

I. SCHOOL INFORMATION AND COVER PAGE

Created Tuesday, June 24, 2014
Updated Thursday, July 10, 2014

Page 1

1. SCHOOL NAME

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

320700860703 HEKETI COMMUNITY CS

2. CHARTER AUTHORIZER

SUNY-Authorized Charter School

3. DISTRICT / CSD OF LOCATION

NYC CSD 7

4. SCHOOL INFORMATION

PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
423 E 138th Street	718-260-6007	718-292-7154	

4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Cynthia Rosario
Title	School Director
Emergency Phone Number (###-###-####)	

5. SCHOOL WEB ADDRESS (URL)

www.heketi.org

6. DATE OF INITIAL CHARTER

2010-12-01 00:00:00

7. DATE FIRST OPENED FOR INSTRUCTION

2012-09-01 00:00:00

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

(as reported on BEDS Day)

141

9. GRADES SERVED IN SCHOOL YEAR 2013-14

Check all that apply

-
- K

 - 1

 - 2

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

Yes/No	Name of CMO/EMO
No	

11. FACILITIES

Will the School maintain or operate multiple sites?

No, just one site.

12. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	403 Concord Ave Bronx, NY 10454	718-260-600 2	CSD 7	K-3	No	Rent/Lease

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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Cynthia Rosario	[REDACTED]	[REDACTED]	[REDACTED]
Operational Leader	Desiree Grand	[REDACTED]	[REDACTED]	[REDACTED]
Compliance Contact	Desiree Grand	[REDACTED]	[REDACTED]	[REDACTED]

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

No

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

• Yes

Signature, Head of Charter School

Two handwritten signatures in black ink. The first signature is on the left, and the second is on the right, both appearing to be cursive and somewhat stylized.

Signature, President of the Board of Trustees

Thank you.

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

Created Thursday, July 17, 2014

Page 1

Charter School Name: 320700860703 HEKETI COMMUNITY CS

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=800000070177>



**HEKETI COMMUNITY
CHARTER SCHOOL**

**2013-14 ACCOUNTABILITY PLAN
PROGRESS REPORT**

Submitted to the SUNY Charter Schools Institute on:

September 15, 2014

By Cynthia Rosario

403 Concord Avenue
Bronx, NY 10454
(718) 260-6002

Cynthia Rosario, School Director prepared this 2013-14 Accountability Progress Report on behalf of the school's board of trustees:

Trustee's Name	Board Position
Jamie Knox	Chairperson, Executive Committee
Niki Simoneaux	Vice Chairperson, Executive & Finance Committees
Rohita Land	Treasurer, Finance Committee
Tina Martinez	Secretary, Executive Committee
Helen Spruill	Member, Education Committee
Samantha Valerio	Member, Education Committee

Cynthia Rosario has served as the school leader since 2011.

INTRODUCTION

Our mission is to provide an exceptional educational solution, focused on preparing every student for NYC’s most competitive high schools and leadership in their chosen careers through an integrated educational design with high expectations, extensive academic and social-emotional support, and a high level of family and community engagement.

Heketi's name embraces two main elements of our mission focus. ‘Heketi’ is the Taíno word for **ONE**. Taínos are the indigenous people of the Caribbean, representing the heritage of a large portion of the Spanish-speaking population in the South Bronx. Heketi was born out of a desire to honor this heritage and embrace the power of multilingual literacy and reading skills for success and leadership. The meaning of Heketi, **ONE**, is also a recognition of what it takes to create an educational environment that ensures **each** child’s success. Heketi’s educational design integrates **families**, school **staff**, and **community** members — all invested and united in building a community focused on achievement.

After taking a planning year, Heketi opened its doors in the Mott Haven section of the Bronx to 90 kindergarten and first graders. As a school that seeks to improve educational outcomes for traditionally underserved English Language Learners, the school moved to a Dual Language Immersion program in the second year of operations. During the 2013-14 school year, 27% of students enrolled were English Language Learners. Students in the Dual Language program receive 50% of their instruction in Spanish and 50% in English during grades K-2.

By the end of our second year, we served 133 students—27% ELLs, 17% students with disabilities, and 92% free & reduced lunch. We kept a laser-focus on creating conditions for learning that maximize students’ sense of belonging, fun, and high academic engagement. Our unique design elements include:

- Dual Language Immersion Program—supporting native Spanish-speakers in acquiring English language by strengthening their native language.
- Clear and Transparent Accountability—frequent use of formative data and summative data to drive instructional decisions and professional development.
- High Expectations for All—engage all stakeholders in discussion and analysis of quarterly assessments. Maximize the use of instructional time on task.
- Investment in Social-Emotional Support—embed the school’s guiding principles and Second Step Character Education curriculum in the instructional day.

School Enrollment by Grade Level and School Year

School Year	K	1	2	Total
2011-12	Planning year			0
2012-13				89
2013-14				133

ENGLISH LANGUAGE ARTS

Goal 1: English Language Arts

Students will be confident, independent, and proficient readers, writers, and speakers of the English language.

Background

During the 2013-14 school year, the school made a significant change to the ELA program. After looking at student's second quarter assessment, we decided to move away from the Teachers College Reading and Writing Workshop. The majority of our teachers were first-year practitioners who graduated from TC, however, they struggled to find the time to design lessons that met the needs of all students (particularly those in the margins). As a result, we collaborated with other schools to research a scripted ELA programs with clear alignment to the Common Core Standards. Houghton Mifflin's Journeys offered a comprehensive, balanced approach to literacy with supplemental materials for ELLs and students below and above grade-level. The mid-year change was difficult for teachers, as they navigated a steep learning curve.

By year's end, all teachers and parents endorsed Journeys as a comprehensive ELA program that helped us move the needle on student achievement. We are confident that we will see immediate gains in the upcoming school year when we implement the program starting in September.

Goal 1: Absolute Measures

Each year, 75 percent of all students in grades 2-5 who are enrolled in at least their second year will perform at or above grade level on the Fountas & Pinnell Reading Assessment.

Results

The chart below indicates second grade student performance on the Fountas & Pinnell Benchmark Assessment, using the Teachers College scoring rubric:

Performance on 2013-14 Fountas & Pinnell Benchmark Reading Assessment By All Students and Students Enrolled in At Least Their Second Year

Grades	All Students		Enrolled in at least their Second Year	
	Percent	Number Tested	Percent	Number Tested
2	74%	42	75%	32

Evaluation

For the 2013-14 school year, the school came close to meeting the 75% goal; however, fell short by 1%. During the first two years of operation, the school's professional development focus was ELA in order to provide students with the requisite literacy foundation necessary to access the higher content and vocabulary demands of grades 3-5. The school got off to a slow start relying on new teachers to design much of the ELA workshop model. In response, we focused our professional development on teacher planning and design of ELA lessons. We began to see student achievement gains when we moved to a more scripted, comprehensive ELA program—Journeys. Towards the spring of last year we purchased

RazKids, a web-based reading program for grades 1 and 2. Families and teachers alike noticed an improvement in students' reading strategies as a result of daily opportunities to work with the program. For students in grades 1 and 2 who remained at a Level 1 in reading, the school recommended a Fordham University summer reading program at no cost to families. Of the 13 students who participated, 12 moved up one reading level.

