



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

Created: 07/06/2015

Last updated: 07/31/2015

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.

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1. SCHOOL NAME AND AUTHORIZER

(Select name from the drop down menu)

MANHATTAN CS II (SUNY TRUSTEES) 310100861031

2. CHARTER AUTHORIZER

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

SUNY-Authorized Charter School

3. DISTRICT / CSD OF LOCATION

NYC CSD 1

4. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	220 Henry Street New York, NY 10002	212-964-3792	212-964-3795	info@manhattancharterschool.org

4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Sonia Park
Title	Executive Director
Emergency Phone Number (###-###-####)	██████████

5. SCHOOL WEB ADDRESS (URL)

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

6. DATE OF INITIAL CHARTER

2011-09-01 00:00:00

7. DATE FIRST OPENED FOR INSTRUCTION

2012-08-01 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.

173

9. GRADES SERVED IN SCHOOL YEAR 2014-15

Check all that apply

Grades Served	K, 1, 2, 3
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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)	220 Henry Street New York, NY 10002	212-964-3792	CSD 1	K-4	Yes	DOE space
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	Carissa Page	[REDACTED]	[REDACTED]
Operational Leader	Sonia Park	[REDACTED]	[REDACTED]
Compliance Contact	Sonia Park	[REDACTED]	[REDACTED]
Complaint Contact	Manuel Romero	[REDACTED]	[REDACTED]

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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).

Yes

14a. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in schedule/calendar	Change in dismissal time for students in grades 3, 4, and 5 from 3:30 to 4:15pm from November 1 through the beginning of the NYSED assessments.	05/29/2014	09/16/14
2	Change in admissions/enrollment policy	Modify the school enrollment set aside from 18% to 20% for students who speak a language other than English at home at each grade level.	10/29/2014	11/24/14
3	Change in admissions/enrollment policy	Beginning in the 2016-17 MCS2 year will back fill in grades K-3 any open seats.	01/29/15	02/3/15
4				
5				

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

Chris Doscher, Operations Manager

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

A handwritten signature in black ink on a light gray background. The signature reads "Sonia C. Garbe" in a cursive script.

Signature, President of the Board of Trustees

A handwritten signature in black ink on a light gray background. The signature reads "M. Romero" in a cursive script.

Thank you.



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

Last updated: 07/07/2015

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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/reportcard.php?](http://data.nysed.gov/reportcard.php?instid=800000071163&year=2014&createreport=1&enrollment=1&freelunch=1&attendance=1&teacherqual=1&teacherturnover=1&staffcounts=1&naep=1&nyseslat=1&elemELA=1&elemMATH=1)

[instid=800000071163&year=2014&createreport=1&enrollment=1&freelunch=1&attendance=1&teacherqual=1&teacherturnover=1&staffcounts=1&naep=1&nyseslat=1&elemELA=1&elemMATH=1](http://data.nysed.gov/reportcard.php?instid=800000071163&year=2014&createreport=1&enrollment=1&freelunch=1&attendance=1&teacherqual=1&teacherturnover=1&staffcounts=1&naep=1&nyseslat=1&elemELA=1&elemMATH=1)



MANHATTAN CHARTER SCHOOL 2

2014-15 ACCOUNTABILITY PLAN

PROGRESS REPORT

Submitted to the SUNY Charter Schools Institute on:

September 15, 2015

By Chris Doscher

Manhattan Charter School 2

220 Henry Street

New York, NY 10002

Chris Doscher, Operations Manager prepared this 2014-15 Accountability Progress Report on behalf of the school’s board of trustees:

Trustee’s Name	Board Position
Manuel Romero	Board Chair Executive, Fundraising, Board Nominating
Benjamin Breen	Board Vice Chair Executive, Facilities
Lisa Long	Board Secretary Education
Ira Greenberg	Board Treasurer Executive, Finance, & Facilities
James Ford	Executive, Finance, & Facilities
Jessica Leitner	Fundraising, Board Nominating
Joy Elaine Daley	Executive, Education, Finance
Barbara Cuspard	Board Nominating
Valerie Scharf Levenberg	Education
Rishabh Dayal	

Carissa Page has served as the school leader since July 2014.

INTRODUCTION

Manhattan Charter School 2 (MCS2) is a small K-4 charter school in Manhattan's Lower East Side. As a replication of the established Manhattan Charter School, MCS2 has allowed us to provide a trajectory-changing education to twice as many students using the same small-school model that has been the bedrock of MCS's successful program. MCS2 opened in August 2012 and is located a few blocks away from MCS. MCS2 will serve 227 students in grades K-4 fall 2015, and will grow up by one grade each year to become a full K-5 school in 2016.

The majority of MCS2 students are minority, live in the neighborhood, and qualify for free lunches. Specifically, 81% of students qualify for free and reduced priced lunches and 16% are identified as special education. Student demographics are representative of District 1 and NYS public school students as a whole.

MCS2's unique educational program has a dual focus: a rigorous, standards-based educational program and an arts-rich curriculum with music class for every child, every day. The schools' educational program is unlike any other on the Lower East Side and includes a particular focus on music. Our passion for music education is demonstrated by its commitment to daily music instruction for every student, beginning in Kindergarten. The school's commitment to offering a balanced liberal arts education to every child extends beyond music. All students also take art, French, and movement. All of these programs are offered at no cost to families.

School Enrollment by Grade Level and School Year

School Year	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
2011-12														
2012-13	48	48												96
2013-14	44	48	45											137
2014-15	43	45	49	36										173

ENGLISH LANGUAGE ARTS

Goal 1: English Language Arts

Students' academic performance in ELA meets or exceeds local, state, and national standards.

Background

The curricula of all core and enrichment subjects at MCS2 is aligned to the New York State standards and common core standards.

Daily literacy instruction encompasses reading, writing, spelling, grammar, vocabulary, phonics, phonological awareness, and word study. The daily literacy period includes time for shared and performance reading, interactive read alouds and literature discussions, independent reading, and guided reading. In the primary grades, a blend of phonetic, visual, and kinesthetic techniques are used to teach spelling and decoding. Students in K-5 are taught specific reading skills and metacognitive strategies which enable them to construct meaning from both literary and non-fiction texts in all content areas. Students also develop rich language experiences through daily reading, writing, speaking, viewing and listening. Embedded into the reading and writing program are uniquely structured activities that foster the expression of personal ideas and memoirs, creative illustrated works, and expanded research and reflection beyond curriculum expectations. All students build writing portfolios that exemplify all steps of the writing process for review and support. Students participate in writing interviews and conferences weekly, and are encouraged to use rubrics to guide, self-correct and edit their writing daily. Authors who have been lauded with national and global recognition serve as mentors to our writers and readers. Mentor texts are used daily as source of discussion and inspiration, and teachers coach students to emulate the works they love.

Goal 1: Absolute Measure

Each year, 75 percent of all tested students enrolled in at least their second year will perform at proficiency on the New York State English language arts examination for grades 3-8.

Method

The school administered the New York State Testing Program English language arts assessment to students in 3rd grade in April 2015. Each student's raw score has been converted to a grade-specific scaled score and a performance level.

The table below summarizes participation information for this year's test administration. The table indicates total enrollment and total number of students tested. It also provides a detailed breakdown of those students excluded from the exam. Note that this table includes all students according to grade level, even if they have not enrolled in at least their second year (defined as enrolled by BEDS day of the previous school year).

**2014-15 State English Language Arts Exam
Number of Students Tested and Not Tested**

Grade	Total Tested	Not Tested ¹			Total Enrolled
		IEP	ELL	Absent	
3	35	0	0	0	36
4					
5					
6					
7					
8					
All	35	0	0	0	36

Results

The chart below highlights the comparison of results on the NYS ELA Exam between students who were enrolled at least two years (n=31) to all students tested (n=35). It should also be noted that one student opted out of ELA testing.

**Performance on 2014-15 State English Language Arts Exam
By All Students and Students Enrolled in At Least Their Second Year**

Grades	All Students		Enrolled in at least their Second Year	
	Percent Proficient	Number Tested	Percent Proficient	Number Tested
3	26%	35	26%	31
4				
5				
6				
7				
8				
All	26%	35	26%	31

Evaluation

The percentage of students who achieved proficiency on the exam was the same between those enrolled over the longer period and those enrolled less than two years, mostly due to the minute difference between the total amounts of students tested across the two spectrums.

Manhattan Charter School 2 did not meet the 75% proficiency goal on the 2014-15 State English Language Arts Exam This was the first testing year for Manhattan Charter School 2, so a small group of students represent a large portion of the school achievement results.

Additional Evidence

¹ Students exempted from this exam according to their Individualized Education Program (IEP), because of English Language Learners (ELL) status, or absence for at least some part of the exam.

As this is Manhattan Charter School 2’s first year administering the state assessments, there are no year-to-year trends available at this time. We anticipate a growth of proficient students in future years.

Manhattan Charter School 2 partners with The Achievement Network (ANet) to enhance our ability to use data to drive instruction and grow our culture of continuous assessment and action planning. ANet provides MCS with the ability to assess student mastery of the common core standards through quarterly interim ELA and math assessments in grades 2-4. ANet coaches our teachers and leadership to use the data to identify gaps in learning and build re-teaching plans to address these gaps. During the 2014-15 school year, Manhattan Charter School 2 students outperformed our ANet peer schools throughout the school year on the quarterly assessments.

English Language Arts Performance by Grade Level and School Year

Grade	Percent of Students Enrolled in At Least Their Second Year Achieving Proficiency					
	2012-13		2013-14		2014-15	
	Percent	Number Tested	Percent	Number Tested	Percent	Number Tested
3	N/A	N/A	N/A	N/A	26%	31
4						
5						
6						
7						
8						
All	N/A	N/A	N/A	N/A	26%	31

Goal 1: Absolute Measure

Each year, the school’s aggregate Performance Level Index (“PLI”) on the State English language arts exam will meet the Annual Measurable Objective (“AMO”) set forth in the state’s NCLB accountability system.

Method

The federal No Child Left Behind law holds schools accountable for making annual yearly progress towards enabling all students to be proficient. As a result, the state sets an AMO each year to determine if schools are making satisfactory progress toward the goal of proficiency in the state’s learning standards in English language arts. To achieve this measure, all tested students must have a Performance Level Index (“PLI”) value that equals or exceeds the 2014-15 English language arts AMO of 97. The PLI is calculated by adding the sum of the percent of all tested students at Levels 2 through 4 with the sum of the percent of all tested students at Levels 3 and 4. Thus, the highest possible PLI is 200.²

² In contrast to SED’s Performance Index, the PLI does not account for year-to-year growth toward proficiency.

Results

Manhattan Charter School 2 administered its first state assessments in English language arts during the 2014-15 school year to 35 students. Of those 35 students, nine (26%) achieved proficiency at a Level 3 or higher. When including students who demonstrated partial proficiency, 22 of the 35 tested students (63%) were able to score at a Level 2 or higher. The sum of these values (26%+63%=89) represent the school's Performance Level Index (PLI). This is compared to the Annual Measurable Objective of 97, the 2014-15 statewide PLI value used to determine if schools are making satisfactory progress toward the goal of proficiency in the state's learning standards.

English Language Arts 2014-15 Performance Level Index (PLI)

Number in Cohort	Percent of Students at Each Performance Level			
	Level 1	Level 2	Level 3	Level 4
35	37%	37%	23%	3%

$$\begin{array}{rcccccccl}
 \text{PI} & = & 37\% & + & 23\% & + & 3\% & = & 63\% \\
 & & & & 23\% & + & 3\% & = & \underline{26\%} \\
 & & & & & & \text{PLI} & = & 89
 \end{array}$$

Evaluation

Manhattan Charter School 2's Performance Level Index did not meet the Annual Measurable Objective set by the state; it fell short by 8 points (PLI=89 vs AMO=97). At this time only third grade data is available and represented above, as the school is still growing.

For the 2015-16 school year, MCS2 has fully adopted Engage NY for ELA across all grades. MCS2's adherence to Engage NY and the continued focus on student supports and teacher professional development, as described in the Action Plan, will increase overall proficiency levels.

Goal 1: Comparative Measure

Each year, the percent of all tested students who are enrolled in at least their second year and performing at proficiency on the state English language arts exam will be greater than that of all students in the same tested grades in the local school district.

Method

The school compares tested students enrolled in at least their second year to all tested students in the surrounding public school district. Comparisons are between the results for each grade in which the school had tested students in at least their second year at the school and the total result for all students at the corresponding grades in the school district.³

Results

³ Schools can acquire these data when the New York State Education Department releases its Access database containing grade level ELA and math test results for all schools and districts statewide. The NYSED announces the release of the data on its [News Release webpage](#).

The chart below compares the results of Manhattan Charter School 2 on the 2014-15 State English Language Arts Exam against the neighboring New York City Community School District 1. Manhattan Charter School 2's only testing grade for the 2014-15 school year was 3rd grade. MCS2 achieved a 26% proficiency rate of students enrolled in at least their second year at the school, as compared to the 38% proficiency across NYC District 1.

**2014-15 State English Language Arts Exam
Charter School and District Performance by Grade Level**

Grade	Percent of Students at Proficiency			
	Charter School Students In At Least 2 nd Year		All District Students	
	Percent	Number Tested	Percent	Number Tested
3	26%	31	38%	750
4				
5				
6				
7				
8				
All	26%	31	38%	750

Evaluation

Manhattan Charter School 2 fell short of the New York City District 1 aggregate district performance by 12% (D1=38% vs. MCS2=26%). District 1, however, includes high-achieving, screened gifted and talented schools (one of which draws citywide) and schools with very low populations of black and Hispanic students, neither of which are representative of Manhattan Charter School 2's student population. Manhattan Charter School 2 did successfully outperform eight neighboring CSD1 schools, many of which have similar student demographics.

Additional Evidence

Also, additional evidence may include demographic differences between the school and the district as well as compelling reasons for comparing the school to a subset of schools within the district.

Manhattan Charter School 2 administered its first state assessments in English Language Arts during the 2014-15 school year, so we are unable to compare our school results against the local district over multiple years. As mentioned earlier, the demographics of MCS2 differ greatly from the neighboring district, as represented in the chart below:

2014-15 3rd Grade Students Assessed on the NYS English Language Arts Exam			
	Manhattan Charter School 2 (MCS2)	MCS2 Students Tested	New York City District 1 Aggregate*
Asian	3%	1	25%
Black	34%	12	14%
Hispanic	63%	22	44%

White	0%	0	17%
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*Data as provided by the New York City Department of Education, available at <http://schools.nyc.gov/Accountability/data/TestResults/ELAandMathTestResults>.

2014-15 NYS English Language Arts Exam Assessment Results District 1 Schools With Similar Demographics to Manhattan Charter School 2			
	% of 3 rd Grade students Black & Hispanic*	3 rd Grade Students Tested	3 rd Grade ELA Proficiency
School District 1 Aggregate	58%	750	38%
P.S. 015 Roberto Clemente	100%	16	13%
Manhattan Charter School 2	97%	35	26%
P.S. 188 The Island School	95%	39	13%
P.S. 034 Franklin D. Roosevelt	93%	30	37%
P.S. 140 Nathan Straus	93%	27	15%
P.S. 142 Amalia Castro	92%	61	15%

*<http://www.fehb.org/Race-EthnicityDataCollection11-10-09.pdf>

English Language Arts Performance of Charter School and Local District by Grade Level and School Year

Grade	Percent of Students Enrolled in at Least their Second Year Who Are at Proficiency Compared to Local District Students					
	2012-13		2013-14		2014-15	
	Charter School	Local District	Charter School	Local District	Charter School	Local District
3	N/A	N/A	N/A	N/A	26%	38%
4						
5						
6						
7						
8						
All						

Goal 1: Comparative Measure

Each year, the school will exceed its predicted level of performance on the state English language arts exam by an Effect Size of 0.3 or above (performing higher than expected to a meaningful degree) according to a regression analysis controlling for economically disadvantaged students among all public schools in New York State.

