



Entry 1 School Information and Cover Page

Created: 07/10/2018 • Last updated: 10/30/2018

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your authorizer are visible on your task page. While completing this task, please ensure that you select the correct authorizer (**as of June 30, 2018**) or you may not be assigned the correct tasks.

a. SCHOOL NAME NORTHSIDE CHS (REGENTS)

(Select name from the drop down menu)

b. CHARTER AUTHORIZER (As of June 30th, 2018) Regents-Authorized Charter School

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

c. DISTRICT / CSD OF LOCATION NYC CSD 14

d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	424 Leonard Street Brooklyn NY 11222			

d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Racquel Brown
Title	Director of Operations
Emergency Phone Number (###-###-####)	

e. SCHOOL WEB ADDRESS (URL) www.northsidechs.org

f. DATE OF INITIAL CHARTER 01/2009

g. DATE FIRST OPENED FOR INSTRUCTION 09/2009

h1. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)

MISSION STATEMENT

The mission of Northside Charter High School (NCHS) is to provide a nurturing, yet rigorous 9-12 educational environment that endorses high expectations, fosters life-long learning and results in mastery of the New York State Learning Standards, high school graduation and acceptance to colleges and universities of choice by all students.

h2. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)

KEY DESIGN ELEMENTS (Brief heading followed by a description of each Key Design Elements (KDE). KDEs are those general aspects of the school that are innovative or unique to the school’s mission and goals, are core to the school’s overall design, and are critical to its success. The design elements may include a specific content area focus; unique student populations to be served; specific educational programs or pedagogical approaches; unique calendar, schedule, or configurations of students and staff; and/or innovative organizational structures and systems.

Variable 1	1. Performance-Driven Accountability NCHS defines clear standards for student learning and educational strategies for all students to use in meeting them. All resources, policies, and practices are aligned in order to carry out these strategies while tracking results for reflection and improvement. The entire school is responsible and accountable for student performance.
Variable 2	2. Exhibition of Longitudinal Knowledge All students at NCHS are provided an opportunity to demonstrate the knowledge they have accumulated over the course of their time at NCHS.
Variable 3	3. Participation in the Youth Development Framework All students at NCHS participate in an ongoing, interrelated process patterned after the Advisory Group Model for meeting personal needs and developing and using competencies including: Individualized Student Support Plan (ISSP) Advisory System and Class Highly Personalized Environment Teacher Advisory Mentors The Advisory Group Model supports the five basic competencies that define the range of behaviors and skills needed for adult success: health, physical, personal/social, cognitive/creative, vocational, and citizenship. Advisors are intimately aware of each advisee's home and personal situation.
Variable 4	4. Performance equal to or exceeding NYS Mandated

	<p>Requirements for Graduation</p> <p>All students will meet or exceed mandated graduation requirements including: NYS Regents ("Commencement Level") Exams in English, Algebra, Global and U.S. History, and Biology, for all 9-12 grade students. Teachers develop and administer standards-based examinations to test the extent to which students have mastered learning objectives in the classroom. Students develop personal achievement targets, which exceed performance standards adopted by the Board of Regents for other public schools.</p>
Variable 5	<p>5. Participation in Ongoing Evaluation and Analysis Processes</p> <p>NCHS involves all members of the school community including parents, students, staff and administration to ensure that the school's educational goals are being met. Participation in NYCDOE School Survey provides data to address instructional, parent-partnership, and school culture elements.</p>
Variable 6	<p>6. Instruction and Other Activities of a Highly Qualified Teaching Staff</p> <p>NCHS seeks to support teachers with continuous and rigorous professional development. The nature of the professional development is guided by a plan based on relevant measures of student performance.</p>
Variable 7	<p>7. Support for Appropriate Instructional and Administrative Technology</p> <p>All NCHS students will be provided with the technological resources necessary for learning, communicating, creating, and accessing information.</p>
Variable 8	(No response)
Variable 9	(No response)
Variable 10	(No response)

i. TOTAL ENROLLMENT ON JUNE 30, 2018 392

j. GRADES SERVED IN SCHOOL YEAR 2017-18

Check all that apply

Grades Served	9, 10, 11, 12
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**k1. DOES THE SCHOOL
CONTRACT WITH A CHARTER OR
EDUCATIONAL MANAGEMENT
ORGANIZATION?**

No

I1. FACILITIES

Does the school maintain or operate multiple sites?