Additional Evidence

The following table shows our founding students' progress after two years at Heketi. Students have shown steady growth on our quarterly ELA benchmark assessments. Our second grade cohort made stronger gains after two years, which we believe can be attributed to two factors: first-year teachers staffed our first grade team; and the number of students with disabilities in first grade was much higher than second grade (22% vs. 5%). Additionally, as mentioned earlier, our decision to move away from the TC Workshop Model was largely driven by the number of inexperienced teachers we had and the inability to provide ample professional development to address the learning curve.

Fountas & Pinnell Reading Assessment Performance by Grade Level and School Year

Grade	Percent of Students Enrolled in At Least Their Second Year Achieving Proficiency					
	2011-12		2012-13		2013-14	
	Percent	Number Tested	Percent	Number Tested	Percent	Number Tested
1	Planning year		Year 1		68%	37
2					75%	32

Action Plan

For the 2014-15 school year, the school hired a number of experienced teachers and balanced each grade with senior and novice teachers. We've also brought on a seasoned reading teacher to work with struggling readers and provide professional development for teachers to improve their guidance reading practice. We know that the mid-year move to the Journeys curriculum yielded immediate results for students in Levels 2 and 3, and, therefore, expect to see significant growth for all students by second semester. We will also continue to grow the RazKids reading program through 3rd grade.

MATHEMATICS

Goal 2: Mathematics

Students will master increasingly sophisticated mathematical concepts and be able to apply those concepts in a variety of settings.

Background

During the 2013-14 school year, Heketi used TERC Investigations as the core mathematics curriculum in grades 1 and 2, and Bridges Mathematics in kindergarten. Both programs offer a hands-on approach with multiple opportunities for practice through a spiraled curriculum, which supports the academic development of our ELLs. Teachers used unit assessments to reteach lessons, regroup students, and make recommendations about the programs to their respective instructional coach.

After analyzing student data during second quarter assessments, we found that the scope and sequence of both programs wouldn't meet annual Common Core Standards if we didn't supplement. Therefore, teachers began using the math modules of EngageNY to supplement the math program. Unfortunately, with the mid-year transition to our new Journeys ELA program, math professional development waned. The instructional coaches and school director focused exclusively on ELA student achievement for the remainder of the year. As a result, students did not make adequate gains.

Goal 2: Absolute Measure

- Each year, 75 percent of all tested students who are enrolled in at least their second year will perform at proficiency on the New York State mathematics exam for grades 3-8.
- Each year, the school's aggregate Performance Level Index (PLI)¹ on the state mathematics exam will meet that year's Annual Measurable Objective (AMO) set forth in the state's NCLB accountability system.

Method

The school did not administer a norm-referenced mathematics exam for the 2013-14 school year.

Evaluation

Teachers administered year-end assessments designed by the respective math programs. As a result of a hyper-focus on the new ELA program, the school did not collect and analyze math data. In order to improve math instruction and outcomes for the 2014-15 school year, a number of adjustments have been made:

¹ In contrast to SED's Performance Index, the PLI does not account for year-to-year growth toward proficiency.

1. The school has hired a math consultant to work with teachers in grades 2 and 3.
2. During Summer Institute, teachers worked with grade level math coaches to unpack the EngageNY math modules. Teachers will work with their instructional coach to continue to supplement TERC and Bridges with the math modules.
3. The school will administer the Math Terra Nova exam in 2nd grade.

APPENDIX B: OPTIONAL GOALS

Goal S: Parent Satisfaction

Families will be satisfied with Heketi's academic and social-emotional program.

Goal S: Absolute Measure

- Each year, 80% of total families will indicate "satisfied" or "extremely satisfied" as an overall rating on the Family Satisfaction Survey (total families includes those who do not respond to the survey).

Method

The school used the NYCDOE parent survey to analyze parent satisfaction.

Results

The 2013-14 parent satisfaction survey results indicate a high level of parent satisfaction with the school's instructional program, responsiveness to parents' needs, school culture, and the school's resources.

2013-14 Parent Satisfaction Survey Response Rate

Number of Responses	Number of Families	Response Rate
119	127	94%

2013-14 Parent Satisfaction on Key Survey Results

Item	Percent of Respondents Satisfied
Instructional Core	98%
Systems for Improvement	97%
School Culture	97%

Evaluation

The school exceeded its annual goal. We attribute the high rate of satisfaction to our mission—ONE community collaborating to support individual student needs.

Appendix B: Total Expenditures and Administrative Expenditures per Child

Created Tuesday, June 24, 2014
Updated Monday, July 28, 2014

Page 1

Charter School Name: 320700860703 HEKETI COMMUNITY CS

B. Financial Information

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

1. Total Expenditures Per Child

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

1. Total Expenditures Per Child Line 1: Total Expenditures Per Pupil	1901825
1. Total Expenditures Per Child Line 2: BEDS Day Pupil Count	137
1. Total Expenditures Per Child Line 3: Divide Line 1 by Line 2	13382

2. Administrative Expenditures per Child

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

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

Please note the following:

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

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

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

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

To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 1: Relevant Personnel Services Cost (Row)	137170
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 2: Management and General Cost (Column)	213104
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 3: Sum of Line 1 and Line 2	350274
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 4: BEDS Day Pupil Count	137
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 5: Divide Line 3 by the BEDS Day Pupil Count	2557

Thank you.