Method

The Charter Schools Institute conducts a Comparative Performance Analysis, which compares the school’s performance to demographically similar public schools state-wide. The Institute uses a regression analysis to control for the percentage of economically disadvantaged students among all public schools in New York State. The Institute compares the school’s actual performance to the predicted performance of public schools with a similar economically disadvantaged percentage. The difference between the schools’ actual and predicted performance, relative to other schools with similar economically disadvantaged statistics, produces an Effect Size. An Effect Size of 0.3 or performing higher than expected to a meaningful degree is the requirement for achieving this measure.

Given the timing of the state’s release of economically disadvantaged data and the demands of the data analysis, the 2014-15 analysis is not yet available. This report contains 2013-14 results, the most recent Comparative Performance Analysis available.

Results

Because Manhattan Charter School 2 did not have any students in Grades 3, 4, or 5 in 2013-14, no students took the NYS ELA examination.

2013-14 English Language Arts Comparative Performance by Grade Level

Grade	Percent Economically Disadvantaged	Number Tested	Percent of Students at Levels 3&4		Difference between Actual and Predicted	Effect Size
			Actual	Predicted		
3	N/A	N/A	N/A	N/A	N/A	N/A
4						
5						
6						
7						
8						
All						

School’s Overall Comparative Performance:
N/A

Evaluation

Because Manhattan Charter School 2 did not have any students in Grades 3, 4, or 5 in 2013-14, no students took the NYS ELA examination.

Goal 1: Growth Measure⁴

Each year, under the state’s Growth Model, the school’s mean unadjusted growth percentile in English language arts for all tested students in grades 4-8 will be above the state’s unadjusted median growth percentile.

Method

This measure examines the change in performance of the same group of students from one year to the next and the progress they are making in comparison to other students with the same score in the previous year. The analysis only includes students who took the state exam in 2013-14 and also have a state exam score from 2012-13 including students who were retained in the same grade. Students with the same 2012-13 score are ranked by their 2013-14 score and assigned a percentile based on their relative growth in performance (student growth percentile). Students’ growth percentiles are aggregated school-wide to yield a school’s mean growth percentile. In order for a school to perform above the statewide median, it must have a mean growth percentile greater than 50.

Given the timing of the state’s release of Growth Model data, the 2014-15 analysis is not yet available. This report contains 2013-14 results, the most recent Growth Model data available.⁵

Results

Because Manhattan Charter School 2 did not have any students in Grades 3, 4, or 5 in 2013-14, no students took the NYS ELA examination.

2013-14 English Language Arts Mean Growth Percentile by Grade Level

Grade	Mean Growth Percentile	
	School	Statewide Median
4	N/A	50.0
5	N/A	50.0
6		50.0
7		50.0
8		50.0
All	N/A	50.0

Evaluation

Because Manhattan Charter School 2 did not have any students in Grades 3, 4, or 5 in 2013-14, no students took the NYS ELA examination.

Summary of the English Language Arts Goal

⁴ See Guidelines for [Creating a SUNY Accountability Plan](#) for an explanation.

⁵ Schools can acquire these data from the NYSED’s Business Portal: portal.nysed.gov.

Type	Measure	Outcome
Absolute	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 English language arts exam for grades 3-8.	Did Not Achieve
Absolute	Each year, the school's aggregate Performance Level Index (PLI) on the state English language arts exam will meet that year's Annual Measurable Objective (AMO) set forth in the state's NCLB accountability system.	Did Not Achieve
Comparative	Each year, the percent of all tested students who are enrolled in at least their second year and performing at proficiency on the state English language arts exam will be greater than that of students in the same tested grades in the local school district.	Did Not Achieve
Comparative	Each year, the school will exceed its predicted level of performance on the state English language arts exam by an Effect Size of 0.3 or above (performing higher than expected to a small degree) according to a regression analysis controlling for economically disadvantaged students among all public schools in New York State. (Using 2013-14 school district results.)	N/A
Growth	Each year, under the state's Growth Model the school's mean unadjusted growth percentile in English language arts for all tested students in grades 4-8 will be above the state's unadjusted median growth percentile.	N/A

Action Plan

Specific steps MCS2 has taken to improve the academic performance for the 2015-16 school year include the full adoption of Engage NY for ELA across all grades. This schoolwide initiative, beginning with Kindergarten to fourth grade, will reinforce and more effectively build upon comprehensive student learning from grade to grade. In addition, a new literacy coach and AIS/SETTS provider have been hired for the new school year. They join the existing writing coach, SETTS provider and Instructional Coach in working with teachers and students.

Teachers will continue to receive dedicated PD during scheduled half-days (on average twice a month). For the 2015-16 year, all students who fell below the NYSED cut-point for AIS recommendation will receive small group tutoring. Students in Special Education will also receive additional time in small-group instruction in comparison to what they received in the previous year.

A mandatory extended day for testing grades will also continue to be in effect. Beginning in November and running to April 1st, 3rd and 4th graders will receive an additional 45 minutes of instruction four days a week (Monday, Tuesday, Thursday and Friday).

MATHEMATICS

Goal 2: Mathematics
 Students' academic performance in math meets or exceeds local, state, and national standards.

Background

The curricula of all core and enrichment subjects at MCS2 is aligned to the New York State standards and performance indicators.

As part of their daily math instruction, MCS2 students read, write and discuss mathematics. Instruction encompasses both the New York State content and process strands for each grade level. Problem solving is emphasized in mathematics, as MCS2 students explore, guess, evaluate and re-evaluate solutions, gaining confidence in their ability to tackle complex mathematical problems. Working in both heterogeneous and homogeneous groups, students experience rigorous teaching and scaffolding of mathematical thinking processes. MCS2 students learn that they are capable of having mathematical ideas, applying what they know to new situations, and thinking and reasoning about unfamiliar problems. Cooperative learning groups and guided math groups provide differentiated instruction for advanced mathematical conversation and reinforce foundational concepts for students. Students also make conjectures and discuss the validity of those conjectures.

Goal 2: Absolute Measure

Each year, 75 percent of all tested students enrolled in at least their second year will perform at proficiency on the New York State mathematics examination for grades 3-8.

Method

The school administered the New York State Testing Program mathematics assessment to students in 3rd grade in April 2015. Each student’s raw score has been converted to a grade-specific scaled score and a performance level.

The table below summarizes participation information for this year’s test administration. The table indicates total enrollment and total number of students tested. It also provides a detailed breakdown of those students excluded from the exam. Note that this table includes all students according to grade level, even if they have not enrolled in at least their second year.

**2014-15 State Mathematics Exam
Number of Students Tested and Not Tested**

Grade	Total Tested	Not Tested ⁶			Total Enrolled
		IEP	ELL	Absent	
3	35	0	0	0	36
4					
5					
6					
7					
8					
All	35	0	0	0	36

⁶ Students exempted from this exam according to their Individualized Education Program (IEP), because of English Language Learners (ELL) status, or absence for at least some part of the exam.

Results

The chart below highlights the comparison of results on the NYS Math Exam between students who were enrolled at least two years (n=31) to all students tested (n=35).

Performance on 2014-15 State Mathematics Exam By All Students and Students Enrolled in At Least Their Second Year

Grades	All Students		Enrolled in at least their Second Year	
	Percent Proficient	Number Tested	Percent Proficient	Number Tested
3	49%	35	48%	31
4				
5				
6				
7				
8				
All	49%	35	48%	31

Evaluation

Manhattan Charter School 2 did not meet the 75% proficiency goal on the 2014-15 State Math Exam. This was the first testing year for Manhattan Charter School 2, so a small group of students represent a large portion of the school achievement results.

Additional Evidence

Also, additional evidence may include other valid and reliable assessment results that demonstrate the effectiveness of the school's instructional program.

As this is Manhattan Charter School 2's first year administering the state assessments, there are no year-to-year trends available at this time. We anticipate a growth of students scoring at the proficient level in future years.

Manhattan Charter School 2 partners with The Achievement Network (ANet) to enhance our ability to use data to drive instruction and grow our culture of continuous assessment and action planning. ANet provides MCS with the ability to assess student mastery of the common core standards through quarterly interim ELA and math assessments in grades 2-5. ANet coaches our teachers and leadership to use the data to identify gaps in learning and build re-teaching plans to address these

gaps. During the 2014-15 school year, Manhattan Charter School 2 students outperformed our ANet peer schools throughout the majority of the school year on mathematics interim assessments.

Mathematics Performance by Grade Level and School Year

Grade	Percent of Students Enrolled in At Least Their Second Year Achieving Proficiency					
	2012-13		2013-14		2014-15	
	Percent	Number Tested	Percent	Number Tested	Percent	Number Tested
3	N/A	N/A	N/A	N/A	48%	31
4						
5						
6						
7						
8						
All	N/A	N/A	N/A	N/A	48%	31

Goal 2: Absolute Measure

Each year, the school's aggregate Performance Level Index (PLI) on the State mathematics exam will meet the Annual Measurable Objective (AMO) set forth in the state's NCLB accountability system.

Method

The federal No Child Left Behind law holds schools accountable for making annual yearly progress towards enabling all students to be proficient. As a result, the state sets an AMO each year to determine if schools are making satisfactory progress toward the goal of proficiency in the state's learning standards in mathematics. To achieve this measure, all tested students must have a Performance Level Index (PLI) value that equals or exceeds the 2014-15 mathematics AMO of 94. The PLI is calculated by adding the sum of the percent of all tested students at Levels 2 through 4 with the sum of the percent of all tested students at Levels 3 and 4. Thus, the highest possible PLI is 200.⁷

Results

Manhattan Charter School 2 administered its first state assessments in Math during the 2014-15 school year to 35 students. Of those 35 students, 17 (49%) achieved proficiency at a Level 3 or higher. When including students who demonstrated partial proficiency, 34 of the 35 tested students (97%) were able to score at a Level 2 or higher. The sum of these values (97%+49%=146) represent the school's Performance Level Index (PLI). This is compared to the Annual Measurable Objective of 94, the 2014-15 statewide PLI value used to determine if schools are making satisfactory progress toward the goal of proficiency in the state's learning standards.

⁷ In contrast to NYSED's Performance Index, the PLI does not account for year-to-year growth toward proficiency.

Mathematics 2014-15 Performance Level Index (PLI)

Number in Cohort	Percent of Students at Each Performance Level			
	Level 1	Level 2	Level 3	Level 4
	3%	49%	20%	29%

$$\begin{array}{rclclclclcl}
 \text{PI} & = & 48 & + & 20 & + & 29 & = & 97 \\
 & & & & 20 & + & 29 & = & \underline{49} \\
 & & & & & & \text{PLI} & = & 146
 \end{array}$$

Evaluation

Manhattan Charter School 2 successfully met and exceeded the 2014-15 Performance Level Index set by the state (PLI=146 vs. AMO=94), demonstrating that MCS2 is making satisfactory progress toward the goal of proficiency in the state’s learning standards in mathematics.

Goal 2: Comparative Measure

Each year, the percent of all tested students who are enrolled in at least their second year and performing at proficiency on the state mathematics exam will be greater than that of all students in the same tested grades in the local school district.

Method

A school compares the performance of tested students enrolled in at least their second year to that of all tested students in the surrounding public school district. Comparisons are between the results for each grade in which the school had tested students in at least their second year at the school and the total result for all students at the corresponding grades in the school district.⁸

Results

The chart below compares the results of Manhattan Charter School 2 on the 2014-15 State Math Exam against the neighboring New York City Community School District 1. Manhattan Charter School 2’s only testing grade for the 2014-15 school year was 3rd grade. MCS2 achieved a 48.4% proficiency rate of students enrolled in at least their second year at the school, as compared to the 48.2% proficiency across NYC District 1.

2014-15 State Mathematics Exam Charter School and District Performance by Grade Level

Grade	Percent of Students at Proficiency
-------	------------------------------------

⁸ Schools can acquire these data when the New York State Education Department releases its database containing grade level ELA and math test results for all schools and districts statewide. The NYSED announces the release of the data on its [News Release webpage](#).

	Charter School Students In At Least 2 nd Year		All District Students	
	Percent	Number Tested	Percent	Number Tested
3	48.4%	31	48.2%	765
4				
5				
6				
7				
8				
All	48.4%	31	48.2%	765

Evaluation

Manhattan Charter School 2 successfully exceeded the district average proficiency on the 2014-15 state mathematics examination.

Goal 2: Comparative Measure

Each year, the school will exceed its predicted level of performance on the state mathematics exam by an Effect Size of 0.3 or above (performing higher than expected to a meaningful degree) according to a regression analysis controlling for economically disadvantaged students among all public schools in New York State.

Method

The Charter Schools Institute conducts a Comparative Performance Analysis, which compares the school's performance to demographically similar public schools state-wide. The Institute uses a regression analysis to control for the percentage of economically disadvantaged students among all public schools in New York State. The Institute compares the school's actual performance to the predicted performance of public schools with a similar economically disadvantaged percentage. The difference between the schools' actual and predicted performance, relative to other schools with similar economically disadvantaged statistics, produces an Effect Size. An Effect Size of 0.3 or performing higher than expected to a meaningful degree is the requirement for achieving this measure.

Given the timing of the state's release of economically disadvantaged data and the demands of the data analysis, the 2014-15 analysis is not yet available. This report contains 2013-14 results, the most recent Comparative Performance Analysis available.

Results

Manhattan Charter School 2 had no 3rd, 4th, or 5th grade students enrolled during the 2013-14 school year and earlier years, so testing data for these schools years is not available.

2013-14 Mathematics Comparative Performance by Grade Level

Grade	Percent Economically Disadvantaged	Number Tested	Percent of Students at Levels 3&4		Difference between Actual and Predicted	Effect Size
			Actual	Predicted		
3		N/A				
4		N/A				
5		N/A				
6						
7						
8						
All						

School's Overall Comparative Performance:
N/A

Evaluation

Manhattan Charter School 2 had no 3rd, 4th, or 5th grade students enrolled during the 2013-14 school year and earlier years, so testing data for these schools years is not available.

Goal 2: Growth Measure⁹
 Each year, under the state's Growth Model, the school's mean unadjusted growth percentile in mathematics for all tested students in grades 4-8 will be above the state's unadjusted median growth percentile.

Method

This measure examines the change in performance of the same group of students from one year to the next and the progress they are making in comparison to other students with the same score in the previous year. The analysis only includes students who took the state exam in 2013-14 and also have a state exam score in 2012-13 including students who were retained in the same grade. Students with the same 2012-13 scores are ranked by their 2013-14 scores and assigned a percentile based on their relative growth in performance (student growth percentile). Students' growth percentiles are aggregated school-wide to yield a school's mean growth percentile. In order for a school to perform above the statewide median, it must have a mean growth percentile greater than 50.

Given the timing of the state's release of Growth Model data, the 2014-15 analysis is not yet available. This report contains 2013-14 results, the most recent Growth Model data available.¹⁰

Manhattan Charter School 2 had no 3rd, 4th, or 5th grade students enrolled during the 2013-14 school year and earlier years, so testing data for these schools years is not available.

⁹ See Guidelines for [Creating a SUNY Accountability Plan](#) for an explanation.

¹⁰ Schools can acquire these data from the NYSED's business portal: portal.nysed.gov.

2013-14 Mathematics Mean Growth Percentile by Grade Level

Grade	Mean Growth Percentile	
	School	Statewide Median
4	N/A	50.0
5	N/A	50.0
6		50.0
7		50.0
8		50.0
All		50.0

Evaluation

Manhattan Charter School 2 had no 3rd, 4th, or 5th grade students enrolled during the 2013-14 school year and earlier years, so testing data for these schools years is not available.

