Regular Education	8,514,236	-	8,514,236	8,687,986
Special Education	264,888	-	264,888	342,258
	<u>8,779,124</u>	<u>-</u>	<u>8,779,124</u>	<u>9,030,244</u>
Supporting Services				
Management and General	1,238,921	-	1,238,921	1,045,099
Total Expenses	<u>10,018,045</u>	<u>-</u>	<u>10,018,045</u>	<u>10,075,343</u>
Change in Net Assets	810,568	-	810,568	504,620
Net Assets, Beginning of Year	<u>1,806,994</u>	<u>-</u>	<u>1,806,994</u>	<u>1,302,374</u>
Net Assets, End of Year	<u>\$ 2,617,562</u>	<u>\$ -</u>	<u>\$ 2,617,562</u>	<u>\$ 1,806,994</u>

Charter School of Educational Excellence
Statement of Cash Flows
For the year ended June 30, 2015
(With summarized comparative information for the year ended June 30, 2014)

	2015	2014
<u>CASH FLOWS FROM OPERATING ACTIVITIES</u>		
Receipts from Resident Student Enrollment	\$ 10,852,066	\$ 9,324,319
Receipts from Grants and Contributions	1,140,699	838,109
Receipts from Other Revenue	62,760	46,042
Payments to Employees	(5,189,110)	(4,809,406)
Payments to Vendors and Suppliers	(4,216,702)	(4,302,129)
	<u>2,649,713</u>	<u>1,096,935</u>
Net Cash Provided by Operating Activities		
<u>CASH FLOWS FROM INVESTING ACTIVITIES</u>		
Purcha Purchases of Fixed Assets	(849,754)	(293,776)
	<u>(849,754)</u>	<u>(293,776)</u>
Net Net Cash Used In Investing Activities		
<u>CASH FLOWS FROM FINANCING ACTIVITIES:</u>		
Advances on Line of Credit	230,001	492,671
Payments of Line of Credit	(281,685)	(560,618)
Payments of Capital Lease Obligation	(138,465)	(156,640)
Payments of Bond Payable	(195,000)	(170,000)
Payments of Loans Payable	(143,662)	(132,849)
	<u>(528,811)</u>	<u>(527,436)</u>
Net Cash Used In Financing Activities		
NET INCREASE IN CASH	1,271,148	275,723
CASH - BEGINNING OF YEAR	<u>2,120,781</u>	<u>1,845,058</u>
CASH - END OF YEAR	<u>\$ 3,391,929</u>	<u>\$ 2,120,781</u>
Supplemental Disclosures:		
Cash paid during the year for interest	<u>\$ 810,182</u>	<u>\$ 872,963</u>

Charter School of Educational Excellence
Statement of Cash Flows
For the year ended June 30, 2015
(With summarized comparative information for the year ended June 30, 2014)

	2015	2014
<u>RECONCILIATION OF CHANGE IN NET ASSETS TO NET CASH PROVIDED BY OPERATING ACTIVITIES</u>		
<u>CASH FLOWS FROM OPERATING ACTIVITIES</u>		
Change in Net Assets	\$ 810,568	\$ 504,620
Adjustments to Reconcile Change in Net Assets to Net Cash Provided by Operating Activities:		
Depreciation and Amortization	882,386	834,570
Changes in Assets and Liabilities		
(Increase) / Decrease in:		
Due from Government Agencies	1,257,984	(354,468)
Prepaid Expenses	(22,454)	(13,364)
Escrow Deposit	(53)	(1,059)
Increase / (Decrease) in:		
Accounts Payable and Accrued Expenses	(283,735)	(10,012)
Accrued Payroll and Related Expenses	28,236	159,413
Unearned Revenue	(31,019)	(15,965)
Accrued Interest	7,800	(6,800)
Total Adjustments	1,839,145	592,315
Net Cash Provided by Operating Activities	\$ 2,649,713	\$ 1,096,935

Charter School of Educational Excellence
Notes to the Financial Statements
June 30, 2015

NOTE 1 – ORGANIZATION

Charter School of Educational Excellence (the "School") is a New York education corporation incorporated by the Board of Regents of the University of the State of New York (the "Board of Regents") under Article 56 of the New York Education Law. The School a non-profit corporation operating from 260 Warburton Avenue, in Yonkers, New York. The School educates children in a completely nondiscriminatory and secular basis. The founders and supporters of the School believe that access to a public education of high quality for all children is the foremost issue. The School was originally chartered during April 2004 and opened with students from Kindergarten through 4th graders and thereafter added a grade per year through 6th graders. In January 2013, the School successfully received a full five-year charter renewal from its charter authorizer, the New York State Education Department that expires in June 2018, with a maximum enrollment of 669 students in grades Kindergarten through 8th.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The financial statements have been prepared using the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America. Revenues are recognized when earned and expenses are recognized when incurred.

Financial Statement Presentation

The net assets of the School and changes therein are classified and reported as follows:

Unrestricted Net Assets - Net assets that are not subject to donor imposed restrictions.

Temporarily Restricted Net Assets - Net assets subject to donor-imposed restrictions that may or will be met, either by actions of the School and/or the passage of time.

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 certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Contributions

The School records contributions received as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and/or nature of any donor restrictions. Support that is restricted by the donor is reported as an increase in unrestricted net assets if the restriction expires in the reporting period in which the support is recognized. All other donor restricted support is reported as an increase in temporarily or permanently restricted net assets, depending on the nature of the restriction. When a restriction expires, that is, when a stipulation time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. All contributions received in the year ended 2015 were unrestricted.

Recognition of Revenue

Government contract revenue is recognized as earned in the period services are provided and costs are incurred.

Cash and Cash Equivalents

For the purposes of the statement of cash flows, the School considers all highly liquid investments available for current use with an initial period of three months or less to be cash equivalents.

Charter School of Educational Excellence
Notes to the Financial Statements
June 30, 2015

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Income Tax Status

The Organization is a not-for-profit corporation organized under the laws of the State of New York. It is exempt from federal income taxes under Section 501 (c)(3) of the Internal Revenue Code.

Fixed Assets

Fixed assets consist of building, leasehold improvements, furniture and equipment and are valued at cost less accumulated depreciation. Depreciation is computed on a straight line basis over the estimated useful lives of the related assets or the term of the lease agreement. Normal replacement and maintenance costs are charged to earnings as incurred, and major renewals and improvements are capitalized. Upon disposition, the cost and related accumulated depreciation is removed from the accounts and the resulting gain or loss for the period. The School capitalizes assets with cost of \$500 and over. Depreciation is calculated based on the useful lives of the assets as follows: Building and Leasehold Improvements 20 Years, Equipment, Furniture and Fixtures 3 - 10 Years.

Functional Allocation of Expenses

Expenses relating to more than one function are allocated to program service and management and general based on employee time estimates or other appropriate usage factors.

Contributed Services

Contributed services that create or enhance nonfinancial assets, or that require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation, are recorded at fair value in the period received.

A number of volunteers have made a contribution of their time to the School to develop academic and other programs and to serve on the board of trustees. The value of this contributed time is not reflected in the financial statements as such services either do not require specialized skills or would not typically be purchased had they not been provided as donations.

NOTE 3 – PUPIL ENROLLMENT AND OTHER REVENUES FROM GOVERNMENT

Under the School’s Charter School Agreement and the Charter School Act, the School is entitled to receive funding from both State and Federal sources that are available to public schools. These funds include State pupil enrollment funds and Federal food subsidies and Title I, IIA, IID, IV and V funds. The calculation of the amounts to be paid to the School under these programs is determined by the State, and is based on complex laws and regulations, enrollment levels, and economic information related to the home school district of the children enrolled in the school. If these regulations, some of which are relatively new in the State of New York, were to change, or other factors included in the calculations were to change, the level of funding that the School receives could vary significantly.

Amount due from government agencies and included as revenues in the statement of activities, consist of the following as of June 30, 2015:

Resident Student Enrollment		\$	120,549
Federal Funding			374,540
State Funding			52,907
			547,996
		\$	547,996

Charter School of Educational Excellence
Notes to the Financial Statements
June 30, 2015

NOTE 4 – FIXED ASSETS

Fixed assets consist of the following:

Building	\$ 11,635,875
Leasehold Improvements	3,346,154
Equipment, Furniture and Fixtures	<u>1,279,304</u>
	16,261,333
Less: Accumulated Depreciation	<u>(4,245,865)</u>
Total Fixed Assets	<u><u>\$ 12,015,468</u></u>

NOTE 5 – DEFERRED FINANCING COST

The school incurred cost of \$853,506 related to the Bond offering (See Note 8). The cost are amortized over the term of the related debt (30 Years) using a straight-line method. Accumulated amortization at June 30, 2015 was \$131,261. Amortization expense costs charged to operations was \$28,450 for 2015.

NOTE 6 – RETIREMENT PLANS

Retirement Savings Plan

The School offers a 401(k) plan (the "Plan") for substantially all of its employees. Employees are eligible for the plan immediately upon employment and participation in the Plan is voluntary. Employees may contribute up to 15% of their annual compensation to the Plan, limited to a maximum annual amount as set periodically by the Internal Revenue Service. The School matches the employee contribution 100% up to 4% of the employee's total annual compensation. The School's contribution recognized in the statement of activities was \$8,212 for 2015. The Plan assets are held in a separate trust and are not included in the accompanying financial statements. All plan assets are held for the exclusive benefit of the Plan's participants and beneficiaries. The Plan assets are held in a separate trust and are not included in the accompanying financial statements. All plan assets are held for the exclusive benefit of the Plan's participants and beneficiaries. The Principal Financial Group administers the plan and is the acting custodian of the plan assets.

New York State Teachers' Retirement System

Employees of the School are eligible to participate in the New York State Teachers' Retirement System (NYSTRS). The NYSTRS is a defined benefit plan covering teachers in New York State, with pensions calculated based primarily on the member's years of service and final average salary. Contributions for the year ended June 30, 2015, was based on 17.53%, of participant salaries. The benefits provided to members of the plan are established by New York State Law and may be amended only by the State Legislature. Pension expense was \$544,877 for the year ended June 30, 2015.

NOTE 7 – LINE OF CREDIT

The School has secured a revolving line of credit from a financial institution in the amount of \$350,000. The interest rate is the financial institution's index rate plus 1% (4.250% as of June 30, 2014). There is no balance due as of June 30, 2015.

Charter School of Educational Excellence
Notes to the Financial Statements
June 30, 2015

NOTE 8 – CAPITAL LEASES PAYABLE

On June 24, 2011 and November 8, 2011, the School entered into two capital lease agreements for certain equipment, furniture and fixtures. The lease payments relating to the equipment, furniture and fixtures have been capitalized and included as fixed assets on the accompanying financial statements. The leased assets have a cost of \$468,791 and have a thirty-six month terms. The remaining balance was paid off in April 2015.

NOTE 9 – LOAN PAYABLE

In July 2007, the School converted the management fee payable, loan payable and the accrued interest to a term loan with Victory Schools, Inc. The loan was for \$1,493,186 and had a term of 120 months, with interest payable monthly at 7.5% per annum and matures on June 2019.

Principal maturities of long-term debt are as follows:

Year Ending June 30,	Amount
2016	\$ 155,354
2017	167,998
2018	181,670
2019	196,456
2020	-
	701,478
Less Current Portion	155,354
Long-Term Portion	\$ 546,124

NOTE 10 – BONDS PAYABLE

On November 1, 2010, The Yonkers Economic Development Corporation provided financing through the issuance of \$11,735,000 Tax-Exempt Educational Revenue Bonds (Charter School of Educational Excellence Project) (the "Series 2010A Bonds"). The Series 2010A Bonds of \$4,940,000 bear interest at 6.00% per annum and principal due at maturity on October 15, 2030. The balance of the Series 2010A Bonds of \$6,795,000, bear interest at 6.25% per annum and principal due at maturity on October 15, 2040.

On November 1, 2010, The Yonkers Economic Development Corporation provided financing through the issuance of \$710,000 in Taxable Educational Revenue Bonds (Charter School of Educational Excellence Project (the "Series 2010B Bonds"), bearing interest rate at 8.00% per annum and principal due at maturity on October 15, 2016.

The proceeds of the Series 2010 bonds are to be used for the following purposes:

- 1) the construction of educational facilities.
- 2) paying certain prior indebtedness (NCB Capital Impact Loans I and II)
- 3) paying certain capital expenditures and capitalized interest during construction.
- 4) paying Series 2010 Bond issuance costs.
- 5) fund of a Bond Fund Deposit and Reserve Fund Deposit.

Charter School of Educational Excellence
Notes to the Financial Statements
June 30, 2015

NOTE 11 – COMMITMENTS AND CONTINGENCIES

Occupancy Lease

The School has entered into a non-cancelable operating lease for its classroom facilities that expires on June 30, 2019.

The School has also entered into a non-cancelable operating lease for the elementary school annex that expires on June 30, 2018.

The combined future monthly minimum lease payments as of June 30 are as follows:

Year Ending June 30,	Amount
2016	\$ 418,406
2017	429,554
2018	441,032
2019	370,388
2020	-
	\$ 1,659,380

Audits by Funding Sources

The School participates in a number of Federal and State programs. These programs require the School comply with certain requirements of laws, regulations, contracts, and agreements applicable to the program in which it participates. All funds expended in connection with government grants and contracts are subject to audit by government agencies. While the ultimate liability, if any, from such audits of government and contracts by government agencies is presently not determinable, it should not, in the opinion of the management, have a material effect on the financial position or results of operations. Accordingly, no provision for such liability that may result has been made in the accompanying financial statements.

NOTE 12 – CONCENTRATION OF RISK

The School is dependent on various government agencies for funding, and is responsible for meeting the requirements of such agencies. If the school was to lose students or the related government funding, it could have a substantial effect on its ability to continue operations.

NOTE 13 – PENDING LITIGATION, CLAIMS, AND ASSESSMENTS

In November of 2011, lawsuits were commenced against the Charter School of Educational Excellence to foreclose liens filed by subcontractors and material men who were not paid by the Kullman Building Corporation, the general contractor awarded the contract to construct the Middle School. The lien foreclosure actions, most of which additionally alleged claims for equitable relief arising out of the identical circumstances were commenced by two Plaintiffs and six Defendant Lienors seeking damages of \$719,826. In June 2015, all liens were satisfied for \$434,651.

NOTE 14 – SUBSEQUENT EVENTS

The School evaluates events occurring after the date of the financial statements to consider whether or not the impact of such events needs to be reflected or disclosed in the financial statements. Such evaluation is performed through the date the financial statements are available for issuance, which was October 22, 2015, for these financial statements.

Supplemental Information

Charter School of Educational Excellence
Schedule of Functional Expenses
For the year ended June 30, 2015
(With summarized comparative information for the year ended June 30, 2014)

	<u>Regular Education</u>	<u>Special Education</u>	<u>Total Programs</u>	<u>Support Services</u>	<u>2015</u>	<u>2014</u>
Personnel Service Costs						
Administrative Staff Personnel	\$ 711,508	\$ -	\$ 711,508	\$ -	\$ 711,508	\$ 638,706
Instructional Personnel	2,752,488	107,769	2,860,257	-	2,860,257	2,854,327
Non-Instructional Personnel	-	-	-	226,272	226,272	143,554
Total Personnel Costs	<u>3,463,996</u>	<u>107,769</u>	<u>3,571,765</u>	<u>226,272</u>	<u>3,798,037</u>	<u>3,636,587</u>
Fringe Benefits	459,229	14,287	473,516	29,997	503,513	469,544
Payroll Taxes	330,807	10,292	341,099	21,608	362,707	342,313
Retirement Benefits	504,444	15,694	520,138	32,951	553,089	520,375
Total Personnel and Related Expenses	<u>4,758,476</u>	<u>148,042</u>	<u>4,906,518</u>	<u>310,828</u>	<u>5,217,346</u>	<u>4,968,819</u>
<u>Operating Expenses</u>						
Contracted Financial and Administrative Services	-	-	-	560,000	560,000	540,800
Consultants	49,390	1,537	50,927	3,226	54,153	162,323
Student Services	382,645	11,905	394,550	24,994	419,544	513,294
Insurance	55,667	1,732	57,399	107,399	164,798	185,368
Supplies and Materials	223,233	6,945	230,178	14,582	244,760	223,473
Technology	29,346	913	30,259	1,917	32,176	63,513
Occupancy	413,273	12,857	426,130	26,995	453,125	400,706
Utilities	118,725	3,694	122,419	7,755	130,174	163,172
Staff Development	166,436	5,178	171,614	10,872	182,486	267,199
Marketing and Recruitment	7,863	245	8,108	514	8,622	8,067
Auditing Fees	-	-	-	19,000	19,000	18,000
Office Expenses	51,370	1,598	52,968	3,356	56,324	71,987
Maintenance and Repairs	425,216	13,229	438,445	27,776	466,221	486,241
Equipment and Furnishings	137,366	4,274	141,640	8,973	150,613	172,770
Transportation	98,399	3,061	101,460	6,428	107,888	84,541
Amortization	25,948	807	26,755	1,695	28,450	28,450
Depreciation	778,832	24,230	803,062	50,874	853,936	806,120
Interest Expense	672,625	20,926	693,551	43,937	737,488	872,963
Other Expenses	119,426	3,715	123,141	7,800	130,941	37,537
Total Operating Expenses	<u>3,755,760</u>	<u>116,846</u>	<u>3,872,606</u>	<u>928,093</u>	<u>4,800,699</u>	<u>5,106,524</u>
TOTAL EXPENSES	<u>\$ 8,514,236</u>	<u>\$ 264,888</u>	<u>\$ 8,779,124</u>	<u>\$ 1,238,921</u>	<u>\$ 10,018,045</u>	<u>\$ 10,075,343</u>

Charter School of Educational Excellence
Schedule of Expenditures of Federal Awards
and Accompanying Notes
For the year ended June 30, 2015

Charter School of Educational Excellence
 Schedule of Expenditures of Federal Awards
 For the year ended June 30, 2015

FEDERAL GRANTOR/ PASS-THROUGH GRANTOR/PROGRAM TITLE	FEDERAL CFDA NUMBER	FEDERAL EXPENDITURES
U.S. DEPARTMENT OF EDUCATION		
TITLE I GRANTS TO LOCAL EDUCATIONAL AGENCIES	84.010	\$ 311,557
Pass - Through from the New York State Education Department		
CHARTER SCHOOLS	84.282	
Pass - Through from the New York State Education Department		161,218
IMPROVING TEACHER QUALITY STATE GRANTS	84.367	
Pass - Through from the New York State Education Department		<u>15,567</u>
TOTAL U.S. DEPARTMENT OF EDUCATION		<u>488,342</u>
U.S. DEPARTMENT OF AGRICULTURE (USDA)		
SCHOOL BREAKFAST PROGRAM	10.553	
Pass - Through from the New York State Education Department		132,406
NATIONAL SCHOOL LUNCH PROGRAM	10.555	
Pass - Through from the New York State Education Department		<u>313,223</u>
TOTAL U.S. DEPARTMENT OF AGRICULTURE (USDA)		<u>445,629</u>
TOTAL EXPENDITURES OF FEDERAL AWARDS		<u><u>\$ 933,971</u></u>

Charter School of Educational Excellence
Notes to Schedule of Expenditures of Federal Awards
For the year ended June 30, 2015

NOTE 1 – BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards includes the federal grant activity of Charter School of Educational Excellence, under programs of the federal government for the year ended June 30, 2014. The information in this schedule is presented in accordance with the requirements of Office of Management and Budget (OMB) Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Because the schedule presents only a selected portion of the operations of Charter School of Educational Excellence, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the entity.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in OMB Circular A-122, *Cost Principles for Non-profit Organizations*, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Pass-through entity identifying numbers are presented where available.