Heketi Community Charter School Budget / Operating Plan 2014-15														
6	Total Revenue	-	886,348	-	-	886,348	-	-	886,348	-	-	886,348		
7	Total Expenses	-	1,039,285	-	-	1,039,285	-	-	1,039,285	-	-	1,039,285		
8	Net Income	-	(152,937)	-	-	(152,937)	-	-	(152,937)	-	-	(152,937)		
9	Actual Student Enrollment	-	208	-	-	208	-	-	208	-	-	208		
10	Total Paid Student Enrollment	-	-	-	-	-	-	-	-	-	-	-		
11														
12		Prior Year Actual	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
13		2013-14	Original	Current	Variance	Original	Current	Variance	Original	Current	Variance	Original	Current	Variance
15	REVENUE	* If there are NO budget revisions at the time of quarterly submittal leave 'CURRENT' Column(s) COMPLETELY BLANK. IF Current Column(s) are left blank the Original Budget numbers for that particular quarter will flow to the TY Current Budget AND to the Quarterly Tab. IF Current Budget column is utilized, the ORANGE CELLS MUST be filled in first for the entire column to register. If utilizing the CURRENT BUDGET column the entire column should be completed.												
16	REVENUES FROM STATE SOURCES													
17	Per Pupil Revenue	CY Per Pupil Rate												
18	School District 1 (Enter Name)	13,777	716,404	-	-	716,404	-	-	716,404	-	-	716,404	-	-
19	School District 2 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
20	School District 3 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
21	School District 4 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
22	School District 5 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
23	School District 6 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
24	School District 7 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
25	School District 8 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
26	School District 9 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
27	School District 10 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
28	School District 11 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
29	School District 12 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
30	School District 13 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
31	School District 14 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
32	School District 15 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
33	School District - ALL OTHER	-	-	-	-	-	-	-	-	-	-	-	-	-
34	TOTAL Per Pupil Revenue (Average Districts Per Pupil Funding)	13,777	716,404	-	-	716,404	-	-	716,404	-	-	716,404	-	-
35	Special Education Revenue	-	85,721	-	-	85,721	-	-	85,721	-	-	85,721	-	-
36	Grants	-	-	-	-	-	-	-	-	-	-	-	-	-
37	Stimulus	-	-	-	-	-	-	-	-	-	-	-	-	-
38	DYCD (Department of Youth and Community Developm.)	-	-	-	-	-	-	-	-	-	-	-	-	-
39	Other	-	4,133	-	-	4,133	-	-	4,133	-	-	4,133	-	-
40	Other	-	-	-	-	-	-	-	-	-	-	-	-	-
41	TOTAL REVENUE FROM STATE SOURCES	-	806,258	-	-	806,258	-	-	806,258	-	-	806,258	-	-
42	REVENUE FROM FEDERAL FUNDING													
43	IDEA Special Needs	-	4,250	-	-	4,250	-	-	4,250	-	-	4,250	-	-
44	Title I	-	22,595	-	-	22,595	-	-	22,595	-	-	22,595	-	-
45	Title Funding - Other	-	1,492	-	-	1,492	-	-	1,492	-	-	1,492	-	-
46	School Food Service (Free Lunch)	-	-	-	-	-	-	-	-	-	-	-	-	-
47	Grants	-	-	-	-	-	-	-	-	-	-	-	-	-
48	Charter School Program (CSP) Planning & Implementation	-	29,826	-	-	29,826	-	-	29,826	-	-	29,826	-	-
49	Other	-	-	-	-	-	-	-	-	-	-	-	-	-
50	Other	-	-	-	-	-	-	-	-	-	-	-	-	-
51	TOTAL REVENUE FROM FEDERAL SOURCES	-	58,163	-	-	58,163	-	-	58,163	-	-	58,163	-	-
52	LOCAL and OTHER REVENUE													
53	Contributions and Donations	-	17,500	-	-	17,500	-	-	17,500	-	-	17,500	-	-
54	Fundraising	-	3,750	-	-	3,750	-	-	3,750	-	-	3,750	-	-
55	Erate Reimbursement	-	-	-	-	-	-	-	-	-	-	-	-	-
56	Earnings on Investments	-	-	-	-	-	-	-	-	-	-	-	-	-
57	Interest Income	-	25	-	-	25	-	-	25	-	-	25	-	-
58	Food Service (Income from meals)	-	-	-	-	-	-	-	-	-	-	-	-	-
59	Text Book	-	-	-	-	-	-	-	-	-	-	-	-	-
60	OTHER	-	652	-	-	652	-	-	652	-	-	652	-	-
61	TOTAL REVENUE FROM LOCAL and OTHER SOURCES	-	21,927	-	-	21,927	-	-	21,927	-	-	21,927	-	-
62	TOTAL REVENUE	-	886,348	-	-	886,348	-	-	886,348	-	-	886,348	-	-

Heketi Community Charter School Budget / Operating Plan 2014-15														
6	Total Revenue	-	886,348	-	-	886,348	-	-	886,348	-	-	886,348	-	-
7	Total Expenses	-	1,039,285	-	-	1,039,285	-	-	1,039,285	-	-	1,039,285	-	-
8	Net Income	-	(152,937)	-	-	(152,937)	-	-	(152,937)	-	-	(152,937)	-	-
9	Actual Student Enrollment	-	208	-	-	208	-	-	208	-	-	208	-	-
10	Total Paid Student Enrollment	-	-	-	-	-	-	-	-	-	-	-	-	-
11														
12		Prior Year Actual	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
13		2013-14	Original	Current	Variance	Original	Current	Variance	Original	Current	Variance	Original	Current	Variance
13.9														
160	ENROLLMENT - *School Districts Are Linked To Above Entries*													
161	School District 1 (Enter Name)	-	208	-	-	208	-	-	208	-	-	208	-	-
162	School District 2 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
163	School District 3 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
164	School District 4 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
165	School District 5 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
166	School District 6 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
167	School District 7 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
168	School District 8 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
169	School District 9 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
170	School District 10 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
171	School District 11 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
172	School District 12 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
173	School District 13 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
174	School District 14 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
175	School District 15 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-	-
176	School District - ALL OTHER	-	-	-	-	-	-	-	-	-	-	-	-	-
177	TOTAL ENROLLMENT	-	208	-	-	208	-	-	208	-	-	208	-	-
178	REVENUE PER PUPIL	-	4,261	-	-	4,261	-	-	4,261	-	-	4,261	-	-
180	EXPENSES PER PUPIL	-	4,997	-	-	4,997	-	-	4,997	-	-	4,997	-	-

Heketi Community Charter School Budget / Operating Plan 2014-15						DESCRIPTION OF ASSUMPTIONS
6	Total Revenue	3,545,390	3,545,390	-	3,545,390	3,545,390
7	Total Expenses	4,157,138	4,157,138	-	(4,157,138)	(4,157,138)
8	Net Income	(611,748)	(611,748)	-	(611,748)	(611,748)
9	Actual Student Enrollment					
10	Total Paid Student Enrollment					
11						
12						
13						
14						
15						
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Heketi Community Charter School Budget / Operating Plan 2014-15						DESCRIPTION OF ASSUMPTIONS
	Original	Total Year Current	Variance	Original vs. PY	Current vs. PY	
6	Total Revenue					
7	3,545,390	3,545,390	-	3,545,390	3,545,390	
8	Total Expenses					
9	4,157,138	4,157,138	-	(4,157,138)	(4,157,138)	
10	Net Income					
11	(611,748)	(611,748)	-	(611,748)	(611,748)	
12	Actual Student Enrollment					
13	Total Paid Student Enrollment					
14						
15						
16	ENROLLMENT - *School Districts Are Linked To Above Entries*					
17	School District 1 (Enter Name)					
18	School District 2 (Enter Name)					
19	School District 3 (Enter Name)					
20	School District 4 (Enter Name)					
21	School District 5 (Enter Name)					
22	School District 6 (Enter Name)					
23	School District 7 (Enter Name)					
24	School District 8 (Enter Name)					
25	School District 9 (Enter Name)					
26	School District 10 (Enter Name)					
27	School District 11 (Enter Name)					
28	School District 12 (Enter Name)					
29	School District 13 (Enter Name)					
30	School District 14 (Enter Name)					
31	School District 15 (Enter Name)					
32	School District - ALL OTHER					
33	TOTAL ENROLLMENT					
34	REVENUE PER PUPIL					
35	EXPENSES PER PUPIL					

HEKETI COMMUNITY CHARTER SCHOOL

FINANCIAL STATEMENTS

JUNE 30, 2014

(WITH SUMMARIZED COMPARATIVE INFORMATION FOR JUNE 30, 2013)

HEKETI COMMUNITY CHARTER SCHOOL

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INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees
Heketi Community Charter School

Report on the Financial Statements

We have audited the accompanying financial statements of Heketi Community Charter School (the "School"), which comprise the statement of financial position as of June 30, 2014, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of 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 School'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 School'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 Heketi Community Charter School as of June 30, 2014, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited Heketi Community Charter School's 2013 financial statements and we expressed an unmodified audit opinion on those audited financial statements in our report dated October 28, 2013. In our opinion, the summarized comparative information presented herein as of June 30, 2013 and for the period from July 9, 2009 (date of inception) to June 30, 2013 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 28, 2014, on our consideration of Heketi Community Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the 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 Heketi Community Charter School's internal control over financial reporting and compliance.