Summary of the Mathematics Goal

Type	Measure	Outcome
Absolute	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.	Did Not Achieve
Absolute	Each year, the school’s aggregate Performance Level Index (PLI) on the state mathematics exam will meet that year’s Annual Measurable Objective (AMO) set forth in the state’s NCLB accountability system.	Achieved
Comparative	Each year, the percent of all tested students who are enrolled in at least their second year and performing at proficiency on the state mathematics exam will be greater than that of students in the same tested grades in the local school district.	Achieved
Comparative	Each year, the school will exceed its predicted level of performance on the state mathematics exam by an Effect Size of 0.3 or above (performing higher than expected to a small degree) according to a regression analysis controlling for economically disadvantaged students among all public schools in New York State. (Using 2013-14 school district results.)	N/A
Growth	Each year, under the state’s Growth Model the school’s mean unadjusted growth percentile in mathematics for all tested students in grades 4-8 will be above the state’s unadjusted median growth percentile.	N/A

Action Plan

MCS2 used Jump Math for 2nd - 3rd grade in 2014-15 and has expanded its adoption across 1st – 4th grades for the 2015-16 year. A math consultant will continue to work with teachers in implementing Jump Math and developing strategies to work with all students.

A mandatory extended day for testing grades will also continue to be in effect. Beginning in November and running to April 1st, 3rd and 4th graders will receive an additional 45 minutes of instruction four days a week (Monday, Tuesday, Thursday and Friday).

SCIENCE

Goal 3: Science

Students' academic performance in science meets or exceeds local, state, and national standards.

Background

Science instruction emphasizes scientific inquiry and student investigation of scientific concepts. Students use the processes of science, such as observing, classifying, describing, experimenting, measuring, inferring and predicting. Through hands-on investigations, collaborative learning, student discourse, inquiry, integration of disciplines and content areas, and multisensory methods, MCS2 students explore key scientific concepts and principles in the physical and life sciences. MCS2 is committed to establishing a foundation of scientific literacy for every student, advancing ideas that prepare them for a life in an increasingly complex scientific and technological world. This scientific literacy is fostered with the introduction and scaffolding of instructional efficiency, and with the creation of a science classroom where students actively construct ideas through inquiries, investigations, and analyses. MCS2 students are given feedback on their performance in science with a series of assessment forms and will participate in individual student interviews, portfolio assessments, summative and embedded formative assessments. MCS2 students, prepared with the knowledge and thinking capacities to excel in science in the 21st century, are motivated to exceed societal expectations for the next generation of citizens.

Goal 3: Absolute Measure

Each year, 75 percent of all tested students enrolled in at least their second year will perform at proficiency on the New York State science examination.

Method

The school administered the New York State Testing Program science assessment to students in 4th and 8th grade in spring 2015. The school converted each student's raw score to a performance level and a grade-specific scaled score. The criterion for success on this measure requires students enrolled in at least their second year to score at proficiency.

Results

Because Manhattan Charter School 2 did not have any students in Grades 4 in 2014-15, no students took the NYS Science examination.

Charter School Performance on 2014-15 State Science Exam By All Students and Students Enrolled in At Least Their Second Year

Grade	Percent of Students at Proficiency			
	Charter School Students In At Least 2 nd Year		All District Students	
	Percent Proficient	Number Tested	Percent Proficient	Number Tested
4	N/A	N/A		

Evaluation

Because Manhattan Charter School 2 did not have any students in Grades 4 in 2014-15, no students took the NYS Science examination.

Goal 3: Comparative Measure

Each year, the percent of all tested students enrolled in at least their second year and performing at proficiency on the state science exam will be greater than that of all students in the same tested grades in the local school district.

Method

The school compares tested students enrolled in at least their second year to all tested students in the surrounding public school district. Comparisons are between the results for each grade in which the school had tested students in at least their second year and the results for the respective grades in the local school district.

Results

Because Manhattan Charter School 2 did not have any students in Grades 4 in 2013-14, no students took the NYS Science examination.

2014-15 State Science Exam Charter School and District Performance by Grade Level

Grade	Percent of Students at Proficiency			
	Charter School Students In At Least 2 nd Year		All District Students	
	Percent Proficient	Number Tested	Percent Proficient	Number Tested
4	N/A	N/A	N/A	N/A

Evaluation

Because Manhattan Charter School 2 did not have any students in Grades 4 in 2013-14, no students took the NYS Science examination.

Summary of the Science Goal

Type	Measure	Outcome
Absolute	Each year, 75 percent of all tested students enrolled in at	N/A

	least their second year will perform at proficiency on the New York State examination.	
Comparative	Each year, the percent of all tested students enrolled in at least their second year and performing at proficiency on the state exam will be greater than that of all students in the same tested grades in the local school district.	N/A

Action Plan

N/A

NCLB

Goal 4: NCLB
The school will make Adequate Yearly Progress.

Goal 4: Absolute Measure
Under the state’s NCLB accountability system, the school’s Accountability Status is in good standing: the state has not identified the school as a Focus School nor determined that it has met the criteria to be identified as school requiring a local assistance plan.

Method

Because *all* students are expected to meet the state's learning standards, the federal No Child Left Behind legislation stipulates that various sub-populations and demographic categories of students among all tested students must meet state proficiency standards. New York, like all states, established a system for making these determinations for its public schools. Each year the state issues School Report Cards. The report cards indicate each school’s status under the state’s No Child Left Behind (NCLB) accountability system.

Results

The school was found to be in Good Standing as per the NYSED.

Evaluation

The school has met good standing for the 2014-15 school year as determined by the New York State Education Department.

Additional Evidence

NCLB Status by Year

Year	Status
2012-13	N/A
2013-14	Good Standing
2014-15	Good Standing

APPENDIX B: OPTIONAL GOALS

Goal S: Other

The school is a well-run, financially viable organization and capable of achieving long-term success.

Goal S: Absolute Measure

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.

Method

The school undergoes an annual financial audit every year.

Results

The audit status will be available by November 1, 2015.



Appendix B: Total Expenditures and Administrative Expenditures per Child

Created: 07/07/2015

Last updated: 07/31/2015

Page 1

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	2561659
Line 2: Year End Per Pupil Count	175
Line 3: Divide Line 1 by Line 2	14638

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)	284408
Line 2: Management and General Cost (Column)	129651
Line 3: Sum of Line 1 and Line 2	414059
Line 4: Year End Per Pupil Count	175
Line 5: Divide Line 3 by the Year End Per Pupil Count	2366

Thank you.



GENERAL INSTRUCTIONS FOR ANNUAL BUDGET/QUARTERLY REPORT

TEMPLATE TABS

1- GRAY tab contains the Instructions

Instructions	Provides description of tabs and input requirements.
------------------------------	--

2- BLUE tabs require input of information

1.) Name of School	Enter school name, contact information and academic year for the yearly budget and quarterly reports.
2.) Enrollment	Enter enrollment information on this tab. Use for inputting BOTH Annual Budget (& Revisions) and Quarterly Actuals. Includes: >Enrollment by Grade >Enrollment by District
3.) Staffing Plan	Enter staffing plan information on this tab. Use for inputting BOTH Annual Budget (& Revisions) and Quarterly Actuals. Includes: >Full Time Equivalent (FTE), by Position Category, By Quarter >Average Wage, by Position Category, By Quarter
4.) Yearly Budget	Enter data in light blue cells. >Enrollment data and Per Pupil Revenue for the current year are populated based upon input on tab "2.) Enrollment." >Avg FTE and Personnel Costs for current year are populated based upon input on tab "3.) Staffing Plan." >"Pior Year" column may be completed based upon preliminary data, and adjusted with Annual Audited data when the Quarter 2 Actuals are being submitted. >Budget Revisions, as necessary and approved by the school's Board of Directors, should be submitted when submitting Quarterly Actuals.
5.) Balance Sheet	Enter data in light blue cells. >"Pior Year" column may be completed based upon preliminary data, and adjusted with Annual Audited data when the Quarter 2 Actuals are being submitted.
6.) Quarterly Report	Enter data in light blue cells. >Enrollment data and Per Pupil Revenue for the current year are populated based upon input on tab "2.) Enrollment." >Avg FTE and Personnel Costs for current year are populated based upon input on tab "3.) Staffing Plan."
7.) Annual Report Requirement	Complete when submitting Actual Quarter 4.

CELL COLORS & GUIDANCE COMMENTS

-  = Enter information into the light BLUE shaded cells.
-  = Cells labeled in ORANGE containe guidance regarding the input of information.
-  = Cells containing RED triangles in the upper right corner contain "guidance comments" on that particular line item. Please "mouse-over" the triangle to reveal each comment.

Charter Funding Alphabetical By NYS School District
*** (Sum of Charter School Basic Tuition and Supplemental Basic Tuition)**

District Code	School District Name	Final 2014-15 Basic Tuition*	Final 2015-16 Basic Tuition*
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Charter Schools Institute
The State University of New York

ANNUAL BUDGET & QUARTERLY REPORT TEMPLATE

Manhattan Charter School 2

Contact Name: Sonia Park
Contact Title: Executive Director
Contact Email: [REDACTED]
Contact Phone: [REDACTED]

Current Academic Year: 2015-16

Prior Academic Year: #NAME?

ENROLLMENT BY GRADES								
GRADES	K	1	2	3	4	5	6	7
INITIAL BUDGETED ENROLLMENT	48	44	46	45.6	34.2			
TOTAL ENROLLMENT = 217.8								

ENROLLMENT BY DISTRICT

	PRIOR YEAR ACTUAL	ANNUAL BUDGET TOTAL DISTRICTS/ENROLLMENT BY QUARTER						
		QUARTER 1		QUARTER 2		QUARTER 3		QUAR
		Original	Revised	Original	Revised	Original	Revised	Original
NUMBER OF SCHOOL DISTRICTS ENROLLED:	0	1	0	1	0	1	0	1
NUMBER OF STUDENTS ENROLLED:	0	217.8	0	217.8	0	217.8	0	217.8

NOTE:
IF there are NO Annual Budget revisions leave "Revised Budgeted Enrollment" Column(s) COME BLANK.
IF "Revised Budgeted Enrollment" column is utilized, all cells in the entire column should be com

	PRIOR YEAR #NAME? Actual Enrollment	ANNUAL BUDGET ENROLLMENT BY QUARTER						
		QUARTER 1		QUARTER 2		QUARTER 3		QUAR
		Original Budgeted Enrollment	Revised Budgeted Enrollment	Original Budgeted Enrollment	Revised Budgeted Enrollment	Original Budgeted Enrollment	Revised Budgeted Enrollment	Original Budgeted Enrollment
1 PRIMARY District		217.8		217.8		217.8		217.8

PRIMARY/OTHER	DISTRICT NAME(S)
1 PRIMARY District	NYC CHANCELLOR'S OFFICE
2 SECONDARY District	(Select from drop-down list)
Other District 3	(Select from drop-down list)
Other District 4	(Select from drop-down list)
Other District 5	(Select from drop-down list)
Other District 6	(Select from drop-down list)
Other District 7	(Select from drop-down list)
Other District 8	(Select from drop-down list)
Other District 9	(Select from drop-down list)
Other District 10	(Select from drop-down list)
Other District 11	(Select from drop-down list)
Other District 12	(Select from drop-down list)
Other District 13	(Select from drop-down list)
Other District 14	(Select from drop-down list)
Other District 15	(Select from drop-down list)
Other District 16	(Select from drop-down list)
Other District 17	(Select from drop-down list)
Other District 18	(Select from drop-down list)
Other District 19	(Select from drop-down list)
Other District 20	(Select from drop-down list)
Other District 21	(Select from drop-down list)
Other District 22	(Select from drop-down list)
Other District 23	(Select from drop-down list)
Other District 24	(Select from drop-down list)
Other District 25	(Select from drop-down list)
Other District 26	(Select from drop-down list)
Other District 27	(Select from drop-down list)
Other District 28	(Select from drop-down list)
Other District 29	(Select from drop-down list)
Other District 30	(Select from drop-down list)
Other District 31	(Select from drop-down list)
Other District 32	(Select from drop-down list)
Other District 33	(Select from drop-down list)
Other District 34	(Select from drop-down list)
Other District 35	(Select from drop-down list)
Other District 36	(Select from drop-down list)
Other District 37	(Select from drop-down list)
Other District 38	(Select from drop-down list)
Other District 39	(Select from drop-down list)
Other District 40	(Select from drop-down list)
Other District 41	(Select from drop-down list)
Other District 42	(Select from drop-down list)
Other District 43	(Select from drop-down list)
Other District 44	(Select from drop-down list)
Other District 45	(Select from drop-down list)
Other District 46	(Select from drop-down list)
Other District 47	(Select from drop-down list)
Other District 48	(Select from drop-down list)
Other District 49	(Select from drop-down list)
Other District 50	(Select from drop-down list)

8	9	10	11	12

	ACTUAL QUARTERLY TOTAL DISTRICTS/ENROLLMENT			
QUARTER 4	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
<i>Revised</i>	Actual	Actual	Actual	Actual
0	0	0	0	0
0	0	0	0	0
COMPLETELY pleted.				
	ACTUAL ENROLLMENT BY QUARTER			
QUARTER 4	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
<i>Revised Budgeted Enrollment</i>	Actual Enrollment	Actual Enrollment	Actual Enrollment	Actual Enrollment

STAFFING PLAN - FULL TIME EQUIVALENT

***NOTE:** If there are NO budget revisions at the time of quarterly submittal leave the 'REVISED' Column(s) COMPLETE IF the Revised Budget column IS utilized, the ENTIRE column should be completed for both the FTE and WAGES sections.

ADMINISTRATIVE PERSONNEL FTE		PRIOR YEAR	ANNUAL BUDGETED FTE						
*NOTE: Enter the number of FTE positions in the "blue" cells.		2014-15	Q1		Q2		Q3		Q
	ACTUAL		Original	Revised	Original	Revised	Original	Revised	Original
Executive Management			2.0		2.0		2.0		2.0
Instructional Management			3.0		3.0		3.0		3.0
Deans, Directors & Coordinators			1.0		1.0		1.0		1.0
CFO / Director of Finance									
Operation / Business Manager			1.0		1.0		1.0		1.0
Administrative Staff			3.0		3.0		3.0		3.0
TOTAL ADMINISTRATIVE STAFF	0.0		10.0	0.0	10.0	0.0	10.0	0.0	10.0
INSTRUCTIONAL PERSONNEL FTE		PRIOR YEAR	ANNUAL BUDGETED FTE						
*NOTE: Enter the number of FTE positions in the "blue" cells.		2014-15	Q1		Q2		Q3		Q
	ACTUAL		Original	Revised	Original	Revised	Original	Revised	Original
Teachers - Regular			10.0		10.0		10.0		10.0
Teachers - SPED			3.0		3.0		3.0		3.0
Substitute Teachers									
Teaching Assistants			7.0		7.0		7.0		7.0
Specialty Teachers			4.0		4.0		4.0		4.0
Aides									
Therapists & Counselors			1.0		1.0		1.0		1.0
Other			1.0		1.0		1.0		1.0
TOTAL INSTRUCTIONAL	0.0		26.0	0.0	26.0	0.0	26.0	0.0	26.0
NON-INSTRUCTIONAL PERSONNEL FTE		PRIOR YEAR	ANNUAL BUDGETED FTE						
*NOTE: Enter the number of FTE positions in the "blue" cells.		2014-15	Q1		Q2		Q3		Q
	ACTUAL		Original	Revised	Original	Revised	Original	Revised	Original
Nurse									
Librarian									
Custodian									
Security									
Other									
TOTAL NON-INSTRUCTIONAL	0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0
TOTAL PERSONNEL SERVICE FTE	0.0		36.0	0.0	36.0	0.0	36.0	0.0	36.0