Charter School of Educational Excellence
Summary Schedule of Prior Year Audit Findings
For the year ended June 30, 2015

Section II – Financial Statement Findings

There were no reported findings for the year ended June 30, 2014.

Section III – Federal Award Findings and Questioned Costs

There were no reported findings for the year ended June 30, 2014.

**Independent Auditors' Report on Internal Control Over Financial Reporting and On
Compliance and Other Matters Based on an Audit of Financial Statements
Performed in Accordance with *Government Auditing Standards***

To the Board of Trustees of
Charter School of Educational Excellence
Yonkers, New York

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 Charter School of Educational Excellence (a nonprofit organization) which comprise the statement of financial position as of June 30, 2015 and the related statements of activities, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 22, 2015.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Charter School of Educational Excellence'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 Charter School of Educational Excellence's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization'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 Charter School of Educational Excellence's financial statements are free of 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*.

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

Vargas & Rivera, LLP

New City, New York

October 22, 2015



**Independent Auditors' Report on Compliance For Each Major
Program and on Internal Control Over
Compliance Required by OMB Circular A-133**

To the Board of Trustees of
Charter School of Educational Excellence
Yonkers, New York

Report on Compliance for Each Major Federal Program

We have audited Charter School of Educational Excellence's compliance with the types of compliance requirements described in the OMB Circular A-133 Compliance Supplement that could have a direct and material effect on each of Charter School of Educational Excellence's major federal programs for the year ended June 30, 2015. Charter School of Educational Excellence's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of Charter School of Educational Excellence's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Charter School of Educational Excellence's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Charter School of Educational Excellence's compliance.

Opinion on Each Major Federal Program

In our opinion, Charter School of Educational Excellence complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2015.

Report on Internal Control over Compliance

Management of Charter School of Educational Excellence is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Charter School of Educational Excellence's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Charter School of Educational Excellence's internal control over compliance.

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

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

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

A handwritten signature in blue ink that reads "Vargas & Rivera, LLP". The signature is written in a cursive, flowing style.

New City, New York

October 22, 2015

Charter School of Educational Excellence
Schedule of Findings and Questioned Costs
For the year ended June 30, 2015

Section I - Summary of Auditor's Results

Financial Statements

Type of auditor's report issued: Unmodified
Internal control over financial reporting:
Material weakness(es) identified? _____ Yes No
Significant deficiency(ies) identified? _____ Yes None reported
Noncompliance material to financial statements noted? _____ Yes No

Federal Awards

Internal control over major programs:
Material weakness(es) identified? _____ Yes No
Significant deficiency(ies) identified? _____ Yes None reported

Type of auditor's report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with section 510(a) of Circular A-133? _____ Yes No

Identification of major programs:

CFDA Number Name of Federal Program or Cluster:

10.553 *School Breakfast Program*
10.555 *National School Lunch Program*

Dollar threshold used to distinguish between type A and type B programs: \$300,000

Auditee qualified as low-risk auditee? Yes

Section II - Financial Statement Findings

The audit revealed no findings nor questioned costs.

Section III - Federal Award Findings and Questioned Costs

The audit revealed no findings nor questioned costs.

New York State Education Department

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

2014-15 Budget & Cash Flow Template

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

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

Charter School of Educational Excellence

PROJECTED BUDGET FOR 2015-2016

PROJECTED BUDGET FOR 2015-2016							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	10,780,099	-	-	-	-	10,780,099	
Total Expenses	9,227,022	446,943	-	-	1,223,079	10,897,044	
Net Income	1,553,077	(446,943)	-	-	(1,223,079)	(116,945)	
Actual Student Enrollment	676	-	-	-	-	-	
Total Paid Student Enrollment	676	-	-	-	-	676	
	PROGRAM SERVICES			SUPPORT SERVICES			
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
REVENUE							
REVENUES FROM STATE SOURCES							
Per Pupil Revenue	CY Per Pupil Rate						
Yonkers	\$14,873.00	8,221,513	-	-	-	8,221,513	
New York City	\$13,877.00	1,294,579	-	-	-	1,294,579	
Mount Vernon	\$17,144.00	246,395	-	-	-	246,395	
Greenburgh	\$22,693.00	70,391	-	-	-	70,391	
Others	-	90,908	-	-	-	90,908	
		9,923,786	-	-	-	9,923,786	
Special Education Revenue		-	-	-	-	-	
Grants							
Stimulus		-	-	-	-	-	
Other		-	-	-	-	-	
Other State Revenue		-	-	-	-	-	
TOTAL REVENUE FROM STATE SOURCES		9,923,786	-	-	-	9,923,786	
REVENUE FROM FEDERAL FUNDING							
IDEA Special Needs		-	-	-	-	-	
Title I		298,193	-	-	-	298,193	
Title Funding - Other		16,056	-	-	-	16,056	
School Food Service (Free Lunch)		460,000	-	-	-	460,000	
Grants							
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	
Other		-	-	-	-	-	
Other Federal Revenue		-	-	-	-	-	
TOTAL REVENUE FROM FEDERAL SOURCES		774,249	-	-	-	774,249	
LOCAL and OTHER REVENUE							
Contributions and Donations, Fundraising		-	-	-	-	-	
Erate Reimbursement		28,800	-	-	-	28,800	
Interest Income, Earnings on Investments,		1,000	-	-	-	1,000	
NYC-DYCD (Department of Youth and Community Developmt.)		-	-	-	-	-	
Food Service (Income from meals)		1,000	-	-	-	1,000	
Text Book		51,064	-	-	-	51,064	
Other Local Revenue		200	-	-	-	200	
TOTAL REVENUE FROM LOCAL and OTHER SOURCES		82,064	-	-	-	82,064	
TOTAL REVENUE		10,780,099	-	-	-	10,780,099	
EXPENSES							List exact titles and staff FTE's (Full time equivalent)
ADMINISTRATIVE STAFF PERSONNEL COSTS	No. of Positions						
Executive Management	-	-	-	-	-	-	
Instructional Management	3.00	285,360	9,840	-	32,800	328,000	
Deans, Directors & Coordinators	4.00	246,384	8,496	-	28,320	283,200	
CFO / Director of Finance	-	-	-	-	-	-	
Operation / Business Manager	1.00	-	-	-	107,100	107,100	
Administrative Staff	4.00	143,754	4,957	-	16,524	165,235	
TOTAL ADMINISTRATIVE STAFF	12	675,498	23,293	-	184,744	883,535	
INSTRUCTIONAL PERSONNEL COSTS							
Teachers - Regular	34.00	1,784,223	-	-	-	1,784,223	
Teachers - SPED	2.00	-	110,080	-	-	110,080	
Substitute Teachers	-	-	-	-	-	-	
Teaching Assistants	14.00	421,470	26,003	-	-	447,473	

Charter School of Educational Excellence

PROJECTED BUDGET FOR 2015-2016

PROJECTED BUDGET FOR 2015-2016							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	10,780,099	-	-	-	-	10,780,099	
Total Expenses	9,227,022	446,943	-	-	1,223,079	10,897,044	
Net Income	1,553,077	(446,943)	-	-	(1,223,079)	(116,945)	
Actual Student Enrollment	676	-	-	-	-	-	
Total Paid Student Enrollment	676	-	-	-	-	676	
	PROGRAM SERVICES			SUPPORT SERVICES			
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Specialty Teachers	8.00	373,142	23,021	-	-	396,163	
Aides	9.00	-	-	-	142,400	142,400	
Therapists & Counselors	4.00	174,277	10,752	-	-	185,029	
Other	-	94,189	5,811	-	18,000	118,000	
TOTAL INSTRUCTIONAL	71	2,847,300	175,668	-	160,400	3,183,368	
NON-INSTRUCTIONAL PERSONNEL COSTS							
Nurse	-	-	-	-	-	-	
Librarian	-	-	-	-	-	-	
Custodian	5.00	-	-	-	148,463	148,463	
Security	-	-	-	-	-	-	
Other	1.00	-	-	-	35,700	35,700	
TOTAL NON-INSTRUCTIONAL	6	-	-	-	184,163	184,163	
SUBTOTAL PERSONNEL SERVICE COSTS	89	3,522,799	198,961	-	529,307	4,251,066	
PAYROLL TAXES AND BENEFITS							
Payroll Taxes	-	352,280	19,896	-	52,931	425,107	
Fringe / Employee Benefits	-	601,585	33,976	-	90,389	725,950	
Retirement / Pension	-	392,338	22,159	-	58,949	473,446	
TOTAL PAYROLL TAXES AND BENEFITS		1,346,202	76,031	-	202,269	1,624,503	
TOTAL PERSONNEL SERVICE COSTS		4,869,001	274,992	-	731,576	5,875,569	
CONTRACTED SERVICES							
Accounting / Audit	-	-	-	-	20,000	20,000	
Legal	-	8,700	300	-	1,000	10,000	
Management Company Fee	-	-	-	-	-	-	
Nurse Services	-	-	-	-	-	-	
Food Service / School Lunch	-	411,380	-	-	-	411,380	
Payroll Services	-	33,060	1,140	-	3,800	38,000	
Special Ed Services	-	-	50,000	-	-	50,000	
Titlement Services (i.e. Title I)	-	-	-	-	-	-	
Other Purchased / Professional / Consulting	-	581,893	19,307	-	64,356	665,555	
TOTAL CONTRACTED SERVICES		1,035,033	70,747	-	89,156	1,194,935	
SCHOOL OPERATIONS							
Board Expenses	-	-	-	-	20,000	20,000	
Classroom / Teaching Supplies & Materials	-	34,000	-	-	-	34,000	Teachers Discretionary and Classroom Supplies
Special Ed Supplies & Materials	-	-	-	-	-	-	
Textbooks / Workbooks	-	96,064	-	-	-	96,064	Text and Materials and NYSTL Text/Materials/Software
Supplies & Materials other	-	-	-	-	-	-	
Equipment / Furniture	-	5,220	180	-	600	6,000	
Telephone	-	25,230	870	-	2,900	29,000	
Technology	-	179,190	4,110	-	13,700	197,000	
Student Testing & Assessment	-	16,000	-	-	-	16,000	
Field Trips	-	10,000	-	-	-	10,000	
Transportation (student)	-	110,000	-	-	-	110,000	
Student Services - other	-	25,000	-	-	-	25,000	
Office Expense	-	126,150	4,350	-	14,500	145,000	Office Supplies, Postage, Printing, Copier Cost
Staff Development	-	141,810	4,890	-	16,300	163,000	
Staff Recruitment	-	9,000	-	-	-	9,000	
Student Recruitment / Marketing	-	-	-	-	-	-	
School Meals / Lunch	-	8,000	-	-	-	8,000	
Travel (Staff)	-	8,700	300	-	1,000	10,000	
Fundraising	-	-	-	-	-	-	

Charter School of Educational Excellence

PROJECTED BUDGET FOR 2015-2016

PROJECTED BUDGET FOR 2015-2016							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.							
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Total Expenses	9,227,022	446,943	-	-	1,223,079	10,897,044	
Net Income	1,553,077	(446,943)	-	-	(1,223,079)	(116,945)	
Actual Student Enrollment	676	-				-	
Total Paid Student Enrollment	676	-				676	
	PROGRAM SERVICES			SUPPORT SERVICES			
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Other	26,090	210	-	-	700	27,000	Other G&A, Staff Appreciation, and Other Direct Educational
TOTAL SCHOOL OPERATIONS	820,454	14,910	-	-	69,700	905,064	
FACILITY OPERATION & MAINTENANCE							
Insurance	107,880	3,720	-	-	12,400	124,000	
Janitorial	-	-	-	-	45,000	45,000	
Building and Land Rent / Lease	1,060,074	36,554	-	-	121,848	1,218,476	Rent, Temp Occupancy, Real Estate Taxes, Bond and Bond Origination
Repairs & Maintenance	65,250	2,250	-	-	7,500	75,000	
Equipment / Furniture	3,480	120	-	-	400	4,000	
Security	365,400	12,600	-	-	42,000	420,000	
Utilities	160,950	5,550	-	-	18,500	185,000	
TOTAL FACILITY OPERATION & MAINTENANCE	1,763,034	60,794	-	-	247,648	2,071,476	
DEPRECIATION & AMORTIZATION	739,500	25,500	-	-	85,000	850,000	
DISSOLUTION ESCROW & RESERVES / CONTINGENCY	-	-	-	-	-	-	
TOTAL EXPENSES	9,227,022	446,943	-	-	1,223,079	10,897,044	
NET INCOME	1,553,077	(446,943)	-	-	(1,223,079)	(116,945)	
ENROLLMENT - *School Districts Are Linked To Above Entries*	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED				
Yonkers	560		560				
New York City	93		93				
Mount Vernon	14		14				
Greenburgh	3		3				
Others	6		6				
TOTAL ENROLLMENT	676	-	676				
REVENUE PER PUPIL	15,947	-	-				
EXPENSES PER PUPIL	13,649	-	-				



Audited Financial Statement Checklist

Created: 10/30/2015

Last updated: 11/01/2015

Page 1

Charter School Name:

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

	Yes/No
Audited Financial Statements (including report on compliance and report on internal control over financial reporting)	Yes
Single Audit (if applicable)	Yes
CSP Agreed Upon Procedures (if applicable)	Not Applicable
Management Letter	Not Applicable
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 2014-15 Audited Financial Statement.

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

Thank you.



Appendix E: Disclosure of Financial Interest Form

Created: 07/18/2015

Last updated: 10/30/2015

Page 1

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

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

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

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

Yes

Thank you.



Appendix F: BOT Membership Table

Last updated: 07/12/2015

Page 1

1. Current Board Member Information

	Trustee Name	Email Address	Committee Affiliation(s)	Voting Member? (Y/N)	Area of Expertise, and/or Additional Role and School (parent, staff member, etc.)	Number of Terms Served and Length of Each (Include election date and term expiration)
1	Eduardo LaGuerre	[REDACTED]	Chair/Board President	Yes	Executive Committee, Finance Committee, Facilities Committee, Bylaw Committee	2005 - present
2	Sobeida Cruz	[REDACTED]	Trustee/Member	Yes	Academic Committee, Finance Committee, Fundraising Committee	2005 - present
3	Nadine Burns-Lyons	[REDACTED]	Secretary	Yes	Executive Committee	2005 - present
4	Carlos Medina	[REDACTED]	Trustee/Member	Yes	Academic Committee	2007 - present
5	Jim Killoran	[REDACTED]	Treasurer	Yes	Executive Committee, Financial Committee	2010 - present
6	Dr. James Stenerson	[REDACTED]	Trustee/Member	Yes	Technology Committee	2014- present
7	Diana Rosario-Garcia	[REDACTED]	Parent Representative	Yes	Fundraising Committee	2014 - present
8						
9						
10						
11						
12						
13						
14						
15						
16						

17						
18						
19						
20						

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

2

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

0

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

11

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

12

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

11

Thank you.



Charter School of Educational Excellence

260 Warburton Avenue, Yonkers, New York 10701
(914) 476-5070 • Fax (914) 476-2858

Special Board of Trustees Meeting Monday, July 7, 2014

Attendance: E. LaGuerre, S. Cruz, C. Medina, J. Siegel, Jim Killoran, D. Rosario (pending State Education Department Approval), J. Stenerson (pending State Education Department Approval)

Absent: N. Burns-Lyons, P. McDow (pending State Education Department Approval)

Non-Board Members: C. Lopez (I.A.P.), C. Goldberg (Director of Government, Parents & External Relations), S. Henriquez (Director of Operations), D. DeMasi (Student Information Coordinator), M. Cordero (VEP), P. Augello (VEP)

Call to Order: 6:00 p.m.

Welcome and Introductory Remarks- E. LaGuerre

- E. LaGuerre welcomed everyone attending this special Board of Trustees meeting for nomination of principal for the Charter School of Educational Excellence. He looks forward to seeing this many teachers at our monthly board meetings.

Principal Search Committee Chair Report- Carlos Medina & Mary Cordero

Mary Cordero reports Timeline-

- May 22, 2014- Principal Search Committee met and posted the job position for Principal and Assistant Principals on the following websites (<http://littlebird.hr/>, Gotham, American Association School Administrators and Victory websites) Deadline for submission was June 16, 2014.
- Mary Cordero reviewed the 9 applications that were submitted and conducted phone screenings which ended on June 17, 2014. Between June 17th and June 19th the Academic Committee and the Principal Search Committee reviewed the 5 applications submitted. After further investigation 4 were presented to the Board of Trustees.
- The Principal Search Committee agreed to post-pone the Assistant Principal Search until after a Principal has been assigned so when the preliminary interviews were conducted the new assigned principal would take part in them.
- Interviews were conducted on June 25th. Carlos Medina drafted questions to be posed to each candidate. Board of Trustee members including those pending State Education Department approval and the PTO President were invited to attend the interviews. In attendance on June 25th to conduct the interviews were E. LaGuerre, S. Cruz, N. Burns-Lyons, P. McDow and M. Cordero. The committee considered the candidate's resumes, credentials, references and responses to the questions that were asked during the interview. The committee to have a

conference call the following day June 26th at 12:00 to discuss the final principal's selection. All members of the Board of Trustees were sent an email asking for their participation during this conference call for the final selection of Principal. In attendance on the conference call were E. LaGuerre, S. Cruz, C. Medina, and M. Cordero.

Carlos Medina- Chairman of the Principal Search Committee Announces new Principal

- The Board of Trustees has met and unanimously agrees that the best person for the Charter School of Educational Excellence Principal would be Mrs. Cindy Lopez.
- E. LaGuerre formally thanks the committee for all their hard work and efforts put into this, he understands it was not an easy task. CSEE had excellent candidates that responded to our job listing. E. LaGuerre asks Board of Trustee members who are present (J. Siegel & J. Stenerson) and the PTO president (Diana Rosario) if they have any questions or concerns in regards to the new assigned principal.

Motions and Resolutions

Resolution 56 2013-2014 Motion to appoint Cindy Lopez as the Principal and recognized leader for the Charter School of Educational Excellence

RESOLVED: The Board of Trustees moves to appoint Cindy Lopez as the Principal and recognized leader for the Charter School of Educational Excellence

Motioned by: C. Medina

Cindy Lopez accepts the position

Seconded by: S. Cruz

Discussions: None

Votes for and against: Unanimous vote of approval

Cindy Lopez accepts Principal Position

- Thanks the Board of Trustees for trusting her these past couple of months as Interim Acting Principal.
- Thanks teachers and looking forward to taking this school to the next level in the fall by working together as a team
- E. LaGuerre states that the Mayor of Yonkers is supportive of CSEE in regards to expanding the school and opening up a high school. There have been meetings with consultants who are interested in working with CSEE to develop these projects.
- CSEE has submitted an application for Pre-K. CSEE is going to pursue a full Pre-K program for the 2015-2016 school year. E. LaGuerre thanks Victory Education Partners and Mary Cordero for their efforts in putting together the application.