MBAF CPAs, LLC

New York, NY
October 28, 2014

HEKETI COMMUNITY CHARTER SCHOOL

STATEMENT OF FINANCIAL POSITION

JUNE 30, 2014

(WITH SUMMARIZED COMPARATIVE INFORMATION FOR JUNE 30, 2013)

ASSETS	2014	2013
Cash	\$ 528,356	\$ 328,026
Cash - restricted	50,000	25,000
Grants and other receivables	234,597	16,113
Prepaid expenses and other assets	20,810	44,976
Property and equipment, net	60,417	64,836
Security deposit	300,000	200,000
	<u>\$ 1,194,180</u>	<u>\$ 678,951</u>
LIABILITIES AND NET ASSETS		
LIABILITIES		
Accounts payable and accrued expenses	\$ 47,376	\$ 41,935
Accrued salary and other payroll related expenses	79,039	76,575
Deferred revenue	6,601	40,831
Deferred rent	-	45,455
	<u>133,016</u>	<u>204,796</u>
NET ASSETS - UNRESTRICTED	<u>1,061,164</u>	<u>474,155</u>
	<u>\$ 1,194,180</u>	<u>\$ 678,951</u>

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

HEKETI COMMUNITY CHARTER SCHOOL

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2014

(WITH SUMMARIZED COMPARATIVE INFORMATION FOR THE PERIOD FROM JULY 9, 2009
(DATE OF INCEPTION) TO JUNE 30, 2013)

	2014	2013
OPERATING REVENUE		
State and local per pupil operating revenue	\$ 2,124,168	\$ 1,374,315
Government grants and contracts	246,691	684,046
	<u>2,370,859</u>	<u>2,058,361</u>
EXPENSES		
Program services:		
General education	1,198,779	1,356,164
Special education	387,859	308,302
Management and general	359,321	598,979
Fundraising	20,345	29,007
	<u>1,966,304</u>	<u>2,292,452</u>
SURPLUS (DEFICIT) FROM SCHOOL OPERATIONS	<u>404,555</u>	<u>(234,091)</u>
SUPPORT AND OTHER INCOME		
Contributions:		
Foundations	95,000	349,500
Contributions - in kind	65,500	319,147
Interest income	89	475
Miscellaneous income	21,865	39,124
	<u>182,454</u>	<u>708,246</u>
CHANGE IN NET ASSETS	587,009	474,155
NET ASSETS - BEGINNING	<u>474,155</u>	<u>-</u>
NET ASSETS - END	<u>\$ 1,061,164</u>	<u>\$ 474,155</u>

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

HEKETI COMMUNITY CHARTER SCHOOL

STATEMENT OF FUNCTIONAL EXPENSES

FOR THE YEAR ENDED JUNE 30, 2014

(WITH SUMMARIZED COMPARATIVE INFORMATION FOR THE PERIOD FROM JULY 9, 2009
(DATE OF INCEPTION) TO JUNE 30, 2013)

	Program Services			Supporting Services			2014	2013
	General Education	Special Education	Total	Management and General	Fundraising			
FUNCTIONAL EXPENSES								
Administrative staff personnel	\$ 115,809	\$ 31,311	\$ 147,120	\$ 137,170	\$ 11,700	\$ 295,990	\$ 358,943	
Instructional personnel	468,821	173,421	642,242	-	-	642,242	488,516	
Non-instructional personnel	18,925	3,283	22,208	-	-	22,208	11,531	
Fringe benefits and payroll taxes	118,204	40,738	158,942	26,863	2,291	188,096	162,836	
Retirement	1,393	480	1,873	316	27	2,216	4,762	
Legal service - in kind	41,161	14,186	55,347	9,355	798	65,500	319,147	
Accounting / audit services	15,597	5,375	20,972	3,545	302	24,819	29,199	
Other purchased / professional / consulting services	40,097	7,224	47,321	110,861	31	158,213	362,651	
Building and land rent	222,800	76,787	299,587	50,635	4,319	354,541	295,455	
Insurance	10,137	3,493	13,630	2,304	196	16,130	15,681	
Supplies / materials	88,409	15,583	103,992	-	-	103,992	106,100	
Equipment / furnishings	4,301	1,482	5,783	978	83	6,844	6,022	
Staff development	6,522	1,132	7,654	25	-	7,679	24,810	
Advertising	4,755	1,537	6,292	946	81	7,319	15,383	
Technology	7,034	2,424	9,458	1,598	136	11,192	25,032	
Food service	8,657	1,502	10,159	-	-	10,159	8,831	
Student services	6,506	1,128	7,634	-	-	7,634	1,107	
Office expense	4,466	1,540	6,006	11,274	87	17,367	28,253	
Depreciation and amortization	12,643	4,357	17,000	2,873	245	20,118	18,269	
Other	2,542	876	3,418	578	49	4,045	9,924	
	\$ 1,198,779	\$ 387,859	\$ 1,586,638	\$ 359,321	\$ 20,345	\$ 1,966,304	\$ 2,292,452	

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

HEKETI COMMUNITY CHARTER SCHOOL
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2014
(WITH SUMMARIZED COMPARATIVE INFORMATION FOR THE PERIOD FROM JULY 9, 2009
(DATE OF INCEPTION) TO JUNE 30, 2013)

	2014	2013
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received from operating revenue	\$ 2,300,510	\$ 2,791,165
Other cash received	89	475
Cash paid to employees and suppliers	<u>(2,084,570)</u>	<u>(2,380,509)</u>
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>216,029</u>	<u>411,131</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of property and equipment	<u>(15,699)</u>	<u>(83,105)</u>
NET CASH USED IN INVESTING ACTIVITIES	<u>(15,699)</u>	<u>(83,105)</u>
NET INCREASE IN CASH	200,330	328,026
CASH - BEGINNING OF YEAR	<u>328,026</u>	<u>-</u>
CASH - END OF YEAR	<u>\$ 528,356</u>	<u>\$ 328,026</u>
Reconciliation of change in net assets to net cash provided by operating activities:		
Change in net assets	\$ 587,009	\$ 474,155
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation and amortization	20,118	18,269
Changes in operating assets and liabilities:		
Cash - restricted	(25,000)	(25,000)
Grants and other receivables	(218,484)	(15,798)
Prepaid expenses and other assets	24,166	(45,291)
Security deposit	(100,000)	(200,000)
Accounts payable and accrued expenses	5,441	41,935
Accrued salary and other payroll related expenses	2,464	76,575
Deferred revenue	(34,230)	40,831
Deferred rent	<u>(45,455)</u>	<u>45,455</u>
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>\$ 216,029</u>	<u>\$ 411,131</u>

