

# I. SCHOOL INFORMATION AND COVER PAGE

Created Monday, June 16, 2014  
Updated Thursday, July 31, 2014

---

## Page 1

### 1. SCHOOL NAME

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

421800860854 SYRACUSE ACAD-SCI CS

### 2. CHARTER AUTHORIZER

Regents-Authorized Charter School

### 3. DISTRICT / CSD OF LOCATION

Syracuse

### 4. SCHOOL INFORMATION

PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
1001 Park Avenue, Syracuse, NY 13204	315-428-8997	315-428-9101	[REDACTED]

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

Contact Name	Tolga Hayali
Title	Superintendent
Emergency Phone Number (###-###-####)	[REDACTED]

### 5. SCHOOL WEB ADDRESS (URL)

<http://www.sascs.org>

### 6. DATE OF INITIAL CHARTER

2003-09-01 00:00:00

### 7. DATE FIRST OPENED FOR INSTRUCTION

2003-09-01 00:00:00

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

(as reported on BEDS Day)

## 9. GRADES SERVED IN SCHOOL YEAR 2013-14

Check all that apply

---

• K

---

• 1

---

• 2

---

• 3

---

• 4

---

• 5

---

• 6

---

• 7

---

• 8

---

• 9

---

• 10

---

• 11

---

• 12

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

Yes/No	Name of CMO/EMO
No	

### 11. FACILITIES

Will the School maintain or operate multiple sites?

Yes, 2 sites

### 12. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	1001 Park Avenue, Syracuse, NY 13204	315-428-8997	SYRACUSE CITY SD	7-12	Yes	Rent/Lease
Site 2	4837 South Salina St., Syracuse, NY 13205	315-469-9404	SYRACUSE CITY SD	k-6	Yes	Rent/Lease

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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Galip Bak	[REDACTED]	[REDACTED]	[REDACTED]
Operational Leader	Nick Bilge	[REDACTED]	[REDACTED]	[REDACTED]
Compliance Contact	Tolga Hayali	[REDACTED]	[REDACTED]	[REDACTED]
Complaint Contact	Tolga Hayali	[REDACTED]	[REDACTED]	[REDACTED]

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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Linda M. Spencer	[REDACTED]	[REDACTED]	[REDACTED]
Operational Leader	Nick Bilge	[REDACTED]	[REDACTED]	[REDACTED]
Compliance Contact	Tolga Hayali	[REDACTED]	[REDACTED]	[REDACTED]
Complaint Contact	Tolga Hayali	[REDACTED]	[REDACTED]	[REDACTED]

13. Are the School sites co-located?

No

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

Yes

15. 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	School year extended 15 additional days	12/02/2013	02/03/2013
2	Change in Maximum Approved Enrollment	k-12 student population will expand to 975 students by 2016-17 school year	12/02/2013	02/03/2013

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

• Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees



Thank you.

# Appendix A: Progress Toward Goals

Created Tuesday, July 22, 2014

Updated Friday, October 03, 2014

## Page 1

Charter School Name: 421800860854 SYRACUSE ACAD-SCI CS

### 1. NEW YORK STATE REPORT CARD

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

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

<http://data.nysed.gov/reportcard.php?year=2013&instid=800000056174>

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

#### 2a. ACADEMIC STUDENT PERFORMANCE GOALS

If the results are not available by August 1st, please list the goals and explain this in the "progress toward goal attainment" column. This task will reopen for the school to update and finalize by the November 1, 2014 due date.

#### 2013-14 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Academic Goal 1	PERFORMANCE	Regents scores	100% of 2014 graduates passed the English Regents	Met
	90% Pass English Regents	Regents scores	100% of 2014 graduates passed a Math Regents	Met
	90% Pass Math Regents			
	Yearly Progress on 8th Grade Math and ELA	New York State Intermediate Assessments	59% L3+L4 in all 8th grade Math and ELA	We administered the new NYS common core intermediate assessments and although we did not meet our charter goal, in ELA we surpassed the district by 20 percentage points and missed the state average by 6 percentage points. In Math we surpassed the district by 23 percentage points and surpassed the state average by 2 percentage points.
Academic Goal 2	STUDENT ATTRITION	Drop out rate	The dropout rate for 2013-14 was 0% for the 2010 cohort.	Met
	Maintain low percentage of			

	Dropouts	Attendance rate	The attendance rate remained high in 2013-14: 91.6%	Met
	Maintain high attendance rate			
Academic Goal 3	Increase student performance through data analysis	Benchmark and Full Length Exam Analysis	<p>To improve student preparation for New York State assessments and teacher analysis of student readiness, SASCS continued Benchmark testing for all students in grades 3-12 in 2013-2014. Each core class instructor (for all ELA courses, math for grades 3-8, Algebra, Geometry, Algebra 2, Calculus, Earth Science, Biology, Chemistry, Global I and II and US History) developed benchmark tests prepared with ExamView Software, which are given at the end of the first three quarters to students in grade 3-12. The benchmark tests assess units taught during the quarter, and the ExamView generated questions indicate which SED standard is being assessed for each question. In addition, full length practice exams are given and analyzed to ascertain each students' readiness and progress toward success on the SED exams.</p> <p>Curriculum coordinators provided reports to teachers and met with them to develop action plans and then check for alignment between action plans and lesson plans. Based on the data obtained from these assessments, SASCS began "from the ground up" method of improving performance by several measures, such as assisting grade 3-8 identified at risk students through push-in, pull-out and after school tutoring. The analysis of the full-length practice exams provides information about student progress</p>	Met

within a year as well as their possible success at SED and Regents Exams.

Academic Goal 4	Increase parent involvement and awareness of academic progress	Progress report cards and database	<p>SASCS continued the frequency of its student academic progress reporting in 2013-2014.</p> <p>Instead of the traditional five-week progress reports (two reports per quarter), SASCS sends, on the first Friday of every month a progress report, plus end-of-quarter progress reports (typically resulting in 4 reports home per quarter), which provides more frequent information to parents, particularly those who do not have Internet access, or are uncomfortable with accessing the database for information.</p> <p>Curriculum coordinators also regularly check for type and timeliness of data entry (grades) in database so that information reported to parents is current and accurate.</p>	Met
-----------------	--	------------------------------------	---	-----

Academic Goal 5	Expose students to collegiate opportunities to motivate better academic performance	College visits	<p>In 2013-2014, college guidance offered grade-level and small group college visits, and coaches and teachers escort students to college visits as well. In 2013-14, SASCS personnel took our students to the following colleges for study sessions, fairs, tours, and interviews:</p> <p>Binghamton University Colgate University Cornell College Hamilton College LeMoyne College Rochester Institute of Technology SUNY Cortland SUNY Oswego University of Rochester, the NACAC National College Fair 2013 (200 colleges).</p>	Met
-----------------	---	----------------	--	-----

Academic Goal 6	Expose students to motivational speakers to encourage better academic performance	Number of speakers	<p>In 2013-2014 SASCS brought in a number of community, academic and business leaders to speak to our students and encourage them to graduate from college and pursue excellence. Specifically, the speaking engagements have gravitated toward people from backgrounds similar to our students' upbringing. Most of the speakers included personal stories of meager beginnings but not shying away from responsibility and leadership roles. They have encouraged our students to do likewise. Speakers have included</p> <p>ELE Randy Phillips, Oneida Indian Nation, Nation Educator; Cheryl Welles, Empower Federal Credit Union, Financial Educator; Peter Edlund, Artist in Residence, Everson Museum of Art; Mary Kate Intaglietta, Executive Director, Baltimore Woods Nature Center; Snowflake Bentley Program, Baltimore Woods Nature Center Colonel Bill Smullen, Maxwell School at Syracuse University, National Security Program Chair; Dental Education Program - first Grade; OCCRA - Onondaga County Resource Recovery Agency; Bridget Owens, Onondaga County Commission on Human Rights Dr. Horace Smith, Nazareth College Greg Smith, Dermondy Burke &amp; Brown, CPAs, Accountant</p>	Met
			<p>HS Kevin Corcoran &amp; Partner, Syracuse Police Department; Mary Shaheen, Vice President United Way of New York State</p>	

Gary Shaheen, Director,  
 Center for Veteran's Center  
 Syracuse University  
 Kathy Williams, Board  
 Member, Chittenango  
 Landing Boat Museum  
 Ted & Amy, 93Q Radio,  
 on-air personalities;  
 Jennifer Sanders,  
 WSYR-TV,  
 reporter/anchor; Shannon  
 Andre, Syracuse University  
 Career Services  
 Senator John DeFrancisco;  
 Congressman Dan Maffei;  
 Mayor Stephanie Miner;  
 Alan Allport, Asst.  
 Professor History, Syracuse  
 University  
 Matthew Cleary, Associate  
 Professor Political Science,  
 Syracuse University  
 Michele Henry, First  
 Person Historical  
 Interpreter, Erie Canal era;  
 Dr. Tim Eatman, Assistant  
 Professor, School of  
 Education

Academic Goal 7 Engage students through participation in school-sponsored events

Participation in field trips and sporting events

An important part of the program is a conscientious effort to expose students to a broad variety of academic activities and opportunities through field trips.

This year our k-12 students went to monuments and museums in Washington DC, a play in New York City, Phantom of the Opera in Rochester, state buildings in Albany NY, O'Brien & Gere manufacturing and technology development center, Syracuse Rescue Mission, News Channel 9, Beak & Skiff Apple Orchard, The Wild Zoo, Behling Apple Orchard, The Salt Museum at Onondaga Lake Park, Museum of Earth, Beaver Lake Nature Center, Fort Rickey Discovery Zoo, The Galleries of Syracuse, Chittenango Landing Canal Boat Museum, Critz Farms, The Great Swamp Conservancy, Excel Martial

Arts, 5 Star Martial Arts, Sciencenter, Time Warner Cable News Studio, Onondaga Library, Flamingo Bowl, Clare Bridge of Manlius, The Nutcracker at the Civic Center, Everson Museum, Ultimate Goal, Erie Canal Museum, Wonderworks, Ice Skating in Clinton Square, Wegmans Food Markets in DeWitt, The MOST, Corning Museum of Glass, and Rosemond Gifford Zoo.

Athletic team participation and success boosts the school community. The JH, JV and Varsity Boys Basketball teams' records remained successful this year. Also, the girls' JV and varsity basketball teams improved their records. Our cheerleaders also won various trophies at the competitions they participated in this year. The elementary school continued its basketball intramural teams and competed with area schools. Track and Field, and Cross Country teams have been successful at meets and invitational play.

2a1. Do have more academic goals to add?

No

2a2. Do have more academic goals to add?

No

2b. ORGANIZATIONAL GOALS

2013-14 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	2013-14 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Org Goal 1	Create partnerships with area universities	Partnerships and programs	<p>In 2013, seven high school students participated in the Summer Science Immersion Program at SUNY Oswego. There they learn science disciplines under the guidance of Oswego professors, and improve their lab skills. The students dorm on the SUNY campus for four weeks, eat their meals in the cafeteria, and get a taste of what college life is like. Seven students are registered to participate in this program in July 2014 as well.</p> <p>Our target is also to send our students to colleges with SUNY college credits already earned. Such a program was finalized in 2010-11, and we expanded the instruction in 2012-13 to include SUNY OCC in addition to the partnership that had begun with SUNY ESF in the 2011-12 academic year. Through the Onondaga County Community College "College Credit Now" program, SASCs offered OCC courses in English, History, Math, Physics and Career Exploration.</p> <p>Our goal is to be able to send our students to college already having earned between 9 and 30 college credits.</p>	Met.
Org Goal 2	Increase administrative awareness of student engagement during instructional time.	Unannounced 20-minute classroom observations	<p>the Superintendent, Director and Deans, continued this year to observe the teachers each week. With five observers, it ensures that lessons align with the state standards, and classroom management was conducted in such a way that learning was a primary function of each class. Following each observation, the observer met with the teacher and provided feedback and suggestions to improve instruction. Observation and feedback results are regularly reported to the Superintendent and Director.</p> <p>These half-period observations are unannounced and are intended to keep the administration informed of teacher and student performance and to provide information from which decisions regarding what kind, how much and for</p>	Met

whom additional training, mentoring or professional development is needed. Each teacher was observed between 4 and 14 times, with new staff members receiving more observations than veteran staff.

Org Goal 3	Professional Development	Attendance and training	<p>The following staff members participated in staff development, paid for by SAS: Jessica Hayes and Jessica Wells – Practical Strategies to help Struggling Readers; Jenny Hartnett, Kathryn Smith, Anna Szczesniak, Carmella McIntyre, Jen Dorschel and Erin Coyne - 2-Day Reading Conference; Kathryn Smith and Tara Rudy – Helping students with special needs achieve greater success with Common Core; Galip Bak – CNY Educational Law Conference; Ellen Paradise – The Best New Young Adult Books and Common Core Nonfiction; Lynne Duffy – AP Biology Workshop.</p>	Met
			<p>The staff is encouraged to complete college credits and are reimbursed up to \$1800 annually. The following staff members received reimbursement during the 2013-14 academic year: Tara K. Rudy, Onur Gokce, Huseyin Tong, Julie Miller, Ashley Pedrotti, Jessica Stagnitta, Sha Rejepov, Rachel Donaldson, and Valerie Reppi. The total amount paid for this benefit in 2013-14 was \$20,054.14.</p>	
			<p>To ensure that instructional quality is at the forefront of each staff member's mind, SASCS administration created a summer teacher program that focuses on instruction. Since 2009, SASCS staff has participated in a summer professional development training program called Summer Institute, which lasts two weeks in August. In preparation for the 2013 meeting, all teachers read Rigor is Not a Four Letter Word by Barbara Blackburn as part of staff-wide alignment with Common Core standards and expectations. This text was the foundation of training during the Summer Institute session. In November, teachers participated in technology training with a focus on integrating iPad technology into instruction. Based on grade 7-12 staff participation in professional development led by Dr. William D. Coplin of Syracuse University's Maxwell School, author of the book 10 Things Employers Want You to Learn in College, SAS used this text as a guideline for its 2013-14 Advisory Meetings.</p>	

Org Goal 4	Employ qualified graduates	Employees	SASCS offers graduates the opportunity to serve its community by hiring our graduates to our staff. The following graduates have been employed by SASCS: Iliana Figueroa (2009) as a teaching assistant in the elementary (hired as a Kindergarten teacher for 2014-15 year); Dalton Ackerman (2013), Alexis Johnson (2012) and Esmir Omerovic (2011) as administrative assistants; Troy McGriff (2011) as TA in the elementary building and coach of the Junior High boys basketball team; Shaq Mohammad (2011) and Kaleel Johnson (2011) as construction assistants, and Elmedina Mujak (2009) as staff in both Business Office and IT staff.	Met
Org Goal 5	Provide data analysis to drive instruction	Analysis	The curriculum coordinator continues to schedule and coordinate school-wide testing; gather, compile and analyze student performance data; organize and disseminate information regarding upcoming formative and summative assessments; and identify, track services given and progress of at-risk students.	Met

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

No

## 2c. FINANCIAL GOALS

### 2013-14 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Financial Goal 1	Maintain a 5% account reserve	End of year account balance	Achieved <u>  6  </u> % reserve	met
Financial Goal 2				?

# Appendix A: Progress Toward Goals

Created Wednesday, June 25, 2014

Updated Thursday, June 26, 2014

## Page 1

Charter School Name: 421800860854 SYRACUSE ACAD-SCI CS

### 1. NEW YORK STATE REPORT CARD

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

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

<http://data.nysed.gov/reportcard.php?instid=80000056174&year=2013&createreport=1&enrollment=1&avgclasssize=1&freelunch=1&attenda>

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

#### 2a. ACADEMIC STUDENT PERFORMANCE GOALS

If the results are not available by August 1st, please list the goals and explain this in the "progress toward goal attainment" column. This task will reopen for the school to update and finalize by the November 1, 2014 due date.

#### 2013-14 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Academic Goal 1	PERFORMANCE	Regents scores	100% of 2014 graduates passed the English Regents	Met
	90% Pass English Regents	Regents scores	100% of 2013 graduates passed a Math Regents	Met
	90% Pass Math Regents	New York State Intermediate Assessments	___ % L2+L3+L4 in all 8th grade Math, ELA, and Science	Scores not yet available (6/25/14)
	90% L2+L3+L4 in All 8th Grade State Exams	New York State Intermediate Assessments	___ % L2+L3+L4 in all 8th grade Math and ELA	Scores not yet available (6/25/14)
Academic Goal 2	STUDENT ATTRITION	Drop out rate	The dropout rate for 2013-14 was 0%.	Met
	Maintain low percentage of dropouts Maintain high attendance rate	Attendance rate	The attendance rate remained high in 2013-14: 90.2%	
Academic Goal 3	Increase student performance through data analysis	Benchmark and Full Length Exam Analysis	To improve student preparation for New York State assessments and teacher analysis of student readiness, SASCS continued Benchmark testing for all students in	Met

grades 3-12 in 2013-2014. Each core class instructor (for all ELA courses, math for grades 3-8, Algebra, Geometry, Algebra 2, Pre-Calculus, Calculus, Earth Science, Biology, Chemistry, Global I and II and US History) developed benchmark tests prepared with ExamView Software, which are given at the end of the first three quarters to students in grade 3-12. The benchmark tests assess units taught during the quarter, and the ExamView generated questions indicate which SED standard is being assessed for each question. In addition, full length practice exams are given and analyzed to ascertain each students' readiness and progress toward success on the SED exams.

Curriculum coordinator provided reports to teachers and met with them to develop action plans and then check for alignment between action plans and lesson plans. Based on the data obtained from these assessments, SASCS began "from the ground up" method of improving performance by several measures, such as assisting grade 3-8 identified at risk students through push-in, pull-out and after school tutoring. The analysis of the full-length practice exams provides information about student progress within a year as well as their possible success at SED and Regents Exams.

Academic Goal 4	Increase parent involvement and awareness of academic progress	Progress report cards and database	SASCS continued the frequency of its student academic progress reporting in 2013-2014. Instead of the traditional five-week progress reports (two reports per quarter), SASCS sends, on the first	Met
-----------------	--	------------------------------------	---	-----

Friday of every month a progress report, plus end-of-quarter progress reports (typically resulting in 4 reports home per quarter), which provides more frequent information to parents, particularly those who do not have Internet access, or are uncomfortable with accessing the database for information.

Academic Goal 5	Expose students to collegiate opportunities to motivate better academic performance	College Visits	In 2013-2014, college guidance offered grade-level and small group college visits, and coaches and teachers escort students to college visits as well. In 2013-2014, SASCS personnel took our students to the following colleges for study sessions, fairs, tours, and interviews: SUNY Oswego, Syracuse University, SUNY Cortland, Colgate University, Le Moyne College, Cornell University, R.I.T., Harvard College, MIT, the NACAC National College Fair 2014 (200 colleges).	Met
-----------------	---	----------------	--	-----

Academic Goal 6	Expose students to motivational speakers to encourage better academic performance	Number of speakers	In 2013-2014 SASCS brought in a number of community, academic and business leaders to speak to our students and encourage them to graduate from college and pursue excellence. Specifically, the speaking engagements have gravitated toward people from backgrounds similar to our students' upbringing. Most of the speakers included personal stories of meager beginnings but not shying away from responsibility and leadership roles. They have encouraged our students to do likewise. Speakers have included Senator John A. DeFrancisco, 93Q Ted Long and Amy Robbins, Mayor Stephanie Miner,	Met
-----------------	---	--------------------	--	-----

ADA Michael Manfredi,  
 Congressman Dan Maffei,  
 Officers from Syracuse  
 Police Department, and  
 Family Court Magistrate  
 Jawwaad Rasheed, Helen  
 Hudson, Common  
 Councilor Bob Dougherty,  
 Common Councilor  
 Christie Casciano, Anchor  
 News Channel 9 Al Stirpe,  
 Assemblyman Frank  
 Fowler, Syr Chief of  
 Police, Paul Tremont  
 President SRC, William  
 Fitzpatrick, DA,  
 Evelyn Carter, VP  
 Community Relations  
 Wegmans, Dave Barrette,  
 1st Dep chief Syr police,  
 Empower Federal Credit  
 Union, Syracuse Crunch  
 team re: bullying, Vitamin  
 L Performance, NED  
 Character Ed Performance,  
 Bill Smullen, Maxwell  
 School, natl security  
 program  
 Creg Collie, VP  
 development United Way,  
 Joan Royale, exec director  
 success by 6, and Linda  
 Littlejohn, VP Southside  
 Initiative among many  
 others.

Academic  
 Goal 7

Provide real world  
 experiences for students to  
 increase their cultural  
 understanding

Field trips

An important part of the  
 Syracuse Academy of  
 Science program is  
 providing real world  
 experiences that are less  
 likely to happen for lower  
 socio-economic students.  
 To that end, SASCS has  
 taken many field trips  
 during the 2013-14 school  
 year. In the high school,  
 journalism students  
 volunteered at Rescue  
 Mission, the Drama Club  
 traveled to Rochester, NY  
 to see live production of  
 Phantom of the Opera, the  
 11th grade US History  
 students visited memorials  
 and museums in  
 Washington DC, chemistry  
 students toured a paper and  
 bioprocess engineering  
 department at SUNY ESF,  
 engineering students toured

Met

O'Brien & Gere  
manufacturing and  
technology development  
center, journalism class  
visited News Channel 9,  
and physics students  
visited Onondaga  
Community College  
Chemistry and Physics  
labs. In the elementary,  
students took field trips to  
5 Star Martial Arts,  
Baltimore Woods,  
Beak and Skiff Apple  
Orchard, Beaver Lake  
Nature Ctr, Behling Apple  
Orchard,  
Big Don's Golf, Billy  
Beez-Destiny, Brookdale  
Senior Living, Caz Public  
Library, Chit Canal  
Museum, Civic Center  
productions, Clairbridge of  
Manlius, Clinton Square  
ice rink, Corning Museum  
of Glass, Critz Farms  
Erie Canal Museum, ESF,  
Everson, Excel Martial  
Arts, Fort Rickey, Fort  
Stanwix,  
Great Swamp  
Conservancy, Hospital  
Land/Carrier Dome,  
Jamesville Beach, MOST  
Planetarium, Museum of  
the Earth, OCC, Onondaga  
Historical Association,  
Onondaga Library, Our  
Farm (the Golubs), Rescue  
Mission, Rippleton  
Oneroom Schoolhouse,  
Rogers Environmental Ed  
Ctr, Rosamond Gifford  
Zoo, Salt Museum  
Sciencenter-Ithaca, Strong  
Museum,  
Syracuse Chiefs Game,  
The Galleries  
The Wild Zoo, Tim's  
Pumpkin Patch,  
Tops, Ultimate Goal,  
Wegmans, Wild Animal  
Park,  
Wonderworks-Destiny, and  
YNN.

2a1. Do have more academic goals to add?

No

2a2. Do have more academic goals to add?