	No, just one site.
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I2. SCHOOL SITES

Please list the sites where the school will operate for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades Served at Site (K-5, 6-9, etc.)	Receives Rental Assistance	Rental Assistance for Which Grades (write N/A if applicable)
Site 1 (same as primary site)	424 Leonard Street Brooklyn NY 11222		NYC CSD 14	9-12	Yes	9-12
Site 2						
Site 3						

I2a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Lori Fitzmaurice			
Operational Leader	Racquel Brown			
Compliance Contact	Racquel Brown			
Complaint Contact	Lori Fitzmaurice			
DASA Coordinator	Isis Lopez			

m1. Are any sites in co-located space? If yes, please proceed to the next question. Yes

m2. Please list the terms of your current co-location.

	Date school will leave current co-location	Is school working with NYCDOE to expand into current space?	If so, list year expansion will occur.	Is school working with NYCDOE to move to separate space?	If so, list the proposed space and year planned for move	School at Full Capacity at Site
Site 1 (primary site)	N/A	No		No		Yes
Site 2						
Site 3						

n1. Were there any revisions to the school's charter during the 2017-18 school year? (Please include approved or pending material and non-material charter revisions).

No

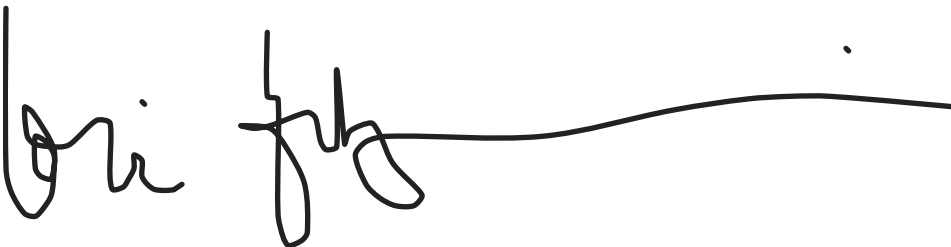
o. Name and Position of Individual(s) Who Completed this Annual Report.

Lori Fitzmaurice, ED, Racquel Brown, Director of Ops, Jen Pasek, Consultant

p. Our signatures (Head of School and Board President) 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 then use the mouse on your PC or the stylist on your mobile device to sign your name).**

Yes

Signature, Head of Charter School

A handwritten signature in black ink, appearing to read 'Lori Fitzmaurice', with a long horizontal flourish extending to the right.

Signature, President of the Board of Trustees

A stylized handwritten signature in black ink, consisting of several large, overlapping loops and a long horizontal stroke at the bottom.

Date

2018/08/01

Thank you.



Entry 2 NYS School Report Card Link

Last updated: 07/10/2018

NORTHSIDE CHS (REGENTS)

1. CHARTER AUTHORIZER (As of June 30th, 2018) REGENTS-Authorized Charter School

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

2. NEW YORK STATE REPORT CARD

<https://data.nysed.gov/reportcard.php?year=2017&instid=800000063771>

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).



Entry 3 Progress Toward Goals

Created: 07/31/2018 • Last updated: 10/30/2018

PROGRESS TOWARD CHARTER GOALS

Board of Regents-authorized and NYCDOE-authorized charter schools only. Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals by November 1st.

1. ACADEMIC STUDENT PERFORMANCE GOALS

If performance data is not available by August 1st, please state this in the last column and update by November 1st.

2017-18 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met or Not Met	Indicate if data is not available. If/when available, Describe Efforts School Will Take If Goal Is Not Met
Academic Goal 1	Performance Framework: Regents Testing Outcomes compared to NYS	Statewide results not publicly available as of Nov. 1 After 4 years in the Cohort, the following percentage of students passed each type of Regents: ELA: 90% Math: 79% Science: 79% Global History: 82% US History: 78%		
Academic Goal 2	Performance Framework: Graduation Rates compared to NYS	Statewide results not publicly available. The Northside Charter High School graduation rates are as follows: 2014 Four Year: 86% 2013 Five Year: 93% 2012 Six Year: 95%		