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

HEKETI COMMUNITY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2014

1. NATURE OF THE ORGANIZATION

Heketi Community Charter School (the "School") is a not-for-profit public charter school in New York City pursuant to Article 56 of the Educational Law of the State of New York. On December 14, 2010, the Board of Regents of the University of the State of New York granted the School a provisional charter valid for a term of five years and renewable upon expiration. The School currently serves kindergarten through grade two. The School's mission is to provide an exceptional educational solution through an integrated educational design with high expectations, extensive academic and social-emotional support, and a high level of family and community engagement.

The School, as determined by the Internal Revenue Service, is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code ("IRC") and under the corresponding provisions of the New York State tax laws. The School has also been classified as an entity that is not a private foundation within the meaning of Section 509(a) of the IRC and qualifies for deductible contributions as provided in section 170(b)(1)(A)(ii) of the IRC.

The School's primary sources of income are from government funding.

The New York City Department of Education ("NYCDOE") provides free school meals directly to a majority of the School's students. Such costs are not reflected in these financial statements. The School covers the costs for children not entitled to free school meals.

2. SIGNIFICANT ACCOUNTING POLICIES

Financial Statement Presentation

The School's financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America ("U.S. GAAP").

The classification of a School's net assets and its support, revenues and expenses is based on the existence or absence of donor-imposed restrictions. It requires that the amounts for each of the three classes of net assets – permanently restricted, temporarily restricted, and unrestricted – be displayed in the statement of financial position and that the amounts of change in each of those classes of net assets be displayed in the statement of activities.

These classes are defined as follows:

Permanently Restricted - Net assets resulting from contributions and other inflows of assets whose use by the School is limited by donor-imposed stipulations that neither expire by passage of time nor can be fulfilled or otherwise removed by actions of the School.

Temporarily Restricted - Net assets resulting from contributions and other inflows of assets whose use by the School is limited by donor-imposed stipulations that either expire by passage of time or can be fulfilled and removed by actions of the School pursuant to those stipulations. When such stipulations end or are fulfilled, such temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities. However, if a restriction is fulfilled in the same period in which the contribution is received, the School reports the support as unrestricted.

Unrestricted - The part of net assets that is neither permanently nor temporarily restricted by donor-imposed stipulations.

HEKETI COMMUNITY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2014

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Cash – Restricted

A restricted fund of \$50,000 is held aside to cover debts in the event of the School's dissolution as required by The State University of New York.

Grants and Other Receivables

Grants and other receivables represent unconditional promises to give. Grants and other receivables that are expected to be collected within one year and recorded at net realizable value are \$234,597 and \$15,798 at June 30, 2014 and 2013, respectively. The School evaluates the collectability of the receivables and employs the allowance method. The School has determined that no allowance for uncollectible accounts for grants and other receivables is necessary as of June 30, 2014. Such estimate is based on management's assessments of the creditworthiness of its grantors, the age of its receivables, as well as current economic conditions.

Revenue Recognition

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

Revenue from federal, state and local government grants and contracts are recorded by the School when qualifying expenditures are incurred and billable. Funds received in advance for which qualifying expenditures have not been incurred are reflected as deferred revenue from state and local government grants in the accompanying statement of financial position.

Donated Services

The School receives contributed legal services that are an integral part of its operations. Such services are only recorded as contributions in-kind, at their fair value, provided the services received create or enhance non-financial assets, require specified skills provided by individuals possessing those skills, and typically need to be purchased if not provided by donation. Donated services received are estimated at \$65,500 and \$319,147 for the periods ended June 30, 2014 and 2013, respectively and are reflected as in-kind legal services as both income and expense in the accompanying financial statements.

Property and Equipment

Property and equipment are stated at cost and are being depreciated on the straight-line method over the estimated useful lives of the assets. The School has established a \$1,000 threshold above which assets are evaluated to be capitalized. Property and equipment acquired with certain government contract funds is recorded as an expense pursuant to the terms of the contract in which the government funding source retains ownership of the property. Maintenance and repairs are charged to expense as incurred; major renewals and betterments are capitalized.

Impairment

The School reviews long-lived assets to determine whether there has been any permanent impairment whenever events or circumstances indicate the carrying amount of an asset may not be recoverable. If the sum of the expected future undiscounted cash flows is less than the carrying amount of the assets, the School recognizes an impairment loss. No impairment losses were required to be recognized for the periods ended June 30, 2014 and 2013.

HEKETI COMMUNITY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2014

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Advertising

The School expenses advertising costs as incurred. The School incurred \$7,319 and \$15,383 of advertising costs for the periods ended June 30, 2014 and 2013, respectively, which is included in the accompanying statement of functional expenses under advertising.

Functional Allocation of Expenses

The costs of providing the various programs and other activities have been summarized on a functional basis. Expenses that can be directly identified with the program or supporting service to which they relate are charged accordingly. Other expenses by function have been allocated among program and supporting service classifications based upon benefits received.

Estimates

The preparation of financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Subsequent Events

The School has evaluated events through October 28, 2014, which is the date the financial statements were available to be issued.

Income Taxes

The School follows the accounting standard for uncertainty in income taxes. The standard prescribes a minimum recognition threshold and measurement methodology that a tax position taken or expected to be taken in a tax return is required to meet before being recognized in the financial statements. It also provides guidance for derecognition, classification, interest and penalties, disclosure and transition.

The School files informational returns in the federal jurisdiction. The School is subject to income tax examinations by the Internal Revenue Service for all tax years.

The School believes that it has appropriate support for the positions taken on its tax returns. Nonetheless, the amounts ultimately paid, if any, upon resolution of the issues raised by the taxing authorities may differ materially from the amounts accrued for each year. Management believes that its nonprofit status would be sustained upon examination.

Should there be interest on underpayments of income tax, the School would classify it as interest expense. The School would classify penalties in connection with underpayments of tax as other expense.

HEKETI COMMUNITY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2014

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Recent Accounting Pronouncement

In May 2014, the Financial Accounting Standards Board ("FASB") issued an accounting standard update which affects the revenue recognition of entities that enter into either (1) certain contracts to transfer goods or services to customers or (2) certain contracts for the transfer of nonfinancial assets. The update indicates an entity should recognize revenue in an amount that reflects the consideration the entity expects to be entitled to in exchange for the goods or services transferred by the entity. The update is to be applied to the beginning of the year of implementation or retrospectively and is effective for annual periods beginning after December 15, 2017 and in interim periods in annual periods beginning after December 15, 2018. Early application is permitted but no earlier than annual reporting periods beginning after December 31, 2016. The School is currently evaluating the effect the update will have on its financial statements.