No

2b. ORGANIZATIONAL GOALS

2013-14 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	2013-14 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Org Goal 1	Create partnerships with area universities	Partnerships and programs	<p>In 2013, seven high school students participated in the Summer Science Immersion Program at SUNY Oswego. There they learn science disciplines under the guidance of Oswego professors, and improve their lab skills. The students dorm on the SUNY campus for four weeks, eat their meals in the cafeteria, and get a taste of what college life is like. Seven students are registered to participate in this program in July 2014 as well.</p> <p>Our target is also to send our students to colleges with SUNY college credits already earned. Such a program was finalized in 2010-11, and we continued the instruction in 2013-14 with SUNY OCC and SUNY ESF courses. Through the Onondaga County Community College "College Credit Now" program, SASCS offered OCC courses in English, Social Studies, Math, Career Exploration, Sociology, and American Sign Language.</p> <p>Our goal is to be able to send our students to college already having earned between 9 and 30 college credits.</p>	Met
Org Goal 2	Increase administrative awareness of student engagement during instructional time.	Unannounced 20-minute classroom observations	<p>The curriculum coordinator, director and deans continued this year to observe the teachers each week. Observers checked that lessons align with the state standards, and classroom management was conducted in such a way that learning was a primary function of each class. Following each observation, the observer met with the teacher and provided feedback and suggestions to improve instruction. Observation and feedback results are regularly reported to the school director.</p> <p>These half-period observations are unannounced and are intended to keep the administration informed of teacher and student performance and to provide information from which decisions regarding what kind, how much and for whom additional training, mentoring or</p>	Met

professional development is needed. Each teacher was observed between 4 and 14 times, with new staff members receiving more observations than veteran staff.

Org Goal 3	Professional Development	Attendance and training	<p>The following staff members participated in staff development, paid for by SAS: C. Flannigan - Book Fair Workshop, H. Tong - AMTNYS Annual Fall Conf, P. Smith - AMTNYS Annual Fall Conf, Z. Kiggins - NYS AHPERD Conference, M. Hill - NYSATA Conference, K. Smith and J. Stagnita - Success with Common Core Standards for Special Education Students, F. Tees and A. Szczesniak - Effective Dealing with Disruptive Students, Dorschel/Hartnett/K.Smith Coyne/Szczesniak/Donaldson Reading Recovery Conference, J. Wells and J. Hayes - Strategies to help readers, C. McIntyre- Strategies for helping Kindergarteners w/Common Core State Standards, V. Crowell - NYSESLAT training, H. Tong Hudson-Mohawk Valley Math Conf., E. Mujak - Organizing and Managing Accounts Payable, T. Hayali and G. Bak - ASCD Conference on Teaching Excellence</p>	Met
			<p>The staff is encouraged to complete college credits and are reimbursed up to \$1800 annually. The following staff members received reimbursement during 2013-14: Amy Beresford, Ertugrul Gerdan, Virginia Frost, Nicolas Salibrici, Valerie Reppi and Huseyin Tong. The total amount paid for this benefit in 2013-14 was \$??.??.</p>	
			<p>To ensure that instructional quality is at the forefront of each staff member's mind, SASCS administration created a summer teacher program that focuses on instruction. Since 2009, SASCS staff has participated in a summer professional development training program called Summer Institute, which lasts two weeks in August for new teachers, and one week for returning staff. In preparation for the 2013 meeting, all teachers read Rigor is Not a Four Letter Word by Barbara Blackburn as part of staff-wide alignment with Common Core standards and expectations.</p>	

Org Goal 4	Employ qualified graduates	Employees	<p>SASCS offers graduates the opportunity to serve its community by hiring our graduates to our staff. The following graduates have been employed by</p>	Met
------------	----------------------------	-----------	--	-----

SASCS: Esmir Omerovic (2011) as staff in the Business Office; Troy McGriff (2011) as TA in the elementary building and coach of the Junior High boys basketball team; Alexis Johnson (2013) as a secretary in HS; Dalton Ackerman (2013) Administrative Assistant for Superintendent; Elmedina Mujak (2009) as staff in both Business Office and IT staff; and Alicia Figueroa (2009) as a Kindergarten Co-Teacher.

Org Goal 5	Provide data analysis to drive instruction	Analysis	The curriculum coordinator continues to schedule and coordinate school-wide testing; gather, compile and analyze student performance data; organize and disseminate information regarding upcoming formative and summative assessments; and identify, track services given and progress of at-risk students.	Met
------------	--	----------	--	-----

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

No

## 2c. FINANCIAL GOALS

### 2013-14 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Financial Goal 1	Maintain a 5% account reserve	End of year account balance		
Financial Goal 2	Seek out Grants for building improvements	submit a minimum of three grant applications		

# Appendix I: Teacher and Administrator Attrition

Created Monday, June 23, 2014

Updated Tuesday, June 24, 2014

---

## Page 1

Charter School Name: 421800860854 SYRACUSE ACAD-SCI CS

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

### 2013-14 Teacher Attrition Table

FTE Teachers on June 30, 2013	FTE Teachers Additions 7/1/13 – 6/30/14	FTE Teacher Departures 7/1/13 – 6/30/14
46	16	13

### 2013-14 Administrator Position Attrition Table

FTE Administrator Positions On 6/30/2013	FTE Administrator Additions 7/1/13 – 6/30/14	FTE Administrator Departures 7/1/13 – 6/30/14
8	2	2

Thank you

# Appendix J: Uncertified Teachers

Created Wednesday, June 25, 2014

## Page 1

Charter School Name: 421800860854 SYRACUSE ACAD-SCI CS

### Note Definition of FTE:

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

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

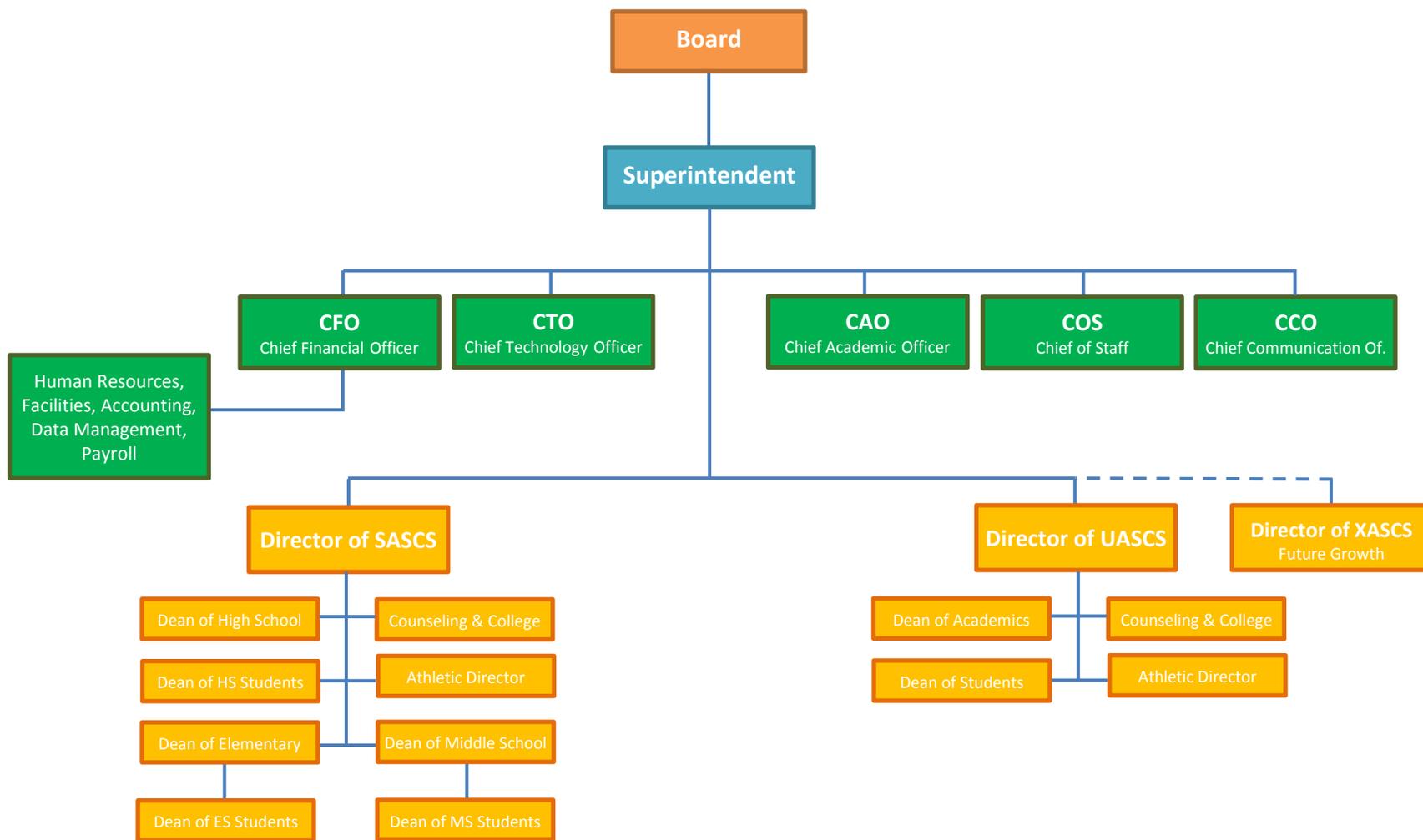
For each applicable category (i-iv), input the relevant full time equivalent (FTE) count of teachers.

	FTE
(i) uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience	2
Total FTE (Sum of all Uncertified Teaching Staff)	2

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

48

Thank you.



Chief staff will not act as another layer of power above school Directors, but will act as associate Superintendent for special projects, and consultant for all school Directors.

# Appendix B: Total Expenditures and Administrative Expenditures per Child

Created Thursday, July 31, 2014

## Page 1

Charter School Name: 421800860854 SYRACUSE ACAD-SCI CS

### B. Financial Information

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

#### 1. Total Expenditures Per Child

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

1. Total Expenditures Per Child   Line 1: Total Expenditures	8592334
1. Total Expenditures Per Child   Line 2: BEDS Day Pupil Count	702
1. Total Expenditures Per Child   Line 3: Divide Line 1 by Line 2	12240

#### 2. Administrative Expenditures per Child

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

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

Please note the following:

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

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

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

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

To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas).   Line 1: Relevant Personnel Services Cost (Row)	1255155
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas).   Line 2: Management and General Cost (Column)	796707
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas).   Line 3: Sum of Line 1 and Line 2	2051862
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas).   Line 4: BEDS Day Pupil Count	704
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas).   Line 5: Divide Line 3 by the BEDS Day Pupil Count	2915

Thank you.

**FILL IN GRAY CELLS**

**Syracuse Academy of Science Charter School**

**STATEMENTS OF ACTIVITIES**

FOR THE YEARS ENDED JUNE 30, 2014

	2014			2013
	Unrestricted	Temporarily Restricted	Total	Total
<b>REVENUE, GAINS AND OTHER SUPPORT</b>				
State & Local Operating Revenue	\$ 8,348,648	\$ -	\$ 8,348,648	\$ 8,032,594
Federal - Title and IDEA	287,661	-	287,661	324,062
Federal - Other	189,421	-	189,421	175,244
State and City Grants	205,940	-	205,940	15,432
Contributions and private grants	-	-	-	-
After school revenue	-	-	-	-
Other	31,291	-	31,291	7,038
Food Service/Child Nutrition Program	28,161	-	28,161	33,770
<b>TOTAL REVENUE, GAINS AND OTHER SUPPORT</b>	<b>\$ 9,091,122</b>	<b>\$ -</b>	<b>\$ 9,091,122</b>	<b>\$ 8,588,140</b>
<b>EXPENSES</b>				
Program Services				
Regular Education	\$ 6,110,855	\$ -	\$ 6,110,855	\$ 5,781,203
Special Education	429,617	-	429,617	344,985
Other Programs	-	-	-	-
Total Program Services	\$ 6,540,472	\$ -	\$ 6,540,472	\$ 6,126,188
Supporting Services				
Management and general	\$ 2,051,862	\$ -	\$ 2,051,862	\$ 1,951,862
Fundraising	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 8,592,334</b>	<b>\$ -</b>	<b>\$ 8,592,334</b>	<b>\$ 8,078,050</b>
<b>SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS</b>	<b>\$ 498,788</b>	<b>\$ -</b>	<b>\$ 498,788</b>	<b>\$ 510,090</b>
Contributions				
Foundations	\$ 5,627	\$ -	\$ 5,627	\$ 5,000
Individuals	-	-	-	-
Corporations	-	-	-	-
Fundraising	-	-	-	-
Interest income	1,221	-	1,221	1,299
Miscellaneous income	-	-	-	-
Net assets released from restriction	-	-	-	-
<b>TOTAL SUPPORT AND OTHER REVENUE</b>	<b>\$ 6,848</b>	<b>\$ -</b>	<b>\$ 6,848</b>	<b>\$ 6,299</b>
<b>CHANGE IN NET ASSETS</b>	<b>\$ 505,636</b>	<b>\$ -</b>	<b>\$ 505,636</b>	<b>\$ 516,389</b>
NET ASSETS BEGINNING OF YEAR	\$ 3,520,304	\$ -	\$ 3,520,304	\$ 3,003,915
PRIOR YEAR/PERIOD ADJUSTMENTS	505,636	-	505,636	-
<b>NET ASSETS - END OF YEAR</b>	<b>\$ 4,531,576</b>	<b>\$ -</b>	<b>\$ 4,531,576</b>	<b>\$ 3,520,304</b>

# Audited Financial Statement Checklist

Created Tuesday, October 28, 2014

---

## Page 1

Charter School Name:

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

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

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

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

Thank you.

**SYRACUSE ACADEMY OF SCIENCE  
CHARTER SCHOOL**

**FINANCIAL STATEMENTS**

**June 30, 2014**



**Heveron & Company**



Certified Public Accountants

## TABLE OF CONTENTS

	<u>Page No.</u>
INDEPENDENT AUDITORS' REPORT	1
FINANCIAL STATEMENTS	
Balance Sheet	3
Statement of Activities	5
Statement of Functional Expenses	6
Statement of Cash Flows	7
Notes to Financial Statements	9
SUPPLEMENTARY INFORMATION	
Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	16
Summary Schedule of Prior Audit Findings	18
Schedule of Elementary School and High School Activities	19

Since 1972

260 Plymouth Ave. South  
Rochester, New York 14608-2239  
(585) 232-2956 Fax: (585) 423-0599  
www.heveroncpa.com

## INDEPENDENT AUDITORS' REPORT

To the Board of Directors  
Syracuse Academy of Science Charter School  
Rochester, New York

We have audited the accompanying financial statements of Syracuse Academy of Science Charter School (a nonprofit organization), which comprise the balance sheet as of June 30, 2014 and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

### Management's Responsibility for the Financial Statements

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

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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

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

## **Opinion**

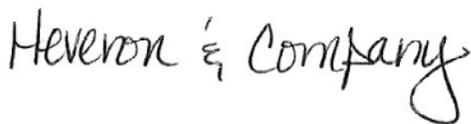
In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Syracuse Academy of Science Charter School as of June 30, 2014 and its cash flows, and the changes in net assets and functional expenses for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Report on Supplementary Information**

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The Schedule of Elementary School and High School Activities on page 19 is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management, and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

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

In accordance with *Government Auditing Standards*, we have also issued a report dated October 14, 2014 on our consideration of Syracuse Academy of Science Charter School's internal control over financial reporting, and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Syracuse Academy of Science Charter School's internal control over financial reporting and compliance.



Heveron & Company CPAs

Rochester, New York  
October 14, 2014

**SYRACUSE ACADEMY OF SCIENCE CHARTER SCHOOL**  
**BALANCE SHEET**  
**June 30, 2014**

**ASSETS**

Current Assets

Cash and Cash Equivalents	\$2,575,354
Restricted Cash - Extraclassroom Funds	22,625
Accounts Receivable	69,805
Grants Receivable	204,011
Due from Related Party	191,054
Prepaid Expenses	<u>97,284</u>

Total Current Assets 3,160,133

Property and Equipment

Leasehold Improvements	1,463,841
Furniture, Fixtures and Equipment	886,514
Computer Software and Hardware	334,169
Vehicles	202,951
Textbooks	101,605
Less: Accumulated Depreciation	<u>(1,034,971)</u>

Net Property and Equipment 1,954,109

Other Assets

Security Deposits	<u>84,834</u>
-------------------	---------------

TOTAL ASSETS \$5,199,076

## LIABILITIES AND NET ASSETS

### Current Liabilities

Accounts Payable	\$ 117,983
Accrued Payroll and Benefits	770,633
Extraclassroom Funds	<u>22,625</u>
 Total Current Liabilities	 <u>911,241</u>

### Net Assets

Unrestricted	<u>4,287,835</u>
 Total Net Assets	 <u>4,287,835</u>

TOTAL LIABILITIES AND NET ASSETS	<u>\$5,199,076</u>
----------------------------------	--------------------

See Independent Auditors' Report and Notes to Financial Statements.

**SYRACUSE ACADEMY OF SCIENCE CHARTER SCHOOL**  
**STATEMENT OF ACTIVITIES**  
**For The Year Ended June 30, 2014**

Revenues and Other Support:

Public School District:

Revenue - Resident Student Enrollment	\$ 8,168,823
Revenue - Students with Disabilities	178,493
Federal Grants	319,183
State Grants	229,721
Food Service	225,070
Other Income	26,306
Uniform Sales	32,118
Contributions	<u>5,627</u>
Total Revenues and Other Support	<u>9,185,341</u>

Expenses:

Program Services:

Regular Education	5,696,465
Special Education	403,349
Other Programs	<u>401,691</u>
Total Program Services Expense	6,501,505

Supporting Services:

Management and General	<u>2,229,054</u>
Total Expenses	<u>8,730,559</u>

Excess of Revenues and Other

Support Over Expenses	454,782
Net Assets - Beginning of Year	3,520,295
Cumulative Effect of Change in Accounting Principle	<u>312,758</u>
Net Assets - Beginning of Year as Restated	<u>3,833,053</u>
Net Assets - End of Year	<u>\$ 4,287,835</u>

See Independent Auditors' Report and Notes to Financial Statements.

**SYRACUSE ACADEMY OF SCIENCE CHARTER SCHOOL**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
**For The Year Ended June 30, 2014**

	No. of Positions	<u>Program Services</u>			Management and General	<u>Total</u>
		<u>Regular Education</u>	<u>Special Education</u>	<u>Other Programs</u>		
Total Salaries and Wages	97	\$ 2,612,533	\$ 190,355	\$ 37,000	\$ 1,354,385	\$ 4,194,273
Payroll Taxes		184,796	13,465	2,617	95,802	296,680
Employee Benefits		<u>789,240</u>	<u>64,562</u>	<u>9,016</u>	<u>371,608</u>	<u>1,234,426</u>
Total Personnel Services		3,586,569	268,382	48,633	1,821,795	5,725,379
Occupancy		621,192	38,824	-	116,473	776,489
Repairs and Maintenance		340,745	21,297	-	63,890	425,932
Curriculum and Classroom Expense		312,518	17,206	-	-	329,724
Supplies and Materials		208,213	13,013	-	39,040	260,266
Depreciation		208,948	13,059	-	39,178	261,185
Food		-	-	216,058	-	216,058
Professional Fees - Other		130,796	13,601	-	9,496	153,893
Extra Curricular Activities		-	-	137,000	-	137,000
Other Expenses		63,153	3,947	-	29,402	96,502
Professional Development		57,010	3,563	-	10,689	71,262
Equipment Rental and Lease		43,401	2,712	-	8,137	54,250
Travel		36,075	2,255	-	6,764	45,094
Insurance		33,795	2,112	-	6,336	42,243
Printing and Postage		33,554	2,097	-	6,291	41,942
Legal		-	-	-	28,494	28,494
Telephone and Internet		20,496	1,281	-	3,843	25,620
Accounting and Auditing Fees		-	-	-	24,605	24,605
Marketing		-	-	-	14,621	14,621
Total Expenses		<u>\$ 5,696,465</u>	<u>\$ 403,349</u>	<u>\$ 401,691</u>	<u>\$ 2,229,054</u>	<u>\$ 8,730,559</u>

See Independent Auditors' Report and Notes to Financial Statements.

**SYRACUSE ACADEMY OF SCIENCE CHARTER SCHOOL**  
**STATEMENT OF CASH FLOWS**  
**For The Year Ended June 30, 2014**

<u>Cash Flow From Operating Activities</u>	
Revenue from School Districts	\$ 8,346,849
Grant Revenues	429,580
Food Service Fees	207,386
Miscellaneous Sources	63,697
Payments to Vendors for Goods and Services Rendered	(2,995,291)
Payments to Charter School Personnel for Services Rendered	<u>(5,473,520)</u>
Net Cash Flow Provided By Operating Activities	<u>578,701</u>
 <u>Cash Flow From Investing Activities</u>	
Purchase of Property and Equipment	(447,764)
Sale of Property and Equipment	<u>12,000</u>
Cash Flow Used By Investing Activities	<u>(435,764)</u>
 Net Increase in Cash and Cash Equivalents	 142,937
 Cash and Cash Equivalents - Beginning of Year	 <u>2,432,417</u>
 Cash and Cash Equivalents - End of Year	 <u>\$ 2,575,354</u>

**SYRACUSE ACADEMY OF SCIENCE CHARTER SCHOOL**  
**STATEMENT OF CASH FLOWS**  
**For The Year Ended June 30, 2014**  
**(Continued)**

Reconciliation of Change in Net Assets to Net Cash

Provided by Operating Activities

Excess of Support and Revenue Over Expenses	\$ 454,782
Adjustments to Reconcile Excess of Support and Revenue	
Over Expenses to Net Cash Provided by Operating Activities:	
Depreciation	261,185
Loss on Disposal	5,732
Increase In:	
Accounts Receivable	(35,063)
Grants Receivable	(78,417)
Prepaid Expenses	(97,284)
Due From Related Parties	(145,904)
Increase/(Decrease) In:	
Accounts Payable	(3,531)
Accrued Payroll and Benefits	251,860
Deferred Revenue	<u>(34,659)</u>
Net Cash Flow Provided By Operating Activities	<u>\$ 578,701</u>

See Independent Auditors' Report and Notes to Financial Statements.

**SYRACUSE ACADEMY OF SCIENCE CHARTER SCHOOL**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2014**

**NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Organization

Syracuse Academy of Science Charter School (the School) is a not-for-profit education corporation that operates a K-12 public charter school with special emphasis on math, science and technology in Syracuse, New York. The School seeks to empower students through high intellectual standards, preparing them for college, career, and citizenship.

The main programs of the School is as follows:

**REGULAR EDUCATION:** The School's curriculum is focused on mathematics, science, and technology. The School seeks to graduate students who can think critically and creatively, who are committed to a lifetime of learning and civic involvement, and who are conscious of local, global, and environmental issues. All courses align with the New York State Learning Standards.

**SPECIAL EDUCATION:** The School is open to all children and does not discriminate on the basis of ethnicity, national origin, gender, disability, or any other grounds that would be unlawful or deny the civil rights of any individual. In accordance with the Individuals with Disabilities Education Act, the Rehabilitation Act, Section 504, and the Americans with Disabilities Act, the School provides a free and appropriate education, in the least restrictive environment to students with disabilities. The primary service delivery for students with special needs is inclusion. Services for students requiring supplemental services are provided by the Syracuse City School District.