Academ ic Goal 3	Performance Framework: Graduation Rates will exceed 80%		Met	
Academ ic Goal 4				
Academ ic Goal 5				
Academ ic Goal 6				
Academ ic Goal 7				
Academ ic Goal 8				

2. Do have more academic goals to add? No

3. Do have more academic goals to add? No

4. ORGANIZATIONAL GOALS

2017-18 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Org Goal 1				
Org Goal 2				
Org Goal 3				
Org Goal 4				
Org Goal 5				

5. Do you have more No
organizational goals to add?

6. FINANCIAL GOALS

2017-18 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Financial Goal 1				
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				



Entry 4 Expenditures per Child

Last updated: 07/31/2018

NORTHSIDE CHS (REGENTS)Section Heading

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 2017-18 Schedule of Functional Expenses) and divide by the year end FTE student enrollment. (Integers Only. No dollar signs or commas).

Note: *The information on the Schedule of Functional Expenses on pages 41-43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations:* <http://www.p12.nysed.gov/psc/AuditGuide.html>

Line 1: Total Expenditures	6077280
Line 2: Year End FTE student enrollment	392
Line 3: Divide Line 1 by Line 2	15506

2. Administrative Expenditures per Child

To calculate **'Administrative Expenditures per Child'** To calculate "Administrative Expenditures per Child" first *add* together the following:

1. Take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2017-18 Schedule of Functional Expenses)
2. Any contracted administrative/management fee paid to other organizations or corporations
3. Take the total from above and divide it by the year-end FTE enrollment. 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 officer, the finance or business offices, school operations personnel, data management and reporting, human resources, technology, etc. 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. Do not include the FTE of personnel whose role is to directly support the instructional program.

Notes:
The information on the Schedule of Functional Expenses on pages 41-43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations:
<http://www.p12.nysed.gov/psc/AuditGuide.html>.
Employee benefit costs or expenditures should not be reported in the above calculations.

Line 1: Relevant Personnel Services Cost (Row)	439552
Line 2: Management and General Cost (Column)	360315
Line 3: Sum of Line 1 and Line 2	799867
Line 5: Divide Line 3 by the Year End FTE student enrollment	2041

Thank you.

Northside Charter High School

Financial Statements

June 30, 2018 and 2017



Independent Auditors' Report

Board of Trustees Northside Charter High School

We have audited the accompanying financial statements of Northside Charter High School (the "School"), which comprise the statements of financial position as of June 30, 2018 and 2017, and the related statements of activities, functional expenses, and cash flows for the years 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.

Auditors' Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' 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 the School as of June 30, 2018 and 2017, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited the School's 2017 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated September 12, 2017. In our opinion, the summarized comparative statement of functional expenses presented herein for the year ended June 30, 2017 is consistent, in all material respects, with the audited financial statements from which it was derived.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated September 11, 2018, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely 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 effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

PKF O'Connor Davies, LLP

Harrison, New York
September 11, 2018

Northside Charter High School

Statements of Financial Position

	June 30,	
	2018	2017
ASSETS		
Current Assets		
Cash and cash equivalents	\$ 5,694,148	\$ 4,951,072
Grants and contracts receivable	338,207	238,452
Prepaid expenses and other current assets	<u>110,673</u>	<u>105,055</u>
Total Current Assets	6,143,028	5,294,579
Property and equipment, net	367,627	191,030
Restricted cash	<u>75,328</u>	<u>75,247</u>
	<u>\$ 6,585,983</u>	<u>\$ 5,560,856</u>
 LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts payable and accrued expenses	\$ 171,769	\$ 60,479
Accrued payroll and payroll taxes	309,958	359,144
Refundable advances	<u>46,188</u>	<u>45,504</u>
Total Current Liabilities	527,915	465,127
Net assets, unrestricted	<u>6,058,068</u>	<u>5,095,729</u>
	<u>\$ 6,585,983</u>	<u>\$ 5,560,856</u>