Reclassifications

Certain amounts in the prior year financial statements have been reclassified for comparative purposes to conform to the presentation in the current year financial statements. In addition, the prior year statement of cash flows has been reclassified from the indirect method to the direct method in the current year financial statements. These reclassifications had no effect on previously reported change in net assets.

3. PROPERTY AND EQUIPMENT

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

	<u>2014</u>	<u>2013</u>	<u>Estimated Useful Lives</u>
Office furniture	\$ 9,802	\$ 6,472	5 years
Classroom furniture	51,116	37,128	5 years
Computers	36,786	38,405	4 years
Website	1,100	1,100	3 years
	<u>98,804</u>	<u>83,105</u>	
Less: Accumulated depreciation and amortization	<u>(38,387)</u>	<u>(18,269)</u>	
	<u>\$ 60,417</u>	<u>\$ 64,836</u>	

Depreciation and amortization expense for the periods ended June 30, 2014 and 2013 was \$20,118 and \$18,269, respectively.

HEKETI COMMUNITY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2014

4. COMMITMENTS

In February 2012, the School entered into a non-cancelable operating 2 year lease for startup office and classroom space expiring on June 30, 2014.

On May 1, 2013, the School entered into a non-cancelable operating lease for a permanent facility for office and classroom space to begin on July 1, 2014 expiring on June 20, 2049. Future minimum lease payments are as follows:

<u>June 30,</u>	
2015	\$ 770,000
2016	812,400
2017	905,148
2018	923,251
2019	941,716
<u>Thereafter</u>	<u>38,967,680</u>
<u>Total</u>	<u>\$ 43,320,195</u>

The School recognizes rent expense on a straight-line basis over the term of the lease. Rent expense in excess of payments is recorded as deferred rent in the accompanying statement of financial position. For the periods ended June 30, 2014 and 2013, the School incurred \$354,541 and \$295,455 in rent expense, respectively. For the year ended June 30, 2014, the School was required to pay an additional \$100,000 to increase its security deposit balance to \$300,000 in connection with its leases. The School is expected to receive \$50,000 of the balance subsequent to year end in relation to the old lease.

5. RISK MANAGEMENT

- A. The School is exposed to various risks of loss related to torts; thefts of, damage to, and destruction of assets; injuries to employees; and natural disasters. The School maintains commercial insurance to help protect itself from such risks.
- B. The School entered into contractual relationships with certain governmental funding sources. The governmental agencies may request return of funds as a result of noncompliance by the School, as well as additional funds for the use of facilities. The accompanying financial statements make no provision for the possible disallowance or refund.
- C. The School's charter is up for renewal on June 30, 2015. Although the School anticipates that this renewal will be granted by the authorizers, no assurance can be provided that this will occur.

6. CONCENTRATIONS

- A. Financial instruments that potentially subject the School to a concentration of credit risk include cash accounts at a major financial institution that, at times, exceeded the Federal Deposit Insurance Corporation ("FDIC") insured limit of \$250,000.
- B. The School received approximately 83% of its total revenue and support from per pupil funding from the NYCDOE during the year ended June 30, 2014.
- C. The School's grants and other receivables consist of three major grantors at June 30, 2014.

Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With Government Auditing Standards

To the Board of Trustees
Heketi Community Charter School

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of Heketi Community Charter School (the "School"), which comprise the statement of financial position as of June 30, 2014, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 28, 2014.

Internal Control Over Financial Reporting

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

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

We noted certain matters that we reported to management of the School in a separate letter dated October 28, 2014.

Purpose of this Report

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

MBAF CPAs, LLC

New York, NY
October 28, 2014

Heketi Community Charter School

Communication With Those Charged With Governance

OCTOBER 28, 2014





October 28, 2014

The Partners
Heketi Community Charter School

We have audited the financial statements of Heketi Community Charter School (the "School") for the year ended June 30, 2014 and 2013 and are prepared to issue our report thereon dated October 28, 2014. Professional standards require that we provide you with the following information related to our audit. This letter is divided into two sections: 1) required communications from the auditors to those with audit oversight responsibilities and 2) opportunities for strengthening internal controls or enhancing operating efficiency and our related recommendations.

REQUIRED COMMUNICATIONS

A. Our Responsibility under U.S. Generally Accepted Auditing Standards:

As stated in our engagement letter May 19, 2014, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities. Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement. As part of our audit, we considered the internal control of Heketi Community Charter School. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control. We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

B. Planned Scope and Timing of the Audit:

We performed the audit according to the planned scope and timing previously communicated to you in our meeting about planning matters on July 23, 2014.

C. Auditor Independence:

We affirm that MBAF CPAs, LLC is independent with respect to Heketi Community Charter School.

D. Qualitative Aspects of Accounting Practices:

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by Heketi Community Charter School are described in Note 2 to the financial statements. We noted no transactions entered into by the School during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

E. Accounting Estimates Used in the Financial Statements:

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

Allowance for Doubtful Accounts:

As of June 30, 2014, Heketi Community Charter School recorded grants receivable of \$234,059. Management concluded that no allowance for doubtful accounts was necessary. Management calculated based on the assessment of the credit-worthiness of the School's grantors, the aged basis of the receivables, as well as economic conditions and historical information. Based on our audit procedures which included a discussion with the School fiscal Consultant and a test of subsequent collections (\$168,003 collected as of October 14, 2014), we concur with management's conclusion.

Functional Statement Allocation:

Management's estimate of the allocation of functional expenses is directly identified with the program or supporting service to which they relate. We evaluated the key factors and assumptions used to develop the estimate in determining that it is reasonable in relation to the financial statements taken as a whole.

F. Sensitive Disclosures Affecting the Financial Statements:

The disclosures in the financial statements are neutral, consistent, and clear. Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure(s) affecting the financial statements were:

The disclosure of risk management in Note 5 to the financial statements describes various risks to which the School is exposed.

G. Corrected and Uncorrected Misstatements:

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. We will identify those adjustments proposed both corrected and uncorrected:

Proposed and Corrected:

In the current audit year, there was 1 audit adjustment provided by management, which increased net assets by \$85,000. The audit adjustment was to record civic builders pledge for 2014.

In the prior audit year, there were 3 audit adjustments (which included 2 reclassifying entries) that had no change in net assets. The most significant audit adjustment for 2013 was to record In-kind legal contribution for approximately \$200,000.

Proposed and Uncorrected:

There were no audit adjustments proposed and uncorrected.

H. Audit Difficulties and Disagreements with Management:

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report.

We are pleased to report that no such disagreements arose during the course of our audit.

I. Management Representations:

We have requested certain representations from management that are included in the management representation letter dated October 28, 2014.