**OTHER PROGRAMS:** Other programs include food services and extra-curricular activities.

Basis of Accounting

The accompanying financial statements have been prepared on the accrual basis of accounting. The significant accounting policies followed are described below to enhance the usefulness of the financial statements to the reader.

Basis of Presentation

In accordance with accounting principles generally accepted in the United States of America, the School reports information regarding its financial position and activities according to the existence and nature of donor restrictions in three classes of net assets: unrestricted, temporarily restricted, and permanently restricted. There were no temporarily or permanently restricted net assets at June 30, 2014.

**SYRACUSE ACADEMY OF SCIENCE CHARTER SCHOOL  
NOTES TO FINANCIAL STATEMENTS**

**June 30, 2014  
(Continued)**

**NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING  
POLICIES (Continued)**

Basis of Presentation (Continued)

The School also records contributions received as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and nature of any donor restrictions.

Accounting principles generally accepted in the United States of America allow the School to treat as unrestricted, any restricted revenue where the restrictions are met in the same year. The School has elected to follow that reporting method. As a result, all activities in which restrictions are met are recorded in the Unrestricted Net Asset class.

The following are descriptions of the School's net asset classifications:

Unrestricted: Unrestricted net assets include undesignated resources that are available for the general support of the School's operations.

Revenue Recognition

A portion of the School's revenue is derived from grants. Amounts received, but not yet earned are reported as deferred revenue.

Funding sources may, at their discretion, amend the grant and contract amounts. In addition, reimbursement for expenses or return of funds, or both, may be requested as a result of noncompliance by the School with the terms of the grants and contracts. The School records such amendments, reimbursements, and returns of funds as an adjustment to revenue in the year of the amendment.

Contributions

Contributions are recorded at the time of receipt or when evidence of a non-conditional promise to give has been received. Promises subject to conditions are not recorded as income until those conditions have been met. Contributions that are expected to be received in future years are recorded at their present value. Contributions are recorded as unrestricted, unless they are subject to donor restrictions, or are required to be used or expected to be received in future years.

**SYRACUSE ACADEMY OF SCIENCE CHARTER SCHOOL**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2014**  
**(Continued)**

**NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

Accounts and Grants Receivable

Receivables are stated at the amount management expects to collect. Amounts that management believes to be uncollectible after collection efforts have been completed, are written off. In addition, management evaluates the need for, and if appropriate, provides an allowance to reduce receivables to amounts management expects will be collected. Management determined that no allowances were necessary at June 30, 2014.

Property and Equipment

Property and equipment are stated at cost. The School capitalizes property and equipment with a cost of over \$2,000 and an estimated life of 3 years or more. Depreciation is computed using the straight-line method based on the estimated useful lives of the assets, as follows:

	<u>Years</u>
Leasehold Improvements	5-40
Furniture, Fixtures and Equipment	5-10
Computer Software and Hardware	3-10
Vehicles	5-10
Reading Books and Textbooks	3-10

Depreciation expense amounted to \$261,185 for the year ended June 30, 2014.

Income Taxes

The Internal Revenue Service has determined that the School is qualified as a charity exempt under Section 501(c)(3) of the Internal Revenue Code, and has also determined that the School is publicly supported. As a result, no provision for federal or state income taxes has been made.

Accounting standards require entities to disclose in their financial statements the nature of any uncertain tax positions. Tax years including the year ended June 30, 2011 and later, are subject to examination by tax authorities. Areas that IRS and state tax authorities consider when examining tax returns of a charity include, but may not be limited to, tax-exempt status and the existence and amount of unrelated business income. The School does not believe that it has any uncertain tax positions with respect to these or other matters, and has not recorded any unrecognized tax benefits or liability for penalties or interest.

The School is not aware of any circumstances or events that make it reasonably possible that tax benefits may increase or decrease within 12 months of the date of these financial statements.

**SYRACUSE ACADEMY OF SCIENCE CHARTER SCHOOL**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2014**  
**(Continued)**

**NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

Cash and Cash Equivalents

Cash and cash equivalents include all cash on hand and in banks, which, at times, may exceed federally insured limits. The School considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents. Certain of these accounts are not federally insured. The School has not experienced any losses in these accounts and does not believe it is exposed to any significant credit risk with respect to cash and cash equivalents.

Cash and cash equivalents consisted of the following at June 30, 2014:

Petty Cash/Cash Held for Change	\$ 368
Checking	1,929,034
Savings	<u>645,952</u>
Total	<u>\$2,575,354</u>

Use of Estimates in the Preparation of Financial Statements

Accounting principles generally accepted in the United States of America require management to make estimates and assumptions that affect the amounts of assets and liabilities, revenues and expenses, and the disclosure of contingent assets and liabilities. Actual results could vary from those estimates.

Functional Expenses

The costs of providing the various program services have been summarized on a functional basis in the statement of functional expenses. Accordingly, certain costs have been allocated among the program services, and management and general categories. An immaterial amount of fundraising costs for the years ended June 30, 2014 are included in management and general expenses.

Advertising

Advertising costs are expensed as incurred.

**NOTE 2 - PENSION EXPENSE**

The School participates in the New York State Teachers' Retirement System (System), a cost-sharing, multiple-employer, defined benefit pension plan administered by the New York State Teachers' Retirement Board. The System provides retirement, disability, withdrawal and death benefits to plan members and beneficiaries as authorized by the Education Law and the Retirement and Social Security Law of the State of New York.

**SYRACUSE ACADEMY OF SCIENCE CHARTER SCHOOL  
NOTES TO FINANCIAL STATEMENTS**

**June 30, 2014  
(Continued)**

**NOTE 2 - PENSION EXPENSE (Continued)**

Plan members who joined the System before July 27, 1976 are not required to make contributions. Those joining after that date and before January 1, 2010, who have less than ten years of service or membership are required to contribute 3% of their annual salary. Those joining on or after January 1, 2010 and before April 1, 2012, are required to contribute 3.5% of their annual salary for their entire working career. Those joining on or after April 1, 2012, are required to contribute between 3% and 6%, dependent upon their salary, for their entire working career.

Employers are required to contribute at an actuarially determined rate, currently 16.25% of the annual covered payroll for the fiscal year ended June 30, 2014. Rates applicable to the fiscal years ended June 30, 2013 and 2012 were respectively, 11.84% and 11.11%. The total required contributions paid, including employer and employee portions for the years ended June 30, 2014, 2013, and 2012 were \$437,012, \$323,593, and \$165,141, respectively. This represents 100% of the contributions due. The total retirement contribution expense, employer-only portion, was \$495,618, \$423,599, and \$211,084 for the years ended June 30, 2014, 2013, and 2012, respectively.

**NOTE 3 - LINE OF CREDIT**

Syracuse Academy of Science Charter School has a line of credit with a maximum authorization of \$25,000. Advances against this line bear interest rates at 7%. Any borrowings are secured by assets of the School. There was no amount outstanding at June 30, 2014.

**NOTE 4 - COMMITMENTS**

The School is obligated under non-cancelable operating leases for three buildings. For each lease, the School is responsible for payment of utilities, maintenance, and real property taxes.

The first lease term ends June 30, 2026. Rent is payable in monthly installments of \$25,375 with an escalation clause equal to the greater of 4% or the Consumer Price Index percentage figure relating to the Northeast region of the United States.

The second lease term ends June 30, 2026. Rent is payable in monthly installments of \$23,795 with an escalation clause equal to the greater of 4% or the Consumer Price Index percentage figure relating to the Northeast region of the United States.

**SYRACUSE ACADEMY OF SCIENCE CHARTER SCHOOL**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2014**  
**(Continued)**

**NOTE 4 - COMMITMENTS (Continued)**

The third lease term ends June 30, 2029. Rent is payable in monthly installments of \$16,158 with an escalation clause equal to the greater of 4% or the Consumer Price Index percentage figure relating to the Northeast region of the United States.

Total rental expense for June 30, 2014 totaled \$548,285.

Future minimum lease payment commitments are as follows:

<u>Year</u>	<u>Amount</u>
2015	\$795,365
2016	827,180
2017	860,267
2018	894,678
2019	930,465

**NOTE 5 - CHANGE IN ACCOUNTING PRINCIPLE**

During the year ended June 30, 2014, the School changed its method of accounting for recording operating leases from the straight-line basis to recognizing the expense as incurred. The School believes this method is more representative of the time pattern in which the leased asset is used and better matches the normal rise in costs on an annual basis due to inflation. The effect of the accounting change was to increase the beginning Unrestricted Net Assets by \$312,758.

**NOTE 6 - SPECIAL EDUCATION AND OTHER SUPPORT**

Special education services required by students of the School are provided by the Syracuse City School District. The Syracuse City School District also provided transportation and nursing services. The School was unable to determine a value for these services thus, these financial statements do not reflect revenue or expenses associated with those services.

The School receives State Aid in the form of textbooks, computer hardware, computer software and library materials through the Syracuse City School District. The total aid received for the year ended June 30, 2014 was \$29,721.

**SYRACUSE ACADEMY OF SCIENCE CHARTER SCHOOL  
NOTES TO FINANCIAL STATEMENTS**

**June 30, 2014**

**(Continued)**

**NOTE 7 - DONATED SERVICES AND GOODS**

The School receives donated services that, although substantial, do not meet the criteria for recording as revenue and expense under accounting principles generally accepted in the United States of America.

**NOTE 8 - RELATED PARTY TRANSACTIONS**

The School began leasing office space from Terra Science and Education, Inc. (“Terra”) during the year ended June 30, 2011. Terra has a common board member on both Terra’s, as well as the School’s Board of Trustees. This board member abstains from voting matters affecting both the School and Terra. Total rent expense paid to Terra for the year ended June 30, 2014 was \$548,285. Terra also holds \$84,834 of security deposits due to the School at the termination of the building leases.

The School shares common board members with the Utica Academy of Science Charter School’s (“Utica”) Board of Trustees. During the year ended June 30, 2014, the School provided services to Utica for business office operations, HR services, IT consultation, and academic and curriculum related matters. Total revenue billed to Utica for the year ended June 30, 2014 was \$22,043. Additionally, the School paid expenses on Utica's behalf to assist with Utica’s operational costs. Amounts due from Utica amounted to \$191,054 at June 30, 2014, and are expected to be repaid currently.

**NOTE 9 - SUBSEQUENT EVENTS**

Subsequent events have been evaluated through October 14, 2014, which is the date the statements were available for issuance.

**SYRACUSE ACADEMY OF SCIENCE CHARTER SCHOOL**

**SUPPLEMENTARY INFORMATION**

**For the Year Ended June 30, 2014**

Since 1972

260 Plymouth Ave. South  
Rochester, New York 14608-2239  
(585) 232-2956 Fax: (585) 423-0599  
www.heveroncpa.com

**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**

Independent Auditors' Report

To the Board of Trustees  
Syracuse Academy of Science Charter School

We have audited, in accordance with the auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Syracuse Academy of Science Charter School as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise Syracuse Academy of Science Charter School's basic financial statements, and have issued our report thereon dated October 14, 2014.

**Internal Control Over Financial Reporting**

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

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

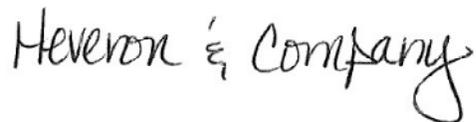
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not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

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Syracuse Academy of Science Charter School's financial statements are free of material misstatements, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, 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 entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in cursive script that reads "Heveron & Company".

Heveron & Company CPAs

Rochester, New York

October 14, 2014

**SYRACUSE ACADEMY OF SCIENCE CHARTER SCHOOL**  
**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS**  
**For the Year Ended June 30, 2014**

**Finding: 13-01**

**Condition:** Accrued bonuses and payroll expense were not accurately stated at June 30, 2013.

**Recommendation:** The School should establish proper procedures to ensure the financial statements are in accordance with GAAP.

**Current Status:** The School hired a new Chief Financial Officer who helped establish proper procedures in relation to recording accrued bonuses and payroll expense properly, to ensure that the financial statements are in accordance with GAAP. No similar findings were noted in the June 30, 2014 audit.

**Finding: 13-02**

**Condition:** Accounts receivable and revenue were not accurately stated at June 30, 2013.

**Recommendation:** The School should establish proper procedures to ensure the financial statements are in accordance with GAAP.

**Current Status:** The School hired a new Chief Financial Officer who helped establish proper procedures in relation to recording accounts receivable and revenue properly, to ensure that the financial statements are in accordance with GAAP. No similar findings were noted in the June 30, 2014 audit.

**Finding: 13-03**

**Condition:** Revenues were not accurately stated at June 30, 2013.

**Recommendation:** The School should establish proper procedures to ensure the financial statements are in accordance with GAAP.

**Current Status:** The School hired a new Chief Financial Officer who helped establish proper procedures in relation to recording revenues properly, to ensure that the financial statements are in accordance with GAAP. No similar findings were noted in the June 30, 2014 audit.

**SYRACUSE ACADEMY OF SCIENCE CHARTER SCHOOL**  
**SCHEDULE OF ELEMENTARY SCHOOL AND HIGH SCHOOL ACTIVITIES**  
**For The Year Ended June 30, 2014**

	<u>Elementary School</u>	<u>High School</u>	<u>Total</u>
<u>Revenues and Other Support:</u>			
Public School District:			
Revenue - Resident Student Enrollment	\$ 3,675,970	\$ 4,492,853	\$ 8,168,823
Revenue - Students with Disabilities	80,322	98,171	178,493
Federal Grants	143,632	175,551	319,183
State Grants	103,374	126,347	229,721
Federal Food Subsidy	101,281	123,789	225,070
Uniform Sales	14,453	17,665	32,118
Other Income	11,838	14,468	26,306
Contributions	<u>2,532</u>	<u>3,095</u>	<u>5,627</u>
 Total Revenues and Other Support	 <u>4,133,402</u>	 <u>5,051,939</u>	 <u>9,185,341</u>
 <u>Expenses</u>			
Total Salaries and Wages	1,653,197	2,541,076	\$ 4,194,273
Payroll Taxes	116,938	179,742	296,680
Employee Benefits	<u>521,504</u>	<u>712,922</u>	<u>1,234,426</u>
 Total Personnel Services	 2,291,639	 3,433,740	 5,725,379
Occupancy	317,576	458,913	776,489
Repairs and Maintenance	191,669	234,263	425,932
Curriculum and Classroom Expense	148,376	181,348	329,724
Depreciation	117,533	143,652	261,185
Supplies and Materials	117,120	143,146	260,266
Food	97,226	118,832	216,058
Professional Fees - Other	69,252	84,641	153,893
Extra Curricular Activities	61,650	75,350	137,000
Other Expenses	43,426	53,076	96,502
Professional Development	32,068	39,194	71,262
Equipment Rental and Lease	24,412	29,838	54,250
Travel	20,292	24,802	45,094
Insurance	19,009	23,234	42,243

**SYRACUSE ACADEMY OF SCIENCE CHARTER SCHOOL**  
**SCHEDULE OF ELEMENTARY SCHOOL AND HIGH SCHOOL ACTIVITIES**  
**For The Year Ended June 30, 2014**  
**(Continued)**

	<u>Elementary School</u>	<u>High School</u>	<u>Total</u>
Printing and Postage	18,874	23,068	41,942
Legal	12,822	15,672	28,494
Telephone and Internet	11,529	14,091	25,620
Accounting and Auditing Fees	11,072	13,533	24,605
Marketing	<u>6,579</u>	<u>8,042</u>	<u>14,621</u>
Total Expenses	<u>3,612,124</u>	<u>5,118,435</u>	<u>\$ 8,730,559</u>
Excess/(Deficit) of Revenue and Other Support over Expenses	<u>\$ 521,278</u>	<u>\$ (66,496)</u>	<u>\$ 454,782</u>

Since 1972

260 Plymouth Ave. South  
Rochester, New York 14608-2239  
(585) 232-2956 Fax: (585) 423-0599  
[www.heveroncpa.com](http://www.heveroncpa.com)

## Auditors' Communications

October 3, 2014

To The Board of Trustees  
Syracuse Academy of Science Charter School  
1001 Park Avenue  
Syracuse, New York 13204

Dear Board Members:

This letter is intended only for the board and those responsible for management and governance. Although we did review some of your internal controls, we did not perform an examination of them that would allow us to give an opinion on the adequacy of your controls.

### **Those charged with management and governance are responsible for:**

- safeguarding your assets,
- ensuring that your resources are used as directed by funders, donors, and as required by charities laws and your own articles of incorporation,
- assuring that you are complying with laws, regulations, contracts and grants associated with your funding,
- properly recording and reporting results of operations and account balances, and
- proper business practices, operating procedures, documentation and controls.

Our audit was designed to help you with those responsibilities, and is also designed and intended to help you to benchmark your administrative operations to best practices.

### **Our Responsibilities to You**

As part of our audit we are required to inform you of significant deficiencies and material weaknesses in your controls that we become aware of.

Controls are procedures, policies, and responsibilities that you put in place to make sure that appropriate transactions take place and are reported properly on your financial statements. Examples of controls are timely billing for services you perform, ensuring proper payments are received and recorded, and measures to prevent overpayment of payroll or vendors.

**Control deficiencies** result when proper procedures are not in place to assure that appropriate transactions are carried out, recorded and reported properly.

**Significant deficiencies** are control deficiencies or combinations of control deficiencies that are less severe than material weaknesses, yet important enough to merit attention by those charged with governance.

**Material weaknesses** are significant deficiencies or combinations of significant deficiencies, 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.

### **The Role of Internal Controls**

Internal controls include ethics and standards set by management, analysis of risks to achieving your objectives, approvals, authorizations, verifications and reconciliations, effective communications, and monitoring/assessing your performance over time. They help in several ways, including:

- They may protect the organization and its employees from false accusations and investigations.
- They are an effective method of catching unintentional errors.
- They are required by many funding sources.
- Systems with strong internal controls can produce more reliable data.
- Good internal controls make accounting systems more efficient.
- Good internal controls help assure that assets are used according to your mission.

### **General Observations**

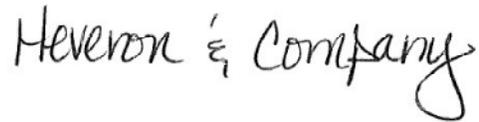
Our general observations are that:

- Your record-keeping system is appropriate for your financial recording and reporting needs, including allocation of revenue and expense to various programs.
- Record-keeping appears to be done in a timely, complete and conscientious manner.
- Internal controls are good.
- The attitude of management regarding the importance of proper systems and controls seems appropriate.
- We did not have disagreements with management in connection with our audits or difficulties in performing the audits, and, to our knowledge, management did not consult with other CPAs about audit issues.
- We did not become aware of fraud or illegal acts, and there were no significant financial statement adjustments or unusual transactions.
- No material accounting adjustments were left unrecorded.
- There were no major changes in accounting policies and procedures, or in estimating for things such as the useful lives of equipment items, bad debts or functional allocations.

Our consideration of internal control was for the limited purpose described above 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, the Board of Trustees, others within the organization, and the New York State Department of Education and is not intended to be, and should not be, used by anyone other than these specified parties.

Sincerely,

A handwritten signature in cursive script that reads "Heveron & Company". The signature is written in black ink and is positioned below the word "Sincerely,".

Heveron & Company CPAs

Syracuse Academy of Science Charter School

PROJECTED BUDGET FOR 2014-2015

July 1, 2014 to June 30, 2015

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

Assumptions

DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	10,268,939	529,345	-	-	-	10,798,284
Total Expenses	7,496,715	309,591	-	-	3,216,824	11,023,130
Net Income	2,772,224	219,754	-	-	(3,216,824)	(224,846)
Actual Student Enrollment	810	25	-	-	-	-
Total Paid Student Enrollment	-	-	-	-	-	-

PROGRAM SERVICES SUPPORT SERVICES

REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
-------------------	-------------------	-------	-------------	----------------------	-------

REVENUE

REVENUES FROM STATE SOURCES

District of Location	CY Per Pupil Rate
BALDWINSVILLE CENTRAL SCHOOL DISTRICT	10,722
E.SYRACUSE MINOA CENTRAL SCHOOL	13,674
FAYETVILLE	10,653
JAMESVILLE-DEWITT HS	10,944
LAFAYETTE CENTRAL SCHOOL DISTRICT	15,766
LIVERPOOL CENTRAL SCHOOL DISTRICT	12,529
NORTH SYRACUSE CENTRAL SCHOOLS	10,709
ONONDAGA CENTRAL SCHOOL DISTRICT	12,132
SOLVAY UNION FREE SCHOOLDISTRICT	11,760
SYRACUSE CITY SCHOOL DISTRICT	11,930
WEST GENESEE CENTRAL SCHOOL DISTRICT	10,199
WESTHILL CENTRAL SCHOOL DISTRICT	10,635

42,888	-	-	-	-	42,888
13,674	-	-	-	-	13,674
21,306	-	-	-	-	21,306
10,944	-	-	-	-	10,944
63,064	-	-	-	-	63,064
250,580	-	-	-	-	250,580
107,090	-	-	-	-	107,090
24,264	-	-	-	-	24,264
105,840	-	-	-	-	105,840
8,947,500	298,250	-	-	-	9,245,750
40,796	-	-	-	-	40,796
31,905	-	-	-	-	31,905
9,659,851	298,250	-	-	-	9,958,101

Special Education Revenue	-	178,775	-	-	-	178,775
Grants	-	-	-	-	-	-
Stimulus	-	-	-	-	-	-
Other	-	-	-	-	-	-
Other State Revenue	7,100	-	-	-	-	7,100
<b>TOTAL REVENUE FROM STATE SOURCES</b>	<b>9,666,951</b>	<b>477,025</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,143,976</b>

REVENUE FROM FEDERAL FUNDING

IDEA Special Needs	-	52,320	-	-	-	52,320
Title I	245,000	-	-	-	-	245,000
Title Funding - Other	21,000	-	-	-	-	21,000
School Food Service (Free Lunch)	220,000	-	-	-	-	220,000
Grants	-	-	-	-	-	-
Charter School Program (CSP) Planning & Implementation	-	-	-	-	-	-
Other	-	-	-	-	-	-
Other Federal Revenue	-	-	-	-	-	-
<b>TOTAL REVENUE FROM FEDERAL SOURCES</b>	<b>486,000</b>	<b>52,320</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>538,320</b>

LOCAL and OTHER REVENUE

Contributions and Donations, Fundraising	5,000	-	-	-	-	5,000
Erate Reimbursement	-	-	-	-	-	-
Interest Income, Earnings on Investments,	-	-	-	-	-	-
NYC-DYCD (Department of Youth and Community Developmnt.)	-	-	-	-	-	-
Food Service (Income from meals)	30,000	-	-	-	-	30,000
Text Book	45,144	-	-	-	-	45,144
Other Local Revenue	35,844	-	-	-	-	35,844
<b>TOTAL REVENUE FROM LOCAL and OTHER SOURCES</b>	<b>115,988</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>115,988</b>