- E. LaGuerre discussed looking into expanding other classrooms and putting bathrooms in them for them to be eligible for use as Pre-K classrooms. He is very grateful for all the hard work this year not only has CSEE been successful to raise the level of standards for our children, but CSEE has also been able to finish the year very fiscally sound.
- S. Cruz thanks the teachers for their extraordinary job in raising funds within the school. C. Lopez states that with all the fund raising in house this year with bakes sales etc. we raised almost \$30,000.00 for field trips and activities.

Motion Adjourn- 6:17 p.m.



Charter School of Educational Excellence

260 Warburton Avenue, Yonkers, New York 10701
(914) 476-5070 • Fax (914) 476-2858

Board of Trustees Meeting

August 21, 2014

6:30 PM

Attendance: E. LaGuerre, S. Cruz, C. Medina, Jim Killoran, James Stenerson (pending State Education Department Approval), Patricia McDow (pending State Education Department Approval) Diana Rosario (pending State Education Department Approval),

Absent: Nadine Burns-Lyons, James Siegel

Non-Board Members: C. Lopez (Principal) C. Goldberg (Director of Government, Parents & External Relations), S. Henriquez (Director of Operations), D. DeMasi (Student Information Coordinator), Mary Cordero (VEP), Paul Augello (VEP)

Call to Order: 6:25 p.m.

Welcome and Introductory Remarks- E. LaGuerre

- E. LaGuerre welcomed and thanked everyone for attending the Board of Trustees meeting and extended a welcome to Paul Diamond Vice President of the Yonkers Teacher's Union.
- E. LaGuerre stated that he had stopped in to attend teacher professional development sessions at the Charter School of Educational Excellence during the past two weeks and hopes that teachers are happy with the professional development that was offered this year. The goal behind this year's professional development was to enhance teacher's ability to be more effective in the classroom.
- E. LaGuerre thanks Trustee Carlos Medina for getting the funding through the agency he works for the Center for Education and Innovation to get CSEE the grant for the 7 Habits of Learning Professional Development that was provided to staff.

Motions and Resolutions

Resolution 1 2014-2015 Adoption of June 2014 Board of Trustee Minutes

RESOLVED: The Board of Trustees moves to adopt the Board of Trustee Meeting Minutes for the June 12, 2014 Board of Trustees meeting.

Motioned by: S. Cruz

Seconded by: J. Killoran

Discussions: S. Cruz suggests revision of Resolution 53 to state Resolution 50 2013-2014 motions to accept the report from Trustee Carlos Medina on the Principals Search Committee

Votes for and against: Unanimous

Resolution 2 2014-2015 Adoption of July 2014 Board of Trustee Minutes

RESOLVED: The Board of Trustees moves to adopt the Board of Trustee Meeting Minutes for the July 7, 2014 Board of Trustees meeting.

Motioned by: S. Cruz

Seconded by: C. Medina

Discussions: This was a special Board Meeting; let it reflect that on the heading of the minutes.

Votes for and against: Unanimous

Resolution 3 2014-2015 Authorization to appoint Assistant Principals for the Elementary and Middle School

RESOLVED: The Board of Trustees moves to authorize the appointment of Assistant Principal Jessica Jacaruso for the Elementary School grades K-4 and Assistant Principal Edwin Alexander for Middle School grades 5-8 pursuant to the recommendation of the Search Committee and Principal Cindy Lopez.

Motioned by: S. Cruz

Seconded by: C. Medina

Discussions: None

Votes for and against: Unanimous

Resolution 4 2014-2015 Adoption of the 2014-2015 Schedule for the Charter School of Educational Excellence as amended

RESOLVED: The Board of Trustees moves to adopt the Charter School of Educational Excellence schedule as amended for the 2014-2015 School Year establishing the school

calendar, the Board of Trustee meeting schedule, and the half day professional development schedule for instructional staff as set forth in Exhibit A to replace the School Calendar of the 2014-2015 School Year adopted pursuant to Resolution 49 2013-2014.

Motioned by: S. Cruz

Seconded by: C. Medina

Discussions: Due to conflicting schedules Spring Board of Trustee Meetings will be changed and held on the following dates Tuesday, February 24, 2015, Tuesday, March 10, 2015, Tuesday, April 21, 2015,

Board of Trustees Retreat- Sunday, April 12, 2015

Votes for and against: Unanimous

Resolution 5 2014-2015 Authorization to enter into a contract with Regina Caterers for meal service to the Charter School of Educational Excellence

RESOLVED: The Board of Trustees authorizes the Charter School of Educational Excellence to enter into a contract for a term of one year, and up to four additional one year renewal terms with Regina Caterers response to the Request for Bids to Provide School Program Breakfast and Lunch Meals and Snacks issued by the Charter School of Educational Excellence.

Motioned by: S. Cruz

Seconded by: J. Killoran

Discussion: Regina Caterers will provide us with the equipment needed to store and heat food, they are required to provide the Charter School of Educational Excellence with the foods nutritional facts as well as menu. Food provided must meet all USDA regulatory requirements. Regina Caterers food would be arriving from Brooklyn chilled not frozen. CSEE staff has conducted a taste test sampling Regina Caterers food options.

Votes for and against: Unanimous

Resolution 6 2014-2015 Authorization to negotiate a contract with Arrow Security company pending references which offers lower hourly rates, a visitor management/monitoring system, and greater flexibility in meeting security needs.

RESOLVED: The Board of Trustees authorizes the Charter School of Educational Excellence to negotiate a contract with Arrow Security pending references which offers a lower hourly rate, a visitor management system, and flexibility in allowing the Charter School of Educational Excellence the option of hiring security guards on a part-time, basis for after school activities.

Motioned by: S. Cruz

Seconded by: C. Medina

Discussions: CSEE will need to give Allied Barton Security a 30 day notice, during that time CSEE will negotiate a contract with Arrow Security and check references. Arrow Security will

provide CSEE with a Visitor Management System which will track who is in the building and how long they have been in the building. Arrow Security is more lenient on overtime arrangements and this company is willing to train and hire people CSEE recommends.

Votes for and against: Unanimous

Resolution 7 2014-2015 Authorization to renew a cleaning services contract with Classico Building Maintenance, Inc.

RESOLVED: The Board of Trustees authorizes the Charter School of Educational Excellence to renew a contract with Classico Building Maintenance, Inc. for cleaning services at the same rate as last year.

Motioned by: S. Cruz

Seconded by: J. Killoran

Discussion: There will be arrangements made and schedule set up by CSEE Head Custodian in regards to how often floors will be stripped and waxed. CSEE will provide the cleaning solutions and supplies. The Board of Trustees requested the inclusion of a 30 day mutual termination clause in the Classico Building Maintenance, Inc. contract renewal.

Votes for and against: Unanimous

Resolution 8 2014-2015 Authorization to renew Tur Bus Services for the 2014-2015 school year

RESOLVED: The Board of Trustees authorizes the Charter School of Educational Excellence to renew Tur Bus Services contract and try to limit the requested increase to 4% over what was paid in the 2013-2014 school year.

Motioned by: J. Killoran

Seconded by: C. Medina

Discussions: 73 Bronx students using the bus, 11 from Yonkers. CSEE will work on negotiating the 4% increase that was requested from Tur Bus.

Votes for and against: Unanimous

Principal's Report

PRE-SERVICE FOR TEACHING STAFF

- Pre Service Calendar – See attached
- Mr. LaGuerre and Mrs. Cruz opened professional development day
- Mayor Spano welcomed staff back to school
- Special Thank you to Dr. Yazurlo, YPS Superintendent for coming in and providing a wonderful pre service opening speech and professional development for CSEE teachers.
Focus: teaching from the heart and high expectations

- Math and Science PD for all grades; STEM instruction
- Thank you to Michael Kohlhaugen (CEI-PEA) for bringing in *The Leader in Me (7 Habits of Highly Effective People)* Workshop. Workshop cost \$60,000.00; brought in through a grant
- Staff is extremely happy with the quality of professional development being presented this year
- Staff will complete evaluations to provide school with feedback and to help determine what other professional development is needed as we move forward

STATE TESTING

- The State Department of Education has designated CSEE as a Reward School; our school is among those in NYS that has made the most progress or has the highest performance with no significant gaps in student achievement. See **Award Certificate**
- **CSEE outperformed the following (see attached – NYS Assessments):**
 - Yonkers in both ELA and Math in every grade
 - NYC in every grade for math and all grades except 8th grade in ELA.
 - NYS in Grades 3,4,5 & 7 for ELA
 - NYS in all grades for Math
- NYS Science Scores for grades 4 and 8
 - 4th grade 100% passing
 - 8th grade 77% passing

Victory Education Partner Report

- M. Cordero reports the consultants for the 2014-2015 school year will be Dr. Siegel ELA, Lauren Benjamin ELA, Meghan Marrero Science, and Jessica Wilm Math.
- New York State Exam scores- grades 3, 7, and 8 ELA scores went up compared to the 2012-2013 school year and grades 3, 5, 7, and 8 Math scores went up.
- M. Cordero explained the hiring process for the Assistant Principal position- 25 applications submitted, 6 were scheduled for final interviews, 2 opted out, and 4 finalists were interviewed. During the interview the person received an assignment to analyze data and come up with strategies and questions in regards to the data analysis.
- P. Augello reports on CSEE's June 2014 Year-to-Date Financial Budget- Per Pupil revenue was ahead of budget based on the enrollment of 652. Actual enrollment was 654.
- All school districts payments are up to date.

PTO Report

- Ms. D. Rosario had invited the PTO Treasurer and Vice President to the Board of Trustees meeting to give us a run down in regards to the ending balance of PTO funds from the 2013-2014 school year.
- The books have not been handed over. There is no accountability for last year's expenses; all the PTO money from the 2013-2014 school year has not been accounted for.
- C. Lopez still waiting on payment for 2013-2014 Field day and Staff Appreciation Lunch.
- E. LaGuerre requests that CSEE draft a letter to the offices of the PTO which will be forwarded to the District Attorney's Office so that a Federal investigation can be conducted as to what occurred with the funds from the PTO last year. In the letter it must state that this is an urgent matter, we need accounting and if they don't provide you with an accounting our assumption will be that there was a misappropriation of funds and the District Attorney's Office will conduct an investigation.

Director of Operations Report

- S. Henriquez reports there have been 2 people hired on the Operations Team
- CSEE is being audited by the State Controller's Office on last fiscal year.
- C. Lopez gives a thank you to S. Henriquez and the Custodial Team on what a great job they have done over the summer to prepare the building for this school year.

New Business

- E. LaGuerre thanks C. Goldberg for all the hard work in regards to enrollment and the Community Garden. C. Goldberg reports on the Community Garden- looking for help from Habitat from Humanity, and volunteers to help clean up the area begin the process for growth of some winter vegetables. Students will be having 100 minutes of Science once per week where they can go and take care of the garden.
- E. LaGuerre wants to publicly thank Mayor Spano we are moving forward with CSEE's initiative to build a high school. We have 2 acres of land on the cross streets of Hawthorne Ave and Hollis Ave in Yonkers. E. LaGuerre has met with prospective funders and architects, and is working with the Department of Public Works Commissioner in the clean-up process of that area.

Community Open Forum

- Paul Diamond suggests that the Yonkers UFT and CSEE negotiate a new evaluation system. He also stated that the Collective Bargaining Agreement can't be finalized until there is agreement on that issue, as well as the outstanding issue of teacher salaries.
- E. LaGuerre states that all this will be discussed at the next Teacher Union Meeting.

Motion to Adjourn: 8:22 p.m.



Charter School of Educational Excellence

260 Warburton Avenue, Yonkers, New York 10701
(914) 476-5070 • Fax (914) 476-2858

Board of Trustees Meeting
September 11, 2014
6:30 PM

Attendance: E. LaGuerre, S. Cruz, C. Medina, Jim Killoran, James Stenerson (pending State Education Department Approval), Patricia McDow (pending State Education Department Approval) Diana Rosario (pending State Education Department Approval),

Absent: Nadine Burns-Lyons, James Siegel

Non-Board Members Present: C. Lopez (Principal) C. Goldberg (Director of Government, Parents & External Relations), S. Henriquez (Director of Operations), D. DeMasi (Student Information Coordinator), Mary Cordero (VEP), Paul Augello (VEP)

Call to Order: 6:15 p.m.

Welcome and Introductory Remarks- E. LaGuerre

- E. LaGuerre thanks everyone for being here this evening, and congratulates staff for such a wonderful job they did on the first day of school.
- E. LaGuerre reports that CSEE is revamping our security and will be retaining the employees who are presently providing us security at the school and bring in additional employees to support CSEE starting in October.
- Regina Caters has officially taken over the food contract for the school.
- E. LaGuerre states that we are still pending New York State approval of two members on our Board of Trustees. These members still have all the rights and responsibilities as regular Board of Trustee members they will not be able to vote on any motion. Members can deliberate and share their comments which will be taken into consideration.
- E. LaGuerre confirms that Trustee James Seigel is excused for this evenings meeting, however let the record reflect that this is his second consecutive absence.
- E. LaGuerre will be forwarding the By-Laws to the Chair person on the By-Laws committee. All Board of Trustee members are to take the By-Laws and review them for any suggestions or recommendations for the Board of Trustees so members can look to modify these By-Laws at CSEE's next Board of Trustees meeting. Next Board of Trustees meeting the Board will adopt a motion on the By-Laws.

Action Items

Motions and Resolutions

Resolution 9 2014-2015 Adoption of August 2014 Board of Trustee Minutes

RESOLVED: The Board of Trustees moves to adopt the Board of Trustee Meeting minutes for the August 21, 2014 Board of Trustees meeting.

Motioned by: J. Killoran

Seconded by: S. Cruz

Discussions: None

Votes for and against: Unanimous

Resolution 10 2014-2015 Ratification of the Conflict of Interest Policy

WHEREAS, the Charter School of Educational Excellence (the “Institution”) operates a charter school pursuant to the State Education Law; and

WHEREAS, the Board recognizes that sound, ethical standards of conduct serve to increase the effectiveness of the school Board trustees and their staff as educational leaders in their community; and

WHEREAS, the Board also recognizes the defined prohibited Conflict of Interest for the school trustees, officers and employees under the General Municipal Law and the 2010 NYS Charter Law, and

WHEREAS, the Board has determined to review and RATIFY the Institution’s adopted “Conflict of Interest Policy” for the Schools Trustees, Officers and Employees as required by the 2010 NYS Charter Law on an annual basis.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE Charter School of Educational Excellence AS FOLLOWS:

Section 1. Conflict of Interest. The Conflict of Interest Policy attached is ratified for the 2014-2015 school year:

Section 2. This Resolution shall take effect immediately.

Motioned by: S. Cruz

Seconded by: J. Killoran

Discussions: None

Votes for and against: Unanimous

Resolution 11 2014-2015 Ratification of the Code of Ethics Policy

WHEREAS, the Charter School of Educational Excellence (the “Institution”) operates a charter school pursuant to the State Education Law; and

WHEREAS, the Board recognizes that sound, ethical standards of conduct serve to increase the effectiveness of the school Board of trustees and their staff as educational leaders in their community; and

WHEREAS, the Board also recognizes its obligation under the General Municipal Law, to adopt a code of ethics consistent with the provisions of the General Municipal Law and the 2010 NYS Charter Law, setting for the standards of conduct required for all school trustees, officers and employees; and

WHEREAS, the Board has determined to review and RATIFY the Institution’s approved Code of Ethics for the Schools Trustees, Officers and Employees as required by the 2010 NYS Charter Law on an annual basis.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE Charter School of Educational Excellence AS FOLLOWS:

Section 1. Code of Ethics. The Code of Ethics attached is ratified for the 2014-2015 school year:

Section 2. This Resolution shall take effect immediately.

Motioned by: J. Killoran

Seconded by: S. Cruz

Discussion: None

Votes for and against: Unanimous

Informational Items

Executive Session- Commenced 6:30 p.m. Ended 6:45 p.m.

Sports and Physical Ed. Report- Mike DeSimone

- The Board of Trustees congratulates Mike DeSimone on his promotion of head of the Athletic Department.
- See PowerPoint Presentation attached

Finance Report- Paul Augello/Jim Killoran

- CSEE has not received the July 1st or the September 1st payment from the Yonkers School District. Yonkers is failing to pay on time. P. Augello has sent three invoices and CSEE is still awaiting payment.
- If payments do not come in E. LaGuerre suggests we call a meeting with the Superintendent of Yonkers or with the President of the School Board of Yonkers to find out why this is occurring.
- C. Goldberg informs the Board of Trustees that the Superintendent is not in charge of the finances and all financial decision in respect to the Yonkers Public School District are made by the City of Yonkers Finance Department. The Board of Trustees has requested Carmen Goldberg to look into these matters and report back to the Board of Trustee members
- CSEE budget is based on 656 pupils.
- The New York State Comptroller's Office audit remains underway. No exit conference date has been set.

Technology Report- Dr. James Stenerson

- A whole assessment was conducted with faculty based on technology needs. Assessment showed that CSEE teachers and staff have a willingness to work with technology and incorporate it into the classroom. They see technology as a tool that will enhance their instruction and teachers are familiar with basic technology.
- Still in process of each classroom's technology assessment in regards to SmartBoards functioning properly.
- Asus Notebooks have been issued to teachers. Teachers have signed a contract and this notebook is theirs for the academic year to take home, plan and use for lessons and instructional purposes.
- Teachers are very satisfied with the technology professional development that took place. Looking to have a 2nd round of professional development for teachers in regards to technology. Need more professional development with use of SmartBoards.
- Teachers were informed about Google's free collaboration tools and programs for example chart a student's progress with an essay.
- CSEE is putting together a Technology Committee which will include teachers and administrators.
- C. Medina was contacted by the Chileans Group that had come to visit and have asked to come back again. They also would like to donate \$1,000 to the Charter School of Educational Excellence.
- E. LaGuerre requests that a position becomes available for an Administrator that works in the school to take all responsibility for Usernames and Passwords they would sign a policy in regards to all the sensitive information. He also suggests that someone on the Board of Trustees has information on usernames and passwords. All this information can be stored and locked up in the Board Room.

An Administrator must have access to all this information other than just the technology consultant at the school.

- E. LaGuerre request that Rosette Stone licenses be order for Board of Trustee members.

Director of Operations Report- Stephan Henriquez

- S. Henriquez introduces new Chief Custodian of the school- David Pagan. He will be directly supervising the night cleaning crew and setup their work schedule and establish the tasks that need to be completed. He has made several repairs throughout the building for example fixing the flag pole and making the necessary repairs to the gymnasium.
- CSEE's roof was vandalized again. We are fortunate that the water that came into the building did not damage the main server room. CSEE has installed cameras that provide complete coverage of the entire roof as well as the building behind CSEE.

Principal's Report- Cindy Lopez

September 4th, first day of school

- Wonderful day at CSEE, great vibe throughout building
- K-8 Walkthroughs: Students fully engaged by 8:10 am
- Full uniform compliance
- Yonkers Students Transportation: some students were not eligible for transportation this school year although they have had transportation services for the previous school years.