J. Management Consultations with Other Independent Accountants:

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

K. Other Audit Findings or Issues:

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

We wish to thank management and personnel for their support and assistance during our audit. We would be pleased to further discuss the contents of this report with you at your convenience.

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

Very truly yours,

MBAF CPAs, LLC

MBAF CPAs, LLC



INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED UPON PROCEDURES

To the Board of Trustees of Heketi Community Charter School:

We have performed the procedures enumerated below, which were agreed to by the Board of Trustees and managements of Heketi Community Charter School (the "School") and the New York State Education Department ("NYSED"), solely to assist you in evaluating the School's assertion that it has complied with the requirements of the Charter School Program ("CSP") grant and Federal and NYSED guidelines in managing the CSP grant for the year ended June 30, 2014.

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

The procedures we performed and our results are as follows:

Procedure #1: We will obtain the detail of expenditures incurred for the period under review relating to the CSP grant from the School's accounting software and reconcile to the grant revenue recorded by the School. If the CSP grant revenue does not equal the grant expenditures, we will investigate the differences.

Result: MBAF obtained detail of grant expenditures and reconciled to the grant revenue recorded without exception.

Procedure #2: We will obtain the NYSED approved CSP grant award information, including the budget and any amendments, to determine if the revenue and expenditures recorded for the period appear reasonable.

Result: MBAF obtained the NYSED approved CSP grant award information, including the budget and any amendments. MBAF noted the revenue and expenditures recorded for the period appear reasonable.

Procedure #3: We will select a sample of expenditures from the detail obtained in Procedure #1.

- a. Payroll – We will select 10 items or 10% of the total number of payroll items charged to the grant, whichever is less.
- b. Other expenses – We will select 10 items or 10% of the total number of payroll items charged to the grant, whichever is less.
- c. Using the above selected items, we will:

- i. Determine if the expenditure is in accordance with the purpose of the grant and that pre-opening expenditures are charged to pre-opening periods
- ii. Determine if the expenditure falls into an approved budget category
- iii. Determine if the expenditure was charged to the appropriate fiscal period

Result: MBAF selected a sample of 10% of the total number of payroll expenses and 10 items of other expenses charged to the grant. MBAF then determined that each tested expenditure was in accordance with the purpose of the grant, falls into an approved budget category, and was charged to the appropriate fiscal period, without exception.

Procedure #4: We will obtain FS-25 form(s) submitted to NYSED during the period under review and perform the following.

- a. Trace expenditures selected in Procedure #3 to requests for reimbursement. Determine that items requested for reimbursement had previously been expended or were expended within a month following the request for reimbursement. If items have not yet been requested for reimbursement, inquire of the responsible charter school officials as to the plan for requesting reimbursement, and determine if a receivable is recorded, if appropriate.
- b. If FS-25 forms included amounts on Line four (Cash Expenditures Anticipated During Next Month), we will select one FS-25 and determine if funds were expended within one month following the date of the request.

Result: MBAF noted that the School spent the funds prior to receiving the proceeds of the grant. Therefore, it was not necessary to file FS-25 forms for the fiscal year because the School did not request reimbursement as of October 28, 2014.

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

This report is intended solely for the information and use of the Board of Trustees and management of Heketi Community Charter School and the New York State Education Department, and it is not intended to be and should not be used by anyone other than the specified parties.

MBAF CPAs, LLC

MBAF CPAs, LLC
October 28, 2014

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

School Name:	Charter School Name
Date (Report is due Nov. 1):	November 1, 2014
School Fiscal Contact Name:	Cynthia Rosario
School Fiscal Contact Email:	[REDACTED]
School Fiscal Contact Phone:	[REDACTED]
School Audit Firm Name:	MBAF CPAs, LLP
School Audit Contact Name:	Marc Taub
School Audit Contact Email:	mtaub@mbafcpa.com
School Audit Contact Phone:	646-519-7133
Audit Period:	2013-14
Prior Year:	2012-13

The following items are required to be included:

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

The additional items listed below should be included if applicable. Please explain the reason(s) if the items are not included. Examples might include: a written management letter was not issued; the school did not expend federal funds in excess of the Single Audit Threshold of \$500,000; the management letter response will be submitted by the following date (should be no later than 30 days from the submission of the report); etc.

Item	If not included, state the reason(s) below (if not applicable fill in N/A):
Management Letter	Yes
Management Letter Response	N/A
Form 990	No, will be completed by 2/15/15
Federal Single Audit (A-133) ¹	N/A
Corrective Action Plan	N/A

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

NYS Education Department Public School Choice Programs 89 Washington Avenue Room 462 EBA Albany, New York 12234 charterschools@mail.nysed.gov	NYS Education Department Office of Audit Services 89 Washington Avenue Room 524 EBA Room 524 EBA Albany, New York 12234 fsanda133@mail.nysed.gov
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¹ A copy of the Federal Single Audit must be filed with the Federal Audit Clearinghouse. Please refer to [OMB Circular A-133](#) for the federal filing requirements.

Appendix E: Disclosure of Financial Interest Form

Created Saturday, July 26, 2014

Page 1

320700860703 HEKETI COMMUNITY CS

An Appendix E: Disclosure of Financial Interest Form must be completed for each active Trustee who served on the charter school's Board of Trustees during the 2013-14 school year. Trustees are at times difficult to track down in the summer months. Trustees may complete and submit at their leisure (but before the deadline) their individual form at:

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/>. Trustees may download and/or email their forms to you upon completion.

Trustees who are technologically advanced may complete the survey using their smartphones or other mobile devices by downloading the this bar code link to the survey <https://fluidsurveys.com/account/surveys/540612/publish/qrcode/>. (Make sure you have the bar code application reader on your phone).

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

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

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

Yes

Thank you.

Appendix F: BOT Membership Table

Created Tuesday, June 24, 2014

Updated Wednesday, July 30, 2014

Page 1

320700860703 HEKETI COMMUNITY CS

1. Current Board Member Information

	Full Name of Individual Trustees	Position on Board (Officer or Rep).	Voting Member	Area of Expertise &/or Additional Role	Terms Served & Length (include date of election and expiration)	Committee affiliations
1	Jamie Knox	Chair/President	Yes	Law	11/1/10	Executive
2	Niki Simoneaux	Vice Chair/Vice President	Yes	Finance	12/1/10	Finance
3	Samantha Valerio	Member	Yes	Development	1/1/11	Education
4	Helen Spruill	Secretary	Yes	Education	12/1/10	Education
5	Tina Martinez	Member	Yes	Operations	1/1/11	Executive
6	Rohita Land	Treasurer	Yes	Finance	5/1/14	Finance
7	Cynthia Rosario	Member Ex-Officio	No	Education	11/1/10	Education & Executive

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

1

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

0

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

13

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

12

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

12

Thank you.



Appendix H: Enrollment & Retention Efforts

Outreach Plan for 2013-14 and 2014-15

Heketi Community Charter School has developed a comprehensive outreach plan designed to stimulate interest in the school from CSD7 parents and guardians (or whichever district in which the school will ultimately reside). The school will seek to admit students in its district of residence from non-English speaking households in order to meet the high demand for improving outcomes for ELL students. The school will also make an extra effort to inform families of students with disabilities and ELL needs that they are eligible to apply.