ADMINISTRATIVE PERSONNEL WAGES		ACTUAL QUARTERLY WAGES				Description of Assumptions
*NOTE: Enter the average salary for each category in the "blue" cells.	4	Q1	Q2	Q3	Q4	
	Revised	Actual	Actual	Actual	Actual	
Executive Management						
Instructional Management						
Deans, Directors & Coordinators						
CFO / Director of Finance						
Operation / Business Manager						
Administrative Staff						
INSTRUCTIONAL PERSONNEL WAGES		ACTUAL QUARTERLY WAGES				Description of Assumptions
*NOTE: Enter the average salary for each category in the "blue" cells.	4	Q1	Q2	Q3	Q4	
	Revised	Actual	Actual	Actual	Actual	
Teachers - Regular						
Teachers - SPED						
Substitute Teachers						
Teaching Assistants						
Specialty Teachers						
Aides						
Therapists & Counselors						
Other						
NON-INSTRUCTIONAL PERSONNEL WAGES		ACTUAL QUARTERLY WAGES				Description of Assumptions
*NOTE: Enter the average salary for each category in the "blue" cells.	4	Q1	Q2	Q3	Q4	
	Revised	Actual	Actual	Actual	Actual	
Nurse						
Librarian						
Custodian						
Security						
Other						

MANHATTAN CHARTER SCHOOL 2
Budget / Operating Plan
2015-16

		-	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Total Revenue		-	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Total Expenses		-	847,428	#NAME?	#NAME?	847,428	#NAME?	#NAME?	847,428
Net Income		-	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Actual Student Enrollment		-	218	-	-	218	-	-	218
		Prior Year Actual	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Q
		#NAME?	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget
EXPENSES									
ADMINISTRATIVE STAFF PERSONNEL COSTS		Avg. No. of Positions							
Executive Management	2.00	-	36,104	-	#NAME?	36,104	-	#NAME?	36,104
Instructional Management	3.00	-	65,570	-	#NAME?	65,570	-	#NAME?	65,570
Deans, Directors & Coordinators	1.00	-	18,672	-	#NAME?	18,672	-	#NAME?	18,672
CFO / Director of Finance	-	-	-	-	#NAME?	-	-	#NAME?	-
Operation / Business Manager	1.00	-	9,773	-	#NAME?	9,773	-	#NAME?	9,773
Administrative Staff	3.00	-	24,966	-	#NAME?	24,966	-	#NAME?	24,966
TOTAL ADMINISTRATIVE STAFF	10.00	-	155,084	-	#NAME?	155,084	-	#NAME?	155,084
INSTRUCTIONAL PERSONNEL COSTS									
Teachers - Regular	10.00	-	162,950	-	#NAME?	162,950	-	#NAME?	162,950
Teachers - SPED	3.00	-	43,704	-	#NAME?	43,704	-	#NAME?	43,704
Substitute Teachers	-	-	-	-	#NAME?	-	-	#NAME?	-
Teaching Assistants	7.00	-	59,049	-	#NAME?	59,049	-	#NAME?	59,049
Specialty Teachers	4.00	-	64,250	-	#NAME?	64,250	-	#NAME?	64,250
Aides	-	-	-	-	#NAME?	-	-	#NAME?	-
Therapists & Counselors	1.00	-	16,250	-	#NAME?	16,250	-	#NAME?	16,250
Other	1.00	-	63,566	-	#NAME?	63,566	-	#NAME?	63,566
TOTAL INSTRUCTIONAL	26.00	-	409,768	-	#NAME?	409,768	-	#NAME?	409,768
NON-INSTRUCTIONAL PERSONNEL COSTS									
Nurse	-	-	-	-	#NAME?	-	-	#NAME?	-
Librarian	-	-	-	-	#NAME?	-	-	#NAME?	-
Custodian	-	-	-	-	#NAME?	-	-	#NAME?	-
Security	-	-	-	-	#NAME?	-	-	#NAME?	-
Other	-	-	-	-	#NAME?	-	-	#NAME?	-
TOTAL NON-INSTRUCTIONAL	-	-	-	-	#NAME?	-	-	#NAME?	-
SUBTOTAL PERSONNEL SERVICE COSTS	36.00	-	564,852	-	#NAME?	564,852	-	#NAME?	564,852
PAYROLL TAXES AND BENEFITS									
Payroll Taxes	-	-	62,134	-	#NAME?	62,134	-	#NAME?	62,134
Fringe / Employee Benefits	-	-	50,837	-	#NAME?	50,837	-	#NAME?	50,837
Retirement / Pension	-	-	16,946	-	#NAME?	16,946	-	#NAME?	16,946
TOTAL PAYROLL TAXES AND BENEFITS	-	-	129,916	-	#NAME?	129,916	-	#NAME?	129,916
TOTAL PERSONNEL SERVICE COSTS	36.00	-	694,768	-	#NAME?	694,768	-	#NAME?	694,768
CONTRACTED SERVICES									
Accounting / Audit	-	-	7,500	-	#NAME?	7,500	-	#NAME?	7,500
Legal	-	-	1,875	-	#NAME?	1,875	-	#NAME?	1,875
Management Company Fee	-	-	-	-	#NAME?	-	-	#NAME?	-
Nurse Services	-	-	-	-	#NAME?	-	-	#NAME?	-
Food Service / School Lunch	-	-	-	-	#NAME?	-	-	#NAME?	-
Payroll Services	-	-	1,750	-	#NAME?	1,750	-	#NAME?	1,750
Special Ed Services	-	-	-	-	#NAME?	-	-	#NAME?	-
Titlement Services (i.e. Title I)	-	-	-	-	#NAME?	-	-	#NAME?	-
Other Purchased / Professional / Consulting	-	-	27,950	-	#NAME?	27,950	-	#NAME?	27,950
TOTAL CONTRACTED SERVICES	-	-	39,075	-	#NAME?	39,075	-	#NAME?	39,075

Total Revenue		#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Total Expenses		#NAME?	#NAME?	862,428	#NAME?	#NAME?
Net Income		#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Actual Student Enrollment		-	-	218	-	-
		Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
		Revised Budget	Variance	Original Budget	Revised Budget	Variance
EXPENSES						
ADMINISTRATIVE STAFF PERSONNEL COSTS	Avg. No. of Positions					
Executive Management	2.00	-	#NAME?	36,104	-	#NAME?
Instructional Management	3.00	-	#NAME?	65,570	-	#NAME?
Deans, Directors & Coordinators	1.00	-	#NAME?	18,672	-	#NAME?
CFO / Director of Finance	-	-	#NAME?	-	-	#NAME?
Operation / Business Manager	1.00	-	#NAME?	9,773	-	#NAME?
Administrative Staff	3.00	-	#NAME?	24,966	-	#NAME?
TOTAL ADMINISTRATIVE STAFF	10.00	-	#NAME?	155,084	-	#NAME?
INSTRUCTIONAL PERSONNEL COSTS						
Teachers - Regular	10.00	-	#NAME?	162,950	-	#NAME?
Teachers - SPED	3.00	-	#NAME?	43,704	-	#NAME?
Substitute Teachers	-	-	#NAME?	-	-	#NAME?
Teaching Assistants	7.00	-	#NAME?	59,049	-	#NAME?
Specialty Teachers	4.00	-	#NAME?	64,250	-	#NAME?
Aides	-	-	#NAME?	-	-	#NAME?
Therapists & Counselors	1.00	-	#NAME?	16,250	-	#NAME?
Other	1.00	-	#NAME?	63,566	-	#NAME?
TOTAL INSTRUCTIONAL	26.00	-	#NAME?	409,768	-	#NAME?
NON-INSTRUCTIONAL PERSONNEL COSTS						
Nurse	-	-	#NAME?	-	-	#NAME?
Librarian	-	-	#NAME?	-	-	#NAME?
Custodian	-	-	#NAME?	-	-	#NAME?
Security	-	-	#NAME?	-	-	#NAME?
Other	-	-	#NAME?	-	-	#NAME?
TOTAL NON-INSTRUCTIONAL	-	-	#NAME?	-	-	#NAME?
SUBTOTAL PERSONNEL SERVICE COSTS	36.00	-	#NAME?	564,852	-	#NAME?
PAYROLL TAXES AND BENEFITS						
Payroll Taxes		-	#NAME?	62,134	-	#NAME?
Fringe / Employee Benefits		-	#NAME?	50,837	-	#NAME?
Retirement / Pension		-	#NAME?	16,946	-	#NAME?
TOTAL PAYROLL TAXES AND BENEFITS	-	-	#NAME?	129,916	-	#NAME?
TOTAL PERSONNEL SERVICE COSTS	36.00	-	#NAME?	694,768	-	#NAME?
CONTRACTED SERVICES						
Accounting / Audit		-	#NAME?	22,500	-	#NAME?
Legal		-	#NAME?	1,875	-	#NAME?
Management Company Fee		-	#NAME?	-	-	#NAME?
Nurse Services		-	#NAME?	-	-	#NAME?
Food Service / School Lunch		-	#NAME?	-	-	#NAME?
Payroll Services		-	#NAME?	1,750	-	#NAME?
Special Ed Services		-	#NAME?	-	-	#NAME?
Titlement Services (i.e. Title I)		-	#NAME?	-	-	#NAME?
Other Purchased / Professional / Consulting		-	#NAME?	27,950	-	#NAME?
TOTAL CONTRACTED SERVICES	-	-	#NAME?	54,075	-	#NAME?

Total Revenue	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Total Expenses	#NAME?	#NAME?	862,428	#NAME?	#NAME?
Net Income	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Actual Student Enrollment	-	-	218	-	-
	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
	Revised Budget	Variance	Original Budget	Revised Budget	Variance
SCHOOL OPERATIONS					
Board Expenses	-	#NAME?	750	-	#NAME?
Classroom / Teaching Supplies & Materials	-	#NAME?	23,390	-	#NAME?
Special Ed Supplies & Materials	-	#NAME?	500	-	#NAME?
Textbooks / Workbooks	-	#NAME?	6,500	-	#NAME?
Supplies & Materials other	-	#NAME?	-	-	#NAME?
Equipment / Furniture	-	#NAME?	1,250	-	#NAME?
Telephone	-	#NAME?	750	-	#NAME?
Technology	-	#NAME?	4,740	-	#NAME?
Student Testing & Assessment	-	#NAME?	11,250	-	#NAME?
Field Trips	-	#NAME?	2,725	-	#NAME?
Transportation (student)	-	#NAME?	1,089	-	#NAME?
Student Services - other	-	#NAME?	10,875	-	#NAME?
Office Expense	-	#NAME?	1,750	-	#NAME?
Staff Development	-	#NAME?	16,500	-	#NAME?
Staff Recruitment	-	#NAME?	2,750	-	#NAME?
Student Recruitment / Marketing	-	#NAME?	3,125	-	#NAME?
School Meals / Lunch	-	#NAME?	875	-	#NAME?
Travel (Staff)	-	#NAME?	375	-	#NAME?
Fundraising	-	#NAME?	1,875	-	#NAME?
Other	-	#NAME?	1,500	-	#NAME?
TOTAL SCHOOL OPERATIONS	-	#NAME?	92,569	-	#NAME?
FACILITY OPERATION & MAINTENANCE					
Insurance	-	#NAME?	6,722	-	#NAME?
Janitorial	-	#NAME?	545	-	#NAME?
Building and Land Rent / Lease / Facility Finance Interest	-	#NAME?	-	-	#NAME?
Repairs & Maintenance	-	#NAME?	6,250	-	#NAME?
Equipment / Furniture	-	#NAME?	-	-	#NAME?
Security	-	#NAME?	-	-	#NAME?
Utilities	-	#NAME?	-	-	#NAME?
TOTAL FACILITY OPERATION & MAINTENANCE	-	#NAME?	13,516	-	#NAME?
DEPRECIATION & AMORTIZATION	-	#NAME?	7,500	-	#NAME?
RESERVES / CONTINGENCY	-	#NAME?	-	-	#NAME?
TOTAL EXPENSES	-	#NAME?	862,428	-	#NAME?
NET INCOME	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?

Total Revenue	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Total Expenses	#NAME?	#NAME?	862,428	#NAME?	#NAME?
Net Income	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Actual Student Enrollment	-	-	218	-	-
	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
	Revised Budget	Variance	Original Budget	Revised Budget	Variance
ENROLLMENT - *School Districts Are Linked To Above Entries*					
Number of Districts:	-	-	1	-	-
NYC CHANCELLOR'S OFFICE	-	-	218	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
ALL OTHER School Districts: (Weighted Avg)	-	-	-	-	-
TOTAL ENROLLMENT	-	-	218	-	-
REVENUE PER PUPIL	-	#NAME?	#NAME?	-	#NAME?
EXPENSES PER PUPIL	-	#NAME?	3,960	-	#NAME?

**MANHATTAN CHARTER
Budget / Operatin
2015-16**

Total Revenue		#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Total Expenses		3,404,713	#NAME?	#NAME?	(3,404,713)	#NAME?
Net Income		#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Actual Student Enrollment						
		Total Year			VARIANCE	
		Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget
EXPENSES						
ADMINISTRATIVE STAFF PERSONNEL COSTS	Avg. No. of Positions					
Executive Management	2.00	144,416	#NAME?	#NAME?	(144,416)	#NAME?
Instructional Management	3.00	262,278	#NAME?	#NAME?	(262,278)	#NAME?
Deans, Directors & Coordinators	1.00	74,689	#NAME?	#NAME?	(74,689)	#NAME?
CFO / Director of Finance	-	-	#NAME?	#NAME?	-	#NAME?
Operation / Business Manager	1.00	39,090	#NAME?	#NAME?	(39,090)	#NAME?
Administrative Staff	3.00	99,864	#NAME?	#NAME?	(99,864)	#NAME?
TOTAL ADMINISTRATIVE STAFF	10.00	620,337	#NAME?	#NAME?	(620,337)	#NAME?
INSTRUCTIONAL PERSONNEL COSTS						
Teachers - Regular	10.00	651,800	#NAME?	#NAME?	(651,800)	#NAME?
Teachers - SPED	3.00	174,816	#NAME?	#NAME?	(174,816)	#NAME?
Substitute Teachers	-	-	#NAME?	#NAME?	-	#NAME?
Teaching Assistants	7.00	236,194	#NAME?	#NAME?	(236,194)	#NAME?
Specialty Teachers	4.00	256,998	#NAME?	#NAME?	(256,998)	#NAME?
Aides	-	-	#NAME?	#NAME?	-	#NAME?
Therapists & Counselors	1.00	65,000	#NAME?	#NAME?	(65,000)	#NAME?
Other	1.00	254,263	#NAME?	#NAME?	(254,263)	#NAME?
TOTAL INSTRUCTIONAL	26.00	1,639,071	#NAME?	#NAME?	(1,639,071)	#NAME?
NON-INSTRUCTIONAL PERSONNEL COSTS						
Nurse	-	-	#NAME?	#NAME?	-	#NAME?
Librarian	-	-	#NAME?	#NAME?	-	#NAME?
Custodian	-	-	#NAME?	#NAME?	-	#NAME?
Security	-	-	#NAME?	#NAME?	-	#NAME?
Other	-	-	#NAME?	#NAME?	-	#NAME?
TOTAL NON-INSTRUCTIONAL	-	-	#NAME?	#NAME?	-	#NAME?
SUBTOTAL PERSONNEL SERVICE COSTS	36.00	2,259,408	#NAME?	#NAME?	(2,259,408)	#NAME?
PAYROLL TAXES AND BENEFITS						
Payroll Taxes		248,535	#NAME?	#NAME?	(248,535)	#NAME?
Fringe / Employee Benefits		203,347	#NAME?	#NAME?	(203,347)	#NAME?
Retirement / Pension		67,782	#NAME?	#NAME?	(67,782)	#NAME?
TOTAL PAYROLL TAXES AND BENEFITS		519,664	#NAME?	#NAME?	(519,664)	#NAME?
TOTAL PERSONNEL SERVICE COSTS	36.00	2,779,072	#NAME?	#NAME?	(2,779,072)	#NAME?
CONTRACTED SERVICES						
Accounting / Audit		45,000	#NAME?	#NAME?	(45,000)	#NAME?
Legal		7,500	#NAME?	#NAME?	(7,500)	#NAME?
Management Company Fee		-	#NAME?	#NAME?	-	#NAME?
Nurse Services		-	#NAME?	#NAME?	-	#NAME?
Food Service / School Lunch		-	#NAME?	#NAME?	-	#NAME?
Payroll Services		7,000	#NAME?	#NAME?	(7,000)	#NAME?
Special Ed Services		-	#NAME?	#NAME?	-	#NAME?
Titlment Services (i.e. Title I)		-	#NAME?	#NAME?	-	#NAME?
Other Purchased / Professional / Consulting		111,800	#NAME?	#NAME?	(111,800)	#NAME?
TOTAL CONTRACTED SERVICES		171,300	#NAME?	#NAME?	(171,300)	#NAME?