Northside Charter High School

Statements of Activities

	Year Ended June 30,	
	2018	2017
REVENUE AND SUPPORT		
State and local per pupil operating revenue	\$ 6,685,542	\$ 6,368,655
Federal grants	319,670	289,169
State grants	22,569	28,311
Interest and other revenue	17,142	21,493
Total Revenue and Support	<u>7,044,923</u>	<u>6,707,628</u>
EXPENSES		
Program Services		
Regular education	3,818,494	3,917,199
Special education	<u>1,462,859</u>	<u>1,231,115</u>
Total Program Services	5,281,353	5,148,314
Supporting Services		
Management and general	<u>801,231</u>	<u>817,097</u>
Total Expenses	<u>6,082,584</u>	<u>5,965,411</u>
Change in Net Assets	962,339	742,217
NET ASSETS, UNRESTRICTED		
Beginning of year	<u>5,095,729</u>	<u>4,353,512</u>
End of year	<u>\$ 6,058,068</u>	<u>\$ 5,095,729</u>

See notes to financial statements

Northside Charter High School

Statement of Functional Expenses Year Ended June 30, 2018 (with summarized totals for the year ended June 30, 2017)

		2018					
		Program Services			Management and General		
	No. of Positions	Regular Education	Special Education	Total		Total	2017
Personnel services cost							
Administrative staff personnel	14	\$ 526,848	\$ 132,480	\$ 659,328	\$ 439,552	\$ 1,098,880	\$ 1,042,676
Instructional personnel	38	1,635,666	812,280	2,447,946	-	2,447,946	2,605,584
Non-Instructional personnel	6	355,029	89,274	444,303	-	444,303	464,551
Total salaries and staff	58	2,517,543	1,034,034	3,551,577	439,552	3,991,129	4,112,811
Payroll taxes and employee benefits		529,944	217,665	747,609	92,525	840,134	809,209
Retirement		158,774	65,213	223,987	27,721	251,708	31,179
Legal fees		-	-	-	878	878	5,758
Audit fees		-	-	-	19,000	19,000	22,000
Financial management services		-	-	-	155,000	155,000	225,000
Contractual services		101,077	32,422	133,499	7,680	141,179	112,577
Marketing and recruiting		39,674	14,426	54,100	4,879	58,979	37,452
Staff development		44,037	11,074	55,111	-	55,111	45,552
Office expense		34,796	14,292	49,088	6,076	55,164	54,696
Telephone and internet		25,925	5,185	31,110	10,371	41,481	41,816
Travel and conferences		6,980	-	6,980	-	6,980	4,045
Textbooks and classroom supplies		99,693	25,068	124,761	-	124,761	106,380
Student activities and fees		29,961	-	29,961	-	29,961	41,151
School events		55,758	14,021	69,779	-	69,779	68,917
Insurance		75,752	9,469	85,221	9,469	94,690	97,162
Dues and subscriptions		-	-	-	13,260	13,260	10,081
Technology and equipment		19,284	5,934	25,218	4,450	29,668	19,867
Depreciation and amortization		70,280	14,056	84,336	9,370	93,706	105,577
Miscellaneous		9,016	-	9,016	1,000	10,016	14,181
Total Expenses		\$ 3,818,494	\$ 1,462,859	\$ 5,281,353	\$ 801,231	\$ 6,082,584	\$ 5,965,411

See notes to financial statements

Northside Charter High School

Statements of Cash Flows

	Year Ended June 30,	
	2018	2017
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ 962,339	\$ 742,217
Adjustments to reconcile change in net assets to net cash from operating activities		
Depreciation and amortization	93,706	105,577
Changes in operating assets and liabilities		
Grants and contracts receivable	(99,755)	(136,180)
Prepaid expenses and other current assets	(5,618)	73,257
Accounts payable and accrued expenses	111,290	15,140
Accrued payroll and payroll taxes	(49,186)	25,145
Refundable advances	684	32,668
Net Cash from Operating Activities	<u>1,013,460</u>	<u>857,824</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchases of property and equipment	(270,303)	(16,331)
Restricted cash	(81)	248
Net Cash from Investing Activities	<u>(270,384)</u>	<u>(16,083)</u>
Net Change in Cash and Cash Equivalents	743,076	841,741
CASH AND CASH EQUIVALENTS		
Beginning of year	<u>4,951,072</u>	<u>4,109,331</u>
End of year	<u>\$ 5,694,148</u>	<u>\$ 4,951,072</u>