<b>TOTAL REVENUE</b>	<b>10,268,939</b>	<b>529,345</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,798,284</b>
----------------------	-------------------	----------------	----------	----------	----------	-------------------

EXPENSES

ADMINISTRATIVE STAFF PERSONNEL COSTS

	No. of Positions
Executive Management	1.70
Instructional Management	-
Deans, Directors & Coordinators	10.00
CFO / Director of Finance	1.00
Operation / Business Manager	-
Administrative Staff	12.00
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>25</b>

-	-	-	-	159,067	159,067
-	-	-	-	-	-
-	-	-	-	525,308	525,308
-	-	-	-	84,460	84,460
-	-	-	-	-	-
-	-	-	-	427,993	427,993
-	-	-	-	1,196,828	1,196,828

List exact titles and staff FTE's ( Full time equivalent)

**Syracuse Academy of Science Charter School**

**PROJECTED BUDGET FOR 2014-2015**

**July 1, 2014 to June 30, 2015**

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

Assumptions

DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	10,268,939	529,345	-	-	-	10,798,284
Total Expenses	7,496,715	309,591	-	-	3,216,824	11,023,130
Net Income	2,772,224	219,754	-	-	(3,216,824)	(224,846)
Actual Student Enrollment	810	25	-	-	-	-
Total Paid Student Enrollment	-	-	-	-	-	-

**PROGRAM SERVICES**

**SUPPORT SERVICES**

REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
-------------------	-------------------	-------	-------------	----------------------	-------

**INSTRUCTIONAL PERSONNEL COSTS**

Teachers - Regular	38.40	1,774,246	-	-	-	1,774,246
Teachers - SPED	4.00	-	175,420	-	-	175,420
Substitute Teachers	2.00	52,000	-	-	-	52,000
Teaching Assistants	16.00	422,320	-	-	-	422,320
Specialty Teachers	16.00	718,931	-	-	-	718,931
Aides	-	-	-	-	-	-
Therapists & Counselors	5.00	190,905	-	-	-	190,905
Other	-	200,000	-	-	-	200,000
<b>TOTAL INSTRUCTIONAL</b>	<b>81</b>	<b>3,358,402</b>	<b>175,420</b>	<b>-</b>	<b>-</b>	<b>3,533,822</b>

**NON-INSTRUCTIONAL PERSONNEL COSTS**

Nurse	1.25	59,000	-	-	-	59,000
Librarian	-	-	-	-	-	-
Custodian	5.00	180,147	-	-	-	180,147
Security	-	-	-	-	-	-
Other	6.00	352,247	-	-	-	352,247
<b>TOTAL NON-INSTRUCTIONAL</b>	<b>12</b>	<b>591,394</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>591,394</b>

**SUBTOTAL PERSONNEL SERVICE COSTS**

<b>118</b>	<b>3,949,796</b>	<b>175,420</b>	<b>-</b>	<b>-</b>	<b>1,196,828</b>	<b>5,322,044</b>
------------	------------------	----------------	----------	----------	------------------	------------------

**PAYROLL TAXES AND BENEFITS**

Payroll Taxes		244,887	10,876	-	-	74,203	329,967
Fringe / Employee Benefits		832,272	22,544	-	-	177,354	1,032,170
Retirement / Pension		697,210	30,751	-	-	134,777	862,738
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>		<b>1,774,369</b>	<b>64,171</b>	<b>-</b>	<b>-</b>	<b>386,334</b>	<b>2,224,874</b>

**TOTAL PERSONNEL SERVICE COSTS**

	<b>5,724,165</b>	<b>239,591</b>	<b>-</b>	<b>-</b>	<b>1,583,162</b>	<b>7,546,918</b>
--	------------------	----------------	----------	----------	------------------	------------------

**CONTRACTED SERVICES**

Accounting / Audit		-	-	-	-	25,000	25,000
Legal		-	-	-	-	30,000	30,000
Management Company Fee		-	-	-	-	-	-
Nurse Services		-	-	-	-	-	-
Food Service / School Lunch		200,000	10,000	-	-	-	210,000
Payroll Services		-	-	-	-	32,000	32,000
Special Ed Services		-	-	-	-	-	-
Titlement Services (i.e. Title I)		-	-	-	-	-	-
Other Purchased / Professional / Consulting		420,000	20,000	-	-	50,000	490,000
<b>TOTAL CONTRACTED SERVICES</b>		<b>620,000</b>	<b>30,000</b>	<b>-</b>	<b>-</b>	<b>137,000</b>	<b>787,000</b>

**SCHOOL OPERATIONS**

Board Expenses		-	-	-	-	12,500	12,500
Classroom / Teaching Supplies & Materials		292,250	-	-	-	-	292,250
Special Ed Supplies & Materials		-	21,000	-	-	-	21,000
Textbooks / Workbooks		54,000	-	-	-	-	54,000
Supplies & Materials other		27,000	-	-	-	-	27,000
Equipment / Furniture		75,000	-	-	-	-	75,000
Telephone		15,000	-	-	-	-	15,000
Technology		50,000	-	-	-	-	50,000
Student Testing & Assessment		20,000	-	-	-	-	20,000
Field Trips		16,800	-	-	-	-	16,800
Transportation (student)		70,000	5,000	-	-	-	75,000
Student Services - other		200,000	-	-	-	-	200,000
Office Expense		-	-	-	-	35,000	35,000
Staff Development		60,000	5,000	-	-	10,000	75,000
Staff Recruitment		7,500	-	-	-	500	8,000
Student Recruitment / Marketing		-	-	-	-	25,000	25,000
School Meals / Lunch		-	-	-	-	-	-

**Syracuse Academy of Science Charter School**

**PROJECTED BUDGET FOR 2014-2015**

PROJECTED BUDGET FOR 2014-2015							Assumptions
July 1, 2014 to June 30, 2015							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	10,268,939	529,345	-	-	-	10,798,284	
Total Expenses	7,496,715	309,591	-	-	3,216,824	11,023,130	
Net Income	2,772,224	219,754	-	-	(3,216,824)	(224,846)	
Actual Student Enrollment	810	25					
Total Paid Student Enrollment	-	-					
	PROGRAM SERVICES			SUPPORT SERVICES			
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Travel (Staff)	25,000	2,000	-	-	8,000	35,000	
Fundraising	-	-	-	-	-	-	
Other	40,000	2,000	-	-	3,000	45,000	
<b>TOTAL SCHOOL OPERATIONS</b>	<b>952,550</b>	<b>35,000</b>	<b>-</b>	<b>-</b>	<b>94,000</b>	<b>1,081,550</b>	
<b>FACILITY OPERATION &amp; MAINTENANCE</b>							
Insurance	-	-	-	-	50,000	50,000	
Janitorial	-	-	-	-	20,000	20,000	
Building and Land Rent / Lease	-	-	-	-	802,662	802,662	
Repairs & Maintenance	-	-	-	-	200,000	200,000	
Equipment / Furniture	-	-	-	-	120,000	120,000	
Security	-	-	-	-	20,000	20,000	
Utilities	-	-	-	-	165,000	165,000	
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,377,662</b>	<b>1,377,662</b>	
<b>DEPRECIATION &amp; AMORTIZATION</b>	<b>200,000</b>	<b>5,000</b>	<b>-</b>	<b>-</b>	<b>25,000</b>	<b>230,000</b>	
<b>DISSOLUTION ESCROW &amp; RESERVES / CONTINGENCY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL EXPENSES</b>	<b>7,496,715</b>	<b>309,591</b>	<b>-</b>	<b>-</b>	<b>3,216,824</b>	<b>11,023,130</b>	
<b>NET INCOME</b>	<b>2,772,224</b>	<b>219,754</b>	<b>-</b>	<b>-</b>	<b>(3,216,824)</b>	<b>(224,846)</b>	
<b>ENROLLMENT - *School Districts Are Linked To Above Entries*</b>	<b>REGULAR EDUCATION</b>	<b>SPECIAL EDUCATION</b>	<b>TOTAL ENROLLED</b>				
District of Location	4		4				
BALDWINVILLE CENTRAL SCHOOL DISTRICT	1		1				
E.SYRACUSE MINOA CENTRAL SCHOOL	2		2				
FAYETVILLE	1		1				
JAMESVILLE-DEWITT HS	4		4				
LAFAYETTE CENTRAL SCHOOL DISTRICT	20		20				
LIVERPOOL CENTRAL SCHOOL DISTRICT	10		10				
NORTH SYRACUSE CENTRAL SCHOOLS	2		2				
ONONDAGA CENTRAL SCHOOL DISTRICT	9		9				
SOLVAY UNION FREE SCHOOLDISTRICT	750	25	775				
SYRACUSE CITY SCHOOL DISTRICT	4		4				
WEST GENESEE CENTRAL SCHOOL DISTRICT	3		3				
WESTHILL CENTRAL SCHOOL DISTRICT							
<b>TOTAL ENROLLMENT</b>	<b>810</b>	<b>25</b>	<b>835</b>				
<b>REVENUE PER PUPIL</b>	<b>12,678</b>	<b>21,174</b>	<b>-</b>				
<b>EXPENSES PER PUPIL</b>	<b>9,255</b>	<b>12,384</b>	<b>-</b>				

# Appendix E: Disclosure of Financial Interest Form

Created Friday, August 01, 2014

---

## Page 1

421800860854 SYRACUSE ACAD-SCI CS

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

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

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

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

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

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

Yes

Thank you.

# Appendix F: BOT Membership Table

Created Tuesday, June 24, 2014

## Page 1

421800860854 SYRACUSE ACAD-SCI CS

### 1. Current Board Member Information

	Full Name of Individual Trustees	Position on Board (Officer or Rep).	Voting Member	Area of Expertise &/or Additional Role	Terms Served & Length (include date of election and expiration)	Committee affiliations
1	Fehmi Damkaci	Chair/President	Yes	Education & Community Outreach	July 2011-August 2014	
2	Yildiray Yildirim	Vice Chair/Vice President	Yes	Treasurer	July 2012-July 2015	
3	Ahmet Ay	Secretary	Yes	Education & Community Outreach	June 2012-July 2015	
4	Sherman Dunmore	Member	Yes	Community Outreach	August 2013-July 2016	
5	Patricia Coban	Member	Yes	Education	July 2011-August 2014	
6	Ednita Wright	Member	Yes	Education & Community Outreach	Feb 2013-July 2016	
7	Muris Hadzic	Member	Yes	Finance	Feb 2013-July 2016	

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

2

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

0

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

9

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

12

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

12

Thank you.

## Syracuse Academy of Science Charter School Board of Trustees

July 9, 2013

The meeting was called to order at 7.55 PM at Utica School site with Board Members present: Fehmi Damkaci, Ahmet Ay, Patricia Coban, Ednita Wright, Excused: Muris Hadzic, Yildiray Yildirim, Reverend Dunmore. Quorum: 4/7. In addition, the Superintendent was present.

**Agenda**

1. *Minutes of last meeting: Review and approve*
2. *Today's meeting agenda: Review and approve*
3. *ESL, Special Ed., Music Teacher Approvals*
4. *Rev. Dunmore Term Renewal Approval*
5. *T-shirt Approval*
6. *Insurance renewal*
7. *Next trustee meeting: August 12, 2013*

**Discussion**

1. *Financial status and budget*
2. *Building improvements/elementary construction*
3. *Regents*
4. *Board Evaluation*
5. *Director/Superintendent's Evaluation*
6. *Summer school and summer institute*

---

**Motion #130709.1**

RESOLVED, that the minutes of the June 2013 meeting are hereby approved and a copy shall be inserted in the minute book.

Moved by Ednita Wright and seconded by Ahmet Ay

Resolution #130709.1 was adopted unanimously

---

**Motion #130709.2**

RESOLVED, that the agenda of today's meeting is hereby approved.

Moved by Ednita Wright and seconded by Patricia Coban

Resolution #130709.2 was adopted unanimously

---

**Motion #130709.3**

RESOLVED, that the three year term of Reverend Dunmore until August 2016 is hereby approved.

Moved by Ahmet Ay and seconded by Ednita Wright

Resolution #130709.3 was adopted unanimously

---

**Motion #130709.4**

RESOLVED, that the ESL, Special Ed, Music Teacher hiring according to pay-scale is hereby approved, according to Director and Superintendent's discretionary.

Moved by Ednita Wright and seconded by Ahmet Ay  
Resolution #130709.4 was adopted unanimously

---

Motion #130709.5

RESOLVED, that the order of T-shirts for \$23,389 from Spinnaker is hereby approved.

Moved by Ednita Wright and seconded by Ahmet Ay  
Resolution #130709.5 was adopted unanimously

---

Motion #130709.6

RESOLVED, that the Renewal of current insurances for the 13-14 school year through Austin & Co. INC is hereby approved.

Moved by Muris Hadzic and seconded by Ahmet Ay  
Resolution #130709.6 was adopted unanimously

---

**Discussion Items:**

Financials provided by Mr. Ozcan were discussed briefly. There is no concern at the moment. Independent audit for 2012-13 will start soon. Final comptroller's audit report has been discussed.

Elementary school building permit is still at the city. City is now requesting plans for rain water system. School decided to meet with mayor to expedite the process.

Window changes have been in process throughout the school. Second floor is completed and third floor windows are almost in completion. Also, AC installation started already and some of the third floor classrooms installed with AC.

Summer school is taking place at the elementary school site with 62 students.

School enrollment expansion plan has been discussed under the light of high demand, elementary school site addition, and salary increases for each the teachers to increase the quality and school time and school days.

Regent exam results have been discussed. Earth science regents came lower than expected. Therefore Earth Science teacher resigned. Mr Hayali is planning to offer extra hour of earth science class to resolve the issue in addition of hiring a new teacher. Living environment and US History results could have been better. Teachers are notified about the issue and asked about an action plan regarding their courses. English, Algebra, and geometry results were good. Mr Hayali will increase the class observations for those courses with low regent's scores.

Staff survey has been discussed and approved to be implemented in next spring semester.

Board discussed its self-evaluation. Overall board find itself functioning well according to all metrics, accept it needs improvement for its relations with staff and parents. Two

recommendations are made for next year: having a strategic planning for expansion of SAS ad Utica's implementation; increasing relations with staff and parents.

Board is invited to summer institute to make first contact with the new staff and welcoming back the existing staff members.

Board discussed Mr Hayali's performance evaluation. Mr Damkaci summarized the finding of the committee formed by an admin, teacher, and a student. Student who has been with the school over 6 years told that last 4 years school's culture and disciplined changed dramatically and school is more disciplined at the moment. Also she stated that school provides challenging yet fun learning environment that she enjoyed a lot. School also provides several opportunity as extra-curricular activity for its students. Mr Hayali's position is changed from SAS Director to Superintendent of both Utica and SAS, which created challenges at the beginning. According to all he has great leadership.

Dr. Damkaci reminded that there will be Charter School Association Conference in NY City and all BoT members are invited to attend to learn more about charter schools and best practices.

Regular meeting was adjourned at 9:10 PM.

## Syracuse Academy of Science Charter School Board of Trustees

August 12, 2013

The meeting was called to order at 8.00 PM at Syracuse School site with Board Members present: Fehmi Damkaci, Ahmet Ay, Patricia Coban, Ednita Wright, Muris Hadzic, Reverand Dunmore, Absent: Yildiray Yildirim; Quorum: 6/7. In addition, the Superintendent, Utica School Director, Syracuse School Director, Operations Manager, and HR director were present.

**Agenda**

1. *Minutes of last meeting: Review and approve*
2. *Today's meeting agenda: Review and approve*
3. *Hiring Approvals*
4. *Inventory Policy Approval*
5. *SAS Operation Manager as Title -1 coordinator*
6. *Cleaning company RFP Approval*
7. *Approval of minivan purchase*
8. *Next trustee meeting: September 10, 2013*

**Discussion**

1. *Financial status and budget*
2. *Building improvements/elementary construction*
3. *State Test Results*
4. *Technology Upgrades*
5. *Teacher-Student mentorship program*
6. *Recess within daily schedule*

---

Motion #130812.1

RESOLVED, that the minutes of the July 2013 meeting are hereby approved and a copy shall be inserted in the minute book.

Moved by Ednita Wright and seconded by Ahmet Ay

Resolution #130812.1 was adopted unanimously

---

## Motion #130812.2

RESOLVED, that the agenda of today's meeting is hereby approved.

Moved by Ednita Wright and seconded by Patricia Coban

Resolution #130812.2 was adopted unanimously

---

## Motion #130812.3

RESOLVED, that the hiring of teachers and staff listed in the attached document is hereby approved.

Moved by Ahmet Ay and seconded by Ednita Wright

Resolution #130812.3 was adopted unanimously

---

## Motion #130812.4

RESOLVED, that the attached inventory policy is hereby approved.

Moved by Ednita Wright and seconded by Ahmet Ay  
Resolution #130812.4 was adopted unanimously

---

Motion #130812.5

RESOLVED, that the SAS operations manager as Title 1 coordinator for \$5,423 is hereby approved.

Moved by Ednita Wright and seconded by Rev. Dunmore  
Resolution #130812.5 was adopted unanimously

---

Motion #130812.6

RESOLVED, that the purchasing cleaning services for elementary building from Eastwood and cleaning services for high school from Cleantec is hereby approved.

Moved by Muris Hadzic and seconded by Ahmet Ay  
Resolution #130812.6 was adopted unanimously

---

Motion #130812.7

RESOLVED, that the purchase of Honda minivan from Honda City in the amount of \$18,000 is hereby approved.

Moved by Ahmet Ay and seconded by Muris Hadzic  
Resolution #130812.7 was adopted unanimously

---

**Discussion Items:**

Financials provided by Mr. Ozcan were discussed briefly.

There is no development with the permit for the elementary school building. The decision will be made in September.

Window changes and AC installation is almost complete. The changes will be done by the school opening date.

Technology upgrades and transformations have been discussed; including all classroom equipped with smart board, utilizing google services for file sharing, and calendar etc, chromebooks usage in classrooms, and clickers. Teachers should be provided with more PD opportunities as we phase into using newer technology in the classroom. And phasing should be spread over time in order increase the efficient use of the new technology.

State test results have been shared and discussed in comparison to district and state averages. In all grades the school is much higher than the district, and in most grades, it is better than the state averages. The school still needs to improve itself even though it is comparatively better. These are the first results with common core curriculum and the school and teachers will adjust their curriculum. Teachers with better state test scores should be encouraged by higher performance based bonuses.

SAS director would like to start a teacher-student mentorship program in which each teacher will be assigned to certain number of students. The mentor will make that each students are getting prepared for the college and will motivate them academically and socially. More information will be presented in the next meeting.

Summer institute will spend a day at old forge as part of team building activities. Board members are invited to attend and stay and get to know the new teachers and staff members. Dr. Damkaci reminded that there will be Charter School Association. Conference in NY City and all BoT members are invited to attend to learn more about charter schools and best practices.

Regular meeting was adjourned at 9:25 PM.

## Syracuse Academy of Science Charter School Board of Trustees

September 10, 2013

The meeting was called to order at 8.05 PM at Utica School site with Board Members present: Fehmi Damkaci, Ahmet Ay, Patricia Coban, Ednita Wright, Muris Hadzic, Rev. Dunmore. Yildiray Yildirim. Quorum: 7/7. In addition, the Superintendent, Utica School Director, Syracuse School Director and Operations Manager were present.

**Agenda**

1. *Minutes of last meeting: Review and approve*
2. *Today's meeting agenda: Review and approve*
3. *Approval of updates on Personal handbook*
4. *Approval of Hiring*
5. *Approval of Truck*
6. *Approval of Mentorship program*
7. *Next trustee meeting: October 8, 2013*

**Discussion**

1. *Financial status and budget*
2. *Building improvements/elementary construction*
3. *Student Enrollment*
4. *Summer Institute*
5. *Teacher-Student mentorship program*
6. *Performance based bonus policy*
7. *Calendar for parents*

---

Motion #130910.1

RESOLVED, that the minutes of the August 2013 meeting are hereby approved and a copy shall be inserted in the minute book.

Moved by Ednita Wright and seconded by Ahmet Ay

Resolution #130910.1 was adopted unanimously

---

## Motion #130910.2

RESOLVED, that the agenda of today's meeting is hereby approved.

Moved by Ednita Wright and seconded by Patricia Coban

Resolution #130910.2 was adopted unanimously

---

## Motion #130910.3

RESOLVED, that the hiring of teachers and staff listed in the attached document is hereby approved.

Moved by Ahmet Ay and seconded by Ednita Wright

Resolution #130910.3 was adopted unanimously

---

## Motion #130910.4

RESOLVED, that the purchase of a pick-up truck from a state contractor is hereby approved.

Moved by Ednita Wright and seconded by Ahmet Ay

Resolution #130910.4 was adopted unanimously

---

Motion #130910.5

RESOLVED, that that the following update into the personal handbook under “work days and work weeks” section is hereby approved: all employees at the high school are required each week to work a minimum three days from 8:30 a.m. to 4:45 p.m. at the high school and two days from 8:30 a.m. to 4:00 p.m., Monday through Friday, and a minimum total of 36.25 working hours each week. All employees at the elementary are required each week to work from 7.50 a.m. to 4:20 p.m., Monday through Friday, and a minimum total of 40 working hours each week.

Moved by Ednita Wright and seconded by Rev. Dunmore

Resolution #130910.5 was adopted unanimously

---

Motion #130910.6

RESOLVED, that the mentorship program provided by teachers and community members (subject to fingerprinting) is hereby approved, a curriculum must be submitted.

Moved by Muris Hadzic and seconded by Ahmet Ay

Resolution #130910.6 was adopted unanimously

---

**Discussion Items:**

Financials provided by Operations Manager were discussed briefly. Utilities section of the budget has been increased due to mistakes made by National grid for last three years. School has to make a big payment for those years. Other than utilities issue, school budget is within limits and in good condition. A pick-up truck is needed by the building manager who rides his personal car between buildings and Lowe’s, which costs more to the school.

There is no development with the permit for the elementary school building. The planning board will hear the case on September 16.

Board members showed their appreciation regards to recent updates on the school building, in terms windows and AC. School looks much more attractive and has better facilities for its educational goals. Each classroom window will need shades, which will be purchased soon.

School has 702 registered students, which most likely be go down within couple weeks due to moves etc. elementary school has alone 31 ESL kids, which is a great accomplishment for the school. Also due to increased needs of special education students, board discussed and approved an additional special education teacher position.

Mentorship program has been discussed. It was suggested that non-teachers should be allowed to be mentor as well. Background check with fingerprinting will be required for those. The names of community members who might be a good mentor will be given to the director to follow up to include as mentors. The program has been approved as a concept and more discussion will take in the next meetings.

Expansion plan has been discussed briefly. SAS will apply for the expansion again by December. Board members will have a strategic meeting at NYC combined with the Charter Association Conference. Speakers will be invited from the charter association.

Regular meeting was adjourned at 9:15 PM.

## Syracuse Academy of Science Charter School Board of Trustees

October 8th, 2013

The meeting was called to order at 8.00 PM at Utica School site with Board Members present: Fehmi Damkaci, Ahmet Ay, Patricia Coban, Muris Hadzic, Rev. Dunmore, and Yildiray Yildirim. Absent with excuse: Ednita Wright, Quorum: 6/7. In addition, the Superintendent, Utica School Director, Syracuse School Director and Operations Manager were present.