Academics

- Title 1 Department and Special Education Team currently reviewing all NYS Exams data for all students in grades 3-8. Team also helping collect new data (running records) for grades K-2. Once all data is analyzed, students will be grouped and supports will be put in place to help students. Out of classroom supports will commence the first week of October once all benchmarks and data has been reviewed
- Academic Intervention Team (grades k-8) will work closely with new teachers to provide mentoring, coaching, and pacing guidelines—consistent, daily support with feedback (documented minutes)
- Consultants will work closely with all teachers and teams to: (1) provide demo lessons; (2) increase opportunities for teachers to see good teaching in practice; (3) line up curriculum with testing blue prints; (4) gather and review all student data
- Team meeting schedules for grades k-8 are being finalized. Teams will start meeting early next week to discuss curriculum, lessons, data, strategies being implemented
- Instructional program walkthroughs will commence the week of September 22nd once all beginning of year benchmark testing have come to an end Students currently taking benchmark Exams for ELA and Math

Evaluations

- Currently working on Student Learning Outcomes (SLO's) and Local Assessments for Teacher's Union Contract. Victory consultant helping with Science SLO's and Mr. Kohlhagen helping with Social Studies and Arts program SLO's. Principal, teachers and consultants work collaboratively to develop SLO's
- Teacher Evaluation calendar is being developed. There are currently 41 teachers and 15 teaching assistants to be evaluated

TECHNOLOGY ADVANCES

CSEE is taking steps to implement a program that integrates online instruction with traditional face-to-face class activities to achieve greater productivity for teachers and better outcomes for students implemented for the 2014-2015 school year:

- **ASUS Notebooks**
 - School has 300 ASUS Notebooks and 10 charging stations to be used for grades K-8
 - Teachers are working collaboratively to set schedules for computer usage; goal is to maximize the time that student is able to use computer, looking at uninterrupted time
 - Classroom teachers have received an ASUS notebook (contract signed) and have been trained on how to use computer and how to integrate programs into curriculum. Teachers will use notebooks for lesson planning
- **Online Programs**
 - **i-ready** (ELA/MATH) final stages of set-up. Students will start program the last week of September
 - **ST Math** will commence the week of September 29th
 - **Imagine Learning**: Program for Special education students and ELLs. Staff will be trained October 7th. Program will be implemented as soon as staff is trained
 - **Rosetta Stone** (foreign language) to commence Monday, September 15, 2014. Program will be available for grades 2-8. New Spanish Teacher being trained. Rosetta Stone Coordinator returning from maternity leave September 29th
- **Technology Teacher and Media Lab** – Lab is equipped with 29 laptops, and a projector. Room can easily accommodate 28 students. Students and faculty very excited about school having a technology teacher and students being able to take technology classes. Currently developing a technology curriculum

Live Streaming

- Looking to bring in a specific program that will provide live streaming to all classrooms during assemblies

Have a proposal for monitor, equipment and online program to support live streaming of school activities, lessons, student presentations

2014-2015 SCHOOL EVENT CALENDAR

- CSEE School Calendar (see attached)
- Events

STUDENT SCHEDULE

- Recess: students using backyard during recess. Peaceful Playground Program team in the process of surveying all students to see what activities they want to take part in during recess
- Physical Education Department happy to have double periods with students. We have increased physical activity for all grades while maintaining the academic program intact
- 100 minutes of science 2-3 times per week for all grades; increasing hands on activities inside and outside of the classroom

**Victory Education Partner Report- Mary Cordero
Enrollment with numbers in PowerSchool**

Grade	As of 9/11/14*	Pending Registrations
K	81	2
1	77	
2	81	
3	77	
4	75	1
5	76	
6	69	
7	70	
8	46	
Totals	652	
Special Education Students	42	35
ELL Students	22	61 will be tested
Title I eligible students - CSEE is currently benchmark testing students. Title I Edibility will be updated at the next board meeting	TBD	

Victory Professional Development services

Victory Education staff development launch meeting - Sept 11, 2014

- Richard Trauner - Special Education consultant - 2 days per month
- Dr. Siegel - ELA Consultant in grades 6-8 - 3 days per month
- Lauren Benjamin - ELA Consultant - 1 day per month
- Meghan Marrero- science consultant - 3 days per month
- Jessica Willm - Director of Curriculum and Instruction providing math support - 4 days per month

Compliance

- Consolidated Application submission – submitted on August 27, 2014

Governance

- NYSED approval of Patricia McDow, Dr. Stenerson & Diana Rosario – Pending
- Ratify Conflict of Interest & Code of Ethics for the 2014-2015 school year
 - 2014-2015 – distribution of Board Bylaws
 - Signing Board Agreements

2014-2015 Assessment Schedule:

- NYSED ELA Grades 3-8: April 14-16
- NYSED MATH Grades 3-8: April 22-24
- NYSED Science 4th and 8th grade:
 - May 20-29th performance assessment
 - June 1-Written Assessment

Human Resources -MS Assistant Principal Search in progress

- C. Medina suggests the Board Chairman writes a letter to Victory Education Partners in regards to the outstanding work Mary Cordero Paul Auguello contributes to CSEE. They go above and beyond what is expected of them for CSEE. Letter could be drafted for next meeting. E. LaGuerre agrees and thanks and acknowledges M. Cordero and P. Augello for their hard work.
- C. Medina also thanks S. Henriquez for all the exceptional work that has been done in regards to the building and operational management of CSEE.

PTO Report- Diana Rosario

- CSEE has received paperwork from Bank in regards to PTO monies.
- PTO Treasurer has resigned- Bank account has been closed with a balance of \$3,319.65. Still owe CSEE \$1,000. A new account will be opened at Ridgewood Bank.
- A PTO membership package will be available to parents on September 18th the night of Open House.
- PTO is looking to create committees for parents to lead.
- Looking for a vendor to set up a direct payment plan where parents can pay for things online.
- PTO's goal is to raise \$30,000 by the end of the school year.

- E. LaGuerre suggests providing a professional development for parents in regards to homework help. CSEE needs to bring parents in to support the children.
- D. Rosario reports that Ridgewood Bank offers a youth program for students and parents to bring kids into the bank and learn about managing money and banking.
- T.D. Bank offers Reading Programs.
- Whole Foods has a program in regards to nutrition to work with students and parents.

Open Forum

- Parent asks- How do teachers challenge advance learners? C. Lopez responds with students get extra work and additional support to meet those challenges to become even more proficient.

Motion to Adjourn- 8:14 p.m.



Charter School of Educational Excellence

260 Warburton Avenue, Yonkers, New York 10701
(914) 476-5070 • Fax (914) 476-2858

Board of Trustees Meeting

October 9, 2014

5:30 PM

Attendance: E. LaGuerre, S. Cruz, C. Medina, Jim Killoran, James Stenerson (pending State Education Department Approval), Diana Rosario (pending State Education Department Approval), Nadine Burns-Lyons

Absent: James Siegel

Non-Board Members Present: C. Lopez (Principal) C. Goldberg (Director of Government, Parents & External Relations), S. Henriquez (Director of Operations), D. DeMasi (Student Information Coordinator), Mary Cordero (VEP), Paul Augello (VEP)

Call to Order: 5:30 p.m.

Welcome and Introductory Remarks- E. LaGuerre

- E. LaGuerre thanks everyone for being here this evening.
- E. LaGuerre requests all Board of Trustee Reports be submitted 1 day prior to Board Meeting for review and feedback during meeting.

Action Items

Resolution 12 2014-2015 Adoption of September 2014 Board of Trustee Minutes

RESOLVED: The Board of Trustees moves to adopt the Board of Trustee Meeting Minutes for the September 11, 2014 Board of Trustee meeting.

Motioned by: S. Cruz

Seconded by: C. Medina

Discussions: None

Votes for and against: Unanimously adopted

Resolution 13 2014-2015 Ratification and Adoption of 2014-2015 CSEE Staff Handbook

RESOLVED: The Board of Trustees moves to ratify and adopt the 2014-2015 CSEE Staff Handbook.

Motioned by: S. Cruz

Seconded by: C. Medina

Discussions: C. Lopez reports there are no changes in regards to procedures or policies applicable to teachers and it does not reference teacher evaluations. Updates included Uniform Policy and date changes for NYS testing, Report Cards and Progress Reports, added i-Ready and Rosetta Stone information to the curriculum section. There was a suggestion to modify page 39 and omit the word mandated.

Votes for and against: Unanimously ratified and adopted

Resolution 14 2014-2015 Ratification and Adoption of 2014-2015 CSEE Parent Handbook

RESOLVED: The Board of Trustees moves to table Resolution 14 2014-2015 Ratifying and Adopting the 2014-2015 CSEE Parent Handbook

Motioned by: S. Cruz

Seconded by: J. Killoran

Discussions: This resolution was tabled until the PTO President along with a group of parents is able to read over and provide comments or proposed revisions in regards to the Parent Handbook.

Votes for and against: Unanimously tabled.

Resolution 15 2014-2015 moves to authorize the execution of contracts with a structural engineer and an architect to assess the feasibility of a facility program to develop 2 Special Education offices, 3 Pre-Kindergarten Classrooms, and 1 large Music room.

RESOLVED: The Board of Trustees resolves to authorize the execution of contracts with a structural engineer and an architect to assess the feasibility of a facility program to develop 2 Special Education offices, 3 Pre-Kindergarten Classrooms, and 1 large Music room.

Motioned by: J. Killoran

Seconded by: C. Medina

Discussions: The contract must also include restrooms

Votes for and against: Unanimously authorized.

Resolution 16 2014-2015 authorization to increase the line of credit with Customers Bank from \$350,000 to \$500,000.

RESOLVED: The Board of Trustees authorizes an increase in the line of credit with Customers Bank from \$350,000 to \$500,000

Motioned by: C. Medina

Seconded by: J. Killoran

Discussions: The goal is to have but not utilize this credit line increase.

Votes for and against: Unanimously authorized.

Principals Report- Cindy Lopez

September 18th - Open House

- From 6:00 pm – 8:00 pm
- Approximately 450 parents attended open house
- Workshop for Kindergarten parents provided by Mr. P. Phillips and AIS Team
- PTO present during open house

2014-2015 Professional Development

Objective: To foster a Professional Community of Learners that...

- Plans curriculum units, implements the common core in all areas, and individualizes instruction
- Expands the use of research-based teaching and learning

Union

- An updated list (9/2014) of teachers/educational assistants was submitted to the union
- Asked for a meeting date
- SLO (Student Learning Outcomes) follow up questions to the YFT

Academics

- Benchmark testing (ELA and Math) completed for all students in grades K-8
- Academic Intervention Support (AIS) team has developed a preliminary schedule to provide out of classroom support to all students not meeting initial benchmarks
- Special education department already providing services to classified students
- Students in the process of completing online diagnostic testing for i-Ready in ELA and Math. Will have results and levels for all students (currently enrolled) by October 14th
- AIS team and Special Education team will work closely with all teachers to observe and identify any student that might be at risk of not meeting grade specific standards
- New students – in the process of completing data for new students. Most are severely behind in their assigned grade level. EX: 6 new students in 1st grade came in as non-readers (reading level to start grade 1 is level D/E)

TECHNOLOGY

- **Technology Committee Meeting**
 - Mission – committee working on mission

- Teachers' needs – PD
- School needs – updating old technology (eg. Smartboards)
- **ASUS Notebooks –Initial issues**
 - Classroom teachers have started using the ASUS notebooks & charging stations with students; scheduling of computer time is tight since charging stations have to relocate from one classroom to another
 - Some initial problems with usage are related to students having to log-in to computer and then having to log-in to i-Ready; double log-in is time consuming
 - Too many unscheduled computer updates taking away from student online instructional time
- **Online Programs**
 - **i-ready** (ELA/MATH): positive feedback from students and teachers
 - **ST Math**: some teachers started using this program already, other teachers commencing next week
 - **Rosetta Stone**: have not been able to use with grades 2-5 yet. We need to fix or buy another smart board for Spanish room; teacher needs to guide students through the program via online visuals
- **Smart Boards**
 - Elementary school smart boards not functioning properly; not interactive
 - Currently looking for other options to replace boards/projectors that are not working

2014-2015 SCHOOL EVENT CALENDAR

- October 1st – Circus Day
- October 3rd – Fire Safety Day
- October 15th – Teatro SEA

Fundraising Committee Report- S. Cruz

- October 18th – CSEE Mega Tag Sale 9:00am-4:00pm. Profit goes towards Recreational Equipment for the back yard.
- October 22nd – Naming of CSEE's Media Center- Mary Goncalves Media Center at 11:00am Press Release.
- 42 Technology Fundraiser event will take place again this year in April.

Facilities Report- E. LaGuerre

- Issues with obtaining the C.O. for the school. CSEE has applied for an extension of the T.C.O. of the school. CSEE is in the process of resolving zoning issues and modifying a

landscape plan which was originally submitted to the City of Yonkers. The plan would consist of extending the retaining wall that already exists, repaving parking lot, and placing of curbs.

- Looking to expand the existing elementary school building to add 3 additional classrooms in order to have Pre-K for next school year.

Director of Operations Report- S. Henriquez

- All bus payments for October have been received.
- Ms. Ortiz has put in place a computerized billing system for school meals which will capture data and create a report which will be sent to the Business Office to generate monthly invoices. October bill will go out the first week in November.
- Magnetic fire door holder installation is complete. New ovens were installed
- HVAC duct work in elementary school has been reconnected, HVAC leak in Middle School has been fixed and the system has been recharged.

Victory Education Partner Report- M. Cordero

- Enrollment as of October 9, 2014- 659 students
- 52 ELL students 273 AIS/Title One students
- 45 Special Education Students
- Have not received final approval from New York State Education Department for Dr. Stenerson and Mrs. Rosario to become Board of Trustee members which was submitted in May and July of 2014.
- Patricia McDow submitted her resignation to the Chairman of the Board due to personal issues.

Victory Education Partner Finance Report-P. Augello

- CSEE is exceeding revenue projections due to higher students enrollment.
- CSEE is within budget for operating expenses
- CSEE received \$20,000 in CDBG grant funds from the City of Yonkers
- CSEE received a grant of \$35,000 from the New York State Technology Voucher Program
- Still have open positions within the building
- Expect to receive City of Yonkers payment \$ 1.3 Million before payment of \$600,000 due to the New York State Teachers Retirement System for CSEE's employer contributions.
- All other districts up to date with payments to CSEE.

PTO Report

- First fundraiser has kicked off-selling of Yankee Candles
- Application for Whole Foods Grant submitted
- 10 new members joined the PTO this year
- First PTO meeting October 16, 2014
- Mrs. Lopez and Mrs. Rosario will send a letter home with students letting parents know about membership dues \$10 to join PTO and invite them to the first meeting of the year.

Executive Session

Commenced-7:05pm

Ended- 7:30pm

New Business

- October 29th – Chilean Mayors and Superintendents to visit CSEE

Open Forum

- Parent requests child's schedule be sent home and also requests more support in the classrooms, every teacher having an Educational Assistant.
- Mr. Swingle 8th grade ELA teacher presented to the Board of Trustees student persuasive essays on CSEE's Uniform Policy.

Motion Adjourn- 7:44pm



Charter School of Educational Excellence

260 Warburton Avenue, Yonkers, New York 10701
(914) 476-5070 • Fax (914) 476-2858

Board of Trustees Meeting

November 13, 2014

6:30 PM

Attendance: E. LaGuerre, S. Cruz, C. Medina, Jim Killoran, James Stenerson (pending State Education Department Approval), Nadine Lyons-Burns,

Absent: James Siegel, Diana Rosario

Non-Board Members Present: C. Lopez, C. Goldberg (Director of Government, Parents & External Relations), D. DeMasi (Student Information Coordinator), Mary Cordero (VEP)

Call to Order: 6:30 p.m.

Welcome and Introductory Remarks- E. LaGuerre

- E. LaGuerre thanks everyone for being here this evening.
- E. LaGuerre shares how it has been a busy month CSEE has done a lot of maintenance in regards to beautifying the grounds outside the school building.
- CSEE has is retaining a consultant, an engineer and architect to look at the possibility of expanding to put in four classrooms on the elementary second floor building and annex. If those plans do not work out CSEE will possibly acquire the laundry mat and expand to make that an Early Childhood Pre-K Center.
- E. LaGuerre thanks Carlos Medina for bringing the Chilean group to visit CSEE. CSEE is looking forward to continuing a relationship with them and creating a pen pal exchange with teachers and students from CSEE to the students in Chile.
- E. LaGuerre thanks Michael Kohlhagan and CEI for facilitating some of the CSEE staff at their annual event.
- E. LaGuerre thanks Carmen Goldberg for all the hard work she does here at the school and beyond her regular work day. C. Goldberg has helped bridge the gap between CSEE and the Yonkers Public School.
- E. LaGuerre states that he is grateful for Assemblywoman Shelly Mayer and all her hard work advocating for CSEE and raising funds for us that will go towards developing a media and arts center television broadcasting classes within the new high school.
- Diana Rosario PTO President is excused from tonight's meeting due to being called into an emergency from her place of employment.

- E. LaGuerre thanks Mary Cordero for all her help with reaching out to the State Education Department and supporting CSEE in regards to opening up a high school and to soon be sending a letter of intent to New York State Education Department.

Action Items

Resolution 17 2014-2015 Adoption of October 2014 Board of Trustee Minutes

RESOLVED: The Board of Trustees moves to adopt the Board of Trustee Meeting Minutes for the October 9, 2014 Board of Trustees meeting.

Motioned by: N. Lyons- Burns

Seconded by: C. Medina

Discussions: None

Votes for and against: Unanimous

Resolution 18 2014-2015 Authorization of E-Rate Consultant Contract

RESOLVED: The Board of Trustees authorizes the execution of a contract between the Charter School of Educational Excellence and Janice Meyers Educational Consulting, LLC for services required in respect to the Universal Service Fund E-Rate Program for the United States fiscal year 2015-2016 commencing on July 1, 2014 and ending upon the filing of the final filings for the federal 2015-2016 fiscal year. These services shall be provided for the contract price of \$6,500.00

Motioned by: Jim Killoran

Seconded by: Sobeida Cruz

Discussions: request for Janice Meyers to present to the chair of the Technology committee.

Votes for and against: unanimous

Resolution 19 2014-2015 Authorization of HVAC Service Contract with D.P.Wolff, Inc.

RESOLVED: The Board of Trustees authorizes the execution of a HVAC maintenance contract between the Charter School of Educational Excellence and D.P. Wolff, Inc. for a period of one year. The contract shall provide preventative maintenance services twice a year for a total cost of \$16,585. Repair service shall be provided as needed at hourly rates of \$132.50/hr M-F 8 am – 4:30 pm, \$198.75/hr M-F 4:30 pm – 12 am & Saturday, \$265/hr M-F 12am -8am, Sundays and Holidays.

Motioned by: Jim Killoran

Seconded by: Dr. James Stenerson

Discussions: None

Votes for and against: Unanimous

Resolution 20 2014-2015 Authorization of revised CSEE Parent Handbook

RESOLVED: The Board of Trustees authorizes the adoption of the revised 2014-2015 Parent Handbook which was revised and reviewed by CSEE school leaders in collaboration with the CSEE PTO President.

Motioned by: Nadine Lyons-Burns

Seconded by: Jim Killoran

Discussions: Items that were updated and removed include old uniform policy, updated New York State Testing Dates, included information about the i-Ready Program and Common Core State Standards and added the Code of Conduct to it. Mr. Killoran would like to see the Parent Handbook translated to Spanish.

Votes for and against: Unanimous

Resolution 21 2014-2015 Authorization to purchase Smartboards

RESOLVED: The Board of Trustees authorizes the purchase of eight Smartboards to be installed in classrooms; at an amount not to exceed \$40,000.