See notes to financial statements

Northside Charter High School

Notes to Financial Statements June 30, 2018 and 2017

1. Organization and Tax Status

Northside Charter High School (the "School") is a New York State, not-for-profit educational corporation that was incorporated on January 13, 2009 to operate a charter school pursuant to Article 56 of the Education Law of the State of New York. The School was granted a provisional charter on January 13, 2009, valid for a term of five years and renewable upon expiration by the Board of Regents of the University of the State of New York. The Board of Regents approved and issued several renewals to the School's charter expiring on June 30, 2022. The School's mission is to provide a nine through twelve grade educational program that results in mastery of the New York State Learning Standards, high school graduation, and acceptance to colleges and universities of choice by all students. In addition, the School develops and maintains a school culture that endorses high expectations that challenge each student to recognize and achieve his/her full potential within a school environment that is nurturing, professional and that fosters within each student an appreciation for life-long learning. The School provided education to approximately 391 students in ninth through twelfth grades during the 2017-2018 academic year.

The School shares space with a New York City public school beginning in August 2009. The School occupies approximately 23,100 square feet on one floor of a public school building. The School also shares the gymnasium, auditorium and cafeteria with the public school which approximate 16,300 square feet. The School is not responsible for rent, utilities, custodial services, maintenance and school safety services other than security related to the School's programs that take place outside the district's school day. The School was unable to determine a value for the contributed space and related services and did not record any value for use of donated facilities or services.

The New York City Department of Education provides free lunches and transportation directly to some of the School's students. Such costs are not included in these financial statements. The School covers a portion of the cost of lunches for children not entitled to the free lunches.

Except for taxes that may be due for unrelated business income, the School is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code and from state and local income taxes under comparable laws.

2. Summary of Significant Accounting Policies

Basis of Presentation and Use of Estimates

The accompanying financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America ("U.S. GAAP"), which requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly actual results could differ from those estimates.

Northside Charter High School

Notes to Financial Statements
June 30, 2018 and 2017

2. Summary of Significant Accounting Policies (*continued*)

Net Asset Presentation

Resources for various purposes are classified for accounting and reporting purposes into net asset categories established according to nature and purpose as follows:

Unrestricted - consist of resources available for the general support of the School's operations. Unrestricted net assets may be used at the discretion of the School's management and Board of Trustees.

Temporarily Restricted - represent amounts restricted by donors for specific activities of the School or to be used at some future date. The School records contributions as temporarily restricted if they are received with donor stipulations that limit their use either through purpose or time restrictions. When a donor restriction expires, that is, when a time restriction ends or a purpose restriction is fulfilled, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statements of activities as net assets released from restrictions. However, when restrictions on donor-restricted contributions are met in the same accounting period in which they are received, such amounts are reported as unrestricted net assets.

Permanently Restricted - consist of net assets that are subject to donor imposed restrictions that require the School to maintain them permanently, including funds that are subject to restrictions of gift instruments requiring that the principal be invested in perpetuity and the income be used for specific or general purposes. Income and gains earned on endowment fund investments are available to be used in the unrestricted or temporarily restricted net asset classes based upon stipulations by the donors.

The School had no temporarily or permanently restricted net assets at June 30, 2018 and 2017.

Cash and Cash Equivalents

Cash and cash equivalents include cash balances held in bank accounts and highly liquid debt instruments with maturities of three months or less at the time of purchase.

Restricted Cash

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

Northside Charter High School

Notes to Financial Statements
June 30, 2018 and 2017

2. Summary of Significant Accounting Policies (*continued*)

Property and Equipment

The School follows the practice of capitalizing all expenditures for property and equipment with costs in excess of \$1,000 and a useful life in excess of one year. Leasehold improvements are amortized over the shorter of the term of the lease, inclusive of all renewal periods, which are reasonably assured, or the estimated useful life of the asset which is five years. Purchased property and equipment are recorded at cost at the date of acquisition. Minor costs of maintenance and repairs are expensed as incurred. All property and equipment purchased with government funding is capitalized, unless the government agency retains legal title to such assets, in which case it is expensed as incurred.

Depreciation and amortization is recognized on the straight-line method over the estimated useful lives of such assets as follows:

Computers and equipment	5 years
Furniture and fixtures	5 years
Software	5 years
Website	5 years

Property and equipment are reviewed for impairment if the use of the asset significantly changes or another indicator of possible impairment is identified. If the carrying amount for the asset is not recoverable, the asset is written down to its fair value. There were no asset impairments for the years ended June 30, 2018 and 2017.