We have undertaken the measures below to recruit student applicants (and will provide translation services as needed for the School application, all promotional materials and any person-to-person interaction requiring an English translation):

- Mailings to residents of the school district of location;
- Recruit from existing ELLs and students with disabilities;
- Post flyers and notices in local newspapers, supermarkets, churches, libraries, community centers, apartment complexes, and local CSE;
- Attend local community events and fairs;
- Conduct Information Sessions at public spaces, after school programs and youth centers, churches, early intervention sites, and Pre-k and Headstart Programs (particularly bilingual programs);
- Conduct Information Sessions in conjunction with Child Welfare service providers and community organizations in the area;
- Visit local organizations in surrounding neighborhoods;
- Collaborate with local Universities serving immigrant families in our community (Hostos Community College, Lehman College, City College, Mercy College);
- Utilize the Bronx Immigration Service Agencies: U.S. Services and Immigration Services Office, Hostos Community College Immigration Center.

Retention Efforts

During the 2013-14 school year, the school enrolled 26% English Language Learners and 17% students with disabilities. Both percentages are commensurate with CSD 7's enrollment of similar subgroups.

In order to ensure that our highest need students are being served, we have increased our number of ICT classes, added additional in-house service providers, and hired a full-time ESL teacher. We also created a Dual Language program to ensure that we attract Spanish-speaking students from the community.

Appendix I: Teacher and Administrator Attrition

Created Thursday, July 17, 2014

Page 1

Charter School Name: 320700860703 HEKETI COMMUNITY CS

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

2013-14 Teacher Attrition Table

FTE Teachers on June 30, 2013	FTE Teachers Additions 7/1/13 – 6/30/14	FTE Teacher Departures 7/1/13 – 6/30/14
9	4	3

2013-14 Administrator Position Attrition Table

FTE Administrator Positions On 6/30/2013	FTE Administrator Additions 7/1/13 – 6/30/14	FTE Administrator Departures 7/1/13 – 6/30/14
1	0	0

Thank you

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

Created Sunday, July 13, 2014

Updated Monday, July 14, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/a3e07>

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:

Rohita Land

2. Charter School Name:

Heketi Community Charter School

3. Charter Authorizer:

SUNY

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

• Other, please specify...: Board Member

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

No

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

No

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

Yes

13a. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write None. Please note that if you answered Yes to Question 2-4 above, you need not disclose again your employment status, salary, etc.

	Date(s) of Transactions	Nature of Financial Interest/Transaction	Steps Taken to Avoid Conflict of Interest (e.g., did not vote, did not participate in discussion)	Name of Person Holding Interest and Relationship to You
1	09/2013-06/2014	Husband is a Teacher at School	Do not take part in personell/HR related discussions	Jordan Land, Husband
2				
3				
4				
5				

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

No

Signature of Trustee



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

Created Monday, July 14, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/0d618>

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:

Samantha Valerio

2. Charter School Name:

Heketi Community Charter School

3. Charter Authorizer:

SUNY

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

(No response)

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

No

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

No

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

No

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

No

Signature of Trustee

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

Created Monday, July 14, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/90396>

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:

Niki Simoneaux

2. Charter School Name:

Heketi Community Charter School

3. Charter Authorizer:

SUNY

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- Vice Chair/Vice President

- Treasurer

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

No

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

No

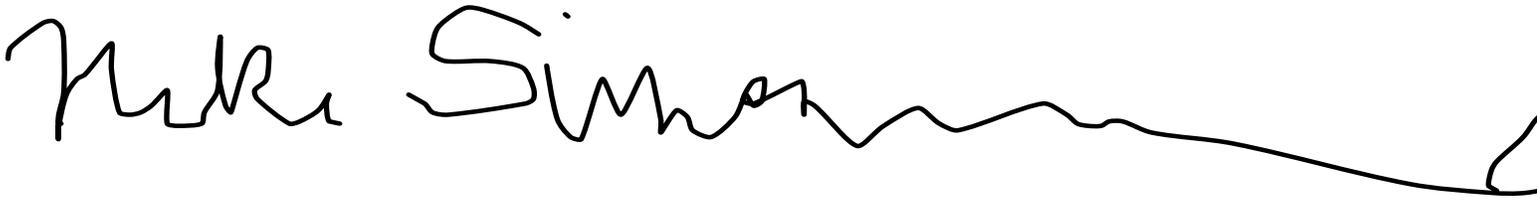
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink that reads "Mike Siman". The signature is written in a cursive, flowing style. The word "Mike" is on the left, and "Siman" is on the right, with a long, wavy horizontal line extending from the end of "Siman" across the page.

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

Created Tuesday, July 22, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/0adae>

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:

Tina Martinez

2. Charter School Name:

Heketi Community Charter School

3. Charter Authorizer:

SUNY

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

-
- Secretary
-

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

No

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

No

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

No

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

Yes

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

	Organization Conducting Business with the School	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Member with Interest	Steps Taken to Avoid Conflict of Interest
1	Charter School Business Management, Inc (CSBM)	Financial Services Consultancy	\$90,000	Tina Martinez, CSBM employee	Board made aware of the conflict, trustee recuses herself from any votes or discussions involving the organization's partnership with the school and does not participate in talks about contracts.
2					
3					
4					
5					

Signature of Trustee

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

Created Tuesday, July 22, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/66e70>

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:

Jamie Knox

2. Charter School Name:

Heketi Community Charter School

3. Charter Authorizer:

SUNY

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

• Chair/President

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

No

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

No

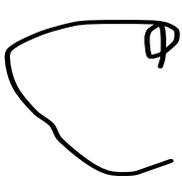
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

Jana  

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

Created Saturday, July 26, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/e929b>

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:

Helen Spruill

2. Charter School Name:

Heketi Community Charter School

3. Charter Authorizer:

SUNY

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

(No response)

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

No

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

No

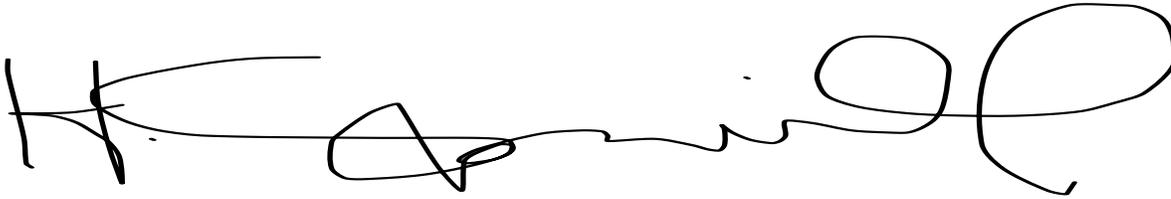
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink, appearing to read "K. [unclear]". The signature is written in a cursive style with a large, prominent loop at the end.