**MANHATTAN CHARTER
Budget / Operatin
2015-16**

	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
	3,404,713	#NAME?	#NAME?	(3,404,713)	#NAME?
	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Total Revenue					
Total Expenses					
Net Income					
Actual Student Enrollment					
	Total Year			VARIANCE	
	Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget
SCHOOL OPERATIONS					
Board Expenses	3,000	#NAME?	#NAME?	(3,000)	#NAME?
Classroom / Teaching Supplies & Materials	93,560	#NAME?	#NAME?	(93,560)	#NAME?
Special Ed Supplies & Materials	2,000	#NAME?	#NAME?	(2,000)	#NAME?
Textbooks / Workbooks	26,000	#NAME?	#NAME?	(26,000)	#NAME?
Supplies & Materials other	-	#NAME?	#NAME?	-	#NAME?
Equipment / Furniture	5,000	#NAME?	#NAME?	(5,000)	#NAME?
Telephone	3,000	#NAME?	#NAME?	(3,000)	#NAME?
Technology	18,960	#NAME?	#NAME?	(18,960)	#NAME?
Student Testing & Assessment	45,000	#NAME?	#NAME?	(45,000)	#NAME?
Field Trips	10,900	#NAME?	#NAME?	(10,900)	#NAME?
Transportation (student)	4,356	#NAME?	#NAME?	(4,356)	#NAME?
Student Services - other	43,500	#NAME?	#NAME?	(43,500)	#NAME?
Office Expense	7,000	#NAME?	#NAME?	(7,000)	#NAME?
Staff Development	66,000	#NAME?	#NAME?	(66,000)	#NAME?
Staff Recruitment	11,000	#NAME?	#NAME?	(11,000)	#NAME?
Student Recruitment / Marketing	12,500	#NAME?	#NAME?	(12,500)	#NAME?
School Meals / Lunch	3,500	#NAME?	#NAME?	(3,500)	#NAME?
Travel (Staff)	1,500	#NAME?	#NAME?	(1,500)	#NAME?
Fundraising	7,500	#NAME?	#NAME?	(7,500)	#NAME?
Other	6,000	#NAME?	#NAME?	(6,000)	#NAME?
TOTAL SCHOOL OPERATIONS	370,276	#NAME?	#NAME?	(370,276)	#NAME?
FACILITY OPERATION & MAINTENANCE					
Insurance	26,887	#NAME?	#NAME?	(26,887)	#NAME?
Janitorial	2,178	#NAME?	#NAME?	(2,178)	#NAME?
Building and Land Rent / Lease / Facility Finance Interest	-	#NAME?	#NAME?	-	#NAME?
Repairs & Maintenance	25,000	#NAME?	#NAME?	(25,000)	#NAME?
Equipment / Furniture	-	#NAME?	#NAME?	-	#NAME?
Security	-	#NAME?	#NAME?	-	#NAME?
Utilities	-	#NAME?	#NAME?	-	#NAME?
TOTAL FACILITY OPERATION & MAINTENANCE	54,065	#NAME?	#NAME?	(54,065)	#NAME?
DEPRECIATION & AMORTIZATION	30,000	#NAME?	#NAME?	(30,000)	#NAME?
RESERVES / CONTINGENCY	-	#NAME?	#NAME?	-	#NAME?
TOTAL EXPENSES	3,404,713	#NAME?	#NAME?	(3,404,713)	#NAME?
NET INCOME	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?

Total Revenue
Total Expenses
Net Income
Actual Student Enrollment

DESCRIPTION OF ASSUMPTIONS

EXPENSES

ADMINISTRATIVE STAFF PERSONNEL COSTS	Avg. No. of Positions
Executive Management	2.00
Instructional Management	3.00
Deans, Directors & Coordinators	1.00
CFO / Director of Finance	-
Operation / Business Manager	1.00
Administrative Staff	3.00
TOTAL ADMINISTRATIVE STAFF	10.00

INSTRUCTIONAL PERSONNEL COSTS	
Teachers - Regular	10.00
Teachers - SPED	3.00
Substitute Teachers	-
Teaching Assistants	7.00
Specialty Teachers	4.00
Aides	-
Therapists & Counselors	1.00
Other	1.00
TOTAL INSTRUCTIONAL	26.00

NON-INSTRUCTIONAL PERSONNEL COSTS	
Nurse	-
Librarian	-
Custodian	-
Security	-
Other	-
TOTAL NON-INSTRUCTIONAL	-

SUBTOTAL PERSONNEL SERVICE COSTS	36.00
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PAYROLL TAXES AND BENEFITS	
Payroll Taxes	
Fringe / Employee Benefits	
Retirement / Pension	
TOTAL PAYROLL TAXES AND BENEFITS	

TOTAL PERSONNEL SERVICE COSTS	36.00
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CONTRACTED SERVICES	
Accounting / Audit	
Legal	
Management Company Fee	
Nurse Services	
Food Service / School Lunch	
Payroll Services	
Special Ed Services	
Titement Services (i.e. Title I)	
Other Purchased / Professional / Consulting	
TOTAL CONTRACTED SERVICES	

Total Revenue
Total Expenses
Net Income
Actual Student Enrollment
SCHOOL OPERATIONS
Board Expenses
Classroom / Teaching Supplies & Materials
Special Ed Supplies & Materials
Textbooks / Workbooks
Supplies & Materials other
Equipment / Furniture
Telephone
Technology
Student Testing & Assessment
Field Trips
Transportation (student)
Student Services - other
Office Expense
Staff Development
Staff Recruitment
Student Recruitment / Marketing
School Meals / Lunch
Travel (Staff)
Fundraising
Other
TOTAL SCHOOL OPERATIONS
FACILITY OPERATION & MAINTENANCE
Insurance
Janitorial
Building and Land Rent / Lease / Facility Finance Interest
Repairs & Maintenance
Equipment / Furniture
Security
Utilities
TOTAL FACILITY OPERATION & MAINTENANCE
DEPRECIATION & AMORTIZATION
RESERVES / CONTINGENCY
TOTAL EXPENSES
NET INCOME

DESCRIPTION OF ASSUMPTIONS

R SCHOOL 2
g Plan

Total Revenue
Total Expenses
Net Income
Actual Student Enrollment

DESCRIPTION OF ASSUMPTIONS

ENROLLMENT - *School Districts Are Linked To Above Entries*

Number of Districts:

NYC CHANCELLOR'S OFFICE

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ALL OTHER School Districts: (Weighted Avg)

TOTAL ENROLLMENT

REVENUE PER PUPIL

EXPENSES PER PUPIL

MANHATTAN CHARTER SCHOOL 2
BALANCE SHEET
2015-16

	<u>Prior Year</u>	Q1	Q2	Q3	Q4
	<u>#NAME?</u>	<u>As of 9/30</u>	<u>As of 12/31</u>	<u>As of 3/31</u>	<u>As of 6/30</u>
<u>ASSETS</u>					
CURRENT ASSETS					
Cash and cash equivalents	\$-	\$-	\$-	\$-	\$-
Grants and contracts receivable	-	-	-	-	-
Accounts receivables	-	-	-	-	-
Prepaid Expenses	-	-	-	-	-
Contributions and other receivables	-	-	-	-	-
TOTAL CURRENT ASSETS	-	-	-	-	-
PROPERTY, BUILDING AND EQUIPMENT, net	-	-	-	-	-
OTHER ASSETS	-	-	-	-	-
TOTAL ASSETS	-	-	-	-	-
<u>LIABILITIES AND NET ASSETS</u>					
CURRENT LIABILITIES					
Accounts payable and accrued expenses	\$-	\$-	\$-	\$-	\$-
Accrued payroll and benefits	-	-	-	-	-
Deferred Revenue	-	-	-	-	-
Current maturities of long-term debt	-	-	-	-	-
Short Term Debt - Bonds, Notes Payable	-	-	-	-	-
Other	-	-	-	-	-
TOTAL CURRENT LIABILITIES	-	-	-	-	-
LONG-TERM DEBT and NOTES PAYABLE, net current maturities	-	-	-	-	-
TOTAL LIABILITIES	-	-	-	-	-
NET ASSETS					
Unrestricted	-	-	-	-	-
Temporarily restricted	-	-	-	-	-
TOTAL NET ASSETS	-	-	-	-	-
TOTAL LIABILITIES AND NET ASSETS	-	-	-	-	-

MANHATTAN CHARTER SCHOOL 2

Budget / Operating Plan

2015-16

Total Revenue	#NAME?						
Total Expenses	#NAME?						
Net Income	#NAME?						
Actual Student Enrollment	-	#NAME?	-	-	#NAME?	-	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter
		Current Budget	Variance		Current Budget	Variance	
	Actual			Actual			Actual

EXPENSES

	Quarter 0 No. of Positions						
ADMINISTRATIVE STAFF PERSONNEL COSTS							
Executive Management	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?
Instructional Management	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?
Deans, Directors & Coordinators	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?
CFO / Director of Finance	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?
Operation / Business Manager	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?
Administrative Staff	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?
TOTAL ADMINISTRATIVE STAFF	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?
INSTRUCTIONAL PERSONNEL COSTS							
Teachers - Regular	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?
Teachers - SPED	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?
Substitute Teachers	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?
Teaching Assistants	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?
Specialty Teachers	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?
Aides	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?
Therapists & Counselors	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?
Other	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?
TOTAL INSTRUCTIONAL	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?
NON-INSTRUCTIONAL PERSONNEL COSTS							
Nurse	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?
Librarian	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?
Custodian	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?
Security	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?
Other	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?
TOTAL NON-INSTRUCTIONAL	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?
SUBTOTAL PERSONNEL SERVICE COSTS	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?
PAYROLL TAXES AND BENEFITS							
Payroll Taxes		-	#NAME?	#NAME?	-	#NAME?	#NAME?
Fringe / Employee Benefits		-	#NAME?	#NAME?	-	#NAME?	#NAME?
Retirement / Pension		-	#NAME?	#NAME?	-	#NAME?	#NAME?
TOTAL PAYROLL TAXES AND BENEFITS		-	#NAME?	#NAME?	-	#NAME?	#NAME?
TOTAL PERSONNEL SERVICE COSTS	#NAME?	-	#NAME?	#NAME?	-	#NAME?	#NAME?
CONTRACTED SERVICES							
Accounting / Audit		-	#NAME?	#NAME?	-	#NAME?	#NAME?
Legal		-	#NAME?	#NAME?	-	#NAME?	#NAME?
Management Company Fee		-	#NAME?	#NAME?	-	#NAME?	#NAME?
Nurse Services		-	#NAME?	#NAME?	-	#NAME?	#NAME?
Food Service / School Lunch		-	#NAME?	#NAME?	-	#NAME?	#NAME?
Payroll Services		-	#NAME?	#NAME?	-	#NAME?	#NAME?
Special Ed Services		-	#NAME?	#NAME?	-	#NAME?	#NAME?
Titlement Services (i.e. Title I)		-	#NAME?	#NAME?	-	#NAME?	#NAME?
Other Purchased / Professional / Consulting		-	#NAME?	#NAME?	-	#NAME?	#NAME?
TOTAL CONTRACTED SERVICES		-	#NAME?	#NAME?	-	#NAME?	#NAME?

Total Revenue	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Total Expenses	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Net Income	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Actual Student Enrollment	#NAME?	-	-	#NAME?	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
	Current Budget	Variance	Actual	Current Budget	Variance

EXPENSES		Quarter 0							
		No. of Positions							
ADMINISTRATIVE STAFF PERSONNEL COSTS									
Executive Management	#NAME?	#NAME?		-	#NAME?	#NAME?			
Instructional Management	#NAME?	#NAME?		-	#NAME?	#NAME?			
Deans, Directors & Coordinators	#NAME?	#NAME?		-	#NAME?	#NAME?			
CFO / Director of Finance	#NAME?	#NAME?		-	#NAME?	#NAME?			
Operation / Business Manager	#NAME?	#NAME?		-	#NAME?	#NAME?			
Administrative Staff	#NAME?	#NAME?		-	#NAME?	#NAME?			
TOTAL ADMINISTRATIVE STAFF	#NAME?	#NAME?		-	#NAME?	#NAME?			
INSTRUCTIONAL PERSONNEL COSTS									
Teachers - Regular	#NAME?	#NAME?		-	#NAME?	#NAME?			
Teachers - SPED	#NAME?	#NAME?		-	#NAME?	#NAME?			
Substitute Teachers	#NAME?	#NAME?		-	#NAME?	#NAME?			
Teaching Assistants	#NAME?	#NAME?		-	#NAME?	#NAME?			
Specialty Teachers	#NAME?	#NAME?		-	#NAME?	#NAME?			
Aides	#NAME?	#NAME?		-	#NAME?	#NAME?			
Therapists & Counselors	#NAME?	#NAME?		-	#NAME?	#NAME?			
Other	#NAME?	#NAME?		-	#NAME?	#NAME?			
TOTAL INSTRUCTIONAL	#NAME?	#NAME?		-	#NAME?	#NAME?			
NON-INSTRUCTIONAL PERSONNEL COSTS									
Nurse	#NAME?	#NAME?		-	#NAME?	#NAME?			
Librarian	#NAME?	#NAME?		-	#NAME?	#NAME?			
Custodian	#NAME?	#NAME?		-	#NAME?	#NAME?			
Security	#NAME?	#NAME?		-	#NAME?	#NAME?			
Other	#NAME?	#NAME?		-	#NAME?	#NAME?			
TOTAL NON-INSTRUCTIONAL	#NAME?	#NAME?		-	#NAME?	#NAME?			
SUBTOTAL PERSONNEL SERVICE COSTS									
	#NAME?	#NAME?		-	#NAME?	#NAME?			
PAYROLL TAXES AND BENEFITS									
Payroll Taxes	#NAME?	#NAME?		-	#NAME?	#NAME?			
Fringe / Employee Benefits	#NAME?	#NAME?		-	#NAME?	#NAME?			
Retirement / Pension	#NAME?	#NAME?		-	#NAME?	#NAME?			
TOTAL PAYROLL TAXES AND BENEFITS	#NAME?	#NAME?		-	#NAME?	#NAME?			
TOTAL PERSONNEL SERVICE COSTS									
	#NAME?	#NAME?		-	#NAME?	#NAME?			
CONTRACTED SERVICES									
Accounting / Audit	#NAME?	#NAME?		-	#NAME?	#NAME?			
Legal	#NAME?	#NAME?		-	#NAME?	#NAME?			
Management Company Fee	#NAME?	#NAME?		-	#NAME?	#NAME?			
Nurse Services	#NAME?	#NAME?		-	#NAME?	#NAME?			
Food Service / School Lunch	#NAME?	#NAME?		-	#NAME?	#NAME?			
Payroll Services	#NAME?	#NAME?		-	#NAME?	#NAME?			
Special Ed Services	#NAME?	#NAME?		-	#NAME?	#NAME?			
Titlement Services (i.e. Title I)	#NAME?	#NAME?		-	#NAME?	#NAME?			
Other Purchased / Professional / Consulting	#NAME?	#NAME?		-	#NAME?	#NAME?			
TOTAL CONTRACTED SERVICES	#NAME?	#NAME?		-	#NAME?	#NAME?			