**Agenda**

1. *Minutes of last meeting: Review and approve*
2. *Today's meeting agenda: Review and approve*
3. *Approval of Staff and Teachers*
4. *Approval of HR software*
5. *Approval of Grant Incentive Policy*
6. *Approval of Lunch Policy Revision*
7. *Approval of Athletics Stipends and Policy*
8. *Approval of Mentorship program and pay policy*
9. *Approval of Truck Purchase*
10. *Approval of Signage*
11. *Approval of Elementary School Connector*
12. *Approval of Purchase Agreement*
13. *Approval of Annual Performance based Incentive*
14. *Next trustee meeting: November 12, 2013*

**Discussion**

1. *Financial status, budget, and audit*
2. *Building improvements/elementary construction*
3. *Student Enrollment*
4. *Website updates*
5. *Teacher-Student mentorship program*
6. *Performance based bonus policy*
7. *Calendar for parents*

---

**Motion #131008.1**

RESOLVED, that the minutes of the September 2013 meeting are hereby approved and a copy shall be inserted in the minute book.

Moved by Ahmet Ay and seconded by Yildiray Yildirim  
Resolution #131008.1 was adopted unanimously

---

**Motion #131008.2**

RESOLVED, that the agenda of today's meeting is hereby approved.

Moved by Muris Hadzic and seconded by Ahmed Ay  
Resolution #131008.2 was adopted unanimously

---

**Motion #131008.3**

RESOLVED, that the hiring of teachers and staff listed in the attached document is hereby approved

Valerie Reppi - Title 1 English Teacher

Stanley Williams – promoted as Assistant Dean of Students and will serve as the Interim Dean of Students, since the current Dean of Students is on medical leave.

Moved by Rev Dunmore and seconded by Yildiray Yildirim

Resolution #131008.3 was adopted unanimously

---

Motion #131008.4

RESOLVED, that the purchase of reporting timesheets through ADP paycheck system, utilizing fingerprints, or other individual means is hereby approved.

Moved by Rev. Dunmore and seconded by Ahmet Ay

Resolution #131008.4 was adopted unanimously

---

Motion #131008.5

RESOLVED, that that the grant incentive policy: 10% of a grant obtained by a staff, teacher, or a community member will be paid as administrative stipend to manage the grant and to write the final report (the payment will be made after the submission of the final report) is hereby approved.

Moved by Muris Hadzic and seconded by Rev. Dunmore

Resolution #131008.5 was adopted unanimously

---

Motion #131008.6

RESOLVED, that the lunch policy revisions regarding payment method: accepting only cash, certified check, or money orders and regarding full pay amount revision are hereby approved.

Moved by Yildiray Yildirim and seconded by Muris Hadzic

Resolution #131008.6 was adopted unanimously

---

Motion #131008.7

RESOLVED, that the athletics program coach pay scale policy and stipends for 2013-14 are hereby approved.

Moved by Yildiray Yildirim and seconded by Ahmet Ay

Resolution #131008.7 was adopted unanimously

---

Motion #131008.8

RESOLVED, that the mentorship program payment policy is hereby approved.

150-200 hrs per year is expected from the mentors, mentors will follow a given curriculum with milestones, each mentor will be paid \$2,000 per academic year, will be paid in portions as each milestone is completed, and once the curriculum is implemented, the program will be open to community members and alumni with safeguards, approval of the superintendent, and the background check.

Moved by Rev. Dunmore and seconded by Ahmet Ay

Resolution #131008.8 was adopted unanimously

---

Motion #131008.9

RESOLVED, that the purchase of pick-up truck for \$25,799 excluding DMV fees from Summit Ford is hereby approved. (Koerner Ford \$25,978 excluding DMV fees)

Moved by Rev. Dunmore and seconded by Yildiray Yildirim

Resolution #131008.9 was adopted unanimously

---

Motion #131008.10

RESOLVED, that the purchase of new signage for both Elementary and High School building from Charles Signs for \$20,718 is hereby approved.

Charles signs-\$20,718 (vs Syracuse signage-\$24,196 and Sign-a-rama-\$26,540)

Moved by Muris Hadzic and seconded by Rev. Dunmore

Resolution #131008.10 was adopted unanimously

---

Motion #131008.11

RESOLVED, that the following improvements at the elementary school site managed by the building manager is hereby approved.

Connector between school building and gym

Extra lighting at the parking lot to increase the safety

Moved by Muris Hadzic and seconded by Rev. Dunmore

Resolution #131008.11 was adopted with majority, Damkaci abstained.

---

Motion #131008.12

RESOLVED, that the attached purchase agreement between Utica academy and Syracuse Academy is hereby approved, to be applicable retroactively

Moved by Yildiray Yildirim and seconded by Muris Hadzic

Resolution #131008.12 was adopted unanimously

---

Motion #131008.13

RESOLVED, that the annual performance based incentive up to \$2,500 and curriculum coordinator up to \$5,000 according to attached rubric for only 2013-2014 academic year is hereby approved. The incentive will be paid in September 2014 once state results are announced and only for those teachers who notified the school by May 2013 about their return for the next academic year.

Moved by Yildiray Yildirim and seconded by Ahmet Ay

Resolution #131008.13 was adopted unanimously

---

#### **Discussion Items:**

New Operations Manager is introduced to all board members. Financials provided by him was discussed briefly. Based on his conversation with the Auditor, a revision might be needed for the budget.

Planning board did not approve the new construction at the elementary school site due to traffic issues. Building manager submitted a design which is just a connector between school building and gym. It will increase the safe hallway for the students during winter months. Due to recent events at the parking lot, lighting will be increased.

A fire alarm system has been discussed for the high school. Current system works, but building manager advices to replace with a newer system. He will get quotes for discussion.

School has 702 registered students, which most likely be go down within couple weeks due to moves etc. elementary school has alone 31 ESL kids, which is a great accomplishment for the school. Also due to increased needs of special education students, board discussed and approved an additional special education teacher position.

Planned website updates have been shared with the board. The schools will have common website which will be used as a gateway for both schools.

Mentorship program budget has been discussed and payment has been approved. Annual performance based incentive program rubric has been discussed. The program goals have been raised for both home visits and test results. More comprehensive performance based incentive program has been discussed to be implemented if the expansion proposal gets accepted.

One of the SAS seniors attended the American Chemical Society Meeting to present her research that was accomplished at summer program in Oswego.

Family Court Judge Rasheed visited the school and gave a talk to the students with full life experiences.

Expansion plan has been discussed briefly. Dr. Damkaci will talk to Charter Office officials and association president at the NYC conference. A draft document will be submitted for approval for the next meeting.

Mailing of the school calendar to the parents has been raised as an issue and Superintendent provided information. Next year, school should plan ahead of time for sending school calendar.

Regular meeting was adjourned at 9:25 PM.

## Syracuse Academy of Science Charter School Board of Trustees

November 12th, 2013

The meeting was called to order at 8.05 PM at Syracuse School site with Board Members present: Fehmi Damkaci, Ahmet Ay, Patricia Coban, Muris Hadzic, Ednita Wright, and Yildiray Yildirim. Absent with excuse: Rev. Dunmore, Quorum: 6/7. In addition, the Superintendent, Utica School Director, Syracuse School Director and Operations Manager, and Mrs. Frost were present.

**Agenda**

1. *Minutes of last meeting: Review and approve*
2. *Today's meeting agenda: Review and approve*
3. *Approval of Media Relations Policy*
4. *Approval of New Year's Gift*
5. *Approval of Cancelling Keybank credit card and closing the Keybank CD account.*
6. *Approval of Chase Freedom credit card with the \$10,000 limit*
7. *Approval of Revisions on Title I and II budget*
8. *Approval of Enrollment Expansion proposal*
9. *Approval of Academic Service Agreement with UASCS*
10. *Approval of New Hires and Promotions*
11. *Next trustee meeting: December 10th, 2014*

**Discussion**

1. *Financial status, budget, and audit*
2. *Building improvements/elementary construction*
3. *Student Enrollment*
4. *Expansion Proposal*
5. *Media Relations*
6. *Academics and Common Core*

---

**Motion #131112.1**

RESOLVED, that the minutes of the October 2013 meeting are hereby approved and a copy shall be inserted in the minute book.

Moved by Muris Hadzic and seconded by Ahmet Ay  
Resolution #131112.1 was adopted unanimously

---

**Motion #131112.2**

RESOLVED, that the agenda of today's meeting is hereby approved.

Moved by Yildiray Yildirim and seconded by Ahmed Ay  
Resolution #131112.2 was adopted unanimously

---

**Motion #131112.3**

RESOLVED, that the Media Relations Policy is hereby approved

Moved by Ahmet Ay and seconded by Ednita Wright

Resolution #131112.3 was adopted unanimously

---

Motion #131112.4

RESOLVED, that the sweatshirts with school logo as the new year's gift to all staff and board members to promote school spirit and marketing is hereby approved.

Moved by Ahmet Ay and seconded by Ednita Wright

Resolution #131112.4 was adopted unanimously

---

Motion #131112.5

RESOLVED, that cancellation of KeyBank credit and closing KeyBank savings and escrow accounts are hereby approved.

Moved by Muris Hadzic and seconded by Ahmet Ay

Resolution #131112.5 was adopted unanimously

---

Motion #131112.6

RESOLVED, that opening a Chase Freedom credit card account (which provides better online customer services) with a total of \$10,000 limit is hereby approved.

Moved by Yildiray Yildirim and seconded by Muris Hadzic

Resolution #131112.6 was adopted unanimously

---

Motion #131112.7

RESOLVED, that the revisions on Title I and Title II budgets are hereby approved.

Moved by Ednita Wright and seconded by Ahmet Ay

Resolution #131112.7 was adopted unanimously

---

Motion #131112.8

RESOLVED, that the increasing school's enrollment to 75 students per grade level and its maximum student population to 975 and the authorization of President and Superintendent to execute all documents required in connection with the extension is hereby approved.

Moved by Ednita Wright and seconded by Ahmet Ay

Resolution #131112.8 was adopted unanimously

---

Motion #131112.9

RESOLVED, that the academic service agreement (\$40 per student) with UASCS which includes, but not limited to, teacher training, observation, and support, and STEM project development etc. is hereby approved.

Moved by Ednita Wright and seconded by Muris Hadzic

Resolution #131112.9 was adopted unanimously

---

Motion #131112.10

RESOLVED, that the attached list of hirings is hereby approved.

Moved by Muris Hadzic and seconded by Yildiray Yildirim

Resolution #131112.10 was adopted unanimously

---

#### **Discussion Items:**

Mark Hettler the independent auditor provided documents and information regarding official Audit report. Financial statements have been discussed. He suggested setting up reserve funds for specific causes or future investments category. Mr Hettler was asked whether he checked on

the action plan provided to comptroller office. He stated that action plan was implemented and some of them were in the works during audit. He suggested that all equipment, including small tech items such as I pads can be in the inventory to locate them or who have them, but does not all need to be depreciated over time.

Media relations policy has been discussed in the light of recent reporter issues. All board members and staff should let any reporter to contact with the PR staff before providing any interview or statement. All reporters must have an approval from the PR office before having an access to any staff, student, or board member for interview or photo session.

Academic support to Utica School has been discussed and the agreement has been approved to make sure that Utica school is and will be successful within its first year.

Expansion proposal draft has been discussed. St Charles school building as the third school site has been discussed as possible option to separate grades as elementary, middle, and high school among three campuses. Both Superintendent and Bot president will have a meeting with charter office regarding expansion and building outside of the approved school district.

Common Core and Rigor has been discussed. Mr Hayali informed that Engage NY has been very helpful and extremely good. Teachers are utilizing it as much as they can. Administrators will receive a professional development regarding common core and rigor.

Following announcements were made by the SAS Director:

K-6

- October Students of the Month took their certificates from the Dean of Elementary.
- 4th & 5th Grades explored ecosystems at Great Swamp Conservancy. 10/29/13
- Second Grade students visited Critz Farm. 10/23/13
- Math Olympiad Team competes at A math competition in NJ. 10/13/13
- Kindergarten students explored Fort Rickey. 10/9/13
- 3rd Grade students went on a trip to The Museum of the Earth. 10/3/13
- 4A Visits Salt Museum. 10/1/13
- Kindergarten students visited Behling Orchards 9/30/13
- 1st Grade students attended a trip to the Wild Zoo. 9/27/13
- 1st Grade went to Apple Picking! 9/19/13

7-12

- SASCS participated in Bridge Competition at MOST Museum. 11/9/13
- Syracuse Academy hosted Flamenco Ballet 11/1/13
- Global Environment students visited SUNY ESF. 10/1/13
- Guidance Office organized a College Fair with 15 colleges. 10/25/13
- SASCS celebrated National Chemistry Week at Destiny US. 10/19/13
- Athletics department organized the Boys Modified Basketball Fundraiser. 10/18/13
- Peer Leadership students participated in a neighborhood improvement activity. 10/16/18
- Support Magistrate Jawwaad Rasheed addressed students. 10/6/13
- Syracuse Academy senior presented at the national meeting of the American Chemical Society.
- Professional Development for staff took place about Technology in Education on 11/5/13.

Regular meeting was adjourned at 9:20 PM.

## Syracuse Academy of Science Charter School Board of Trustees

December 10th, 2013

The meeting was called to order at 8.05 PM at Syracuse School site with Board Members present: Fehmi Damkaci, Ahmet Ay, Rev. Dunmore, Muris Hadzic, Ednita Wright, and Yildirim Yildirim. Absent with excuse: Patricia Coban, Quorum: 6/7. In addition, the Superintendent, Utica School Director, Syracuse School Director and Operations Manager, and Mrs. Frost were present.

**Agenda**

1. *Minutes of last meeting: Review and approve*
2. *Today's meeting agenda: Review and approve*
3. *Approval of Organizational Structure Change*
4. *Approval of Extension of Number of School Days*
5. *Approval of school site outside of SCSD,*
6. *Approval of Superintendent's Car lease*
7. *Approval of Bank Account with Chase*
8. *Approval of Tuition reimbursement for Operation Manager*
9. *Approval of Health Insurance renewal*
10. *Approval of New Hires and Promotions*
11. *Next trustee meeting: January 14, 2014*

**Discussion**

1. *Financial status, budget, and audit*
2. *Building improvements/elementary construction*
3. *Student Enrollment*
4. *College Acceptances*
5. *Professional Development for Staff*
6. *Expansion Related Changes and future growth plan*

---

**Motion #13121.1**

RESOLVED, that the minutes of the November 2013 meeting are hereby approved and a copy shall be inserted in the minute book.

Moved by Ednita Wright and seconded by Muris Hadzic

Resolution #131210.1 was adopted unanimously

---

**Motion #131210.2**

RESOLVED, that the agenda of today's meeting is hereby approved.

Moved by Yildirim Yildirim and seconded by Ahmed Ay

Resolution #131210.2 was adopted unanimously

---

**Motion #131210.3**

RESOLVED, that the organizational structure change to create a central office to serve better all schools in an efficient manner is hereby approved.

Moved by Ednita Wright and seconded by Rev. Dunmore

Resolution #131210.3 was adopted unanimously

---

Motion #131210.4

RESOLVED, that the addition of 15 school days to increase the number of school days to 195 days is hereby approved.

Moved by Yildiray Yildirim and seconded by Ednita Wright

Resolution #131210.4 was adopted unanimously

---

Motion #131210.5

RESOLVED, that having middle school grades (grades 5, 6, and 7) at a location other than Syracuse School District is hereby approved, pending the approval of the grade expansion proposal described in resolution 131112.8.

Moved by Ednita Wright and seconded by Ahmet Ay

Resolution #131210.5 was adopted unanimously

---

Motion #131210.6

RESOLVED, that Ford Taurus car lease (3 year lease term, upto 19,500 miles annually, \$429/month from Romano) for Superintendent is hereby approved. Other quotes include \$431/month from Koerner and \$445/month from Summit.

Moved by Ednita Wright and seconded by Yildiray Yildirim

Resolution #131210.6 was adopted unanimously

---

Motion #131210.7

RESOLVED, that the opening a bank account with Chase bank with \$250,000 limit to diversify school's bank needs is hereby approved.

Moved by Yildiray Yildirim and seconded by Ednita Wright

Resolution #131210.7 was adopted unanimously

---

Motion #131210.8

RESOLVED, that the tuition reimbursement to Operations Manager for the courses towards CPA at a SUNY college rate and the CPA exam fees and books are hereby approved.

Moved by Yildiray Yildirim and seconded by Ednita Wright

Resolution #131210.8 was adopted unanimously

---

Motion #131210.9

RESOLVED, that the renewal of health insurance policy with existing benefits is hereby approved.

Moved by Ednita Wright and seconded by Yildiray Yildirim

Resolution #131210.9 was adopted unanimously

---

Motion #131210.10

RESOLVED, that the attached list of hirings and promotions are hereby approved.

Moved by Ednita Wright and seconded by Yildiray Yildirim

Resolution #131210.10 was adopted unanimously

---

**Discussion Items:**

Operation Manager presented current financials of the school. Board looked at the monthly financials, their comparisons to last year, and annual budget as of now. He also presented budget items comparison to total budget. He answered questions from BoT member regarding

different budget items. Based on operation manager's request, opening a bank account at a different bank has been discussed and approved.

Organizational structure change has been discussed extensively. The need for the change has been agreed by all board members. BoT asked whether new positions called "chief of" will be a new hire or a promotion within school. Hayali said people who already assume similar jobs with different title will be promoted. Only new position, "chief of staff" that school does not have currently requires a new hire. This position is created to support superintendent and board for special projects. Current IT manager will be CTO, current PR person will be CCO, and current Operations manager will be CFO. CAO and CoS positions can be filled internally or externally when the structural change is approved.

School may need an extra school site if the expansion gets approved by the state. School looked for spaces within Syracuse but could not locate a good school site option which also has a gym. School talked to Syracuse School District Superintendent and the City for a possible public school site which is not in use. However, Syracuse School District could not provide any school location for us to lease during this process. Closest school building with a gym is former St Charles school site. School site needs several modifications and improvements as we did at the elementary school site. If the State approves the location as a school site, school will rent the place after all requested improvements are made. Its close proximity to the SAS high school site and its overall size of 35,000 sqf, and having a gym attached to school site is a perfect fit for the school's need. The building needs AC, new roof, and several upgrades for classrooms, and bathrooms by the landlord.

The discussion took place regarding various possibilities of bussing if the third site is get approved. In addition, the cost of the bussing is discussed regarding expansion of the school year for an additional 15 days. Based on operation manager's calculations, its impact on the budget should be limited even SAS ends up paying the full cost. Since the benefits will be high and there is money available in the budget, board favorably approves the extension of the school days.

Board members asked the benefit of getting CPA certificate for the operations manager. Since the school will expand its services with the newly approved organizational structure, he should be in a position like CPA to audit all campus activities that our central office serves. This also prevents issues such as the comptroller's office identified in their report.

College acceptances are discussed, and board asked for a presentation by the college counselor for the next meeting. Currently, 85% of the applications have been made through Naviance system.

Superintendent provided information regarding PDs provided to teachers. Teachers received PDs on Rigor in common core, technology use in classroom.

Dr. Wright asked for PTO meeting dates to attend and get familiarize with the parents and learn their concerns. She will try attending in the future PTO meetings and will report back to board. 25% of the parents of HS and 35% of the parents of the ES were visited in their homes by the teachers. The goal is make it at least 80% by the end of the year.

Recent media issues have been reported back to board by BoT president and Superintendent. All board members will receive a FAQ regarding SAS history and current issues to keep all of them informed.

Following announcements were made by the UAS Director to update all BoT members about the school activities:

#### High School ANNOUNCEMENTS

- A benefit basketball game for Vogt family took place on Friday, December 6, 2013. Our Gym teacher Rick Vogt lost his brother last summer leaving a wife and a two year old behind. A total of \$2800 was raised and donated to the Vogt memorial fund.
- 2013 Science Fair took place on Friday, December 6, 2013. More than 80 projects were displayed, and 13 judges from various academic institutions visited the school.
- PTO held elections to choose its new managing members. Todd Doss is the new president of the PTO.
- US Congressman Dan Maffei visited SAS and addressed the senior students on November 26, 2013.
- One of our 12th grade students, Kayla Vidal, was featured in Today's CNY Women magazine for its IT (Inspiring Teens) section in the December issue.
- SUNY Cortland faculty and students came to address SAS HS male students for a male leadership panel on November 20, 2013. A female leadership panel is scheduled in January.
- Syracuse PD officers visited SAS to address HS students and shared their insight in law enforcement careers on November 19th.
- Assistant District Attorney Romana Lovalas visited SAS to address HS criminal justice students and shared her experiences on December 9, 2013.
- Drama Club performed for public with two plays on November 16th.

#### Elementary School ANNOUNCEMENTS

- Wegman's community relations coordinator and Syracuse PD visited ES
- 2ND graders hosted the community for a thanksgiving presentation day. Student demonstrated what they learn in class with projects, songs, and performances.

Regular meeting was adjourned at 9:15 PM.

## Syracuse Academy of Science Charter School Board of Trustees

January 14, 2014

The meeting was called to order at 7.15 PM at Utica School site with Board Members present: Fehmi Damkaci, Ahmet Ay, Rev. Dunmore, Muris Hadzic, Ednita Wright, and Patricia Coban. Absent with excuse: Yildiray Yildirim, Quorum: 6/7. In addition, the Superintendent, Utica School Director, Syracuse School Director and Operations Manager, College Counselor, and Mrs. Frost were present.

**Agenda**

1. *Minutes of last meeting: Review and approve*
2. *Today's meeting agenda: Review and approve*
3. *Approval of New Hires*
4. *Approval of Chromebooks*
5. *Next trustee meeting: February 11, 2014*

**Discussion**

1. *Financial status and budget,*
2. *Building improvements/elementary construction*
3. *Student Enrollment*
4. *Professional Development for Staff*
5. *Expansion Related Changes and future growth plan*
6. *Presentation by College Counselor*

---

**Motion #140114.1**

RESOLVED, that the minutes of the December 2013 meeting are hereby approved and a copy shall be inserted in the minute book.

Moved by Ednita Wright and seconded by Ahmed Ay  
Resolution #140114.1 was adopted unanimously

---

**Motion #140114.2**

RESOLVED, that the agenda of today's meeting is hereby approved.

Moved by Ednita Wright and seconded by Ahmed Ay  
Resolution #140114.2 was adopted unanimously

---

**Motion #140114.3**

RESOLVED, that the hirings for two Elementary TA positions, one hall monitor/bus driver position, and one building manager position are hereby approved.

Moved by Rev. Dunmore and seconded by Ednita Wright  
Resolution #140114.3 was adopted unanimously

---

**Motion #140114.4**

RESOLVED, that the purchase of 47 chromebooks from the Promevo is hereby approved.  
Cumulus Quote: \$15,313; Promevo Quote: \$14,853; New Mind Quote: \$15,328

Moved by Rev. Dunmore and seconded by Ednita Wright

Resolution #140114.4 was adopted unanimously

---

**Discussion Items:**

Operation Manager presented current financials of the school. Board looked at the monthly financials, their comparisons to last year, and annual budget as of now. He also presented budget items comparison to total budget. He answered questions from BoT member regarding different budget items and their current status.