Motioned by: Dr. James Stenerson

Seconded by: Jim Killoran

Discussions: comments in support of purchase from school administrator, Technology Chair and Teachers.

Votes for and against: Unanimous

Resolution 22 2014-2015 Authorization to approve Director of Operations Report

RESOLVED: The Board of Trustees authorizes to approve the Director of Operations report.

Motioned by: J. Killoran

Seconded by: S. Cruz

Discussions: None

Votes for and against: Unanimous

Executive Session

Commenced-7:05pm

Ended- 7:52pm

Principal's Report- Cindy Lopez

October 29th – Chilean Visit

16 educators from Chile.

Wonderful interactions between visitors, staff and students.

Gift of \$1,000.00 to the school. CSEE will use money to purchase an additional 3 ASUS notebooks.

Halloween Parade and Bash

Great turn out: 150 students

Slide show up on the website

Professional Development

October 7th – Faculty meeting and professional development

- Focus on quality of instruction: lessons, pacing, facilitating

November 4th and 5th – 7 Habits of Highly Effective Teachers/Students

Follow up professional development and committee meeting

- Process to start in the next two weeks

Teacher Evaluations and Walkthroughs

- Ongoing walkthroughs
- Started Round 1 of formal observations. Round 1 Formals will be completed by December 19th
- 40 Teachers and 15 Educational Assistants

Attendance & Incident Reports

- School has been in session 46 days
- Attendance is consistently between 96%-98%
- One suspension so far for the school year

CSEE Library

- Have someone working with leveling the library

ACADEMICS

- November 12-13: First ELA Mock Exam for grades 3-8. Test resembles NYS Assessments. Testing blocks 70-90 minutes long
- November 19-20: First Math Mock Exam for grades 3-8
- Benchmark testing (ELA and Math) results for all grades. Teachers have reviewed data and made adjustments to lessons in order to provide additional support to all students
- Academic Intervention Support (AIS) team is providing out of classroom support to all students who have not meet initial benchmarks. Some students already showing progress and may be able to move out of the small groups by next month
- Special education department already providing services to classified students
- i-Ready Online diagnostic testing, for ELA and Math, is complete for all grades

- AIS team and Special Education working closely with all teachers to observe and identify any student that might be at risk of not meeting grade specific standards

TECHNOLOGY

- **Technology Committee Meeting**
 - School needs – updating old technology (eg. Smartboards)
- **ASUS Notebooks –Initial issues**
 - Students becoming more familiar with technology and using it more efficiently; some issues with the sharing of headphones (had to order more headphones); scheduling of computer time is tight since charging stations have to relocate from one classroom to another
 - Working on student computer usage contract

AFTER SCHOOL (SASF) PROGRAM

- Current enrollment of 160 students
- Very smooth transition between day program and after school
- Basketball team and flag football team practicing for upcoming games

2014-2015 SCHOOL EVENT CALENDAR

- Hispanic Heritage Month contest and winners (4th grade and 8th grade winners)
- Thanksgiving

Victory Education Partner Report- M. Cordero

- Enrollment as of November 13, 2014- 658 Students
- 57 ELL students 273 AIS/Title One students
- 45 Special Education Students
- Consultants in ELA, Math and Science have been in the classrooms working with teachers, demoing lessons, conducting informal observations and meeting with administration and teachers to provide feedback.
- 11/21/2014-Title 1 Report due for submission- Lunch forms need to be complete by this date in order to submit the form. Parents can decline, but it must be in writing.

Finance Report- Jim Killoran

- Payments from school districts are being submitted on time.

Fundraising Committee Report- S. Cruz

- Bits and Bytes Fundraiser- April 7, 2015 at 42- Save the dates will be sent out and it will be \$75.00 per ticket.

- Anthony Goncalves from 42 will be donating 30 Turkeys, Macaroni & Cheese, and Cornbread for the students on our Thanksgiving Celebration.
- Holiday Event- CSEE students will be receiving a holiday gift. \$2,000 has been donated to us for the students.
- S. Cruz thanks Habitat for Humanity and their donation of items to the Tag Sale. All left over clothes that were not sold were donated to the Park Ave Homeless Men & New Beginnings Women Shelter.

Facilities Report - E. LaGuerre

- Parking lot has been paved, line spaces will be drawn.
- Improvements made to HVAC System
- Fence has been selected will be installed in front of building along with a gate

Technology Committee Report- Dr. Stenerson

- Developing a student internet usage policy. Teachers will provide feedback.
- Policy for registering staff devices to use here at the school.
- Looking to recycle or inventory old items

New Business

- Datacation (Skedula) vs Powerschool- E. LaGuerre requests a full overview of both programs to be presented and have a motion on for next Board of Trustee Meeting.
- E. LaGuerre requests Victory's legal department to conduct a review of CSEE By-Laws. It is possible certain items will be amended, specifically the term of office for Board of Trustee members.

Open Forum

A parent inquired about the CSEE 80% passing rate, asking what happens when student grades are 70%-80%. Are they failing? Will they be retained? Principal replies the school's promotion policy is that students need to meet specific grade standards to be promoted to the next grade. Students need to perform at a level 3 (80%-91%) in ELA and Math to be considered for promotion to the next grade. Parent asks what Victory Education Partners is. They were informed that Victory is a service provider for the school that assists with educational, human resource, and operational needs.

Motion to Adjourn- Made at 8:33pm



Charter School of Educational Excellence

260 Warburton Avenue, Yonkers, New York 10701
(914) 476-5070 • Fax (914) 476-2858

**Board of Trustees Meeting
December 11, 2014
6:30 PM**

Attendance: E. LaGuerre, S. Cruz, C. Medina, James Stenerson (pending State Education Department Approval), Nadine Lyons-Burns, Diana Rosario

Absent: James Siegel, Jim Killoran

Present Non-Board Member: C. Lopez, J. Jacaruso, D. DeMasi (Student Information Coordinator), Stephan Henriquez, Mary Cordero (VEP), P. Augello (VEP)

Call to Order: 6:20 p.m.

Welcome and Introductory Remarks- E. LaGuerre

E. LaGuerre welcomes and thanks everyone for attending meeting.

ACTION ITEMS

Resolution 22 2014-2015 Authorization for the Secretary of the Charter School of Educational Excellence Board of Trustees to open and establish signatory authority on the Charter School of Educational General Fundraising Account

RESOLVED: The Charter School of Educational Excellence Board of Trustees authorizes the establishment of a CSEE General Fundraising bank account at JPMorgan Chase and designates the Secretary of the Board of Trustees, Ms. Nadine Burns-Lyons, to open and act as signatory on the General Fundraising bank account, and for Ms. Nadine Burns-Lyons to authorize signature authority on this account for the CSEE Principal and the CSEE Director of Operations. All checks are to have two signatures from any of the authorized signatures.

Motioned by: S. Cruz

Seconded by: C. Medina

Discussions: None

Votes for and against: Unanimously passed

Resolution 23 2014-2015 Authorization for the Secretary of the Charter School of Educational Excellence Board of Trustees to open and establish signatory authority on the Charter School of Educational Excellence Parent Teacher Organization Account

RESOLVED: The Charter School of Educational Excellence Board of Trustees authorizes the establishment of a Parent Teacher Organization bank account at JPMorgan Chase and designates the Secretary of the Board of Trustees, Ms. Nadine Burns-Lyons, to open and act as signatory on the Parent Teacher Organization bank account, and for Ms. Nadine Burns-Lyons to authorize signature authority on this account for the President of the CSEE Parent Teacher Organization, the Treasurer of the CSEE Parent Teacher Organization, the CSEE Principal and the CSEE Director of Operations. Two signatures are required on all checks, one signature from a member of the PTO and another from a CSEE faculty member.

Motioned by: J. Stenerson

Seconded by: C. Medina

Discussions: E. LaGuerre explains that by having the PTO bank account jointly operated by the school and the PTO, this will allow for the account to remain open from one PTO President to the next.

Votes for and against: Unanimously passed

Resolution 24 2014-2015 Adoption of November 2014 Board of Trustee Minutes

RESOLVED: The Board of Trustees move to adopt the Board of Trustees Meeting Minutes for the November 13, 2014 Board of Trustees Meeting

Motioned by: C. Medina

Seconded by: S. Cruz

Discussions: None

Votes for and against: Unanimously passed

Resolution 25 2014-2015 Authorization of 2015 CSEE Benefits Plan

RESOLVED: In compliance with the Affordable Healthcare Act, CSEE reviewed several health insurance vendors in order to find an appropriate benefits package with an affordable and reasonable rate. The Charter School of Educational Excellence Board of Trustees approves the change to the new CSEE Health Benefits plan for 2015 which includes Empire BCBS for Medical and Dental.

Motioned by: C. Medina

Seconded by: S. Cruz

Discussions: E. LaGuerre had a meeting with the Yonkers Federation of Teachers (YFT) and this item was discussed at length, in detail in the presence of a NYS Teachers Association Representative, the President of the YFT and the CSEE Principal. After going over the program and deliberating, the YFT agreed to make a presentation to the teachers and support the change.

Votes for and against: Unanimously passed

Resolution 26 2014-2015 Authorization of Customers Bank Line of Credit Increase from \$350,000 to \$500,000

RESOLVED: The Charter School of Educational Excellence Board of Trustees move to authorize an increase in the Customers Bank Working Capital Revolving Line of Credit from \$350,000 to \$500,000 and authorizes the Director of Operations, Stephan Henriquez to sign the Loan Application for the increased line of credit and to provide insurance certificates required as a condition of closing.

Motioned by: S. Cruz

Seconded by: C. Medina

Discussions: S. Henriquez explained that the interest rate is a Wall Street Prime Plus One Interest Rate. Mr. LaGuerre stated that the additional funds can be used if CSEE has a cash short fall.

Votes for and against: Unanimously passed

Resolution 27 2014-2015 Contract Authorization

RESOLVED: The Charter School of Educational Excellence Board of Trustees move to authorize the following contracts:

FCR Builders, Inc. for contract work in the amount of \$60,575 required to obtain a final certificate of occupancy. This work was started in late October under a November 30th deadline. However, the deadline was extended by DOB to May 2015.

Ourem Iron Works, Inc. in the amount of \$15,000. The cast iron fence was chosen for safety, durability, and the ability to put a stronger rolling gate on the north Warburton Avenue exit.

Schoolhouse Project in the amount of \$4,000 as a modification to an existing contract for permit expediting and other work required to secure a final certificate, as well as assessment of options for expanding the CSEE school facility. To allow for CSEE to have four additional classrooms for pre-kindergarten.

Motioned by: C. Medina

Seconded by: S. Cruz

Discussions: None

Votes for and against: Unanimously passed

Resolution 28 2014-2015 Authorization to retain a contract with Benjamin Staff Development, LLC in the amount of \$22,000 for common core learning standards development for the literacy program in grades K-5.

RESOLVED: The Board of Trustees moves to authorize a contract with Benjamin Staff Development, LLC in the amount of \$22,000 for common core learning standards development for the literacy program in grades K-5.

Motioned by: C. Medina

Seconded by: S. Cruz

Discussions: C. Lopez explains this is CSEE's second year working with Benjamin Staff Development.

Votes for and against: Unanimous

Resolution 29 2014-2015 Authorization to adopt a package of software and professional development services from Data-Cation, a data information system that warehouses school data from year to year in the amount up to \$15,000

RESOLVED: The Board of Trustees moves to authorize the adoption of Data-Cation software and professional development services from Data-Cation, a data information system that warehouses school data from year to year in the amount up to \$15,000.

Motioned by: C. Medina

Seconded by: J. Stenerson

Discussions: None

Votes for and against: Unanimous passed

INFORMATIONAL ITEMS

Fundraising Committee Report- S. Cruz

Bits and Bytes Fundraiser scheduled for April 7, 2015 at 42 Restaurant - Setting up a committee to support CSEE's technology initiative. There will be raffles/tricky tray items; a Facebook page was created to promote the event. CSEE is looking to raise \$120,000 this year to buy 376 laptops. CSEE will be honoring Community Partnerships at the event. CSEE will be utilizing the services of Rose Cappa, last year's event planner. In the process of reviewing contract.

Journal Newspaper Article – written on how well Charter School of Educational Excellence is doing; will be an asset for publicity

No Executive Session for tonight's meeting

Motioned by: C. Medina

Seconded by: J. Stenerson

All members voted unanimously not to have executive session

Principals Report

Thanksgiving Celebration

Thank you to Anthony Goncalves and 42 staff for cooking 58 turkeys and donating enough mac and cheese and cornbread to feed all students and staff; Turkey Angels donated 28 turkeys; Greyston Bakery for donating cookies

Professional Development

December 9th- Faculty meeting and professional development: Focus on report cards, grades comments and data; Follow up PD for i-Ready: mid-year diagnostic testing; Getting ready for Parent/Teacher conferences

Teacher Evaluations and Walkthroughs: Ongoing walkthroughs; Round 1 of formal observations will be completed by December 19th

Attendance and Incident Reports

Attendance is consistently between 96%-98%; Two suspensions so far for the school year

CSEE Library: Ongoing work with leveling the library; Met with Ms. Sweet (works with YPS) from SmartSource about compiling a library list for the school for grades 1-8

ACADEMICS

Academic Intervention Support (AIS) Team is providing out of classroom support to all students not meeting initial benchmarks. Special education department working closely with Yonkers Board of Education to identify and evaluate students who may need additional services. Parents being called in to attend PPC (Pupil Personnel Committee) meetings to discuss student progress, concerns and next steps.

Leader in Me: Teaching staff and students have materials, kick-off assembly for all students in grades K-8, building beautification process

AFTER SCHOOL (SASF) PROGRAM

SASF providing 4th grade students with online science instruction through Study Island; Great attendance for program; Basketball team and flag football team practicing for upcoming games; SASF supervisor inspected program yesterday, December 10, 2014.

2014-2015 SCHOOL EVENT CALENDAR (Please see events online)

Technology Committee Report - J. Stenerson

Committee met today December 11, 2014. Moving forward with the approved funding for the 8 new SmartBoards; looking to have new technology in place between January-February. Epsilon Projector: 4th grade testing it out; working well – Projector is interactive and cost effective, may be a good option. Inventory and assessment of all technology in the building has been completed – several pieces of equipment outdated. Committee will be providing CSEE Board a budget plan in regards to updating and replacing certain items. Student computer use policy contract passed will be presented at next board meeting. Compiling a personal device policy for the teachers

Director of Operations Report- S. Henriquez

HVAC system in middle school and offices are properly operating. CSEE has received federal and state National School Meal Program reimbursements through the month of October. Fire alarm system inspection for elementary and middle school scheduled for December 30th. NYSED Annual Fire Inspection performed City of Yonkers extended the Middle School Temporary Certificate of Occupancy through May 29, 2015 on November 30, 2014

Victory Education Partner Report – M. Cordero

Total Enrollment – 662. There are 35 Special Education students, 57 ELL students. 273 Title One students who receive academic intervention services. The consolidation Title 1 application has been approved. The amount approved was \$289,824. The initial payment of \$57,964 was made to the school. There is no law stating term limits for Board of Trustee members. Vickie Smith informed M. Cordero that there are no term limit requirements. M. Cordero wants to transfer archived documents (digital and paper) to store at school in the Board Room.

Victory Education Partner Report – P. Augello

Base Per Pupil revenue slightly ahead of budget. The actual revenue recorded is based upon the December 1st enrollment of 663. The budgeted enrollment for the year is 656. All payments from school districts have been received on time.

PTO Report-Diana Rosario- PTO President

December PTO Meeting: Postponed - January date to follow

Total PTO Members to date: 35

Distribution of Yankee Candle will take place on 12/19/14 - Total sales \$5,101.00

Yearbook Committee - to be created

Star Student Recognition Awards

Vice President Ms. Aquino resigned - Ms. Josie Ramirez was elected for PTO Vice President

In process of reviewing and revising PTO By-Laws

Open Forum- Mr. LaGuerre provided opportunity for the public to address the board, there were no comments from the audience.

Motion to Adjourn - by C. Medina at 7:40pm



Charter School of Educational Excellence

260 Warburton Avenue, Yonkers, New York 10701
(914) 476-5070 • Fax (914) 476-2858

**Board of Trustees Meeting
January 8, 2015
6:30 PM**

Attendance: E. LaGuerre, S. Cruz, James Stenerson (pending State Education Department Approval), Nadine Lyons-Burns, Diana Rosario

Absent: James Siegel, C. Medina, Jim Killoran

Present Non-Board Member: C. Lopez, J. Jacaruso, D. DeMasi (Student Information Coordinator), Stephan Henriquez, Mary Cordero (VEP), P. Augello (VEP)

Call to Order: 6:20 p.m.

Welcome and Introductory Remarks- E. LaGuerre

- E. LaGuerre welcomes and thanks everyone for attending meeting.
- E. LaGuerre reports that he has received an email from Trustee member James Siegel stating his resignation from his position as a board member from CSEE effective today January 8, 2015. Mr. Siegel would still like to support fundraising for the school and would like to remain on the By-Law Committee. Mr. LaGuerre formally accepts Mr. Siegel's resignation from the Charter School of Educational Excellence Board of Trustees. Mr. LaGuerre will be seeking to fill the open Trustee position with someone who has a legal background.

ACTION ITEMS

Resolution 30 2014-2015 Adoption of December 2014 Board of Trustee Minutes

RESOLVED: The Board of Trustees move to adopt the Board of Trustees Meeting Minutes for the December 12, 2014 Board of Trustees meeting.

Motioned by: Nadine Burns

Seconded by: James Stenerson

Discussions: None

Votes for and against: Unanimously passed

Resolution 31 2014-2015 Authorization of Contract with Cappa Crucy

RESOLVED: The Charter School of Educational Excellence Board of Trustees move to authorize a contract in the amount of \$5,500 with Cappa-Crucy & Company, Inc. to provide event planning services for the April 2015 Bits and Bytes fundraiser.

Motioned by: Nadine Burns

Seconded by: James Stenerson

Discussions: S. Cruz explains how Rose Cappa brings many resources to the fundraiser; many contacts and is well known throughout Westchester.

Votes for and against: Unanimously passed

Resolution 32 2014-2015 Authorization of Contract Amendment with Tur bus Transportation Corp.

RESOLVED: The Charter School of Educational Excellence Board of Trustees move to authorize an amendment to the existing Tur-Bus Transportation Corp. contract in the amount of \$225 per school day for the balance of the 2014-2015 school year which will include a bus to transport children residing in the City of Yonkers that were rejected for busing privileges by YPS.

Motioned by: Nadine Burns

Seconded by: Sobeida Cruz

Discussions: D. Rosario inquires about reason for transporting students. Mr. LaGuerre clarifies that CSEE lottery date and the Yonkers Transportation Application deadline are in the same week. Many parents do not know if their child has been accepted to CSEE by the transportation deadline. CSEE has reached out to the New York State Ed Dept. asking for a lottery date change, State Ed Dept. not able to comply with request.

Votes for and against: Unanimously passed

Resolution 33 2014 2015 Authorization of Contract to Retain Trial Counsel Support in respect to Lien Litigation

RESOLVED: The Charter School of Educational Excellence Board of Trustees move to authorize a contract retaining Darrell L. Paster, Esq. to provide trial counsel support in lien litigation presently underway. Trial counsel services shall be provided at an hourly rate of One Hundred Twenty-Five Dollars (\$125) per hour, plus approved disbursements at the cost incurred against a retainer of Two Thousand Dollars (\$2,000.00).