Total Revenue	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Total Expenses	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Net Income	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Actual Student Enrollment	#NAME?	-	-	#NAME?	-
	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed					
	Current Budget	Variance	Actual	Current Budget	Variance
SCHOOL OPERATIONS					
Board Expenses	#NAME?	#NAME?	-	#NAME?	#NAME?
Classroom / Teaching Supplies & Materials	#NAME?	#NAME?	-	#NAME?	#NAME?
Special Ed Supplies & Materials	#NAME?	#NAME?	-	#NAME?	#NAME?
Textbooks / Workbooks	#NAME?	#NAME?	-	#NAME?	#NAME?
Supplies & Materials other	#NAME?	#NAME?	-	#NAME?	#NAME?
Equipment / Furniture	#NAME?	#NAME?	-	#NAME?	#NAME?
Telephone	#NAME?	#NAME?	-	#NAME?	#NAME?
Technology	#NAME?	#NAME?	-	#NAME?	#NAME?
Student Testing & Assessment	#NAME?	#NAME?	-	#NAME?	#NAME?
Field Trips	#NAME?	#NAME?	-	#NAME?	#NAME?
Transportation (student)	#NAME?	#NAME?	-	#NAME?	#NAME?
Student Services - other	#NAME?	#NAME?	-	#NAME?	#NAME?
Office Expense	#NAME?	#NAME?	-	#NAME?	#NAME?
Staff Development	#NAME?	#NAME?	-	#NAME?	#NAME?
Staff Recruitment	#NAME?	#NAME?	-	#NAME?	#NAME?
Student Recruitment / Marketing	#NAME?	#NAME?	-	#NAME?	#NAME?
School Meals / Lunch	#NAME?	#NAME?	-	#NAME?	#NAME?
Travel (Staff)	#NAME?	#NAME?	-	#NAME?	#NAME?
Fundraising	#NAME?	#NAME?	-	#NAME?	#NAME?
Other	#NAME?	#NAME?	-	#NAME?	#NAME?
TOTAL SCHOOL OPERATIONS	#NAME?	#NAME?	-	#NAME?	#NAME?
FACILITY OPERATION & MAINTENANCE					
Insurance	#NAME?	#NAME?	-	#NAME?	#NAME?
Janitorial	#NAME?	#NAME?	-	#NAME?	#NAME?
Building and Land Rent / Lease / Facility Finance Interest	#NAME?	#NAME?	-	#NAME?	#NAME?
Repairs & Maintenance	#NAME?	#NAME?	-	#NAME?	#NAME?
Equipment / Furniture	#NAME?	#NAME?	-	#NAME?	#NAME?
Security	#NAME?	#NAME?	-	#NAME?	#NAME?
Utilities	#NAME?	#NAME?	-	#NAME?	#NAME?
TOTAL FACILITY OPERATION & MAINTENANCE	#NAME?	#NAME?	-	#NAME?	#NAME?
DEPRECIATION & AMORTIZATION	#NAME?	#NAME?	-	#NAME?	#NAME?
RESERVES / CONTINGENCY	#NAME?	#NAME?	-	#NAME?	#NAME?
TOTAL EXPENSES	#NAME?	#NAME?	-	#NAME?	#NAME?
NET INCOME	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?

Total Revenue	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Total Expenses	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Net Income	#NAME?	#NAME?	#NAME?	#NAME?	#NAME?
Actual Student Enrollment	#NAME?	-	-	#NAME?	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	3rd Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
	Current Budget	Variance	Actual	Current Budget	Variance

ENROLLMENT - *School Districts Are Linked To Above Entries*					
NYC CHANCELLOR'S OFFICE	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
-	#NAME?	-	-	#NAME?	-
ALL OTHER School Districts: (Count = 0)	#NAME?	-	-	#NAME?	-
TOTAL ENROLLMENT	#NAME?	-	-	#NAME?	-
REVENUE PER PUPIL	#NAME?	#NAME?	-	#NAME?	#NAME?
EXPENSES PER PUPIL	#NAME?	#NAME?	-	#NAME?	#NAME?

Total Revenue	#NAME?	#NAME?	#NAME?	#NAME?
Total Expenses	3,404,713	#NAME?	#NAME?	#NAME?
Net Income	#NAME?	#NAME?	#NAME?	#NAME?
Actual Student Enrollment			-	

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	Actual vs. Original Budget TY		PY Actual (PY TY / No. of COMPLETED Actual CY Quarters	Actual CY vs. Actual PY
	Original Budget - TY	Original Budget TY	Actual CY	Actual PY

EXPENSES		Quarter 0 No. of Positions	Original Budget - TY	Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY Quarters	Actual CY vs. Actual PY
ADMINISTRATIVE STAFF PERSONNEL COSTS						
Executive Management		#NAME?	144,416	#NAME?	#NAME?	#NAME?
Instructional Management		#NAME?	262,278	#NAME?	#NAME?	#NAME?
Deans, Directors & Coordinators		#NAME?	74,689	#NAME?	#NAME?	#NAME?
CFO / Director of Finance		#NAME?	-	#NAME?	#NAME?	#NAME?
Operation / Business Manager		#NAME?	39,090	#NAME?	#NAME?	#NAME?
Administrative Staff		#NAME?	99,864	#NAME?	#NAME?	#NAME?
TOTAL ADMINISTRATIVE STAFF		#NAME?	620,337	#NAME?	#NAME?	#NAME?
INSTRUCTIONAL PERSONNEL COSTS						
Teachers - Regular		#NAME?	651,800	#NAME?	#NAME?	#NAME?
Teachers - SPED		#NAME?	174,816	#NAME?	#NAME?	#NAME?
Substitute Teachers		#NAME?	-	#NAME?	#NAME?	#NAME?
Teaching Assistants		#NAME?	236,194	#NAME?	#NAME?	#NAME?
Specialty Teachers		#NAME?	256,998	#NAME?	#NAME?	#NAME?
Aides		#NAME?	-	#NAME?	#NAME?	#NAME?
Therapists & Counselors		#NAME?	65,000	#NAME?	#NAME?	#NAME?
Other		#NAME?	254,263	#NAME?	#NAME?	#NAME?
TOTAL INSTRUCTIONAL		#NAME?	1,639,071	#NAME?	#NAME?	#NAME?
NON-INSTRUCTIONAL PERSONNEL COSTS						
Nurse		#NAME?	-	#NAME?	#NAME?	#NAME?
Librarian		#NAME?	-	#NAME?	#NAME?	#NAME?
Custodian		#NAME?	-	#NAME?	#NAME?	#NAME?
Security		#NAME?	-	#NAME?	#NAME?	#NAME?
Other		#NAME?	-	#NAME?	#NAME?	#NAME?
TOTAL NON-INSTRUCTIONAL		#NAME?	-	#NAME?	#NAME?	#NAME?
SUBTOTAL PERSONNEL SERVICE COSTS		#NAME?	2,259,408	#NAME?	#NAME?	#NAME?
PAYROLL TAXES AND BENEFITS						
Payroll Taxes			248,535	#NAME?	#NAME?	#NAME?
Fringe / Employee Benefits			203,347	#NAME?	#NAME?	#NAME?
Retirement / Pension			67,782	#NAME?	#NAME?	#NAME?
TOTAL PAYROLL TAXES AND BENEFITS			519,664	#NAME?	#NAME?	#NAME?
TOTAL PERSONNEL SERVICE COSTS		#NAME?	2,779,072	#NAME?	#NAME?	#NAME?
CONTRACTED SERVICES						
Accounting / Audit			45,000	#NAME?	#NAME?	#NAME?
Legal			7,500	#NAME?	#NAME?	#NAME?
Management Company Fee			-	#NAME?	#NAME?	#NAME?
Nurse Services			-	#NAME?	#NAME?	#NAME?
Food Service / School Lunch			-	#NAME?	#NAME?	#NAME?
Payroll Services			7,000	#NAME?	#NAME?	#NAME?
Special Ed Services			-	#NAME?	#NAME?	#NAME?
Titlement Services (i.e. Title I)			-	#NAME?	#NAME?	#NAME?
Other Purchased / Professional / Consulting			111,800	#NAME?	#NAME?	#NAME?
TOTAL CONTRACTED SERVICES			171,300	#NAME?	#NAME?	#NAME?

Total Revenue	#NAME?	#NAME?	#NAME?	#NAME?
Total Expenses	3,404,713	#NAME?	#NAME?	#NAME?
Net Income	#NAME?	#NAME?	#NAME?	#NAME?
Actual Student Enrollment			-	
5				
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed				
	Original Budget - TY	Actual vs. Original Budget TY	FY Actual (FY TY / No. of COMPLETED Actual CY Quarters	Actual CY vs. Actual PY
SCHOOL OPERATIONS				
Board Expenses	3,000	#NAME?	#NAME?	#NAME?
Classroom / Teaching Supplies & Materials	93,560	#NAME?	#NAME?	#NAME?
Special Ed Supplies & Materials	2,000	#NAME?	#NAME?	#NAME?
Textbooks / Workbooks	26,000	#NAME?	#NAME?	#NAME?
Supplies & Materials other	-	#NAME?	#NAME?	#NAME?
Equipment / Furniture	5,000	#NAME?	#NAME?	#NAME?
Telephone	3,000	#NAME?	#NAME?	#NAME?
Technology	18,960	#NAME?	#NAME?	#NAME?
Student Testing & Assessment	45,000	#NAME?	#NAME?	#NAME?
Field Trips	10,900	#NAME?	#NAME?	#NAME?
Transportation (student)	4,356	#NAME?	#NAME?	#NAME?
Student Services - other	43,500	#NAME?	#NAME?	#NAME?
Office Expense	7,000	#NAME?	#NAME?	#NAME?
Staff Development	66,000	#NAME?	#NAME?	#NAME?
Staff Recruitment	11,000	#NAME?	#NAME?	#NAME?
Student Recruitment / Marketing	12,500	#NAME?	#NAME?	#NAME?
School Meals / Lunch	3,500	#NAME?	#NAME?	#NAME?
Travel (Staff)	1,500	#NAME?	#NAME?	#NAME?
Fundraising	7,500	#NAME?	#NAME?	#NAME?
Other	6,000	#NAME?	#NAME?	#NAME?
TOTAL SCHOOL OPERATIONS	370,276	#NAME?	#NAME?	#NAME?
FACILITY OPERATION & MAINTENANCE				
Insurance	26,887	#NAME?	#NAME?	#NAME?
Janitorial	2,178	#NAME?	#NAME?	#NAME?
Building and Land Rent / Lease / Facility Finance Interest	-	#NAME?	#NAME?	#NAME?
Repairs & Maintenance	25,000	#NAME?	#NAME?	#NAME?
Equipment / Furniture	-	#NAME?	#NAME?	#NAME?
Security	-	#NAME?	#NAME?	#NAME?
Utilities	-	#NAME?	#NAME?	#NAME?
TOTAL FACILITY OPERATION & MAINTENANCE	54,065	#NAME?	#NAME?	#NAME?
DEPRECIATION & AMORTIZATION	30,000	#NAME?	#NAME?	#NAME?
RESERVES / CONTINGENCY	-	#NAME?	#NAME?	#NAME?
TOTAL EXPENSES	3,404,713	#NAME?	#NAME?	#NAME?
NET INCOME	#NAME?	#NAME?	#NAME?	#NAME?

Total Revenue	#NAME?	#NAME?	#NAME?	#NAME?
Total Expenses	3,404,713	#NAME?	#NAME?	#NAME?
Net Income	#NAME?	#NAME?	#NAME?	#NAME?
Actual Student Enrollment			-	

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	S		PY Actual (PY	
	Original Budget - TY	Actual vs. Original Budget TY	TY / No. of COMPLETED Actual CY Quarters	Actual CY vs. Actual PY

ENROLLMENT - *School Districts Are Linked To Above Entries*				
NYC CHANCELLOR'S OFFICE			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
ALL OTHER School Districts: (Count = 0)			-	-
TOTAL ENROLLMENT			-	-
REVENUE PER PUPIL			-	-
EXPENSES PER PUPIL			-	-



Annual Report Requirement
for SUNY Authorized Charter Schools
MANHATTAN CHARTER SCHOOL 2
2015-16

Administrative expenditures per pupil:	\$0.00
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Per NYS Statute Administrative expenditures per pupil: the sum of all general administration salaries and other general administration expenditures divided by the total number of enrolled students. Employee benefit costs or expenditures should not be reported here.

***NOTE: THIS TAB ONLY NEEDS TO BE COMPLETED FOR Q4**



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

Charter School Name:	Manhattan Charter School 2
Audit Period:	2014-15
Prior Period:	2013-14
Report Due Date:	Sunday, November 01, 2015
Date Submitted:	October 30, 2015
School Fiscal Contact Name:	Sonia Park
School Fiscal Contact Email:	[REDACTED]
School Fiscal Contact Phone:	[REDACTED]
School Audit Firm Name:	Fruchter Rosen & Co, P.C.
School Audit Contact Name:	Brendan Gilroy
School Audit Contact Email:	bgilroy@frcpas.com
School Audit Contact Phone:	212.957.3600 ext. 206

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	Included
Management Letter Response	N/A
Form 990	Extension to be filed by 11/15/15
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 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 the current "OMB Circu

MANHATTAN CHARTER SCHOOL 2
Statement of Financial Position
#NAME?

<u>ASSETS</u>	<u>2014-15</u>
<u>CURRENT ASSETS</u>	
Cash and cash equivalents	1001216
Grants and contracts receivable	16214
Accounts receivables	0
Prepaid expenses	56581
Contributions and other receivables	0
TOTAL CURRENT ASSETS	1,074,011
<u>PROPERTY, BUILDING AND EQUIPMENT, net</u>	162363
<u>OTHER ASSETS</u>	0
TOTAL ASSETS	1,236,374
<u>LIABILITIES AND NET ASSETS</u>	
<u>CURRENT LIABILITIES</u>	
Accounts payable and accrued expenses	43826
Accrued payroll and benefits	276665
Deferred Revenue	4533
Current maturities of long-term debt	0
Short Term Debt - Bonds, Notes Payable	0
Other	163514
TOTAL CURRENT LIABILITIES	488,538
<u>LONG-TERM DEBT and NOTES PAYABLE, net current maturities</u>	0
TOTAL LIABILITIES	<u>488,538</u>
<u>NET ASSETS</u>	
Unrestricted	747836
Temporarily restricted	0
TOTAL NET ASSETS	<u>747,836</u>
TOTAL LIABILITIES AND NET ASSETS	1,236,374

MANHATTAN CHARTER S
Statement of Financial P
#NAME?

<u>ASSETS</u>	<u>2013-14</u>	<u>IOI</u>
		nu
<u>CURRENT ASSETS</u>		
Cash and cash equivalents	696161	
Grants and contracts receivable	42117	
Accounts receivables	0	
Prepaid expenses	32039	
Contributions and other receivables	0	
TOTAL CURRENT ASSETS	770,317	
<u>PROPERTY, BUILDING AND EQUIPMENT, net</u>	169122	
<u>OTHER ASSETS</u>	0	
TOTAL ASSETS	939,439	
<u>LIABILITIES AND NET ASSETS</u>		
<u>CURRENT LIABILITIES</u>		
Accounts payable and accrued expenses	40583	
Accrued payroll and benefits	184708	
Deferred Revenue	7629	
Current maturities of long-term debt	0	
Short Term Debt - Bonds, Notes Payable	0	
Other	156609	
TOTAL CURRENT LIABILITIES	389,529	
<u>LONG-TERM DEBT and NOTES PAYABLE, net current maturities</u>	0	
TOTAL LIABILITIES	<u>389,529</u>	
<u>NET ASSETS</u>		
Unrestricted	549910	
Temporarily restricted	0	
TOTAL NET ASSETS	<u>549,910</u>	
TOTAL LIABILITIES AND NET ASSETS	939,439	

MANHATTAN CHARTER SCHOOL 2

Statement of Activities

#NAME?