School received a \$5,000 grant from M&T bank used for students.

Elementary school sites connectors has been approved by the city and currently the work is underway.

BoT President provided information about the expansion proposal made and summarized the comparative data obtained from interim tests made at both Utica and Syracuse campuses. Based on results and comparison to last year results, students are academically at a better state.

School is preparing for tutoring during Winter Break, students who need one-on-one assistance can attend. Students will be awarded with dress down and WonderWorks gift certificate if they attend full week session.

Superintendent provided information regarding efforts for public outreach for enrollment. 400 applications have been received already without any announcement. Fliers has been sent to current parents and former applicants, open houses will be held on every Saturday. School will places tag lines in local NPR. Application deadline is April 1<sup>st</sup>, and the lottery will be held on April 4<sup>th</sup>.

Following announcements were made by the SAS Director to update all BoT members about the school activities:

Boys Varsity Basketball team takes 2nd place in holiday basketball tournament.

STEM class projects received NSF funding and projects have already started.

SAS had a smooth start after a two week winter break, and had 1.5 snow day the first week after break. Students transitioned back in the school successfully.

Regents Exams for HS will run from January 27 through January 30.

PTO elementary and high school combined at the moment, may have separate organization for each building in the future.

Staff/Teachers: February 7th is next professional development day, plan based on need

Science Fair is on January 24th at the elementary school

Elementary Concert, Art Exhibition, Science Fair Exhibition is on January 30th at OCC Arena from 6 p.m. to 8 p.m.

**Presentation by Mr. Gerdan, College Guidance** – Discusses procedures in assisting students for FAFSA, STEP program, college visits, college fair, college applications, college speakers to visit students and provided statistics of college acceptances (2 year, 4 year colleges) since 2007; alumni dinner and LinkedIn for alumni. We also have SAS graduates working for SAS currently: Aileen Figueroa – TA at the elementary; Elmedina Mujak – Accounts Payable/Purchasing Officer; Troy McGriff – TA at elementary; Alexis Johnson – main office secretary part time; and Dalton Ackerman – part time guidance office assistant. Dr. Wright and Rev. Dumore suggested putting successful Alumni who are for example in Med School to speak

at SAS/Utica and also put in the spotlight to encourage current student success (i.e. our website and newsletters). Mr. Gerdan also talked about a website development where alumni and current students get engaged.

Board requested a presentation by the public relations for the next meeting. An alumni focused presentation is asked for another meeting as well.

Regular meeting was adjourned at 8:15 PM.

## Syracuse Academy of Science Charter School Board of Trustees

February 11, 2014

The meeting was called to order at 7.05 PM at Syracuse School site with Board Members present: Fehmi Damkaci, Ahmet Ay, Yildiray Yildirim, Muris Hadzic, Ednita Wright, and Patricia Coban. Absent with excuse: Rev. Dunmore, Quorum: 6/7. In addition, the Superintendent, Utica School Director, Syracuse School Director, Operations Manager, College Counselor, Director of Public Relations, and the president of PTO were present.

**Agenda**

1. *Minutes of last meeting: Review and approve*
2. *Today's meeting agenda: Review and approve*
3. *Approval of Budget revision*
4. *Approval of Hiring of a Teaching Assistant*
5. *Review and Approval of Form 990*
6. *Approval of the contract with SUNY Research Foundation*
7. *Next trustee meeting: March 11, 2014 in Utica*

**Discussion**

1. *Financial status and budget,*
2. *Building improvements/elementary construction*
3. *Student Enrollment/Lottery/Applications*
4. *Assessment/Academics*
5. *College applications*
6. *Expansion plans*
7. *Presentation by Public Relations*

---

Motion #140211.1

RESOLVED, that the minutes of the January 2014 meeting are hereby approved and a copy shall be inserted in the minute book.

Moved by Ednita Wright and seconded by Muris Hadzic

Resolution #140211.1 was adopted unanimously

---

Motion #140211.2

RESOLVED, that the agenda of today's meeting is hereby approved.

Moved by Ahmed Ay and seconded by Ednita Wright

Resolution #140211.2 was adopted unanimously

---

Motion #140211.3

RESOLVED, that the budget revisions and updated budget are hereby approved as presented.

Moved by Yildiray Yildirim and seconded by Ednita Wright

Resolution #140211.3 was adopted unanimously

---

Motion #140211.4

RESOLVED, that the hiring of Arsenio Wallace and Nicole Gosson as TA, until end of this school

year according to payscale, is hereby approved.

Moved by Muris Hadzic and seconded by Ahmet Ay  
Resolution #140211.4 was adopted unanimously

---

Motion #140211.5

RESOLVED, that the Form 990, is hereby reviewed and approved.

Moved by Ahmet Ay and seconded by Muris Hadzic  
Resolution #140211.5 was adopted unanimously

---

Motion #140211.6

RESOLVED, that the contract with SUNY research foundation in the amount of \$15,000 , is hereby approved.

Moved by Yildiray Yildirim and seconded by Muris Hadzic  
Resolution #140211.6 was adopted unanimously

---

**Discussion Items:**

Operation Manager presented current financials of the school. New budget with revisions has been discussed in the light of annual budget comparisons.

Elementary school sites connector's roof is under construction. The school has received its 47 new chromebooks which were approved. SAS admins with UAS admins went to district wide technology implementation workshop to a Boston district for two days. SAS director provided some information about the workshop and their plan regarding implementation of what they have learned. Lack of high-speed internet is a big issue which prevents improvement in the school in terms of technology.

School is planning to have five open houses on the following Saturdays until April 1<sup>st</sup>, which is the deadline for applications. So far, 649 applications have been received. Superintendent told that the open house is used for communicating school culture and requirements.

Winter Regent exam results have been shared: English 38% at Mastery Level at 11<sup>th</sup> grade with 84% passing. This is 6 months before they are required to take the test., which is a very strong result.

SAS Director informed the board about current college applications and their status. The school has few students who have received interviews by Harvard, Cornell, and Yale.

The board talked about the expansion plan and extended calendar year. Board discussed the importance of extended school year and its expected impact student learning and achievement. Superintendent will provide calendar options to the parents and the staff about adding 15 days into the school calendar. Superintendent also informed the board about moving forward with possible school building for the middle school. He will look into Syracuse school district once again before making a final decision. Board members have raised issues about informing parents about possible move for certain grades to an outside of school district location.

Following announcements were made by the SAS Director to update all BoT members about the school activities:

- On Monday, February 3rd, 2014 members of the Utica Academy basketball team visited Syracuse Academy to cheer on the Atoms.

- Both the junior varsity and varsity Atoms cheerleaders attended and represented the school very well in the annual Sweetheart Classic
- Cheerleading Competition! JV placed 3rd in the Small JV division and Varsity placed 4th in the Medium Varsity division.
- On January 30th Syracuse Academy held its first ever K-12 Concert at SRC Arena on the Campus of Onondaga Community College. Additionally, this event hosted the 3rd Annual Syracuse Academy Elementary Science Fair award presentation. Guests were able to view some of the winning projects as they entered the arena.
- The Nation's most exciting K-12 science competition, Science Olympiad, will take place Saturday March 1st 2014. In preparation for the national Science Olympiad, Syracuse Academy's Science Olympiad team participated in an invitational Science Olympiad competition, organized by Red Creek High School. Our students Fatma Zehra Sula, Caitlyn Bradshaw, Jailyne Solis, Ardinela Hirkic and Sofia Fanizzi awarded with silver medal in Can't Judge a Powder and Experimental Design events.
- Four years, and a ton of losses, after girls basketball began at the Syracuse Academy of Science, the Atoms are about to make their first appearance in the Section III playoffs. The Atoms, who won one game in their first two seasons, are 8-6 after a win over Onondaga on Monday night.
- The team clinched a playoff berth last Thursday with a 72-70 victory at Weedsport.
- Ms. Reppi's Journalism students started 2014 off with a behind the scenes look at NewsChannel 9 television. The class got a guided tour of the television station and got to meet some of Central New York's most popular news personalities - the station even showed clips during their 5-6:30pm newscast!
- Fourthgraders took a trip to the Wegmans store in DeWitt early this month.

**Presentation by Director of Public relations** – She provided overview of media outreach and coverage SAS has received since the beginning of the year. She also presented the following SWOT analysis and shared her thoughts about what needs to be done as SAS grows. In addition, she answered questions from BoT members:

#### **Strengths**

- Numerous varied news opportunities; excellent name recognition with media
- Excellent access to tools
- Minimal budget restraint
- Staff extremely receptive to new ideas and mean of transferring information
- Social Media – has proven to be an excellent means of connecting with some parents
- Excellent media contacts and community contacts
- Dedicated parents
- Excitedly reaching for the next big idea

#### **Weaknesses**

- Lack of internal procedures to assist with events, activities
  - o Current model not sustainable for growth
- Building blocks of strong communications are weak
  - o Ex. Database not suitable for efficient direct mail
  - o Website, new design
  - o Must rectify for replication
  - o Sharing abilities between schools now and in the future
- Always reaching for the next big idea

#### **Opportunities**

- E-communications
- National Media

- There is a strong desire to improve communications and therefore excellent opportunity for improvement
- Grants
- Creating a contact database
- Excellent time to continue building base

**Highlights**

- Creation of 2013-2014 Catalog
- Branding initiatives
- Developing sustainable communications plan looking toward expansion and the Central office model
- Development of PR and Marketing calendars as well as Print Calendars
- Relationship Building to bring more value to school while not increasing staff time/effort
  - o Empower FCU, Partners for Education in Business

Regular meeting was adjourned at 8:05 PM.

BoT went into executive session to discuss the leave of building manager and the hiring practices for 20 minutes. BoT discussed increasing teachers with diverse/minority backgrounds: Hiring alumni as staff, using historical black colleges for recruitment, and including a cultural understanding of our students in summer institute (Dr. Wright will provide as PD), pushing our alumni and students to obtain PhD.

## Syracuse Academy of Science Charter School Board of Trustees

March 11, 2014

The meeting was called to order at 8.05 PM at Syracuse School site with Board Members present: Fehmi Damkaci, Ahmet Ay, Yildiray Yildirim, Muris Hadzic, Rev. Dunmore, and Patricia Coban  
Absent with excuse: Ednita Wright. Quorum: 6/7. In addition, the Superintendent, Utica School Director, Syracuse School Director, Operations Manager, a parent and the president of PTO were present.

**Agenda**

1. *Minutes of last meeting: Review and approve*
2. *Today's meeting agenda: Review and approve*
3. *Approval of Multi-School Purchasing*
4. *Next trustee meeting: April 8, 2014 in Syracuse*

**Discussion**

1. *Financial status and budget,*
2. *Building improvements/elementary construction*
3. *Technology*
4. *Student Enrollment/Lottery/Applications*
5. *Assessment/Academics*
6. *College applications*
7. *Expansion plans*
8. *Announcement*

---

Motion #140311.1

RESOLVED, that the minutes of the February 2014 meeting are hereby approved and a copy shall be inserted in the minute book.

Moved by Pat Coban and seconded by Ahmet Ay

Resolution #140311.1 was adopted unanimously

---

Motion #140311.2

RESOLVED, that the agenda of today's meeting is hereby approved.

Moved by Ahmed Ay and seconded by Yildiray Yildirim

Resolution #140311.2 was adopted unanimously

---

Motion #140311.3

RESOLVED, that the purchase of shared services and/or products, which may cost higher than \$15,000 in total but SASCs share will be less than \$15,000, with other public/charter schools.

Moved by Muris Hadzic and seconded by Ahmet Ay

Resolution #140311.3 was adopted unanimously

---

**Discussion Items:**

Operation Manager presented current financials of the school. Since budget was discussed and revised recently, everything has been in order in terms of financially. Budget for 2014-15 year will be prepared as a draft to be discussed in May meeting to be approved in June meeting.

Purchase of new accounting software was discussed. It is suggested by the comptroller office and suggested by the auditors before. The school decided to share the software with Utica as well as other charter schools to reduce the cost. Security of keeping data has been discussed. It looks like the new software will increase the data security, especially by keeping in cloud as a third database. In addition, each school will have access to only their own database.

Elementary school sites connector's roof is completed. The size of the roof expanded compared to the original size. Elementary school is updating its landscape for the spring. Vegetable garden will be utilized by the kids and the products will be sold by them to provide funds for the school activities. The school will apply again to close the breezeway. The cafeteria of the high school is under renovation; ceiling, flooring, and AC is updated.

Importance of teaching MS Excel has been discussed. It is a skill which is useful for many courses at college as well as jobs right after high school.

The school will have its showcase on March 22<sup>nd</sup>. As of today, the school has received little more than 950 new applications.

The school had its second interim full test recently and the data will be analyzed and presented to the board.

Mysany.org website has been introduced as a means of following and reaching out to the alumni.

College data from Clearinghouse has been discussed. It looks like SAS students attend in college within 2 years of graduation. A discussion took place regarding how to prepare our students for challenges they may face at college so their retention at freshman and sophomore level increases. First year program directors from area colleges might be invited to prepare seniors to transition into college.

Based on the input by parents, the calendar option in which the school starts on August 20<sup>th</sup> and the removal of winter break is the choice as of now. The survey will be kept open for a while and parents and staff will be notified via newsletter.

Superintendent asked the real estate agent for a school building within Syracuse, and only options are do not have any gym or extremely old which requires extensive renovations. Therefore, school will consider out of district options as the Regents approved in their January meeting.

Organizational structure changes will be actioned in June as new hiring and promotions are approved.

Following announcements were made by the SAS Director to update all BoT members about the school activities since last meeting:

### **High School**

**1. Science Olympiad Regional competition held on March 1<sup>st</sup>.**

- Some of SAS's brightest science scholars traveled to Red Creek HS to participate in the Science Olympiad regional competition.

**Our results:**

- Boomilever – 4<sup>th</sup> place – Ramsey Phuc, Riley Phuc
- Can't Judge a Powder – 9<sup>th</sup> place – Jailyne Solis, Caitlyn Bradshaw
- Entomology – 9<sup>th</sup> place – Ardinella Hirkic, Fatma Zehra Sula
- Robo-Cross – 9<sup>th</sup> place – Abdul Rashid, Hussein (6<sup>th</sup> grade)
- Water Quality – 6<sup>th</sup> place – Jailyne Solis, Caitlyn Bradshaw
- Green Generation – 5<sup>th</sup> place – Sofia Fanizzi, Abigail Marin

**2. Dr. Baysal's students visit O'Brien & Gere**

- O'Brien & Gere hosted students from SAS at their Syracuse manufacturing & technology development center, offering them an inside look at the advanced manufacturing industry in Central NY.
- The students say intelligent robotics in action
- Discussed about opportunities provided by a STEM education.

**3. Scholar athletes visit Cornell University**

- Members of the Atoms and Lady Atom's varsity basketball teams went on a college visit to Cornell University.
- They saw first-hand college classrooms, dorms, and the Big Red's athletic facilities.
- They spoke about the relationship between education and athletics at an Ivy League institution.
- The scholars watched a women's basketball game between Cornell and Harvard.

**4. Terra Foundation Announces Scholarships**

- Provides financial assistance to students who have attended SASCS to help them achieve their educational goals.
- The Terra College Readiness Scholarship Fund provides financial assistance to students who have scored well on the regents exam while attending SASCS.
- Recipients must have achieved at least 85% on both the English and Language Arts and the mathematics regents' exams to be eligible for the \$250 scholarship.
- If students achieve at least 85% on the science regents in addition to the ELA and Math sections, they will receive an additional \$100.

**5. High School Students Find Inspiration at Emerging Researchers National Conference, FEB 19-22**

- Merima Omerovic and Fahrija Baltic, juniors at SASCS presented their National Science Foundation supported REM projects on bacteria's metabolic effect on bacteria growth rate at the annual Emerging Researchers National Conference in Washington D.C.

**6. ATOMS Varsity Cheerleaders take 1<sup>st</sup> place, FEB 23**

- SAS cheer teams competed in the annual Winter Cheer Challenge at Elmira College.
- Our varsity team took first place and junior varsity team took 4<sup>th</sup> place.

**7. February PTO Meeting, FEB 18<sup>th</sup>**

- Main topics for discussion were the recent approval of the enrollment expansion and the approval of a 195 day academic year.

**8. Celebrating Black History Month**

- On Feb 14<sup>th</sup>, juniors and seniors hosted an assembly in The Lab, celebrating the rich cultural heritage of the African-American community in America as well as discuss the significance of reflecting upon these accomplishments to continuously inspire the Atoms of today to become history-makers of tomorrow.

**Elementary School**

1. **Syracuse Crunch Delivers Anti-Bullying Presentation, MARCH 5<sup>th</sup>**
  - a. Syracuse Crunch player, Eric Neilson, shared personal experiences on bullying.
  - b. Some students shared their stories of bullying as well and asked Mr. Neilson questions in an open Q&A.
  - c. He also spoke to them about hockey.
  - d. All students who bring their signed pledge to the War Memorial on Anti Bullying night (March 14<sup>th</sup>, 2014) will receive 1 free ticket and a discount on tickets for their families to a Syracuse Crunch game.
2. **March Coin Drive**
  - a. In honor of Earth Day, we will be collecting coins throughout the month of March to enable the Green Team to purchase a new tree for the front lawn at Syracuse Academy Elementary.
  - b. Starting March 3<sup>rd</sup>, students are able to bring in their coins and add them to their classroom containers. At the end of the month, the top 3 classrooms that collect the most coins will win a prize.
3. **Black History Month Celebration Finale**
  - a. Students in all grades participated in a Black History Month Assembly. Kindergarteners shared their song about Dr. Martin Luther King, Jr. and older students entertained the audience with the sounds of African drumming.
4. **Assemblyman Al Stirpe reads to kindergarteners**
  - a. On the 100<sup>th</sup> Day of School the kindergarten class had NYS assemblyman Al Stirpe read to them.
5. **Helen Hudson drops by SASCS Elementary**
  - a. City of Syracuse Common Council, At-Large, Majority Leader paid a visit to Syracuse Academy Elementary and read to the kindergarteners and helped students understand individuality and friendship.
  - b. Ms. Hudson is well known throughout the Syracuse area as a community advocate and community builder.
6. **The Puck Hog visits Kindergarten**
  - a. NewsChannel 9 anchor and author, Christie Casciano read her book The Puck Hog.
  - b. She also brought with her hockey gear and the student got to try on helmets and pads to get ready for the book.

Regular meeting was adjourned at 9:20 PM.

## Syracuse Academy of Science Charter School Board of Trustees

April 8, 2014

The meeting was called to order at 7.10 PM at Utica School site with Board Members present: Fehmi Damkaci, Ahmet Ay, Muris Hadzic, Rev. Dunmore and Patricia Coban. Absent with excuse: Ednita Wright and Yildiray Yildirim. Quorum: 5/7. In addition, the Superintendent, Utica School Director, Syracuse School Director, Operations Manager, IT Manager, and Utica teacher were present.

**Agenda**

1. *Today's meeting agenda: Review and approve*
2. *Minutes of last meeting: Review and approve*
3. *Approval of MPLS fiberoptic system*
4. *Approval of VoIP phone system*
5. *Approval of Gym equipment*
6. *Approval of Gym floor re-surfacing*
7. *Approval of New positions due to expansions*
8. *Next trustee meeting: May 13, 2014 in Syracuse*

**Discussion**

1. *Financial status and budget,*
2. *Building improvements/elementary construction*
3. *Technology*
4. *Student Enrollment/Lottery/Applications*
5. *Assessment/Academics*
6. *College applications*
7. *Expansion plans*
8. *Announcement*

---

Motion #140408.1

RESOLVED, that the agenda of today's meeting is hereby approved.

Moved by Rev. Dunmore and seconded by Muris Hadzic

Resolution #140408.1 was adopted unanimously

---

Motion #140408.2

RESOLVED, that the minutes of the March 2014 meeting are hereby approved and a copy shall be inserted in the minute book.

Moved by Ahmed Ay and seconded by Rev. Dunmore

Resolution #140408.2 was adopted unanimously

---

Motion #140408.3

RESOLVED, that the purchase of MPLS fiber optic system service (increases overall internet capacity per school upto 200 Mb and provides central control and management of the internet connection and firewall etc.) from Northland communications, a state contractor for \$6,063.93 per month is hereby approved. (TimeWarner does not provide MPLS service and its 100 Mb per

school building is \$8100 per month. Verizon did not provide a quote over 4 weeks)

Moved by Muris Hadzic and seconded by Ahmet Ay  
Resolution #140408.3 was adopted unanimously

---

Motion #140408.4

RESOLVED, that the purchase of VoIP phone system for the middle and elementary schools and updates for high school from Northland Communications for \$47,951 is hereby approved  
Northland Communications (state contractor): \$47,951  
Tricom Systems: \$48,518  
Avaya direct: \$49,514

Moved by Ahmet Ay and seconded by Muris Hadzic  
Resolution #140408.4 was adopted unanimously

---

Motion #140408.5

RESOLVED, that the purchase of gym equipment (bleachers, wallpads, scoreboard, and ceiling suspended backstops) from Facilities equipment for \$80,462 is hereby approved.  
Facilities Equipment: \$80,462  
JF Valder and Sons: \$82,080  
JW Management: \$88,944

Moved by Rev. Dunmore and seconded by Ahmet Ay  
Resolution #140408.5 was adopted unanimously

---

Motion #140408.6

RESOLVED, that the resurfacing the gym floor by Moore Wood Flooring for \$18,146.75 is hereby approved.  
Moore Wood: \$18,146.75  
Nighthawk Janitorial: \$20,226.45  
Vasco brands: \$19,365.75

Moved by Rev Dunmore and seconded by Ahmet Ay  
Resolution #140408.6 was adopted unanimously

---

Motion #140408.7

RESOLVED, that the following new positions are hereby approved to be advertised or for internal promotions: Dean of Middle School, Web application and developer, Test coordinator and Data Analyst, and all chief positions.

Moved by Ahmet Ay and seconded by Rev. Dunmore  
Resolution #140408.7 was adopted unanimously

---

#### **Discussion Items:**

Operation Manager presented current financials of the school. He provided an overview of the financial dashboard. Budget committee will meet and will propose a budget in the next meeting.

High school cafeteria renovation is underway; ceiling, flooring, windows, and AC will be updated. The renovations are done with the landlord.

A presentation by the IT manager was made on technology infrastructure and the current needs at all schools. The internet capacity and wireless connection sites must be increased in order to

serve better for classroom technology, which has been on rise. Also connecting all schools via VoIP phone system will save by making internal phone calls between all buildings, including Utica site. All the need has been discussed in detail after the questions by the board members.

Middle school furniture quotes will be brought for the next meeting for approval.

The school had 1100 applicants for 267 seats. The lottery was uneventful and all selected were notified and were given a deadline to submit their paperwork. The applications are continuing to come.