Refundable Advances

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

Revenue and Support

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

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

Northside Charter High School

Notes to Financial Statements
June 30, 2018 and 2017

2. Summary of Significant Accounting Policies (*continued*)

Functional Expense Allocation

The majority of expenses can generally be directly identified with the program or supporting service to which they relate and are charged accordingly. Other expenses by function have been allocated among program and supporting services classifications on the basis of periodic time and expense studies and other basis as determined by management of the School to be appropriate.

Accounting for Uncertainty in Income Taxes

The School recognizes the effect of income tax positions only if those positions are more likely than not to be sustained. Management has determined that the School had no uncertain tax positions that would require financial statement recognition or disclosure. The School is no longer subject to examinations by the applicable taxing jurisdictions for years prior to June 30, 2015.

Prior Year Summarized Comparative Financial Information

The statement of functional expenses includes prior-year summarized comparative information in total but not by function. Such information does not include sufficient detail to constitute a presentation in conformity with U.S. GAAP. Accordingly, such information should be read in conjunction with the School's statement of functional expenses for the year ended June 30, 2017, from which the summarized information was derived.

Subsequent Events Evaluation by Management

Management has evaluated subsequent events for disclosure and/or recognition in the financial statements through the date that the financial statements were available to be issued, which date is September 11, 2018

3. Grants and Contracts Receivable

Grants and contracts receivable consist of federal, state, and city entitlements and grants. The School expects to collect these receivables within one year.

Northside Charter High School

Notes to Financial Statements June 30, 2018 and 2017

4. Property and Equipment

Property and equipment consists of the following at June 30:

	2018	2017
Computers and equipment	\$ 738,602	\$ 601,823
Furniture and fixtures	170,771	40,302
Software	31,011	27,956
Leasehold improvements	25,375	25,375
Website	27,999	27,999
	<u>993,758</u>	<u>723,455</u>
Accumulated depreciation and amortization	(626,131)	(532,425)
	<u>\$ 367,627</u>	<u>\$ 191,030</u>

5. Employee Benefit Plan

The School maintains a pension plan qualified under Internal Revenue Code 403(b), for the benefit of its eligible employees. Under the plan, the School provided matching contributions up to 7% for the year ended June 30, 2018. In 2017, the School provided matching contributions up to 1%. Employer match for the years ended June 30, 2018 and 2017 amounted to \$251,708 and \$31,179.

6. Concentration of Credit Risk

Financial instruments that potentially subject the School to concentrations of credit and market risk consist principally of cash and cash equivalents on deposit with financial institutions, which from time to time may exceed the Federal Deposit Insurance Corporation ("FDIC") limit. The School does not believe that a significant risk of loss due to the failure of a financial institution presently exists. As of June 30, 2018 and 2017, approximately \$5,520,000 and \$4,770,000 of cash was maintained with an institution in excess of FDIC limits.

7. Concentration of Revenue and Support

The School receives a substantial portion of its revenue and support from the New York City Department of Education. For the years ended June 30, 2018 and 2017, the School received approximately 95% of its total revenue and support from the New York City Department of Education. If the charter school laws were modified, reducing or eliminating these revenues, the School's finances could be materially adversely affected.

Northside Charter High School

Notes to Financial Statements June 30, 2018 and 2017

8. Contingency

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



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

**Board of Trustees
Northside Charter High 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 Northside Charter High School (the "School"), which comprise the statement of financial position as of June 30, 2018, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated September 11, 2018.

Internal Control Over Financial Reporting

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

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

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

Compliance and Other Matters

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

Purpose of this Report

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

PKF O'Connor Davies, LLP

Harrison, New York
September 11, 2018



Annual Financial Statement Audit Report

School Name:	Charter School Name
Date (Report is due Nov. 1):	November 1, 2018
Primary District of Location (If NYC select NYC DOE):	New York City Department of Education
If located in NYC DOE select CSD:	-
School Fiscal Contact Name:	Raquel Brown
School Fiscal Contact Email:	
School Fiscal Contact Phone:	
School Audit Firm Name:	PKF O'Connor Davies, LLP
School Audit Contact Name:	Gus Saliba
School Audit Contact Email:	
School Audit Contact Phone:	
Audit Period:	2017-18
Prior Year:	2016-17

The following items are required to be included:

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

The additional items listed below should be included if applicable. Please explain the reason(s) if the items are not included. Examples might include: a written management letter was not issued; the school did not expend federal funds in excess of the Single Audit Threshold of \$750,000; the management letter response will be submitted by the following date (should be no later than 30 days from the submission of the report); etc.