Motioned by: Nadine Burns

Seconded by: James Stenerson

Discussions: S. Henriquez explains that Darrell L. Paster, Esq. will be used to evaluate case records while CSEE prepares if case goes to trial.

Votes for and against: Unanimously passed

Resolution 34 2014 2015 Authorization of Contract Amendment with Arrow Security

RESOLVED: The Charter School of Educational Excellence Board of Trustees move to authorize an amendment to the security service contract with Arrow Security to provide for additional security guard service coverage needed during school opening and dismissal and for additional security posts in the school and on school grounds. This increase in security guard coverage will increase existing contract costs by approximately Twenty Thousand Dollars (\$20,000) through the end of the 2014-2015 fiscal year.

Motioned by: Nadine Burns

Seconded by: James Stenerson

Discussions: Mr. LaGuerre explains CSEE is increasing the level of security in the building which will include full time coverage at the two main entry points of the building and roaming security throughout the building. Mrs. Lopez explains that CSEE needs security guards in the morning at the front desk, parking lot entrance and exit due to heavy traffic of parents dropping off students, driving through lot, and double parking their cars.

Votes for and against: Unanimously passed

Resolution 35 2014 2015 Authorization of Contract Amendment with A.B.M. Security Systems Ltd.

RESOLVED: The Charter School of Educational Excellence Board of Trustees move to authorize an amendment to the central station alarm monitoring contract with A.B.M. Security Systems Ltd. To authorize a contract for central station monitoring services for the Middle and Elementary School buildings, in addition to the Annex building currently served by them. Additional charges will be incurred for installation of a water alarm and temperature detector in the main CSEE server room, transfer of the system to their central station and installation of expansion modules if necessary.

Motioned by: Nadine Burns

Seconded by: Sobeida Cruz

Discussions: Stephan Henriquez advises the CSEE Board that this company will generate reports which tells who is using the codes to come in and out of the school building.

Votes for and against: Unanimously passed

Resolution 36 2014-2015 CSEE BYOD Technology Policy

RESOLVED: The Charter School of Educational Excellence Board of Trustees motions to approve the CSEE BYOD Technology Policy created and reviewed by the CSEE Board of Trustees Technology Committee.

Motioned by: James Stenerson

Seconded by: Sobeida Cruz

Discussions: None

Votes for and against: Unanimously passed

Resolution 37 2014-2015 Student Internet and Computer Usage Policy

RESOLVED: The Charter School of Educational Excellence Board of Trustees motions to approve the Student Internet and Computer Usage Policy created and reviewed by the CSEE Board of Trustees Technology Committee.

Motioned by: James Stenerson

Seconded by: Sobeida Cruz

Discussions: None

Votes for and against: Unanimously passed

No Executive Session for tonight's meeting.

INFORMATIONAL ITEMS

Fundraising Committee Report - S. Cruz

- Bits and Bytes fundraiser update - CSEE will be sending out letters looking for sponsors for the Bits and Bytes event. Letters have been sent out to people who supported the event last year asking if they want to join the committee to help sell tickets and get other sponsors. The committee members will meet at the school once a month. Students will be talking to the committee members letting them know what a difference it has made in their life by having a laptop at school.

PTO Report - Diana Rosario

- Introduction of Mrs. Candice Lynch the new PTO Treasurer; she will be the signatory on the PTO bank account and will work with Nadine Burn-Lyons in regards to the PTO bank account.

Technology Committee Report - James Stenerson

- Review of new technology policies: BYOD Technology Policy and Student Internet and Computer Usage Policy (*see attached*)
- The Yonkers Public School Board sent a technology evaluator to CSEE from the company TEQ who will be providing a detailed update and report on all the Smart Boards. This will help CSEE form a budget in regards to new technology needed which will be presented to the Board.

Facilities Report - E. LaGuerre

- Iron fence is complete. In the process of getting a gate installed.
- In the process of revisiting the garbage removal process at the school; for the remaining of the month garbage will be picked up on Saturdays in order for CSEE to not go 3 consecutive days without garbage removal. If this does not work out CSEE will have to pay for an additional garbage removal day during the week. In order for CSEE to use garbage removal from the Yonkers Sanitation Department CSEE would need to obtain a larger enclosure for a 30 ft container.

Principals Report - Cindy Lopez (See Attached)

- Mr. LaGuerre requests staff be trained and certified in CPR for this to be set up as one of the teacher professional development days here at the school.
- Mr. LaGuerre requests a report from the Century 21 program, for the director to submit something in writing and if they also want to present on the program for next meeting in regards to participation, activities and goals.

Director of Operations Report - Stephan Henriquez (See Attached)

Victory Education Partners Report- Paul Augello & Mary Cordero (See Attached)

- Mrs. Lopez explains there are positions posted online for a Music Teacher, and a part-time Social Worker. A 6th grade Educational Assistant position was filled this week.
- Mrs. Lopez, in conjunction with Mrs. Jacaruso, Ms. O'Donnell, and Victory Consultants, are providing additional support and professional development to teachers and staff.
- M. Cordero reports that CSEE is in need of a By- Laws Committee, to help modify By-Laws. By default Mr. LaGuerre must take on being the Chairperson of the By-Laws Committee. M. Cordero explains that SED has new requirements for potential Board members; these requirements include fingerprinting, background check, 3 letters of reference and a new detailed document that they would have to complete.

Open Forum - Mr. LaGuerre provided opportunity for the public to address the board, there were no comments from the audience.

Motion to Adjourn - by Sobeida Cruz at 7:40pm



Charter School of Educational Excellence

260 Warburton Avenue, Yonkers, New York 10701
(914) 476-5070 • Fax (914) 476-2858

Board of Trustees Meeting February 24, 2015 6:15 PM

Attendance: E. LaGuerre, S. Cruz, Nadine Lyons-Burns, Jim Killoran, C. Medina

Absent: Diana Rosario, Dr. James Stenerson

Present Non-Board Member: C. Lopez, J. Jacaruso, D. DeMasi (Student Information Coordinator), Stephan Henriquez, Mary Cordero (VEP), P. Augello (VEP)

Call to Order: 6:15 p.m.

Welcome and Introductory Remarks- E. LaGuerre

- E. LaGuerre welcomes and thanks everyone for attending meeting. Diana Rosario and Dr. James Stenerson have been formally excused from this meeting
- E. LaGuerre commends all staff for getting to CSEE during the bad weather, and praises the custodial staff for the great job they have done with snow removal under the leadership of Mr. David Pagan

ACTION ITEMS

Resolution 38 2014 2015 Adoption of January 2015 Board of Trustee Minutes

RESOLVED: The Board of Trustees move to adopt the Board of Trustees Meeting Minutes for the January 8, 2015 Board of Trustees meeting.

Motioned by: C. Medina

Seconded by: Nadine Burns-Lyons

Discussions: None

Votes for and against: Unanimously passed

Executive Session- tabled until next meeting when all Board of Trustee Members are present.

INFORMATIONAL ITEMS

Finance Committee Report - Jim Killoran

- Student billing and payments up to date; P. Augello (VEP) provides consistent feedback financial aspects for the school.

Fundraiser Committee Report - S. Cruz

- Bits & Bytes Fundraiser date has changed to April 23, 2015 6:00-9:30pm at 42 Restaurant
- \$100.00 per ticket, S. Cruz asked Board of Trustee members to begin looking for sponsors. Projected spending budget \$25,000 and projected amount to raise for this event will be \$125,000

Facilities Report - E. LaGuerre

- Heat and water sensors have been installed in the school's server rooms. Sound system equipment has been purchased for the gym. Alarm company switch has been made; there is now 1 company serving the entire facility
- E. LaGuerre has discussed with owner about possibilities of taking over the laundromat lease next door to expand CSEE facility

Board and Bylaws Committee Report - E. LaGuerre

- By-Laws will be updated and voted on for next Board of Trustees Meeting.

Principals Report - Cindy Lopez (See Attached)

- 9 Smart Boards have been purchased and installed in the elementary school at the cost of \$37,000.00
- Review of student data shows that 5th grade is not making much progress; teachers have been informed and have received/are receiving additional help in the form of consultants, mentors, and AIS/Special education support
- E. LaGuerre requests AIS Team to attend the next Board of Trustees Meeting and would encourage them give a demo about the work they do

Director of Operations Report - Stephan Henriquez (See Attached)

- CSEE has received a check for the amount of \$10,000.00 from the City of Yonkers to help with the cost of the renovations that were done on the outside property of the school

Victory Education Partners Report - Paul Augello & Mary Cordero *(See Attached)*

- No update from SED in regards to Pre-K program from 2015-2016 school year. Requirements would be a maximum of 18 students per class with 1 certified teacher and 1 certified educational assistant. Those students who get accepted into the Pre-K program will not be allowed to roll over into CSEE's Kindergarten class the following year. They would have to apply through the lottery process
- M. Cordero is working with Principal C. Lopez to update CSEE's Code of Conduct Policy
- CSEE is currently working within budget. Revenue is ahead \$67,000.00. Schools investors will be visiting March 27th.

CSEE March Board Retreat - E. LaGuerre

Unanimously decided to schedule the Board of Trustee's Retreat for Saturday, June 6, 2015

Athletic Program Update - Michael DeSimone *(See Attached)*

- P. Augello & E. LaGuerre informs Mr. DeSimone that CSEE currently has \$10,000 in budget for Athletics.
- Ice Machine has been purchase and installed in the Staff Lounge, mainly used for "Smoothie Fridays".

E. LaGuerre informs Board Members that trial date is set for June 8, 2015, and that we have made an offer to settle the current law suit.

Open Forum - Mr. LaGuerre provided opportunity for the public to address the board; there were no comments from the audience.

Motion to Adjourn - by Carlos Medina at 7:42pm



Charter School of Educational Excellence

260 Warburton Avenue, Yonkers, New York 10701
(914) 476-5070 • Fax (914) 476-2858

Board of Trustees Meeting

March 10, 2015

6:00 PM

Attendance: E. LaGuerre, S. Cruz, Nadine Lyons-Burns, Jim Killoran, Dr. James Stenerson

Absent: C. Medina, Jim Killoran

Present Non-Board Member: C. Lopez, J. Jacaruso, D. DeMasi (Student Information Coordinator), Mary Cordero (VEP), P. Augello (VEP)

Call to Order: 6:45 p.m.

Welcome and Introductory Remarks- E. LaGuerre

E. LaGuerre welcomes and thanks everyone for attending this meeting especially the 2013-2014 graduates who have come to tonight's meeting to briefly discuss how the Charter School of Educational Excellence has helped them to prepare for High School. Carlos Medina has been formally excused from this meeting.

On Tuesday, March 10, 2015 Mr. LaGuerre and Mrs. Lopez presented to a council of Westchester business leaders in regards to the Charter School of Educational Excellence. These business leaders were very pleased with the program at CSEE, and have interest in supporting our efforts to raise money for the school to expand the program.

SASF Program Update- Rigaud Noel Deputy Director of SASF Program

Mr. Noel has worked at SASF for 6 years. This is the Charter School of Educational Excellence's second year working with the SASF program. SASF has 120 after school programs that run from New York City, Mount Vernon and Yonkers. CSEE has doubled the number of average daily students this year and is at a 90% daily attendance rate which is the highest across the program. CSEE will be having its 1st SASF Summer Program this year consisting of 75 students beginning July 6th running from 1:00-5:00pm. Mr. LaGuerre inquires if SASF can bring a Chess program to the after school.

ACTION ITEMS

Resolution 39 2014-2015 Adoption of February 2015 Board of Trustee Minutes

RESOLVED: The Board of Trustees move to adopt the Board of Trustees Meeting Minutes for the February 24, 2015 Board of Trustees meeting.

Motioned by: J. Stenerson

Seconded by: Sobeida Cruz

Discussions: no discussion

Votes for and against: unanimous

Minutes passed

Resolution 40 2014-2015 Acknowledgement and Ratification of the Procedures for Public Access to the Records (FOIL) Policy

RESOLVED: The Board of Trustees move to acknowledge and ratify the CSEE Procedures for Public Access to the Records (FOIL) Policy to align with New York State requirements.

Motioned by: Nadine Lyons

Seconded by: James Stenerson

Discussions: none

Votes for and against: Unanimous approval

Minutes passed

Resolution 41 2014-2015 Acknowledgement and Ratification of the New York Open Meeting

RESOLVED: The Board of Trustees move to adopt, acknowledge and ratify the New York Open Meeting Policy to align with New York State requirements.

Motioned by: Nadine Lyons

Seconded by: James Stenerson

Discussions: none

Votes for and against: Unanimous approval

Minutes passed

Resolution 42 2014-2015 Acknowledgement and Ratification of the Family Educational Rights and Privacy Act

RESOLVED: The Board of Trustees move to acknowledge and ratify of the Family Educational Rights and Privacy Act (FERPA) Policy to align with New York State requirements.

Motioned by: Nadine Lyons

Seconded by: Diana Rosario

Discussions: none

Votes for and against: Unanimous approval

Minutes passed

Amendment to the Term of Office section of the CSEE Board of Trustees Bylaws -tabled to the next Board of Trustee meeting because we need 2/3 vote of the Board present to approve a Bylaws amendment.

Resolution 43 2014-2015 Amendment of Revised Budget for 2014-2015

RESOLVED: The Board of Trustees move to approve the revised fiscal budget for the 2014 - 2015 school year as presented to the Board of Trustees.

Motioned by: Sobeida Cruz

Seconded by: Nadine Lyons

Discussions: none

Votes for and against: Unanimous approval

Minutes passed

Resolution 44 2014-2015 Amendment of the CSEE 2014-2015 school calendar

RESOLVED: The Board of Trustees move to modify the school calendar to reflect the three snow days that CSEE must make up to meet the instructional days required NYSED. March 30, 31 and April 6 originally designated as vacation days are now designated as instructional days.

Motioned by: Sobeida Cruz

Seconded by: Nadine Lyons

Discussions: none

Votes for and against: Unanimous approval

Minutes passed

INFORMATIONAL ITEMS

Finance Committee Report- Jim Killoran-TABLED

Fundraiser Committee Report- S. Cruz

Ms. Cruz met with Regeneron Pharmaceuticals Corporation and a visit from their philanthropy leader is scheduled for March 17, 2015 at CSEE. Mr. Mooney from Westchester County Association Educational Committee invited Ms. Cruz and administration to come in and give a presentation about CSEE to them. CSEE will be offering them to partner with us. Packets were handed out to Board of Trustee Members encouraging them to invite family and friends to the Bits & Bytes Fundraiser. We have already raised close to \$25,000.00 from sponsors. Members of the Bits & Bytes Committee are still looking for a celebrity to come and host the technology event. CSEE Staff Members and Teachers will pay \$60.00 per ticket for fundraiser. CSEE is considering establishing and bringing in a foundation at the school by the end of 2015, looking for members to begin this foundation. CSEE needs to establish a fundraising plan-how can we continuously bring in funds to the school.

Technology Committee Report- Dr. James Stenerson

Meeting scheduled for the following week. Committee is working on a master list of what needs to be purchased; more information and a proposed budget will be presented at next Board Meeting.

Facilities Report- E. LaGuerre

CSEE will not pursue purchasing lease from Laundry Mat. We will continue with plans to expand above the Elementary School building. Architects and consultants have been meeting and putting together a plan for the expansion; modular units will be built off premises and transported to CSEE in the summer (5 classrooms- 4 for instructional program, 1 large classroom for Music/Band Room, and Restrooms).

Mr. LaGuerre had a meeting with the Mayor of Yonkers and there has been a verbal commitment to support CSEE with acquisition of the site on Hawthorne Avenue for the high school. ConEdison will be going to do the remediation on the site.

Parking Spots at CSEE- spots will be numbered and assigned, negotiating with owner of vacant lot across the street to see how we can acquire additional parking spaces. Loading zone will be lifted to create 2 more spots.

Mr. LaGuerre requests a budget be put together in regards to purchasing equipment for the backyard. He suggests we bring in an outside vendor to paint the blacktop, if teachers want to help create/design ideas for backyard.

Board and Bylaws Committee Report- E. LaGuerre- TABLED

Principals Report- Cindy Lopez (See Attached)

Mr. LaGuerre recommends CSEE brings in additional outside support to help the grades that are falling behind and not meeting standards.

PTO Report- Diana Rosario

PTO donated \$200.00 towards CSEE Staff Basketball game; PTO offering to help with Career Day. PTO meetings have been canceled due to weather.

Victory Education Partners Report- Paul Augello & Mary Cordero (See Attached)

CSEE has created a "cloud" folder which all archived board documents can be transferred and saved too. All Board of Trustee Members and Mrs. Lopez will have access to this online folder.

M. Cordero reminds Board of Trustees and Administration that written in the CSEE Charter for the 2015-2016 school year CSEE's projected student enrollment goes up to 690 and max out at 696.

CSEE March Board Retreat- E. LaGuerre

Save the Date- handed out to Board Members for retreat. Breakfast/Lunch will be served. E. LaGuerre suggests members reserve time during retreat to discuss the high school.

Open Forum- Mr. LaGuerre provided opportunity for the public to address the board; there were no comments from the audience.

Motion to Adjourn - by S. Cruz, Seconded by N. Lyons-Burns, all in favor
Meeting ends at 8:30pm



Charter School of Educational Excellence

260 Warburton Avenue, Yonkers, New York 10701
(914) 476-5070 • Fax (914) 476-2858

Meeting of the Board of Trustees Thursday, April 10, 2014

Attendance: E. LaGuerre, S. Cruz, N. Burns-Lyons, C. Medina, J. Killoran, C. Russo

Non-Board Members: C. Castillo (Principal), C. Lopez (A.P.), C. Goldberg (Director of Government, Parents & External Relations), S. Henriquez (Director of Operations), D. DeMasi (Student Information Coordinator)

Call to Order: 6:30 p.m.

Welcome and Introductory Remarks- E. LaGuerre

- E. LaGuerre welcomed and thanked board members for attending the meeting.
- E. LaGuerre reported- that CSEE is in the process of finalizing negotiations on the Collective Bargaining Agreement. Negotiations halted due to scheduling conflicts. CSEE proposed 2 alternative dates. CSEE is waiting on YFT to respond.
- YFT has filed a complaint against CSEE with PERB (Public Employee Relation Board) in regards to the sick leave and 2.5% vs 2.0% salary increase. Hearing to be scheduled.
- Dues required for membership-deducted from payroll- individual rates per year \$875 for teachers \$800-\$810 for Educational Assistants. This is requested in writing that the dues be paid retroactive to the beginning of this school year not when contract is signed.
- The CSEE Board of Trustees accepts the resignation of Miguel Perez as President of the Parent Teacher Organization effective Wednesday, February 26, 2014 at 6:54am.
- PTO Vice President Ms. Aquino will assume responsibilities of the PTO President until elections are held for PTO president.
- E. LaGuerre-nominations of new board members-among one of those members are in attendance here tonight- introduces Ms. Patricia McDow to say a few words about herself. C. Medina stated that CSEE is fortunate to have these people as candidates for the CSEE Board of Trustees.
- CSEE staff- will follow up with the NYS Department of Education- in regards to clearance of new board members.
- CSEE staff- will follow up quickly to let parents know that CSEE will commit to pay one-half of Bronx bus fare for the 2014-2015 school year.