Staff survey will be administered in the month of April and its results can be discussed in the coming months. Staff is given notice for letting know the administration about their intention to come back in the fall so their contracts can be renewed. Lindsey Ackles was hired as building substitute teacher, \$120 per diem on a need base. Also resignation of part-time instructor Jacob Frank was noted.

Middle school at St Charles location has been discussed briefly by the Superintendent as the best option for the school. He provided details about the building, which were shared by the state at the time of expansion explanation. A rental agreement will be discussed in the coming board meetings.

Following announcements were made by the SAS Director to update all BoT members about the school activities since last meeting:

- 2014-2015 Academic Year Lottery is complete. 265 students out of 1073 are offered admission for next year.
- 3-8 grade ELA exams are now complete. We expect to receive official results by the end of June.
- Our students participated in the 35th Annual Central New York Science & Engineering Fair, and received over \$25,000 in scholarships.
- Syracuse.com recently published an article stating that SAS ranks in the top three schools in terms of percentage of its graduates going to college with 95%.
- Chemistry students attended a field trip at Paper and Bioprocess Engineering Department at SUNY ESF on March 25th.
- Syracuse Mayor Stephanie Miner visited SAS to speak to our seniors and shared her experiences with them.
- 5th LAT Fair and SAS Showcase took place on March 22nd. Judges and participants had great fun and praised our students success.
- ADA Michael Manfredi visited our SAS to speak to our sophomores and his insight on legal careers.
- Our students participated in CNY Regional History competition and moved on to the NYS history day competition to represent our school.
- Common Councilor for District 3 in Syracuse, Bob Dougherty, spoke to our second graders about the city government.

Regular meeting was adjourned at 8:05 PM.

## Syracuse Academy of Science Charter School Board of Trustees

May 13, 2014

The meeting was called to order at 7.10 PM at Syracuse School site with Board Members present: Fehmi Damkaci, Yildiray Yildirim, Ednita Wright, Ahmet Ay, Muris Hadzic, and Patricia Coban. Absent with excuse: Rev. Dunmore and. Quorum: 6/7. In addition, the Superintendent, Utica School Director, Syracuse School Director, Operations Manager, PTO chair and one parent were present.

**Agenda**

1. *Today's meeting agenda: Review and approve*
2. *Minutes of last meeting: Review and approve*
3. *Approval of Rental agreement for Middle School,*
4. *Approval of Fleet Management Policy,*
5. *Approval of RFP for Audit services,*
6. *Approval of RFP for wireless system upgrades,*
7. *Approval of Graduation Deviation policy,*
8. *Approval of Payscale Revision*
9. *Approval of Performance based discretionary salary awards,*
10. *Approval of Purchases,*
11. *Approval of Contract (executive session),*
12. *Next trustee meeting: June 10, 2014 in Syracuse*

**Discussion**

1. *Financial status and budget,*
2. *Building improvements*
3. *Technology*
4. *Student Enrollment/Lottery/Applications*
5. *Parent and Staff Survey results*
6. *Announcement*

---

Motion #140513.1

RESOLVED, that the agenda of today's meeting is hereby approved.

Moved by Ahmet and seconded by Muris Hadzic

Resolution #140513.1 was adopted unanimously

---

Motion #140513.2

RESOLVED, that the minutes of the April 2014 meeting are hereby approved and a copy shall be inserted in the minute book.

Moved by Ahmed Ay and seconded by Yildiray Yildirim

Resolution #140513.2 was adopted unanimously

---

Motion #140513.3

RESOLVED, that the rental agreement for the St Charles school building (39,172 sqf) as middle

school for \$4.95 per sqf is hereby approved. Note that landlord will make substantial renovations, including new roof, AC installation, new ceiling, new bathrooms, AD complaint bathrooms and exterior interior doors, complete electrical and plumbing upgrades, new flooring, new water tank, new Fire Safety system before the new school year.

Moved by Muris Hadzic and seconded by Ahmet Ay

Resolution #140513.3 was adopted with majority, Fehmi Damkaci abstained

---

Motion #140513.4

RESOLVED, that the fleet management policy is hereby approved

Moved by Ednita Wright and seconded by Muris Hadzic

Resolution #140513.4 was adopted unanimously

---

Motion #140513.5

RESOLVED, that the RFP ad for audit services is hereby approved.

Moved by Yildiray Yildirim and seconded by Ahmet Ay

Resolution #140513.5 was adopted unanimously

---

Motion #140513.6

RESOLVED, that the RFP for wireless system upgrades is hereby approved.

Moved by Ednita Wright and seconded by Muris Hadzic

Resolution #140513.6 was adopted unanimously

---

Motion #140513.7

RESOLVED, that the following graduation requirement deviation for only 2013-2-14 graduates is hereby approved: The high school graduation requirement will be 22 credits for those who could not complete the revised changes in a year.

Moved by Ahmet Ay and seconded by Patricia Coban

Resolution #140513.7 was adopted unanimously

---

Motion #140513.8

RESOLVED, that the payscale revision is hereby approved. (Starting salary for teacher with a Bachelor's degree shall start with \$41,000. Starting salary for a teacher with Master's degree shall start with \$41,000 in the first year without any experience. After completing the first year teacher shall receive a raise of \$1,500 for Master's Degree in addition to regular \$1,000 raise. Teacher shall receive a raise of \$1,000 per year of SAS experience up to 7 years. After the seventh year, teacher shall receive a raise of \$750 per year of experience at SAS up to 14 years. After the fourteenth year, teacher shall receive a raise of \$500 per year of experience at SAS. For each year of prior experience in teaching as a lead teacher outside of SASCS, \$500/year shall be added to the starting salary of the new hires of 14-15 school year and after. Loyal staff stipend of \$500 shall be added to the teacher's salary for five (including) to nine (including) years of experience at SAS. Loyal staff stipend of \$750 shall be added to the teacher's salary for ten plus (including ten) years of experience at SAS. A teacher can only receive one of the loyal staff stipends)

Moved by Yildiray Yildirim and seconded by Ednita Wright

Resolution #140513.8 was adopted with majority, Ahmet Ay abstained.

---

Motion #140513.9

RESOLVED, that the following framework for the performance based discretionary salary awards is hereby approved: Discretionary Salary Award

The award amount is upto \$4,000 for every teacher.

The award amount for each school building leader is upto \$1,500: For grades 3-8th per grade per state testing, and for grades 9-12<sup>th</sup> per English, Algebra 1, Global, and Living or Earth Science Regents exams (only upto 4 Regents Exams). The elementary school building leader may receive upto \$500 for grades K-2 per grade per English and Math Subject internal or external testing..

The award will be given to the following achievements:

Testing results; compared to state averages (above 10% of state average) or mastery levels at Regents exams. (testing teacher: 60-70%)( non-testing teacher: 5-10%)

Outstanding achievements beyond their regular duties, such organizing an art festival, receiving national/international awards for student activities/performances, article publications with students, etc. (testing teacher: 10-25%)(non-testing teacher: 60-75%)

Home visits, beyond the contractual agreement (5-10%)

Professional duties, completing all contractual professional duties on time. (5-10%)

Awards will be determined in September 2015, and will be added on their salary of the year 2015, for the months after the awards are made available.

In order to be eligible, the staff must be working in year 2015.

Moved by Ahmet Ay and seconded by Muris Hadzic

Resolution #140513.9 was adopted unanimously

Motion #140513.10

RESOLVED, that the following purchases from underlined vendors are hereby approved.

Item, #	J.T.R.Stuff	School Spe.	Smith System	ProAcademy
T-leg adj. table 13	\$ 2,718.43	\$ 3,822.78	\$ 4,401.54	<u>\$ 3,795.97</u>
Cafeteria 12" table 15	\$ 17,820.00	\$ 16,218.15	N/A	<u>\$ 14,789.85</u>
Teacher Desk 10	\$ 2,161.50	\$ 4,109.30	\$ 5,049.00	<u>\$ 3,790.00</u>
Bookcase 10	N/A	<u>\$ 1,712.20</u>	\$ 3,715.20	\$ 1,899.90
White Board 10	\$ 4,577.20	\$ 3,601.20	N/A	<u>\$ 3,559.00</u>
Music chair w/Tablet 30	N/A	<u>\$ 1,521.00</u>	N/A	\$ 2,970.00
Music chair dolly 2	N/A	\$ 266.08	N/A	<u>\$ 264.00</u>
Art table 13	N/A	\$ 9,224.93	N/A	<u>\$ 8,579.87</u>
Art Safety Cabinet. 2	N/A	\$ 1,550.68	N/A	<u>\$ 1,319.98</u>
Computer Lab chair 26	\$745.68	\$ 607.10	N/A	<u>\$ 857.74</u>
Conference Table-1	\$ 981.00	\$ 516.95	N/A	<u>\$ 559.95</u>
Round table -4		\$2,067.80	N/A	<u>\$ 879.96</u>
Teacher Room chair 6	N/A	<u>\$ 186.96</u>	N/A	\$ 197.94
Teacher chairs 17	\$ 2,330.00	\$ 2,481.66		<u>\$ 2,280.40</u>
Reception Station 1	\$ 725.00 (w/o shpping)	<u>\$ 832.07</u>		\$850.00

Moved by Muris Hadzic and seconded by Ednita Wright

Resolution #140513.10 was adopted unanimously

Motion #140513.11

RESOLVED, that the attached list of contracts with shown details are hereby approved.

Moved by Ednita Wright and seconded by Muris Hadzic

Resolution #140513.11 was adopted with majority, Ahmet Ay abstained

### Discussion Items:

Operation Manager presented current financials of the school. He provided an overview of the financial dashboard. 2014-2015 budget was proposed at executive session. Restricting funds for IT improvements for an annual basis has been discussed. IT manager informed that IT infra structure will need an investmen every 5-6 years to keep up with the IT updates and progress.

Since the school has been working with the same audit firm, the board decided to call for rfp for audit services o decrease the costs and may find a competitive new firm with similar experiences.

Science Academy of New York (SANY) has been introduced as a branding name for both Syracuse, Utica, and future schools. SANY and/or SANY Schools will be used when referred to both schools and central office, Superintendent and Chief Offices. A new website will be developed for better outreach.

Middle school building has been discussed and the how the school will utilize the St Charles building as middle school. Rental comparison related to elementary school has been discussed.

Fleet management policy has been discussed and approved as proposed.

Board discussed the performance based salary awards and suggested some changes to the wording. The changes were incorporated within the approval. In addition, payscale revisions due to extension of school has been discussed.

Parent survey results has been shared as a summary and some of the comments has been read. The parents were satisfied by the school. There were some comments related to the extension of days and how it is communicated with the parents. The school should do a better job in communicating with parents.

Superintendent gave current enrollment numbers and process regarding following students who were selected with lottery.

Following announcements were made by the SAS Director to update all BoT members about the school activities since last meeting:

#### High School

1. **Chemistry Club visits Cornell University:** May 3<sup>rd</sup>, Chemistry club students visited Cornell and participated in the "Cornell Holi 2014" (students throwing colored powder at each other and dancing). Visited the library and studied some chemistry in the Department of Linguistics.
2. **May 1<sup>st</sup> Scholar-Athletes honored at 2014 Athletics Banquet:** Scholar-athletes, coaches, parents and administrators joined together to celebrate the fantastic ATOMS 13-14 season. Lady Atoms made it to sectionals, boys varsity made it to sectionals and two players names All-League team, and cheerleaders won some awards from competition.
3. **April 28<sup>th</sup> National Poetry Month-** SASCS students celebrated the month with poetry slam. 30 students shared their original work in a two-round competition. Laurie Muok (10<sup>th</sup> grade) won 1<sup>st</sup> place, runner ups were Adavia Fudge (grade 11) and Laurence Price-Webb (grade 12). SASCS band members played some music. Students passed out poems to observe Poem in Your Pocket Day that encouraged people to carry a favorite poem to read and share.
4. **Drama Club Experiences Phantom of the Opera:** The Drama club traveled to Rochester with Ms.Cesta to see the Phantom of the Opera, one of the most popular stage

productions in the world. The Drama Club is already brainstorming ideas for their annual show in the fall.

5. **Spring Break, AP U.S. History class Visits Washington D.C** – Mr.Chaloux took his AP U.S. History class to experience our nation’s capital. They visited many historical and memorable landmarks, memorials, and museums. The students had a personal tour of the U.S. Capitol building scheduled through Congressman Dan Maffei’s office.
6. **SASCS ranked by U.S. News & World Report:** SASCS named one of the best high schools in the nation and received a bronze medal. SASCS is recognized as a school sending the most graduates to college.
7. **Journalism Students welcome 93Q’s Ted & Amy:** Mrs.Reppi’s journalism students had a visit from Central New York’s #1 morning team on CNY’s #1 Hit Music Station. They talked to students about communications and broadcasting and their careers in the newspaper and television industry.
8. **April 12<sup>th</sup> ATOMS take 1<sup>st</sup> place in SECME competition:** Team Energetic Atoms (middle school) and Team Captainz Atoms (high school) both won the First Place in Middle School and High School categories in SECME Mouse Trap Car competition at Syracuse University. The competition was hosted by College of Engineering and Computer Science of SU, which promotes integration of Science, Technology, Engineering and Mathematics standards into the building and designing processes of the mousetrap car.
9. **April 5<sup>th</sup> Global Environment students build Geodesic dome:** Students participated in the WILDER Workshop Series through the Canary Project. The Canary Project produces art and media that deepen public understanding of human-induced climate change and energize commitment to solutions. A part of WILDER (Wildly Interdependent Living and Design Through Design Education for Resilience) workshop series- collaboration between Syracuse University and CNY high schools. The dome they build will serve as a greenhouse on the farm.
10. **SASCS held the 2014-15 Lottery.**
11. **March 30<sup>th</sup> SAS shines at CNYSEF-** SAS joined science scholars from around the region to compete in the 35<sup>th</sup> annual CNY Science & Engineering Fair held at SRC Area on the campus of OCC. SAS students won many awards and left with more than \$25,000 in scholarships.

#### Elementary School

1. **Muffins with Moms:** Students at the elementary school treated mothers, and grandmothers to juice and muffins as well as some very special presentations expressing how much the women mean to the students.
2. **April 28<sup>th</sup> Vitamin L rocks the elementary for 3<sup>rd</sup> year in a row:** Vitamin L project (music group) visited the elementary and shared their message of love and goodwill through music. Vitamin L uses original songs to present ideas such as friendship and teamwork to students so that they will make healthy choices and have healthy relationships with themselves and others.
3. **April 25<sup>th</sup> Green Team plants new trees:** Miss Donaldson’s kindergarten class planted two pear trees on campus. The trees were purchased using the funds donated through the month-long change drive in March.

Regular meeting was adjourned at 7.50 pm. Executive session was started at 7.50 and was adjourned at 8.15 pm.



## Syracuse Academy of Science Charter School Board of Trustees

May 29, 2014  
Special Meeting

The meeting was called to order at 7.05 PM at Syracuse School site with Board Members present: Fehmi Damkaci, Yildiray Yildirim, Ednita Wright, Ahmet Ay, Muris Hadzic, and Patricia Coban. Absent with excuse: Rev. Dunmore and. Quorum: 6/7. In addition, the Superintendent, Syracuse School Director, and Operations Manager were present.

**Agenda**

1. *Today's meeting agenda: Review and approve*
2. *Minutes of last meeting: Review and approve*
3. *Next trustee meeting: June 10, 2014 in Syracuse*

---

Motion #140529.1

RESOLVED, that the agenda of today's meeting is hereby approved.

Moved by Ahmet and seconded by Muris Hadzic

Resolution #140529.1 was adopted unanimously

---

Motion #140529.2

RESOLVED, that the polo shirts for students from Spinnaker is hereby approved.

All the quotes are for these polo shirts:

Port Authority Y500 – Light blue w/ embroidered logo, quantity 1,500 (Young size)

Port Authority K500 – Light blue w embroidered logo, quantity 1,000 (Adult Size)

Vendor	Details	Total
<b>Spinnaker</b> (Syracuse, next to the school, and last year's vendor)	\$11 for youth size, \$11.75 for adult size + 5% discount for prepayment (+ storage and direct sales to the students)	<b>\$26,837.50</b>
<b>CUSTOM Logo</b> (Syracuse)	\$12 per Tshirt (for both youth and adult)	<b>\$30,000</b>
<b>Coolybrand.com</b> (CNY based with Syracuse office)	\$11 for youth size, \$11.75 for adult size	<b>\$28,250</b>
<b>CCS express</b> (Syracuse)	\$15.50 for youth size, \$16.50 for adult size	<b>\$39,750</b>

Moved by Ahmed Ay and seconded by Yildiray Yildirim

Resolution #140529.2 was adopted unanimously

---

We needed an immediate action for the approval of the student uniform Tshirt purchase so that they can be ready for the sale during the new student orientation which is scheduled for June 21<sup>st</sup>, 2014

Regular meeting was adjourned at 7.25 pm

## Syracuse Academy of Science Charter School Board of Trustees

June 10, 2014

The meeting was called to order at 7.10 PM at Syracuse School site with Board Members present: Fehmi Damkaci, Yildiray Yildirim, Ahmet Ay, Rev. Dunmore, Muris Hadzic, and Patricia Coban. Absent with excuse: Ednita Wright. Quorum: 6/7. In addition, the Superintendent, Utica School Director, Syracuse School Director, and Operations Manager were present.

**Agenda**

1. *Today's meeting agenda: Review and approve*
2. *Minutes of last meeting: Review and approve*
3. *Approval of Budget*
4. *Approval of 2013-14 Budget Revision,*
5. *Approval of RFP results for Audit services,*
6. *Approval of RFP results for wireless system upgrades,*
7. *Approval of procurement policy revision,*
8. *Approval of 12 month employee contracts,*
9. *Approval of furniture purchases,*
10. *Approval of High school rental agreement amendment,*

**Discussion**

1. *Financial status and budget,*
2. *Building improvements*
3. *BoT and Director evaluations*
4. *Assessment/Academics: summer programs*
5. *College applications*
6. *Expansion plans*
7. *Announcement*

---

Motion #140610.1

RESOLVED, that the agenda of today's meeting is hereby approved.

Moved by Yildiray Yildirim and seconded by Ahmet Ay

Resolution #140610.1 was adopted unanimously

---

Motion #140610.2

RESOLVED, that the minutes of the May 2014 meeting are hereby approved and a copy shall be inserted in the minute book.

Moved by Ahmed Ay and seconded by Rev. Dunmore

Resolution #140610.2 was adopted unanimously

---

Motion #140610.3

RESOLVED, that the 2014-15 budget is hereby approved as presented.

Moved by Muris Hadzic and seconded by Yildiray Yildirim

Resolution #140610.3 was adopted unanimously

---

---

Motion #140610.4

RESOLVED, that the 2013-2014 revised budget is hereby approved as presented.

Moved by Yildiray Yildirim and seconded by Ahmet Ay

Resolution #140610.4 was adopted unanimously

---

Motion #140610.5

RESOLVED, that the contract for audit services from Heveron is hereby approved based on RFP results:

Heveron: \$11,875

Freed Maxick: \$17,600

Testone, Marshall & Discenza: \$13,500

D'Arcangelo & Co: \$15,675

Moved by Rev. Dunmore and seconded by Yildiray Yildirim

Resolution #140610.5 was adopted unanimously

---

Motion #140610.6

RESOLVED, that the contract for wireless system upgrades and network system upgrades from Core BTS is hereby approved based on RFP results:

There are two companies sent a response to the RFP but one of them disqualified due to not sending the required information in the RFP. The Winner Bidder is CORE BTS and following are the prices for each building:

High School- \$96,136.05

Middle School-\$40,150.20

Elementary School-\$39,527.70

For the installation/configuration, knowledge transfer and project management of network and wireless hardware/software: There are two companies sent a response to the RFP but one of them disqualified due to not sending the required information in the RFP. The Winner Bidder is CORE BTS and following is the price.

Total : \$19,880

Moved by Yildiray Yildirim and seconded by Ahmet Ay

Resolution #140610.6 was adopted unanimously

---

Motion #140610.7

RESOLVED, that the revised procurement policy is hereby approved.

<b>Purchasing approval thresholds</b>	<b>Authorized to approve purchases</b>
Up to \$500	Deans
From \$500 up to \$3,000	Director/Officer
From \$3,000 up to \$10,000	CFO
From \$10,000 up to \$20,000	Superintendent with three quotes
Anything over \$20,000	Board with three quotes

Moved by Yildiray Yildirim and seconded by Ahmet Ay

Resolution #140610.7 was adopted unanimously

---

Motion #140610.8

RESOLVED, that the 12 month employee contracts with new hires and promotions are hereby approved.

Moved by Ahmet Ay and seconded by Patricia Coban  
Resolution #140610.8 was adopted unanimously

---

Motion #140513.9

RESOLVED, that the 200 student chair-desk purchases from Pro-academy is hereby approved.

Proacademy: \$40,036

School Specialty: \$41,808

Just the Right Stuff: does not carry the item at the time

Staple:

Moved by Yildiray Yildirim and seconded by Rev. Dunmore  
Resolution #140610.9 was adopted unanimously

---

Motion #140610.10

RESOLVED, that the following amendment for the both rental agreements is hereby approved.

High school and elementary school agreements: Annual Increase in Rent: The annual rental amount shall increase at the beginning of each successive year of the lease term and of any option period beginning with each July payment following the first year of the lease in an amount equal to the greater of either 4% or the Consumer Price Index (CPI) percentage figure relating to the Northeast Region of the United States published at the date of each scheduled annual increment. High School agreement: Rent will increase \$4.35 per sqf effective July 1<sup>st</sup>, due to extensive renovations and additions in the building, such as AC, lunch room area, new boilers, roof with additional insulation, etc.

High School Agreement: Additional space to be used as central office space will be added. Three story building next to the high school building included as part of high school building. It will be effective once the school has access to the building.

Moved by Rev. Dunmore and seconded by Yildiray Yildirim  
Resolution #140610.10 was adopted with majority, Fehmi Damkaci abstained

---

#### **Discussion Items:**

Operation Manager presented current financials of the school. He provided an overview of the financial dashboard. 2013-14 budget has been revised at the end of the year based on actual budget. 2014-15 budget has been approved after discussion. Procurement policy is revised since the school has grown substantially since its opening and there has been structural change. All these factors were discussed in shaping the new policy.

High school cafeteria renovation is completed. The landlord started working on roof and boiler changes. St Charles renovations are underway as planned and requested by the school. These renovations were undertaken by the landlord.

High school and elementary school rental agreement amendments were discussed. One issue was to align all annual increases in the same month for practical reasons. Also, a new language drafted for the annual increase, which should not impact the rent in short term. High school rent amount per sqf has been amended due to extensive updates at the building. The office space next to school has been rented to be used as central office space. Its location being next to school and its rental amount starting at \$4.35 per sqf (compared to office space at \$12-15 sqf at other locations) makes it an ideal addition to the school. School building will be re-configured in terms of main office and auditorium.

Several summer programs has been discussed: Elementary school two -week intervention program, math camp, 4-week Science Research program.

College admission has been discussed briefly.