	2014-15		Total
	Unrestricted	Temporarily Restricted	
REVENUE, GAINS AND OTHER SUPPORT			
Public School District			
Resident Student Enrollment	2411003	\$-	\$2,411,003
Students with disabilities	185680	-	185,680
Grants and Contracts			
State and local	14428	-	14,428
Federal - Title and IDEA	71405	-	71,405
Federal - Other	25224	-	25,224
Other	0	-	-
Food Service/Child Nutrition Program	0	-	-
TOTAL REVENUE, GAINS AND OTHER SUPPORT	2,707,740	-	2,707,740
EXPENSES			
Program Services			
Regular Education	1931068	\$-	\$1,931,068
Special Education	243078	-	243,078
Other Programs	33272	-	33,272
Total Program Services	2,207,418	-	2,207,418
Management and general	339074	-	339,074
Fundraising	23133	-	23,133
TOTAL OPERATING EXPENSES	2,569,625	-	2,569,625
SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS	138,115	-	138,115
SUPPORT AND OTHER REVENUE			
Contributions			
Foundations	59650	\$-	\$59,650
Individuals	0	-	-
Corporations	0	-	-
Fundraising	0	-	-
Interest income	161	-	161
Miscellaneous income	0	-	-
Net assets released from restriction	0	-	-
TOTAL SUPPORT AND OTHER REVENUE	59,811	-	59,811
CHANGE IN NET ASSETS	197,926	-	197,926
NET ASSETS BEGINNING OF YEAR	549910	-	549,910
PRIOR YEAR/PERIOD ADJUSTMENTS	0	-	-
NET ASSETS END OF YEAR	\$747,836	\$-	\$747,836

2013-14	IOI
	nu
Total	

1876384
110820

31839
64087
178075
0
0
2,261,205

1395569
289928
11887
1,697,384
264054
9407
1,970,845

290,360

42050
2254
0
0
87
0
0
44,391

334,751

215159
0

\$549,910

MANHATTAN CHARTER SCHOOL 2
Statement of Cash Flows
#NAME?

	2014-15	2013-14
		*Please briefly explain any
CASH FLOWS - OPERATING ACTIVITIES		
Increase (decrease) in net assets	197926	334751
Revenues from School Districts	0	0
Accounts Receivable	0	0
Due from School Districts	-3096	7629
Depreciation	60872	51805
Grants Receivable	25903	26030
Due from NYS	0	0
Grant revenues	0	0
Prepaid Expenses	-24542	-21329
Accounts Payable	-2379	8852
Accrued Expenses	5622	4961
Accrued Liabilities	91958	43686
Contributions and fund-raising activities	0	0
Miscellaneous sources	0	0
Deferred Revenue	0	0
Interest payments	0	0
Other	0	0
Other	6905	9994
NET CASH PROVIDED FROM OPERATING ACTIVITIES	\$359,169	\$466,379
CASH FLOWS - INVESTING ACTIVITIES	\$	\$
Purchase of equipment	-54113	-29538
Other	-25161	-25076
NET CASH PROVIDED FROM INVESTING ACTIVITIES	\$(79,274)	\$(54,614)
CASH FLOWS - FINANCING ACTIVITIES	\$	\$
Principal payments on long-term debt	0	0
Other	0	0
NET CASH PROVIDED FROM FINANCING ACTIVITIES	\$-	\$-
NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS	\$279,895	\$411,765
Cash at beginning of year	646082	234317
CASH AND CASH EQUIVALENTS AT END OF YEAR	\$925,977	\$646,082

101
nu

MANHATTAN CHARTER SCHOOL 2
Statement of Functional Expenses
#NAME?

2014-15						
Program Services						S
No. of Positions	Regular Education	Special Education	Other Education	Total	Fund-raising	
	\$	\$	\$	\$	\$	\$
Personnel Services Costs						
Administrative Staff Personnel	7	327867	37289	0	365,156	17757
Instructional Personnel	21	1046015	136881	15533	1,198,429	0
Non-Instructional Personnel	-	0	0	0	-	0
Total Salaries and Staff	28.00	1,373,882	174,170	15,533	1,563,585	17,757
Fringe Benefits & Payroll Taxes		221050	28023	2499	251,572	2857
Retirement		31820	4034	360	36,214	411
Management Company Fees		0	0	0	-	0
Legal Service		0	0	0	-	0
Accounting / Audit Services		0	0	0	-	0
Other Purchased / Professional / Consulting Services		52414	6146	13634	72,194	183
Building and Land Rent / Lease / Facility Finance Interest		0	0	0	-	0
Repairs & Maintenance		628	80	7	715	8
Insurance		20006	2536	226	22,768	259
Utilities		0	0	0	-	0
Supplies / Materials		95108	11499	54	106,661	62
Equipment / Furnishings		448	57	5	510	6
Staff Development		26387	3171	148	29,706	669
Marketing / Recruitment		17111	2030	73	19,214	84
Technology		16327	2070	185	18,582	211
Food Service		1898	215	0	2,113	0
Student Services		21435	2438	0	23,873	0
Office Expense		1839	233	21	2,093	23
Depreciation		46653	5914	527	53,094	603
OTHER		4062	462	0	<u>4,524</u>	0
Total Expenses		\$1,931,068	\$243,078	\$33,272	\$2,207,418	\$23,133

				2013-14
Supporting Services				
Management and General	Total	Total		
\$	\$	\$	\$	
211282	229,039	594,195	468571	
0	-	1,198,429	890098	
0	-	-	0	
211,282	229,039	1,792,624	1,358,669	
33996	36,853	288,425	183925	
4893	5,304	41,518	25345	
0	-	-	0	
4873	4,873	4,873	4292	
44975	44,975	44,975	41584	
8165	8,348	80,542	71556	
0	-	-	0	
97	105	820	3993	
3077	3,336	26,104	20622	
0	-	-	0	
739	801	107,462	121004	
68	74	584	471	
11508	12,177	41,883	26904	
994	1,078	20,292	20865	
2510	2,721	21,303	7031	
0	-	2,113	1684	
0	-	23,873	26500	
4691	4,714	6,807	1595	
7175	7,778	60,872	51805	
31	<u>31</u>	<u>4,555</u>	3000	
\$339,074	\$362,207	\$2,569,625	\$1,970,845	



Audited Financial Statement Checklist

Last updated: 10/30/2015

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	Not Applicable
Single Audit	Not Applicable
CSP Agreed Upon Procedures Report	Not Applicable
Management Letter	Not Applicable

Thank you.



Appendix E: Disclosure of Financial Interest Form

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: 07/07/2015

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	Barbara Cuspard	[REDACTED]	Parent Representative	Yes	retired, parent (great-grandparent) member	
2	Benjamin Breen	[REDACTED]	Vice Chair/Vice President	Yes	Musician	
3	Ira Greenberg	[REDACTED]	Treasurer	Yes	Creatis Capital	
4	James Ford	[REDACTED]	Trustee/Member	Yes	Ford Research & Solutions, Inc.	
5	Jessica Leitner	[REDACTED]	Trustee/Member	Yes	Baruch College	
6	Joy Elaine Daley	[REDACTED]	Trustee/Member	Yes	Fordham University Graduate School of Education PSO	
7	Lisa Long	[REDACTED]	Secretary	Yes	NYSED	
8	Manuel Romero	[REDACTED]	Chair/Board President	Yes	BMCC	
9	Rishabh Dayal	[REDACTED]	Trustee/Member	Yes	McKinsey & Company	
10	Valerie Scharf Levenberg	[REDACTED]	Trustee/Member	Yes		
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

1

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 2014-15 school year?

10

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

10

Thank you.



Manhattan Charter School 2

Enrollment and Retention Efforts

Each year, Manhattan Charter School 2 holds tours and information sessions to inform the families of prospective students and community members about its program. Information sessions are held at the school itself, at Pre-Ks and nursery schools, and programs offering music instruction to children and additional community locations. The school schedules information sessions and tours beginning during the late autumn and through the winter and spring as the Board considers appropriate to build a student body and community of families that reflect the diversities of New York City, as stated in MCS2's Mission Statement. The school utilizes Vanguard for mass mailings to applicants in addition to on-site Pre-K program visits in downtown Manhattan and the neighboring Brooklyn communities. MCS2 advertises in English, Spanish, and Chinese in area newspapers and magazines.

Recruitment measures are implemented with consideration to parents of children with special needs and ELLs. In order to recruit for Free and Reduced Price Lunch students, MCS2 focuses these efforts in small, low-tuition Pre-K programs as well as Head Start Programs located in CSD1. Outreach sessions for students are publicized using flyers, signage at the School, and contact with community organizations. Families are encouraged to visit the school, talk to instructional, executive and other staff, visit classes, and meet currently enrolled students.

Manhattan Charter School 2 undertakes all measures to recruit student applicants and will provide translation services for all promotional materials and any person-to-person interaction requiring an English translation. The school has a 20% lottery set-aside for students who indicate they primarily speak a language other than English on their application in an effort to recruit additional English Language Learners. The paper application is available in English, Mandarin, Spanish, and Tibetan in addition to the Common Charter School application via the NYC Charter Schools Center website is available in 10 languages. For any parent that requests assistance in completing the application, the Family Relations and Attendance Coordinator and other multi-lingual MCS staff will provide help. If translation services are required and multi-lingual staff are unavailable, we will hire translators during the admission period. Our website is available in all languages using Google translation services.

Our application procedures and lottery drawing date are posted on our website and we follow public meeting posting protocol. The lottery is conducted by EduLottery, a third party vendor with proprietary software.



Appendix I: Teacher and Administrator Attrition

Last updated: 07/07/2015

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
	12	7	3

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	0

Thank you



Appendix J: Uncertified Teachers

Last updated: 07/07/2015

"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	2
(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	0
Total	2.0

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

10

Thank you.

MANHATTAN CHARTER SCHOOL II

FINANCIAL STATEMENTS

JUNE 30, 2015 AND 2014

MANHATTAN CHARTER SCHOOL II
FINANCIAL STATEMENTS
JUNE 30, 2015 AND 2014

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FRUCHTER ROSEN & COMPANY, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

156 WEST 56TH STREET

NEW YORK, NEW YORK 10019

TEL: (212) 957-3600

FAX: (212) 957-3696

INDEPENDENT AUDITORS' REPORT

TO THE BOARD OF TRUSTEES OF
MANHATTAN CHARTER SCHOOL II

Report on the Financial Statements

We have audited the accompanying financial statements of Manhattan Charter School II (the "School") (a not-for-profit corporation), which comprise the statement of financial position as of June 30, 2015, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the 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 the School as of June 30, 2015, and the changes in its net assets and its cash flows for the year ended in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited the School's 2014 financial statements, and our report dated September 30, 2014, expressed an unmodified opinion on those audited financial statements. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 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 September 16, 2015 on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.


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

New York, New York
September 16, 2015

MANHATTAN CHARTER SCHOOL II
STATEMENTS OF FINANCIAL POSITION
JUNE 30,

	2015	2014
ASSETS		
Current assets:		
Cash and cash equivalents	\$ 925,977	\$ 646,083
Grants and contracts receivable	16,214	42,117
Prepaid expenses and other current assets	56,581	32,039
Total current assets	998,772	720,239
Property and equipment, net of accumulated depreciation and amortization of \$152,664 and \$91,792, respectively	162,363	169,122
Restricted cash	75,239	50,078
TOTAL ASSETS	\$ 1,236,374	\$ 939,439
 LIABILITIES AND UNRESTRICTED NET ASSETS		
Current liabilities:		
Accounts payable and accrued expenses	\$ 43,826	\$ 40,583
Accrued payroll and payroll taxes	276,665	184,708
Due to related party	163,514	156,609
Refundable advances	4,533	7,629
Total current liabilities	488,538	389,529
Unrestricted net assets	747,836	549,910
TOTAL LIABILITIES AND UNRESTRICTED NET ASSETS	\$ 1,236,374	\$ 939,439

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

MANHATTAN CHARTER SCHOOL II
STATEMENTS OF ACTIVITIES
FOR THE YEARS ENDED JUNE 30,

	2015	2014
Revenue and support:		
State and local per pupil operating revenue	\$ 2,596,683	\$ 1,987,204
Federal grants	96,629	242,162
State and city grants	14,428	31,839
Contributions and grants	59,650	44,304
Interest	161	87
	<u>2,767,551</u>	<u>2,305,596</u>
Expenses:		
Program services:		
Regular education	1,931,068	1,395,569
Special education	243,078	289,928
Extended day	33,272	11,887
Total program services	<u>2,207,418</u>	<u>1,697,384</u>
Supporting services:		
Management and general	339,074	264,054
Fundraising	23,133	9,407
	<u>2,569,625</u>	<u>1,970,845</u>
Changes in unrestricted net assets	197,926	334,751
Unrestricted net assets - beginning of year	<u>549,910</u>	<u>215,159</u>
Unrestricted net assets - end of year	<u>\$ 747,836</u>	<u>\$ 549,910</u>

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

MANHATTAN CHARTER SCHOOL II
STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED JUNE 30,

	2015	2014
CASH FLOWS FROM OPERATING ACTIVITIES:		
Changes in unrestricted net assets	\$ 197,926	\$ 334,751
Adjustments to reconcile changes in unrestricted net assets to net cash provided by operating activities:		
Depreciation and amortization	60,872	51,805
Changes in certain assets and liabilities:		
Decrease (Increase) in grants and contracts receivable	25,903	26,030
(Increase) in prepaid expenses and other current assets	(24,542)	(21,329)
Increase in due to related party	6,905	9,994
Increase in accounts payable and accrued expenses	3,243	13,813
Increase in accrued payroll and payroll taxes	91,958	43,686
(Decrease) Increase in refundable advances	(3,096)	7,629
NET CASH PROVIDED BY OPERATING ACTIVITIES	359,169	466,379
CASH FLOWS FROM INVESTING ACTIVITIES:		
Increase in restricted cash	(25,161)	(25,076)
Purchase of property and equipment	(54,113)	(29,538)
NET CASH (USED IN) INVESTING ACTIVITIES	(79,274)	(54,614)
NET INCREASE IN CASH AND CASH EQUIVALENTS	279,895	411,765
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	646,082	234,317
CASH AND CASH EQUIVALENTS - END OF YEAR	\$ 925,977	\$ 646,082

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

MANHATTAN CHARTER SCHOOL II
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2015 AND 2014

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

Nature of Organization

Manhattan Charter School II (the “School”) is a New York State, not-for-profit educational corporation that was incorporated to operate a Charter School pursuant to Article 56 of the Education Law of the State of New York. The School was granted a provisional charter on September 13, 2011 valid for a term of five years and renewable upon expiration by the Board of Regents of the University of the State of New York. The School’s mission is to prepare its students to achieve high academic levels in the four core subject areas, communicate effectively in verbal, mathematical and musical languages, and to apply critical thinking processes and ethical standards to learning, living and problem solving. Classes commenced in September 2012 and the School provided education to approximately 175 students in kindergarten through third grade during the 2014-2015 academic year.

The School shares space with New York City public schools beginning in August 2012. The School is not responsible for rent, utilities, custodial services, maintenance and school safety services other than security related to the School’s programs that take place outside the district’s school day.

Food and Transportation Services

The New York City Department of Education provides free lunches and reduced-price lunches and transportation to a majority of the School’s students. Such costs are not included in these financial statements. The School covers the cost of lunches for children entitled to reduced – priced and free lunches. The School also receives reimbursement from parents who are charged full price for these lunches.