- C. Goldberg will follow up with the Yonkers Police Department and see whether they have a junior police cadet program that CSEE students could take part in and they could use our facilities.
- Pre-K Program- look to lease space- half-day program. CSEE will take all steps needed to put in place a Pre-K program.

Principal's Report

- C. Castillo asked whether the Board of Trustees would consider keeping the school closed until 7:30am given the challenges we are facing in regards to not having enough supervision in the MPR. E. LaGuerre suggests we put it out to the entire faculty to see if someone would like to come in earlier to help with supervision and they would get paid. E. LaGuerre states that we need to offer this to teachers- beginning at 7:00a.m. and they will get paid for the extra hour and they are assigned duties from 7:00-8:00am.
- In response to the CSEE lottery- 360 applications have been received. As well as 10 more applications after the lottery cut-off deadline, which will go on an automatic waitlist. Lottery applications continue to come in daily.
- There were 6 snow days this year. CSEE will make up the days on 4/15, 4/16, 4/17. April 25th is going to be Professional Development with Yonkers Public School Teachers.
- CSEE will implement a sensitivity training component of its professional development program for teachers- dealing with parents, cultural differences, and effective communication with students and parents. Staff will follow-up with information on whether there is a cost or not to implementing this direction and move forward accordingly.
- Rosetta Stone Report- program is progressing well. Program enables progress monitoring reports, facilitates scoring of less progress by individual child. Students work at their own pace, no discipline problems. Program has capability to provide instruction in 42 languages. CSEE Chairman expressed preference for allowing individualized programs for different languages allowing students to choose what language they want to take.
- C. Castillo- summarized memo from Commissioner King from State Ed Dept.-in regarding to the New York State Common Core shift.
- Trustee, Jim Killoran asked if any student “opted” out of testing. One student “Refused to take exam” based on parent’s letter giving reason why. CSEE staff will follow-up with that parent.
- C. Castillo- displayed 2013-2014 ELA & Math mock test results to show how our students are progressing throughout the year.
- C. Castillo- advised that several factors impact achievement and learning given challenges CSEE faced this year. These include the (loss of instructional days, student absences of 10 or more days, as well as teacher absences.) More importantly, it includes not having an EA for each grade in the middle school which does not allow for small group instruction and does not provide enough support. EA’s are being

pulled to sub. C. Castillo recommends hiring additional EA's for the specific subjects in upper grades.

Victory Education Partner Report

- E. LaGuerre thanked Victory Education Partners for their support and generosity in regards to CSEE's Bits and Bytes fundraiser event.
- P. Augello- March financial report- vendors holding up budget amendment because they have not submitted their documents. A meeting has been scheduled for 4/25/14- meeting to discuss next year's budget.
- E. LaGuerre- look into hiring of 2 Educational Assistants in the upper grades for next year.
- Expenses are consistent with projected budget for the fiscal year so far.

Fundraising Committee Report

- First Technology Fundraiser- April 21st 42 Restaurant at the Ritz Carlton in White Plains from 6-9pm
- The long term campaign goal is to raise \$650,000- to give us 650 laptops
- The goal of this event is to raise \$65,000-\$66,000- which will give us 270 laptops- 30 per grade to have students completing instruction spending 100 minutes per day on the laptops.
- School is already wired and can handle this capacity of internet usage.
- Goal to have 400 people at this event- there will be an auction and tricky tray raffle
- Sponsors include: Entergy, Goya Foods, Foxy Management, Victory Educational Partners, Yankee Foundation.
- Tickets have been donated back to us- offered parents and teachers Buy One Get One Free Ticket. Teacher Tickets have been discounted to \$30.
- S. Cruz- thanks the Fundraiser Committee for all their help
- As of today we have 282 people attending and we have raised close to \$43,000

Community Open Forum

- N. Font- when did M. Perez resign from PTO president? Why were there no PTO meetings in February and March? C. Goldberg- stated that there were no PTO meetings due to all the inclement weather and winter recess many parents were not available.
- Mrs. Francis- stated that CSEE teachers need training in regards to ethnicity and cultural differences
- N. Font- asked when are the bricks coming in? S. Henriquez- we should have them here by May and installed in lobby of Middle School by June.
- Mrs. Francis- asked when will students be going outside for recess? S. Henriquez students have already started going outside for recess.

Motion to Adjourn: 8:53 p.m.

Motions and Resolutions

Resolution 37 2013-2014 Adoption of March 2014 Board of Trustee Meeting Minutes

RESOLVED: The Board of Trustees moves to adopt the Board of Trustee Meeting Minutes for the March 16, 2014 Board of Trustees meeting.

Motioned by: Jim Killoran

Seconded by: S. Cruz

Discussions: None

Votes for and against: Unanimous vote of approval

Resolution 38 2013-2014 Nomination of New Members of the Charter School of Educational Excellence Board of Trustees

RESOLVED: The Board of Trustees moves to nominate Patricia Diana McDow, Ammir Rabadi, MD and James F. Stenerson, PhD. To serve as Trustee on the Board of Trustees of Charter School of Educational Excellence, effective immediately, after the receipt of approvals required by New York State law.

Motioned by: Sobeida Cruz

Seconded by: Jim Killoran

Discussions: None

Votes for and against: Unanimous vote of approval

Resolution 39 2013-2014 Authorization of payment of up to one-half the cost of Bronx bus service in the 2014-2015 fiscal year

RESOLVED: The Board of Trustees moves to authorize provision in the Charter School budget and for the payment of up to one-half the cost of Bronx bus service in the 2014-2015 fiscal year for children enrolled in the school that have used Bronx bus service in the 2013-2014 fiscal year.

Motioned by: N. Lyons-Burns

Seconded by: S. Cruz

Discussions: None

Votes for and against: Unanimous vote of approval

Resolution 40 2013-2014 Permission for the Nepperhan Community Center to use the Charter School of Educational Excellence facilities and authorization for the Chairman of the Board of Trustees to Facilities to make decisions on use of facility space.

RESOLVED: The Board of Trustees moves to grant permission to the Nepperhan Community Center—which has provided a Certificate of Insurance—for three days including today, and to authorize the Chairman of the Board of Trustees to make decisions respecting the use of the facility space of the Charter School of Educational Excellence going forward.

Motioned by: N. Lyons-Burns

Seconded by: C. Medina

Discussion: J. Killoran clarifies if the three days means 3 days per week. C. Castillo and C. Goldberg describe the program- a support group involving youth from the neighborhood and Yonkers Police Department- to foster interaction with each other and to teach teens not to be afraid of the police. This program will run three days per week.

Votes for and against: Unanimous vote of approval

Resolution 41 2013-2014 Motion to move forward to revise the Charter of the Charter School of Educational Excellence to provide for Pre-K.

RESOLVED: The Board of Trustees moves to revise the Charter of the Charter School of Educational Excellence to provide for Pre-K and take all actions necessary to implement revision.

Motioned by: C. Medina

Seconded by: C. Russo

Discussion: E. LaGuerre states this this should take place as soon as it is practical.

Votes for and against: Unanimous vote of approval



Charter School of Educational Excellence

260 Warburton Avenue, Yonkers, New York 10701
(914) 476-5070 • Fax (914) 476-2858

**Board of Trustees Meeting
May 21, 2015
6:00 PM**

Attendance: E. LaGuerre, S. Cruz, Nadine Lyons-Burns, Jim Killoran, Diana Rosario

Absent: Carlos Medina, Dr. James Stenerson

Present Non-Board Member: C. Lopez, J. Jacaruso, Stephan Henriquez, D. DeMasi (Student Information Coordinator), P. Augello (VEP)

Call to Order: 6:40 p.m.

Welcome and Introductory Remarks- E. LaGuerre

E. LaGuerre welcomes and thanks everyone for attending this meeting. Dr. James Stenerson and Carlos Medina are excused for this meeting; however there are enough members for quorum. Mr. LaGuerre states the landscaping is coming along nicely on the CSEE property, he requests for flowers to be planted. Mr. LaGuerre thanks Jim Killoran-Habitat for Humanity and Gilbane for all their help and donations with the Community Garden. Future plans will be to add park benches and have the 8th graders build a tool shed. Ribbon cutting ceremony for the garden has been postponed. A call has been placed to Yonkers Parks Department to remove the poison ivy. Mr. LaGuerre will be meeting with the Mayor of Yonkers on June 9, 2015 to discuss the final phase of the remediation of property and acquisition of land for the high school. This meeting is opened for all Board of Trustee Members to attend. A report will be issued stating that the site has been remediated. Next Step will be to request an expansion to add grades to our existing certification from the State Education Department. Mr. LaGuerre thanks Mr. Palmer and all his efforts in helping get the Audio/Visual System contract for the Gym.

ACTION ITEMS

Resolution 50 2014-2015 Adoption of April 21, 2015 Board of Trustee Meeting Minutes

The Board of Trustees motions to approve the April 21, 2015 Board meeting minutes.

Motioned by: Jim Killoran

2nd by: S. Cruz

Discussion: None

Votes for and against: All in favor

Motion passes: Yes

Resolution 51 2014-2015 Authorization of a contract to connect the Annex fire alarm system with the fire panel for the CSEE Elementary and Middle School

RESOLVED: The Board of Trustees authorizes the execution of a contract between the Charter School of Educational Excellence and BBC Security to remove the Functional Systems Fire Alarm Panel and to submit plans to the City of Yonkers Fire Department and Department of Buildings required to connect fire alarm system devices to the existing Fire Control Panel servicing the Elementary and Middle Schools at a price of \$16,000.00. This contract will save CSEE approximately \$5,200.00 per year and simplify annual fire safety reporting to the New York State Department of Education.

Motioned by: Jim Killoran

Seconded by: S. Cruz

Discussions: None

Votes for and against: All in favor

Motion passes: Yes

Resolution 52: 2014-2015 Authorization of a contract with N.Y.A.V. to install a video projection system in the gym/auditorium.

RESOLVED: The Board of Trustees authorizes the execution of a contract between the Charter School of Educational Excellence and N.Y.A.V. Crew Corp in the amount of \$20,220.17 for the installation of high definition video project and screen equipment on the stage of the Charter School auditorium/gymnasium that is capable of integration with the audio system.

Motioned by: Jim Killoran

Seconded by: S. Cruz

Discussions: This will be a front projecting system which is designed to project on the back wall of the stage. The screen will be approximately 140 inches wide by 90 inches high. This will be a high definition system. Mr. Laguerre requests we look into getting a spotlight that is remotely controlled and some colored lights that can be integrated into the system and tied to the sound.

Votes for and against: All in favor

Motion Passes: Yes

Resolution 53: 2014-2015 Authorization to purchase desktops for classroom use

RESOLVED: The Board of Trustees authorizes the purchase of 67 Desktop (CPU/Monitor) to replace outdated technology in CSEE classrooms and offices; in the amount of \$35,000.

Motioned by: Jim Killoran

Seconded by: S. Cruz

Discussions: Technology Committee reviewed all current technology in the building. Step 1 was updating all SmartBoards. Step 2 is to replace desktops a minimum of 67 will be needed; 3 bids currently on record. Dell gave CSEE the best offer- monitor, mouse, speakers, keyboard. The current desktops will be saved for student use.

Votes for and against: All in favor
Motion Passes- Yes

Resolution 54 2014-2015 Authorization of payment in the amount of \$7,500.00 to Partners for Architecture for work done pursuant to Resolution 19 2014-2015 adopted by the Board of Trustees on October 9, 2014.

RESOLVED: The Board of Trustees authorizes payment in the amount of \$7,500.00 to Partners for Architecture for work done pursuant to Resolution 19 2014-2015 adopted by the Board of Trustees on October 9, 2014.

Motioned by: Jim Killoran
Seconded by: S. Cruz
Discussion: None
Votes for and against: All in favor
Motion Passes: Yes

Resolution 55 2014-2015 Authorization to offer a 2% per annum increase to the salaries of all instructional and administrative staff of the Charter School of Educational Excellence

RESOLVED: The Board of Trustees authorizes an offer of a 2% per annum increase to the salaries of all instructional and administrative staff of the Charter School of Educational Excellence

Motioned by: Nadine Burns-Lyons
Seconded by: Diana Rosario
Discussion: None
Votes for and against: All in favor
Motion Passes: Yes

Executive Session-Tabled

INFORMATIONAL ITEMS

Fundraiser Committee Report- S. Cruz

Bits & Bytes Fundraiser- \$73,000 was raised. \$22,000 was paid in expenses. CSEE profited \$51,000 which will be used to purchase 200 Asus laptops. This brings CSEE to a total of 500 laptops purchased through the Bits & Bytes Fundraiser. Plans for 2016 Bits & Bytes Fundraiser- date Friday, April 22, 2016 at the Charter School of Educational Excellence. The idea will be to reach out to local restaurants to come and set up food stations and have different focal points set up throughout the school building to talk about CSEE's Science program, and different activities we do at the school that way guests can see what their sponsorship is going towards. Ms. Cruz is moving forward to get a foundation started at the Charter School of Educational Excellence. It would be a 7 member Board foundation. Mr. LaGuerre requests to add a scholarship component to the foundation either a scholarship for educational materials and supplies for teachers or for the students that go beyond our school to college.

Finance Report- Jim Killoran

Mr. Killoran received a survey from auditors in which he completed.

Facilities Report- E. LaGuerre

CSEE is looking to transition from a TCO to a CO by the 29th of May. Items that still need to be addressed are installation of a hand rail on the emergency egress stairwell, and installation of screens between the exterior walls and structural walls of the Middle School that prevent insects from going in between the walls, update signs outside in parking lot as well as planting needs to be consistent with plans that were submitted to the Yonkers Building Department. All plants from the landscape plans have been planted and sprinkler system has been installed. As part of the Leader in Me program the team will plant flowers in the backyard as part of the beautification process of the school. Mr. LaGuerre recommends we install No Trespassing signs that state "Camera on site" anyone caught damaging property will be prosecuted to the fullest extent of the law.

Principals Report- Cindy Lopez *(See Attached)*

May 30th- 8th Grade Car Wash- Mrs. Lopez will send flyer to Board of Trustee Members so they can send out to their friends to come and support our 8th grade class. Mr. LaGuerre requests a full report for next board meeting in regards to Yonkers Busing for next year.

Director of Operations Report- Stephan Henriquez *(See Attached)*

CSEE will be serving Breakfast and Lunch during Summer School this year. Mr. LaGuerre requests CSEE conducts an electricity audit on the building. Mr. LaGuerre asks for an actual amount of Lunch money that is owed to the school for this year. Consider having staff stay late to place phone calls home in regards to outstanding payments and/or hold students final report card until debt is paid.

Victory Education Partners Report- Paul Augello & Mary Cordero *(See Attached)*

A payment from Yonkers has been received. A 2% increase for teachers is factored into budget.

PTO Report- Diana Rosario

Next PTO Meeting-5/27/2015

PTO will be helping in regards to the Community Garden shed and tables will be donated by Gilbane. PTO will order shirts for Field Day for all volunteers to wear. Volunteer list must be submitted to Mrs. Lopez prior to Field Day.

Open Forum- Mr. LaGuerre provided opportunity for the public to address the board; there were no comments from the audience.

*****Reminder***** Board of Trustees Retreat-June 6th- Guest speaker Regent Betty Rosa

Motion to Adjourn - by S. Cruz, Seconded by N. Burns-Lyons at 8:26pm



Charter School of Educational Excellence

260 Warburton Avenue, Yonkers, New York 10701
(914) 476-5070 • Fax (914) 476-2858

**Board of Trustees Meeting
June 6, 2015
12:30 PM**

Attendance: E. LaGuerre, S. Cruz, Nadine Lyons-Burns, Jim Killoran, Carlos Medina, Dr. James Stenerson, Diana Rosario

Absent:

Present Non-Board Member: C. Lopez, J. Jacaruso, Carmen Goldberg

Call to Order: 12:40 PM

Welcome and Introductory Remarks- E. LaGuerre

E. LaGuerre welcomes and thanks everyone for attending this meeting. Update on Lien Trial-CSEE has settled with Metal USA with no interest for \$162,000 and a Yonkers Crane Co. for \$12,000. Monday, June 8, 2015 the trial begins.

ACTION ITEMS

Resolution 56 2014-2015 Adoption of May 2015 Board of Trustee Meeting Minutes

The Board of Trustees motions to approve the May 21, 2015 Board meeting minutes.

Motioned by: Jim Stenerson

2nd by: Carlos Medina

Discussion: none

Votes for and against: unanimously in favor

Resolution 57 2014-2015 SETTLEMENT EXPENDITURE FOR lien holders

The Board of Trustees motions to authorize Eduardo LaGuerre, Board Chair, to payout any liens that comes out of the court case on Monday, June 8, 2016, furthermore it needs to include the two settlements that have already been paid out.

Motioned by: Sobeida Cruz

2nd by: Carlos Medina

Discussion: none

Votes for and against: unanimous in favor

Resolution 58 2014-2015 Amendment of CSEE Dignity Act Policy

RESOLVED: The Board of Trustees motions to approve the CSEE Dignity Act policy aligned to New York State Department of Education requirements.

Motioned by: James Stenerson

2nd by: Carlos Medina

Discussion: none

Votes for and against: unanimously in favor

Resolution 59: 2014-2015 Amendment of CSEE Wellness Policy

RESOLVED: The Board of Trustees motions to approve the CSEE Wellness policy aligned to New York State Department of Education requirements.

Motioned by: Nadine Lyons

2nd by: Sobeida Cruz

Discussion: none

Votes for and against: unanimously in favor

Resolution 60: 2014-2015 Amendment of CSEE Health Services Policy

RESOLVED: The Board of Trustees motions to approve the CSEE Health Services policy aligned to New York State Department of Education requirements.

Motioned by: Carlos Medina

2nd by: Diana Rosario

Discussion: none

Votes for and against: unanimously in favor

Resolution 61: 2014-2015 Amendment of CSEE Section 504 Policy

RESOLVED: The Board of Trustees motions to approve the CSEE Section 504 policy which is aligned to New York State Department of Education and Federal requirements.

Motioned by: Nadine Lyons

2nd by: Carlos Medina

Discussion: none

Votes for and against: unanimously in favor

Resolution 62: 2014-2015 Amendment of Admission and Enrollment Policy

RESOLVED: The Board of Trustees motions to approve the CSEE Admission and Enrollment policy aligned to the 2010 New York State Charter Law requirements.

Motioned by: Nadine Lyons

2nd by: Carlos Medina

Discussion: none

Votes for and against: unanimously in favor

Resolution 63: 2014-2015 Establishing CSEE as a Student Teacher Demonstration Site

RESOLVED: The Board of Trustees motions to approve establishing CSEE as a Student Teacher Demonstration site. The Board assigns Sobeida Cruz and Jim Stenerson to lead this board initiative.

Motioned by: Carlos Medina

2nd by: Diana Rosario

Discussion: none

Votes for and against: unanimously in favor

Resolution 64: 2014-2015 Creating a Foundation

RESOLVED: The Board of Trustees motions to approve the creation of a foundation to support CSEE in its fundraising efforts in order to supplement school's need and develop student scholarship opportunities.