The school calendar has been prepared and shared with faculty and staff. It includes the additional 15 days approved with charter revisions.

BoT self-evaluations will be performed by each board member. Chair discussed the evaluations of Director and superintendents according to the guidelines during executive session.

12-month employee contracts were discussed during executive session.

Following announcements were made by the SAS Director to update all BoT members about the school activities since last meeting:

High School:

**Annual Mother's Day Special** - The Diversity Club held its annual Mother' Day Celebration/Cultural Fair, Saturday, May 17<sup>th</sup> honoring all mother's and motherly figures.

**Journalism Students Help the Homeless and Hungry** - On Wednesday, May 14, Mrs. Reppi's Journalism students volunteered at the Rescue Mission as part of their "Be the Change You Want to See in the World" critical literacy project. In addition to writing op-ed pieces about the issue of their choice, students are designing community service projects that will help effect change within their community. One such project centers around homelessness and hunger in Syracuse.

**NYS Senator John A. DeFrancisco Visits Syracuse Academy** - On May 22, sophomores welcomed NYS Senator John A. DeFrancisco. First elected to the New York State Senate in 1992, Senator DeFrancisco currently serves as Chairman of the Senate Finance Committee, where he has been instrumental in delivering four fiscally-responsible, on-time state budgets. His position on this powerful committee allows him to play a significant role in reviewing the Governor's proposed budget and developing the Senate's priorities for the State Budget.

**Congratulations to Our 2014 Dean's List Students** - Each spring Syracuse Academy acknowledges the achievements of over 50 Dean's List students with the Dean's List Dinner.

Dean's List students and their families gather with family, friends, faculty and administration in celebration of their fantastic academic achievements. This year, in addition to receiving their Dean's List certificates, students also received the President's Education Award. Dr. Hayali read a letter from President Obama recognizing the students' accomplishments.

**2014-2015 Academic Calendar Announced** - Syracuse Academy of Science is pleased to post the 2014-15 academic year calendar. The comments submitted online, and in person, were very constructive and assisted us greatly with the development of the upcoming academic year. We are confident you will see many of your suggestions included.

**ATOMS Gear Available Online** - Introducing our brand new gear shop!

GET YOUR ATOMS GEAR!!! It's here, our online Atoms apparel shop! Show your Atom pride and

support your favorite team in stylish jerseys, t-shirts, sweatshirts and other apparel as well as stadium blankets and more! There are many options to choose from.

**Bilgenur Sirin Recognized by American Chemical Society CNY Chapter** - American Chemical Society Central New York Chapter honored outstanding high school students during annual Education Night held at East Syracuse-Minoa High School on May 29.

Bilgenur has been member of American Chemical Society for 2 years and served voluntarily for the ACS local meetings. During summers, she was involved chemistry projects at SUNY Oswego and she presented her research "*Degradation of carcinogenic and non-carcinogenic PAHs in soil contaminated with toxic metals after the amendment with fishbone apatite and ferric oxide*" at the 246th National American Chemical Society (ACS) meeting. She was the only high school student delivering an oral presentation at the National Meeting of the ACS. She had participated in Science Olympiads and Chemistry Olympiads in 2013 and completed AP Chemistry class successfully. Bilgenur will graduate in June 2014 and plans to pursue a degree in neuroscience at University of Rochester.

SASCS congratulates Bilgenur on her achievement and wishes her immense success in the future!

**Kennedy Takes Home Best Poster Award at ESF Environmental Summit** - Syracuse Academy sophomore Aireyanna Kennedy (10th grade) won Best Poster Presentation at SUNY ESF Environmental Summit on Wednesday May 28th. The Environmental Summit program is a research symposium designed to bring together a community of high school aged scientists to present and discuss their original research to their peers, high school and college science faculty, graduate and undergraduate students. SASCS brought three students to the symposium James Levesque, Aireyanna Kennedy and Gillian Lightenfield.

**Spring Concert Highlights Broadway and Jazz** - The Syracuse Academy music departments celebrate their successes of the year with a fabulous concert on June 4 at SRC Arena at Onondaga Community College. The evening began with a sneak peek of the Around the World Art Exhibition and an impromptu African drumming session by Mr. Patterson's students. At 6p.m., Syracuse Academy of Science Board of Trustees President, Dr. Fehmi Damkaci welcomed families and opened the event.

**2014 Talent Show featured Song, Dance, Art and a Light Show** - On May 30, The Lab was turned into a theater as students and staff alike wowed the crowd with impressive talents. The show included: song; dance; art/drawing; performance art and of course a lot of fun!

**This year's judges included:**

Mrs. Frost

Mr. Irons

Ms. Robinson

**Results of the Talent Show:**

**1st Place:** Tonasia Hurt; Singing - Jennifer Hudson's *And I'm Telling You*

**2nd Place:** Christi Muok; Performance Art - Glow Poi

**3rd Place:** Miah Vertefeuille; Art - Drawing

**Hayali Honored by Syracuse NAACP Youth Chapter** - On June 5, Superintendent, Dr. Tolga Hayali was honored by the Syracuse NAACP Youth Chapter at their 2nd Annual Image Awards. The Image Award is bestowed in celebration of individuals who have used their talents to reach out, encourage, support and engage the community - game changers. Dr. Hayali received the Image Award in Education. The event was held at Gilfillan's in Camillus and was a fantastic evening attended by remarkable community members including Syracuse Academy students. "It was very special to receive the award from SAS students," said Dr. Fehmi Damkaci, President of the SAS Board of Trustees, who accepted the Image Award on behalf of Dr. Hayali. Dr. Damkaci continued: "what a joy to see that our students are already making a difference in the community by being a part of organizations that inspire." Syracuse Academy students are extremely committed to NAACP and its local initiatives, current SAS student members include: junior Adavia Fudge and sophomore sisters, Laurie and Christi Muok.

### Elementary School Events

**"Around the World" Opening Reception & Exhibition** - "The Around the World student art exhibition provides the students at Syracuse Academy of Science Charter School (SASCS) Elementary the experience of seeing their work displayed as Art with a capital A, valued as a true and appreciated Creative Act. This exhibition also provides the community with the opportunity to explore and grasp the possibilities that Child Art can be, and gain and glimpse of the creativity that all children have, and that all adults have the capability of reclaiming. The Artwork will also be sold to raise funds both for the SASCS Art Program and for the students who created it. By organizing this display, the SASCS Art Program reaches into the community to show the value of the Arts Education the students receive." - Ms. Hill, Art Educator.

**Syracuse Academy k-12 Spring Concert leaves people "Happy"** - The Syracuse Academy music departments celebrate their successes of the year with a fabulous concert on June 4 at SRC Arena at Onondaga Community College. The evening began with a sneak peek of the Around the World Art Exhibition and an impromptu African drumming session by Mr. Patterson's students. At 6p.m., Syracuse Academy of Science Board of Trustees President, Dr. Fehmi Damkaci welcomed families and opened the event.

**The NED Show comes to Syracuse Academy!** - On May 28, Syracuse Academy welcomed Miss Christine and The NED Show to campus! The NED Show is a character education program centered around a 45 minute assembly called The NED Show. NED is a loveable cartoon character whose name is an acronym for Never give up, Encourage others, and Do your best. NED is simple, relatable and kid-focused. After the assembly, educators have access to our extensive collection of resources. The Common Core aligned lesson plans, videos, and classroom activities center upon the NED traits and easily integrate into existing curriculum. NED was a big hit with the students who especially enjoyed the fancy yoyo tricks!

**Kindergarten visits Rosamond Gifford Zoo** - On May 20th the Kindergarteners of Syracuse Academy of Science visited the Rosamond Gifford Zoo! While we were at the zoo we saw a variety of animals; the students loved having the opportunity to see monkeys, elephants, snakes, bears, and so much more. This year in kindergarten, we have learned about various animal coverings (fur, feathers, and scales) so it was

interesting to see all the different animal coverings while we were at the zoo. We are hoping to visit all the animals again soon!

**Exploring the globe on the 2014 Cultural Cruise!** - On Monday May 19, students k-6 traveled around the world at the 2014 Cultural Cruise! Each classroom selected a country to research and created a display featuring facts as well as customs of countries around the world. On Monday afternoon older students paired up with the younger ones to complete a scavenger hunt and learn about each country and its unique characteristics. At each station, students were the teachers, helping their peers to learn about countries around the world. This year's Cruise took students to:

Australia	Italy
Brazil	Mexico
Eqypt	New Zealand
France	Scotland
Greece	Ireland
Haiti	India

**Muffins With Moms!** - The Little Atoms held their Annual Muffins with Moms celebration at the school on May 9th. This annual program honors our mothers before the international celebration known as Mother's Day. Students at the elementary school treated mothers, and grandmothers to juice and muffins as well as some very special presentations expressing how much the women mean to the students.

Regular meeting was adjourned at 7.45 pm. Executive session was started at 7.45 and was adjourned at 8.15 pm.

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

SASCS is located in and serves in an economically disadvantaged neighborhood, which also includes a number of refugee and immigrant communities. The school distributes flyers written in the native language of several of these immigrant communities (Bosnian, Spanish, and Russian). SASCS also completes a mass mailing of an English language flyer to all families in the local area.

<b>Number of ELL, Special Ed., Free-Reduced Lunch Students</b>					
	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>
<b>ELL</b>	14 (4%)	34 (7%)	32 (6%)	29 (5%)	45 (6%)
<b>Special Education</b>	24 (7%)	34 (7%)	43 (8%)	47 (7%)	50 (7%)
<b>Free-Reduced Lunch</b>	265 (78%)	286 (61%)	401 (71%)	460 (71%)	428 (61%)

The number of enrolled ELL, special education, and free-reduced lunch students are provided in the above table. SASCS has had a steady special education population throughout the years with 7-8% enrollment rate. ELL student population has also remained steady, and while some students have moved to other districts, new students were taken in. We continue to aggressively advertise and recruit for applications from the refugee and immigrant communities. Our Free and Reduced Lunch percentage has decreased in 2013-14 due to the influx of new families in the lottery.



Мы хотели бы пригласить вас, вашей семьи и Ваших друзей нашей ежегодной выставке.  
Приходите и узнайте, какие мы все!

На выставке состоится суббота, 22 Март 2014 г. от 10:30 до 2:30.  
Для детских садов для класса 6 пожалуйста, перейдите на:

Syracuse Academy of Science Charter School Elementary  
4827 South Salina Street  
Syracuse, New York 13205  
315-469-9404

Для 7 класса в класс 12 просьба перейти к

Syracuse Academy of Science Charter School MS/HS  
1001 Park Avenue  
Syracuse, New York 13204  
315-428-8997

**SASCS** Потенциала  
успеха одного атома в  
то время



**Nos gustaría invitar a usted, su familia y sus amigos  
en nuestro Escaparate.  
Venga y vea lo que son!**

La exposición tendrá lugar el sábado 22 de marzo de 2014 10:30 a 14:30

Para el Kindergarten hasta el grado 6, diríjase a:

Syracuse Academy of Science Charter School Elementary  
4827 South Salina Street  
Syracuse, New York 13205  
315-469-9404

En el grado 7 al grado 12, por favor vaya a:

Syracuse Academy of Science Charter School MS/HS  
1001 Park Avenue  
Syracuse, New York 13204  
315-428-8997

**SASCS**

**Construyendo el éxito  
un átomo en un momento**



Željeli bismo pozvati Vas, tvoja porodica, i vaše prijatelje  
u našem godišnjem Showcase.  
Dođite i vidjeti što smo sve o!

U Showcase će se održati u subotu 22 Mart 2014 10:30-14:30.

Za vrtića do Grade 6 molimo idite na -

Syracuse Academy of Science Charter School Elementary  
4827 South Salina Street  
Syracuse, New York 13205  
315-469-9404

Za Grade 7 do 12. razreda molimo idite na -

Syracuse Academy of Science Charter School MS/HS  
1001 Park Avenue  
Syracuse, New York 13204  
315-428-8997

# SASCS

## Building Success

### Jedan atom u isto vrijeme



We would like to invite you, your family, and your friends  
to our annual Showcase.

**Come and see what we are all about!**

The showcase will take place on Saturday March 24, 2014 from 10:30am to 2:30pm.

For Kindergarten to Grade 6 please go to –

Syracuse Academy of Science Charter School Elementary  
4827 South Salina Street  
Syracuse, New York 13205  
315-469-9404

For Grade 7 to Grade 12 please go to –

Syracuse Academy of Science Charter School MS/HS  
1001 Park Avenue  
Syracuse, New York 13204  
315-428-8997

**SASCS**

**Building Success**

**One Atom At A Time**

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

Created Monday, June 16, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/acd9a>

## 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:

*Glenda Crawley*

### 2. Charter School Name:

*Syracuse Academy of Science Charter School*

### 3. Charter Authorizer:

*Board of Regents*

### 4. \*Your Home Address:

4. \*Your Home Address: | Street Address

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

4. \*Your Home Address: | Zip

### 5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

### 6. \*Daytime Phone Number:

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

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

(check all that apply)

- 
- Parent Representative
- 

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

Yes

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

[TEMP.0] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Position Held	Assistant Office Mananager
[TEMP.1] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Responsibilities	answer phone, file paper etc.
[TEMP.2] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Salary	12.00 hr
[TEMP.3] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Start Date	09-19-13

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

No

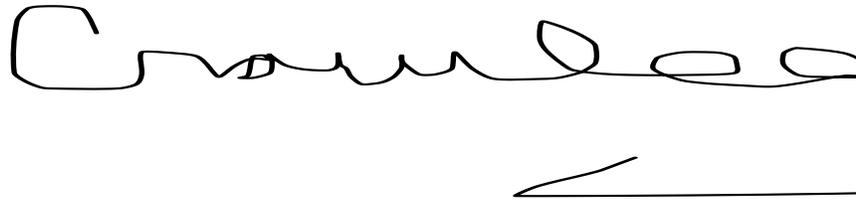
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee



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

Created Tuesday, June 17, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/cc30e>

## 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:

*Bruce Morrison*

2. Charter School Name:

*Syracuse Academy of Science Charter School*

3. Charter Authorizer:

*Board of Regents*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

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

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- 
- Other, please specify...: Teacher Representative
- 

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

Yes

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

[TEMP.0] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Position Held	Social Studies Teacher
[TEMP.1] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Responsibilities	Teach Social Studies Classes
[TEMP.2] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Salary	\$41,991.00
[TEMP.3] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Start Date	August 2005

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

No

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

No

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

No

Signature of Trustee

Bruce MORRISON

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

Created Tuesday, June 17, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/a400f>

## 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:

*David P. Comerford*

2. Charter School Name:

*Syracuse Academy of Science Charter School*

3. Charter Authorizer:

*Board of Regents*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

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

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

*(No response)*

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

*No*

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

*No*

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

No

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

No

Signature of Trustee

David P. Comerford

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

Created Thursday, June 19, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/2b9a1>

## 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:

*Barbara Tompkins*

### 2. Charter School Name:

*Syracuse Academy of Science Charter School*

### 3. Charter Authorizer:

*Board of Regents*

### 4. \*Your Home Address:

4. \*Your Home Address: | Street Address

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

4. \*Your Home Address: | Zip

### 5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

### 6. \*Daytime Phone Number:

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

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

(check all that apply)

- 
- Secretary
- 

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

*No*

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

*No*

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

No

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

No

Signature of Trustee

Barbara Tompkins

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

Created Thursday, June 19, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/235db>

## 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:

*Joseph G. Eicheldinger*

2. Charter School Name:

*Syracuse Academy of Science Charter School*

3. Charter Authorizer:

*Board of Regents*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

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

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- 
- Treasurer
- 

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

*No*

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

*No*

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

No

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

No

Signature of Trustee

J. D. Eichling

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

Created Thursday, June 19, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/4e1e7>

## 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:

*Thomas C OBrien*

### 2. Charter School Name:

*Syracuse Academy of Science Charter School*

### 3. Charter Authorizer:

*Board of Regents*

### 4. \*Your Home Address:

4. \*Your Home Address: | Street Address

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

4. \*Your Home Address: | Zip

### 5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

### 6. \*Daytime Phone Number:

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

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

(check all that apply)

- 
- Vice Chair/Vice President
- 

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

*No*

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

*No*

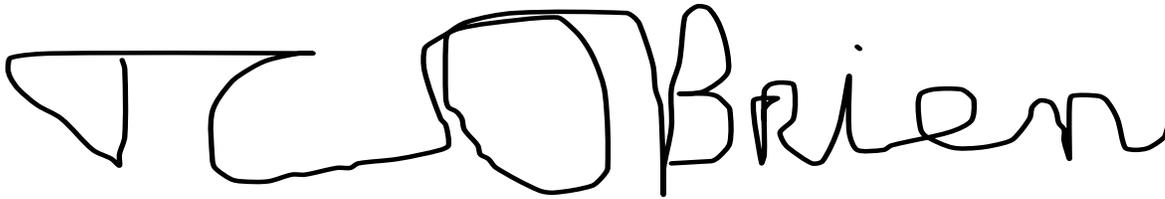
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink. The first part of the signature is a stylized, blocky 'T' followed by a horizontal line. This is followed by a large, rounded 'O' and the name 'Brien' in a cursive script.

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

Created Thursday, June 19, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/13295>

## 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:

*Angelo A. conorozzo*

### 2. Charter School Name:

*Syracuse Academy of Science Charter School*

### 3. Charter Authorizer:

*Board of Regents*

### 4. \*Your Home Address:

4. \*Your Home Address: | Street Address

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

4. \*Your Home Address: | Zip

### 5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

### 6. \*Daytime Phone Number:

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

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

(check all that apply)

- 
- Chair/President
- 
- Vice Chair/Vice President
- 
- Treasurer

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

*No*

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

*No*

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

No

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

No

Signature of Trustee

A handwritten signature in black ink that reads "Angelo A. Conerly". The signature is written in a cursive, slightly slanted style. The first name "Angelo" is written in a larger, more prominent script, followed by the middle initial "A." and the last name "Conerly".

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

Created Thursday, June 19, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/22c5c>

## 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:

*Tom Giles*

2. Charter School Name:

*Syracuse Academy of Science Charter School*

3. Charter Authorizer:

*Board of Regents*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

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

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

---

• Other, please specify...: member

---

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

No

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

No

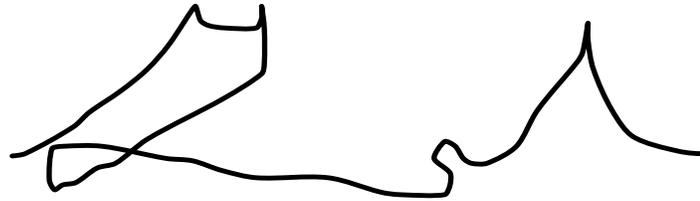
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink, appearing to be "L. Brown".A handwritten signature in black ink, appearing to be "L. Brown".

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

Created Friday, June 20, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/04080>

## 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:

*Robert Baskervill*

### 2. Charter School Name:

*Syracuse Academy of Science Charter School*

### 3. Charter Authorizer:

*Board of Regents*

### 4. \*Your Home Address:

4. \*Your Home Address: | Street Address

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

4. \*Your Home Address: | Zip

### 5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

### 6. \*Daytime Phone Number:

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

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

(check all that apply)

---

• Other, please specify...: member

---

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

No

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

No

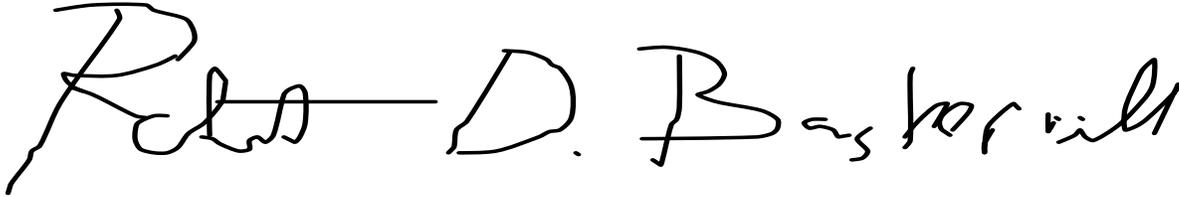
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink that reads "Robert D. Baykovich". The signature is written in a cursive style with a large, stylized 'R' at the beginning.

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

Created Tuesday, July 22, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/c6693>

## 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:

*Ahmet Ay*

### 2. Charter School Name:

*Syracuse Academy of Science Charter School*

### 3. Charter Authorizer:

*Board of Regents*

### 4. \*Your Home Address:

4. \*Your Home Address: | Street Address

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

4. \*Your Home Address: | Zip

### 5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

### 6. \*Daytime Phone Number:

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

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

(check all that apply)

- 
- Secretary
- 

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

*No*

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

*No*

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

Yes

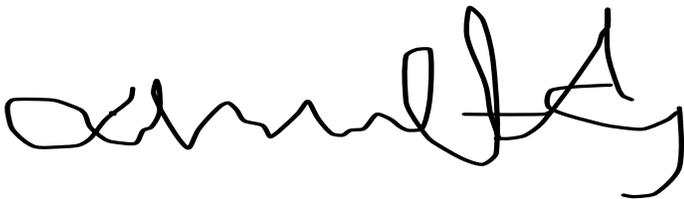
13a. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to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

	Date(s) of Transactions	Nature of Financial Interest/Transaction	Steps Taken to Avoid Conflict of Interest (e.g., did not vote, did not participate in discussion)	Name of Person Holding Interest and Relationship to You
1	Last 2 years	My wife works at school	did not participate in discussion and did not vote	Ayten Ay, my wife
2				
3				
4				
5				

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

No

Signature of Trustee



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

Created Wednesday, July 23, 2014

Updated Wednesday, April 15, 2015

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/7cf00>

## 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:

*Ednita M. Wright, Ph.D., LCSW, CASAC*

### 2. Charter School Name:

*Syracuse Academy of Science Charter School*

### 3. Charter Authorizer:

*Board of Regents*

### 4. \*Your Home Address:

4. \*Your Home Address: | Street Address

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

4. \*Your Home Address: | Zip

### 5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

### 6. \*Daytime Phone Number:

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

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

(check all that apply)

---

• Other, please specify...: Trustee

---

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

No

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

No

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

No

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

No

Signature of Trustee

A handwritten signature consisting of the letters 'E', 'M', and 'W' in a stylized, cursive font.

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

Created Friday, August 01, 2014

Updated Wednesday, April 15, 2015

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/bdee2>

## 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:

*Muris Hadzic*

2. Charter School Name:

*Syracuse Academy of Science Charter School*

3. Charter Authorizer:

*Board of Regents*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

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

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

---

• Other, please specify...: Member

---

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

No

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

No

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

No

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

No

Signature of Trustee

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

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

Created Friday, August 01, 2014

Updated Wednesday, April 15, 2015

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/b1a8f>

## 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:

*Sherman Dunmore*

2. Charter School Name:

*Syracuse Academy of Science Charter School*

3. Charter Authorizer:

*Board of Regents*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

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

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

---

• Other, please specify...: Community representative

---

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

No

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

No

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

No

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

No

Signature of Trustee

Rev. Sherman Dummer