Tax Status

The School is exempt from Federal income tax under Section 501(a) of the Internal Revenue Code as an organization described in Section 501(c)(3) and a similar provision under New York State income tax laws. The School has also been classified as an entity that is not a private foundation within the meaning of Section 509(a) and qualifies for deductible contributions as provided in section 170(b)(1)(A)(ii). The School is subject to income taxes only on net unrelated business income. The School did not have net unrelated business income for the years ended June 30, 2015 and 2014.

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

IRS Forms 990 filed by the School are subject to examination by the Internal Revenue Service up to three years from the extended due date of each return. All Forms 990 filed by the School are subject to examination.

MANHATTAN CHARTER SCHOOL II
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2015 AND 2014

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

Basis of Presentation

Financial statement presentation follows the requirements of the Financial Accounting Standards Board (“FASB”) in its Accounting Standards Codification (“ASC”) 958-205. Under ASC 958-205, the School is required to report information regarding its financial position and activities according to three classes of net assets; unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. The net assets classifications are described as follows:

Unrestricted

Unrestricted net assets of the School consists of cash and otherwise unrestricted amounts that are available for use in carrying out the objectives of the School and include those expendable resources, which have been designated for special use by the School or the Board of Trustees.

Temporarily Restricted

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

Permanently Restricted

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

The School had no temporarily or permanently restricted net assets at June 30, 2015 and 2014.

Revenue and Support

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

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

MANHATTAN CHARTER SCHOOL II
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2015 AND 2014

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

Use of Estimates

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

Cash and Cash Equivalents

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

Concentration of Credit Risk

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

Property and Equipment

Purchased property and equipment are recorded at cost. Maintenance and repairs are expensed as incurred. Depreciation is provided on the straight line method over the estimated useful lives as follows:

Furniture and fixtures	7 years
Leasehold improvements	Useful life or related lease
Computers and equipment	3 and 5 years
Software	3 years

Restricted Cash

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

Refundable Advances

The School records certain government operating revenue as refundable advances until related services are performed, at which time they are recognized as revenue.

MANHATTAN CHARTER SCHOOL II
 NOTES TO FINANCIAL STATEMENTS
 JUNE 30, 2015 AND 2014

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

Comparative Financial Information

The accompanying statements of activities and functional expenses are presented with summarized comparative information. Such prior year information is not presented by net asset class in the statements of activities or by functional category in the schedule of functional expenses. Accordingly, such information should be read in conjunction with the School's 2014 financial statements from which the summarized information was derived.

Reclassifications

Certain 2014 accounts have been reclassified to the 2015 financial statements presentation. The reclassification has no effect on 2014 total assets, liabilities, net assets, and change in net assets.

NOTE 2 - GRANTS AND CONTRACTS RECEIVABLE

Grants and contracts receivable consist of federal, state, and city entitlements and grants. The School expects to collect these receivables within one year. Grants and contracts receivable consist of the following as of June 30,:

	2015	2014
Federal title I and II	\$ 9,452	\$ 9,330
Federal CSP grant	-	32,787
Federal E-rate reimbursement	1,692	-
School district tuition	5,070	-
	\$ 16,214	\$ 42,117

NOTE 3 - PROPERTY AND EQUIPMENT

Property and equipment consists of the following as of June 30,:

	2015	2014
Furniture and fixtures	\$ 51,566	\$ 39,456
Computers and equipment	142,812	115,709
Software	3,690	3,690
Leasehold Improvements	116,959	102,059
	315,027	260,914
Less: Accumulated depreciation and amortization	152,664	91,792
	\$ 162,363	\$ 169,122

Depreciation and amortization expense was \$60,872 and \$51,805 for the years ended June 30, 2015 and 2014, respectively.

MANHATTAN CHARTER SCHOOL II
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2015 AND 2013

NOTE 4 - REVENUE CONCENTRATION

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

NOTE 5 - CONTINGENCY

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

NOTE 6 - FUNCTIONAL ALLOCATION OF EXPENSE

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

NOTE 7 - DUE TO RELATED PARTY

The School is an affiliate of Manhattan Charter School ("MCS"), a New York State, not-for-profit corporation who both share common management and board members. For operational efficiency and purchasing power, the School shares expenses with MCS. Balance due to MCS at June 30, 2015 and 2014 were \$163,514 and \$156,609, respectively. For the years ended June 30, 2015 and 2014, MCS charged the School \$484,743 and \$452,150, respectively, for shared expenses paid on their behalf.

NOTE 8 - RETIREMENT PLAN

The School maintains a retirement plan qualified under the Internal Revenue Code 403(b) for the benefit its eligible employees. Under the plan, the School provided matching contributions of 4% to the plan. The amount charged to operations for fees and matching contributions to the plan was \$43,853 and \$25,465 for the years ended June 30, 2015 and 2014, respectively.

NOTE 9 - SUBSEQUENT EVENTS

In preparing these financial statements, the School has evaluated events and transactions for potential recognition or disclosure through September 16, 2015, the date the financial statements were available to be issued.

FRUCHTER ROSEN & COMPANY, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

156 WEST 56TH STREET

NEW YORK, NEW YORK 10019

TEL: (212) 957-3600

FAX: (212) 957-3696

INDEPENDENT AUDITORS' REPORT
ON SUPPLEMENTARY INFORMATION

TO THE BOARD OF TRUSTEES OF
MANHATTAN CHARTER SCHOOL II

We have audited the financial statements of Manhattan Charter School II as of and for the year ended June 30, 2015, and have issued our report thereon dated September 16, 2015, which contained an unmodified opinion on those financial statements. Our audit was performed for the purpose of forming an opinion on the financial statements as a whole. The schedule of functional expenses is presented for the purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.


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

New York, New York
September 16, 2015

MANHATTAN CHARTER SCHOOL II
SCHEDULE OF FUNCTIONAL EXPENSES
FOR THE YEARS ENDED JUNE 30,

2015

	Program Services			Supporting Services			2014	
	Regular Education	Special Education	Extended Day	Total	Management and General	Fundraising		Total
Salaries and wages	\$ 1,373,882	\$ 174,170	\$ 15,533	\$ 1,563,585	\$ 211,282	\$ 17,757	\$ 1,792,624	\$ 1,358,669
Employee benefits and payroll taxes	252,870	32,057	2,859	287,786	38,889	3,268	329,943	209,270
Professional and accounting services	16,337	1,858	-	18,195	55,838	-	74,033	90,926
Professional development	26,387	3,171	148	29,706	11,508	669	41,883	26,944
Consultants	36,077	4,288	13,634	53,999	2,175	183	56,357	35,661
Leased equipment	448	57	5	510	68	6	584	471
Supplies and materials	19,359	2,264	54	21,677	5,146	62	26,885	17,233
Curriculum and classroom	90,315	10,891	-	101,206	-	-	101,206	117,177
Travel and conferences	6,968	794	1	7,763	16	1	7,780	5,101
Insurance	20,006	2,536	226	22,768	3,077	259	26,104	20,622
Postage and printing	1,740	221	20	1,981	268	22	2,271	393
Technology and communications	16,327	2,070	185	18,582	2,510	211	21,303	7,031
Dues and subscriptions	4,062	462	-	4,524	-	-	4,524	3,000
Food service	1,898	215	-	2,113	-	-	2,113	1,684
Student and staff recruiting and retention	17,111	2,030	73	19,214	994	84	20,292	20,865
Depreciation and amortization	46,653	5,914	527	53,094	7,175	603	60,872	51,805
Facility	628	80	7	715	97	8	820	3,993
Miscellaneous	-	-	-	-	31	-	31	-
Total	\$ 1,931,068	\$ 243,078	\$ 33,272	\$ 2,207,418	\$ 339,074	\$ 23,133	\$ 2,569,625	\$ 1,970,845

FRUCHTER ROSEN & COMPANY, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

156 WEST 56TH STREET

NEW YORK, NEW YORK 10019

TEL: (212) 957-3600

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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 OF
MANHATTAN CHARTER SCHOOL II

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Manhattan Charter School II (the "School"), 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 September 16, 2015.

Internal Control Over Financial Reporting

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

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

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

TO THE BOARD OF TRUSTEES OF
MANHATTAN CHARTER SCHOOL II

Compliance and Other Matters

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

Purpose of this Report

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


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

New York, New York
September 16, 2015

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

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

September 16, 2015

To the Audit Committee of the Board of Trustees of
Manhattan Charter School II

We have audited the financial statements of Manhattan Charter School II (the "School") for the year ended June 30, 2015, and have issued our report thereon dated September 16, 2015. Professional standards require that we provide you with the following information related to our audit.

Our Responsibilities under U.S. Generally Accepted Auditing Standards and Government Auditing Standards

As stated in our engagement letter dated March 16, 2015, 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.

As part of our audit, we will consider the internal control of Manhattan Charter School II. Such considerations are solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Manhattan Charter School II's compliance with certain provisions of laws, regulations, contracts, and grants. However, the objective of our tests is not to provide an opinion on compliance with such provisions.

Planned Scope and Timing of the Audit

We performed our audit according to the plan previously communicated to you prior to commencement of our audit field work.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Manhattan Charter School II are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended June 30, 2015. We noted no transactions entered into by the School during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

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

- Collectability of grants and contracts receivables
- Useful lives of fixed assets
- Allocation of costs for the schedule of functional expenses

We evaluated the key factors and assumptions used to develop the above estimates in determining that it was reasonable in relation to the financial statement taken as a whole. The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

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

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. In addition, we are required to communicate with those charged with governance uncorrected misstatements and the effect that they may have on the opinion in the auditors' report, and request their correction. None of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

Disagreements with Management

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

Management Representations

We have requested certain representations from management that are included in the management representation letter dated September 16, 2015.

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 auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

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

Other Matters

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

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

Very truly yours,


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

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

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

September 16, 2015

To the Audit Committee of the Board of Trustees of
Manhattan Charter School II
100 Attorney Street
New York, NY 10002

In planning and performing our audit of the financial statements of Manhattan Charter School II (the "School") as of and for the year ended June 30, 2015, in accordance with auditing standards generally accepted in the United States of America, we considered the School's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

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

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

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

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


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

New York, New York
September 16, 2015

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

Created Monday, August 31, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/0e589e82f54e82412e>

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	Rishabh	Dayal

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.

MANHATTAN CS II (SUNY TRUSTEES) 310100861031

8. Select all positions you have held on the 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

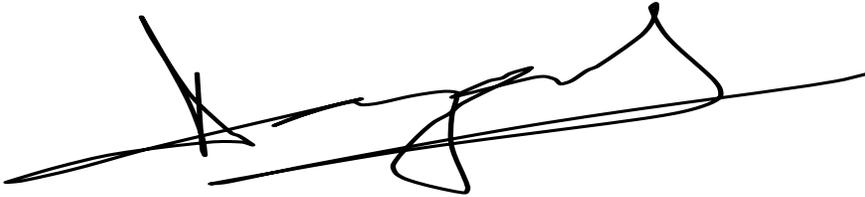
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

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, consisting of several overlapping loops and a long horizontal stroke at the bottom, written over a light gray background.

Thank you.

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

Created Wednesday, September 02, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/87d98c60bfa4a037be>

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	Paul	O'Neill

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.

MANHATTAN CS II (SUNY TRUSTEES) 310100861031

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, consisting of a series of loops and strokes, appearing to read 'A. O. [unclear]'. The signature is written in a cursive style.

Thank you.

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

Created Friday, September 04, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/718d6acff8630267d5>

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	Valerie	Levenberg

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.

MANHATTAN CS II (SUNY TRUSTEES) 310100861031

8. Select all positions you have held on the 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

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 "Valerie S. [unclear]". The signature is written in a cursive style and spans across the width of the page.

Thank you.

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

Created Friday, September 11, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/a129a2dec1f07d1d15>

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	ira	Greenberg

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.

MANHATTAN CS II (SUNY TRUSTEES) 310100861031

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

(check all that apply)

- Treasurer

- 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

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, consisting of a large, rounded initial 'S' followed by a series of connected, sweeping strokes that form the rest of the name.

Thank you.

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

Created Tuesday, September 15, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/f2c261b7ade15e139b>

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	Manuel	Romero

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] U
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.

MANHATTAN CS II (SUNY TRUSTEES) 310100861031

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

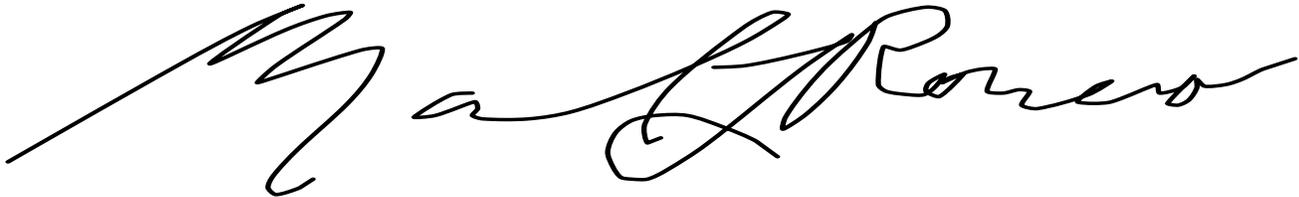
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

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 "Ma L. Roney". The signature is written in a cursive style with a large, sweeping initial "M" and a distinct "L" and "R".

Thank you.

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

Created Tuesday, September 15, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/f6e3f8c6641313cf19>

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	Ford

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.

MANHATTAN CS II (SUNY TRUSTEES) 310100861031

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

(check all that apply)

-
- Other, please specify...: Member, Executive and Finance Committees
-

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

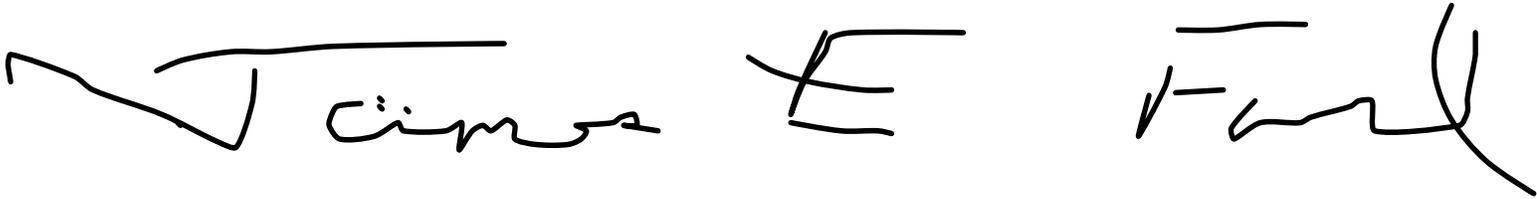
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

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

The image shows three handwritten signatures in black ink. The first signature on the left is 'James', written in a cursive style. The middle signature is a stylized 'E' with a diagonal slash through it. The signature on the right is 'Frank', also in a cursive style.

Thank you.

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

Created Friday, October 02, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/e40add815d385b1ef9>

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	Barbara	Cuspard

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.

MANHATTAN CS II (SUNY TRUSTEES) 310100861031

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

A handwritten signature in black ink, consisting of several loops and a long, sweeping stroke at the end.A handwritten signature in black ink, featuring a prominent upward curve at the beginning and a series of connected loops.

Thank you.

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

Created Saturday, October 10, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/40aaede32cf2e0db98>

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	Benjamin	Breen

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.

MANHATTAN CS II (SUNY TRUSTEES) 310100861031

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

(check all that apply)

-
- Vice Chair/Vice President
-

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

No

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

No

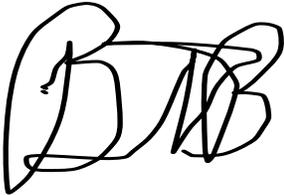
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

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 be the initials 'DAB' with a large, stylized flourish on the left side.

Thank you.

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

Created Sunday, October 11, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/9cc40ade7499f66d28>

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	Joy Elaine	Daley

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.

MANHATTAN CS II (SUNY TRUSTEES) 310100861031

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

(check all that apply)

-
- Other, please specify...: 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

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.