Motioned by: Carlos Medina

2nd by: Diana Rosario

Discussion: none

Votes for and against: unanimously in favor

Resolution 65: 2014-2015 Create a High School Exploratory Committee to amend the Charter to include a High School

RESOLVED: The Board of Trustees motions to approve a High School Exploratory Committee, whose purpose will be to expand the approved Charter to include the CSEE High School, develop the High School Curriculum and present a proposal to the Authorizer and the Regents to amend the current CSEE Charter.

Motioned by: Sobeida Cruz

2nd by: Nadine Lyons

Discussion: none

Votes for and against: unanimously in favor

Resolution 66 2014-2015 Authorization for Charter School of Educational Excellence Leasehold Improvements over the summer months.

RESOLVED: The Board of Trustees authorizes the Chairman of the CSEE Board of Trustees to make leasehold improvements over the summer, as determined necessary, or in the best

interest of the school, subject to compliance with applicable New York State requirements of law in respect to bidding.

Motioned by: Nadine Lyons

Seconded by: J. Stenerson

Discussions: None

Votes for and against: unanimously in favor

Executive Session-Tabled

INFORMATIONAL ITEMS

Mr. Laguerre informs Board of Trustees about the Arbitration hearing for June 15, 2015 with the Yonkers Teacher's Union. Board members are welcome to come to the Arbitration.

Finance Report- E. LaGuerre

School is financially stable. There is a \$10,000 debt still owed from student lunch payments; operations office continuing to reach out to parents who owe. A request has been made for money to be put aside for next year funding for buses if necessary.

Fundraiser Committee Report- S. Cruz

Working on gathering information for a Foundation Committee

Technology Committee Report-James Stenerson

The committee is looking into other server options for the school. The server holds administrative and academic data for the school which needs to be stored more securely. More information on updating the server will be discussed in future meetings. Mr. LaGuerre requests the Technology Committee looks into a better backup system in terms of data and in terms of electrical current to support the system.

Facilities Report- E. LaGuerre

CSEE was able to get an extension of the TCO. Most of the facility work has been completed. The Ruman Foundation has reached out to CSEE in regards to running a pilot test which will not cost CSEE any money in regards to altering the lighting in the classrooms. Studies have proven that it alters behavior, students become more receptive to learning and studies are indicating there is a 10-12% increase in student grades. CSEE would move forward with this pilot test specifically for classrooms that do not have windows. Mr. Kohlhagen will be providing information in regards to grants and other aid that the state does provide to upgrade schools lighting that is more conducive to learning. There will be a substantial amount of work being completed at CSEE over the summer.

Principals Report- Cindy Lopez (See Attached)

State Visit will be on June 11, 2015 with our new liaison Elizabeth Santiago. Invitations to graduation ceremonies will be sent to Board Members.

Director of Operations Report-Tabled

Victory Education Partners Report- Tabled

PTO Report- Diana Rosario

All PTO members were reelected. Approved cost for field day in the full amount of \$2,800. PTO will be providing lunch to parent volunteers for that day as well as ice cream for the students. PTO would like to conduct an online parent survey inquiring what type of events parents would like to see at the school and how PTO can get parents more involved in the school. PTO would like to request a change in Dress Code Policy for Field Trips and Field Day where students would be able to wear shorts that conform to the school uniform. PTO requests a parent contact line or email where PTO members do not have to give out their personal contact information yet would still be able to retrieve messages from parents. PTO website will be updated.

Motion to Adjourn - by S. Cruz at 2:24pm

Enrollment and Retention Efforts

Describe the efforts the charter school has utilized in 2014-2015 and a plan for efforts to be taken in 2015-2016 to meet or exceed enrollment and retention targets of students with disabilities, English language learners, and students who are eligible for free and reduced priced lunch.

The Charter School of Educational Excellence (“CSEE”) utilizes basic approaches to meet and exceed enrollment and retention targets.

CSEE continues to pursue extensive outreach efforts in the local community and will not be selective in any way. A recruiting team composed of board members, local volunteers, and school staff focused exclusively on this effort. The goal of the outreach plan is to provide as much information as possible to families who may be interested in enrolling their child. To achieve this end, information kits, containing brochures, flyers, application forms, and vital school information are distributed throughout the community. These information kits, translated in English and Spanish are distributed in community based organizations, churches, local businesses, day care centers, social service agencies, any institution serving families with young children. In addition, the school advertised in the local newspaper, such as Yonkers Rising, Westchester Guardian, Pluma Libre and Westchester Hispano. CSEE also held a series of information sessions at the school and in the community, as well as hosted open houses and recruitment fairs.

CSEE’s recruitment efforts, educational philosophy and its curriculum make it clear that ELL children and children with disabilities are welcome. It also subsidizes bus transportation from Bronx County in which there is a large African immigrant community.

CSEE offers an after-school program of activities to provide educational support and athletic activities for enrolled students. This program assists working parents by enabling children to stay at CSEE until 6 pm.

CSEE provides assistance where needed to parents of children with individual education plans to make sure CSEE has IEPs in house before or at the start of the school year.

CSEE Principal meets with the families of all children who are being retained, to explain the reasons for retention and encourages parents of those children to consider the importance and benefits of each student’s capability to perform at grade level after retention.

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INFORMATIONAL SESSIONS

- January 13, 2015 at 2:30 p.m.
- February 12, 2015 at 5:00 p.m.
- March 19, 2015 9:30 a.m.

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Yonkers, NY 10701

APPLICATION DEADLINE: March 27, 2015 at 8:00 am

LOTTERY DATE: APRIL 8, 2015

For an application or more information please call

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Estamos aceptando aplicaciones para los grados K-8

SESIONES INFORMATIVAS

- 13 de enero a las 2:30 p.m.
- 12 de febrero a las 5:00 p.m.
- 19 de marzo a las 9:30 a.m.

260 Warburton Avenue
Yonkers, NY 10701

LA FECHA LIMITE PARA ENTREGAR LA SOLICITUD DEL SORTEO ES EL 7 DE ABRIL DE 2015

LA LOTERIA SE LLEVARA A CABO EL DIA 8 DE ABRIL 2015

Para obtener informacion llame al

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"We aim to inspire, motivate and instill a love for learning in all children"



Appendix I: Teacher and Administrator Attrition

Last updated: 07/12/2015

Report changes in teacher and administrator staffing.

Page 1

Charter School Name:

Instructions for completing the Teacher and Administrator Attrition Tables

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

2013-14 Teacher Attrition Table

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

2013-14 Administrator Position Attrition Table

	FTE Administrator Positions On 6/30/2014	FTE Administrator Additions 7/1/14 – 6/30/15	FTE Administrator Departures 7/1/14 – 6/30/15
	3	2	1

Thank you



Appendix J: Uncertified Teachers

Last updated: 07/22/2015

"thirty per centum or 5 teachers, whichever is less"

To comply with NYS Education Law Section 2854(3)(a-1), please report the (FTE) count of uncertified and certified teaching staff as of the last day of school for the 2014-15 school year.

Page 1

Charter School Name:

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 2014-15?

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

	FTE - (June 30, 2015)
(i) uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience	0
(ii) individuals who are tenured or tenure track college faculty	0
(iii) individuals with two years satisfactory experience through Teach for America	0
(iv) individuals who possess exceptional business, professional, artistic, athletic, or military experience	0
FTE count of uncertified teachers who do not fit into any of the four statutory categories	1
Total	1.0

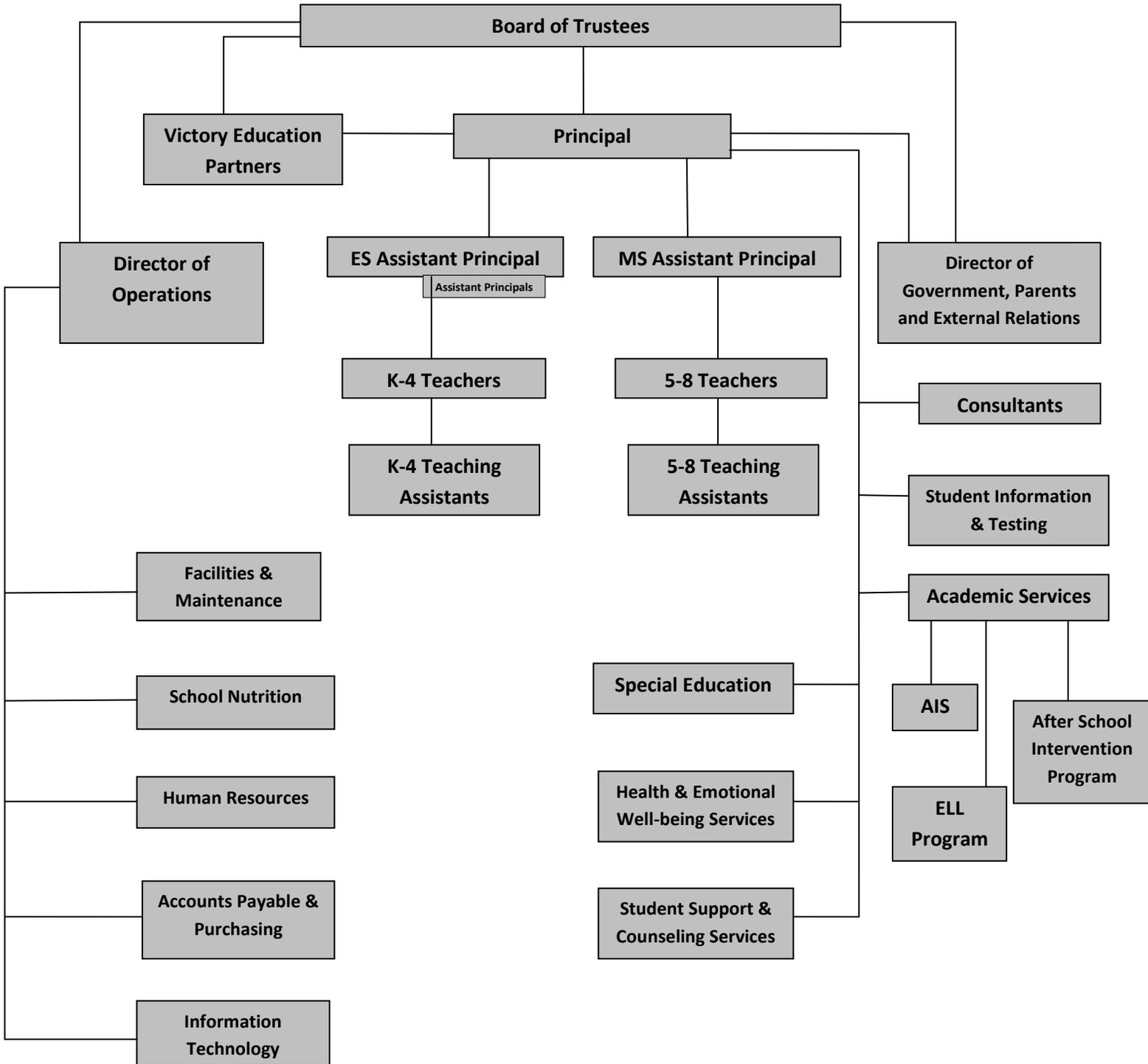
How many **CERTIFIED** Full-Time Equivalent Teachers were employed in the charter school as of the last day of school in 2014-15?

32

Thank you.

Charter School of Educational Excellence

Organization Chart 2014-2015



Mission Statement and Key Design Elements

Mission Statement

The mission of the Charter School of Educational Excellence (“CSEE”) is to produce students who meet or exceed all New York State learning standards. CSEE will do this by creating a challenging learning environment with high expectations for every child with an emphasis on the basic subject areas of English-language arts, mathematics, social studies, and science. The school will employ standards based and research proven curriculum, implement best educational practices, use a variety of assessments to measure on-going student progress in skills and content learning, and support teachers with professional development activities that are aligned to the instructional program. CSEE’s emphasis on basic subjects will give students a strong academic foundation that will allow them to become critical thinkers and life-long learners. The school will also expose students to a diverse curriculum that promotes appreciation of art, music, and cultural awareness. The Charter School of Educational Excellence will provide a safe and nurturing environment for all students and foster a strong partnership with families and the community.

Key Design Elements

In keeping with our mission and purpose, CSEE’s educational program will increase learning opportunities for all children in several ways.

- We will continue to offer an extended day of approximately eight (8) hours. This provides more time to focus on mastery and enrichment in basic subjects. Also, the extended day will provide us with additional time to extend our arts program during the school day. This key design element has been fully implemented.
- CSEE will continue to take advantage of the longer school day through scheduling that allocates extended blocks of time for basic subjects, rather than the traditional schedule of discrete forty-five minute periods. This offers teachers and students sufficient and uninterrupted time blocks to meaningfully explore the basic subjects to ensure that students develop a much deeper understanding of the material. For example, our teachers have used the time the time to facilitate social studies projects or lead extended scientific experiments. This key design element has been fully implemented.
- CSEE will continue to increase learning opportunities by strategically deploying Teaching Assistants throughout the building. Teaching assistants provide more personal attention to individual students who are falling behind academically and assist with differentiation and grouping of students engaged in further exploration of a subject matter. This key design element has been fully implemented.
- In addition, the standards-driven and researched-based curriculum ensures all students are instructed through effective programs aligned with State learning standards. The curriculum provides a richer and more diverse learning experience. For example, the research-based social studies program, Core Knowledge, supplemented with the McGraw-Hill program, provides significant knowledge of diverse peoples and cultures and engages students in a rich learning experience. This key design element has been fully implemented.

- Finally, CSEE will continue fostering learning opportunities by offering students meaningful experiences in the arts. This portion of the educational program will tap the diverse talents of the student body and will expose them to dance, theatre, music, and the visual arts. For example, students create paintings, give theatrical performances, demonstrate artistic knowledge, or analyze great works of art. This key design element has been fully implemented.

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

Created Wednesday, October 07, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/eb2a877c15522ee19>

Page 1

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

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	James	Stenerson

2. *Your Home Address:

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

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

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

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

CS OF EDUCATIONAL EXCELLENCE (REGENTS) 662300860862

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

(check all that apply)

-
- Other, please specify...: Chair of the Instructional Tech Committee
-

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

No

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

No

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

No

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

No

Signature of Trustee

A handwritten signature in black ink that reads "Anderson". The signature is written in a cursive style with a large, sweeping initial 'A'.

Thank you.

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

Created Thursday, October 08, 2015

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Page 1

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

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	DIANA	ROSARIO

2. *Your Home Address:

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

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

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

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

CS OF EDUCATIONAL EXCELLENCE (REGENTS) 662300860862

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

(check all that apply)

-
- Parent Representative
-

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

No

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

No

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

No

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

No

Signature of Trustee

Thank you.

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

Created Wednesday, November 04, 2015

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Page 1

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

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	Sobeida	Cruz

2. *Your Home Address:

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

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

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

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

CS OF EDUCATIONAL EXCELLENCE (REGENTS) 662300860862

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

(check all that apply)

-
- Other, please specify...
-

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

No

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

No

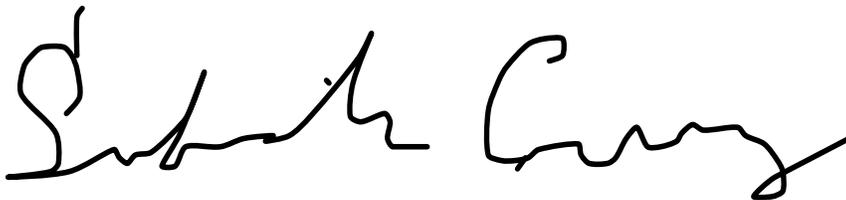
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

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

Thank you.

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

Created Wednesday, November 04, 2015

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Page 1

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

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	Eduardo	LaGuerre

2. *Your Home Address:

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

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

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

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

CS OF EDUCATIONAL EXCELLENCE (REGENTS) 662300860862

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

(check all that apply)

-
- Chair/President
-

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

No

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

No

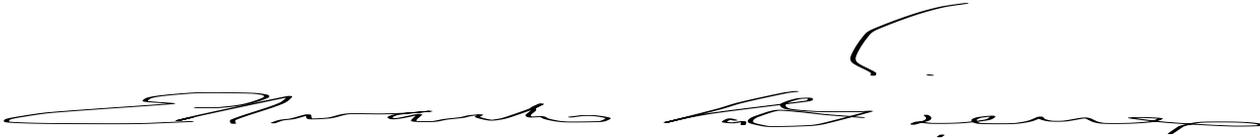
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink, appearing to read "Frank B. Jones", written in a cursive style.

Thank you.

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

Created Monday, November 09, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/a1cb800500ef0ad662>

Page 1

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

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	James	Killoran

2. *Your Home Address:

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

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

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

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

CS OF EDUCATIONAL EXCELLENCE (REGENTS) 662300860862

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

(check all that apply)

- Treasurer
-

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

No

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

No

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

No

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

(No response)

12a. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write **None**.

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

Signature of Trustee



Thank you.

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

Created Thursday, December 03, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/f52e0cd6e65befb6e0>

Page 1

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

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	Ismail	Ibrahim

2. *Your Home Address:

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

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

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

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

CS OF EDUCATIONAL EXCELLENCE (REGENTS) 662300860862

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

(check all that apply)

-
- Parent Representative
-

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

No

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

No

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

No

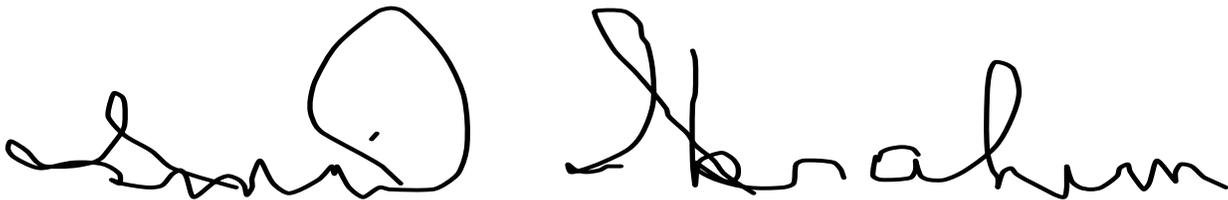
12. Are you a member, director, officer or employee of an organization formally partnered with a school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest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

(No response)

12a. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write **None**.

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

Signature of Trustee



Thank you.

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

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Page 1

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1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	Ismail	Ibrahim

2. *Your Home Address:

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

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

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(check all that apply)

-
- Parent Representative
-

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

No

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

No

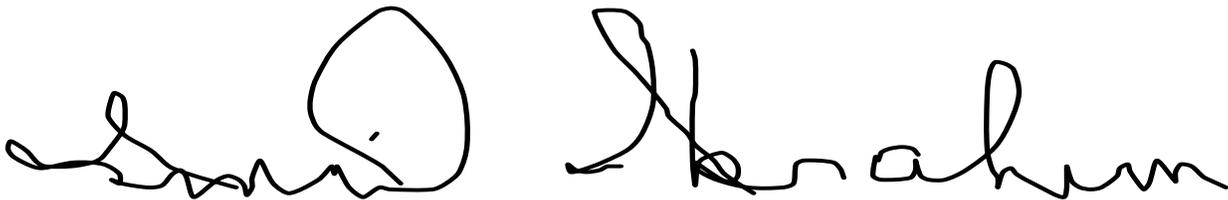
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Organization Conducting Business with the School	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Member with Interest	Steps Taken to Avoid Conflict of Interest
1				
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Signature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



Thank you.