Item	If not included, state the reason(s) below (if not applicable fill in N/A):
Management Letter	
Management Letter Response	N/A
Federal Single Audit (A-133)	N/A
Corrective Action Plan	N/A

Charter School Name
Statement of Financial Position
as of June 30

	<u>2018</u>	<u>2017</u>
<u>CURRENT ASSETS</u>		
Cash and cash equivalents	\$ 5,694,148	\$ 4,951,072
Grants and contracts receivable	338,207	238,452
Accounts receivables	-	-
Prepaid Expenses	110,673	105,055
Contributions and other receivables	-	-
Other current assets	-	-
TOTAL CURRENT ASSETS	6,143,028	5,294,579
<u>NON-CURRENT ASSETS</u>		
Property, Building and Equipment, net	\$ 367,627	\$ 191,030
Restricted Cash	75,328	75,247
Security Deposits	-	-
Other Non-Current Assets	-	-
TOTAL NON-CURRENT	442,955	266,277
TOTAL ASSETS	<u><u>6,585,983</u></u>	<u><u>5,560,856</u></u>
<u>CURRENT LIABILITIES</u>		
Accounts payable and accrued expenses	\$ 171,769	\$ 60,479
Accrued payroll, payroll taxes and benefits	309,958	359,144
Current Portion of Loan Payable	-	-
Due to Related Parties	-	-
Refundable Advances	-	-
Deferred Revenue	46,188	45,504
Other Current Liabilities	-	-
TOTAL CURRENT	527,915	465,127
<u>LONG-TERM LIABILITIES</u>		
Loan Payable; Due in More than One Year	\$ -	\$ -
Deferred Rent	-	-
Due to Related Party	-	-
Other Long-Term Liabilities	-	-
TOTAL LONG-TERM	-	-
TOTAL LIABILITIES	<u>527,915</u>	<u>465,127</u>

NET ASSETS

Unrestricted

\$ 6,058,068

\$ 5,095,729

Temporarily restricted

-

-

Permanently restricted

-

-

TOTAL NET ASSETS6,058,0685,095,729**TOTAL LIABILITIES AND NET ASSETS**6,585,9835,560,856

Charter School Name
Statement of Activities
as of June 30

	2018			2017
	Unrestricted	Temporarily Restricted	Total	Total
OPERATING REVENUE				
State and Local Per Pupil Revenue - Reg. Ed	\$ 5,839,609	\$ -	\$ 5,839,609	\$ 5,769,916
State and Local Per Pupil Revenue - SPED	845,932	-	845,932	598,739
State and Local Per Pupil Facilities Revenue	-	-	-	-
Federal Grants	319,670	-	319,670	289,169
State and City Grants	22,569	-	22,569	28,311
Other Operating Income	-	-	-	-
Food Service/Child Nutrition Program	-	-	-	-
TOTAL OPERATING REVENUE	7,027,781	-	7,027,781	6,686,135
EXPENSES				
Program Services				
Regular Education	\$ 3,818,494	\$ -	\$ 3,818,494	\$ 3,917,199
Special Education	1,462,859	-	1,462,859	1,231,115
Other Programs	-	-	-	-
Total Program Services	5,281,353	-	5,281,353	5,148,314
Management and general	801,231	-	801,231	817,097
Fundraising	-	-	-	-
TOTAL EXPENSES	6,082,584	-	6,082,584	5,965,411
SURPLUS / (DEFICIT) FROM OPERATIONS	945,197	-	945,197	720,724
SUPPORT AND OTHER REVENUE				
Interest and Other Income	\$ 1,326	\$ -	\$ 1,326	\$ 1,310
Contributions and Grants	15,559	-	15,559	1,591
Fundraising Support	-	-	-	-
Investments	-	-	-	-
Donated Services	-	-	-	-
Other Support and Revenue	257	-	257	18,592
TOTAL SUPPORT AND OTHER REVENUE	17,142	-	17,142	21,493
Net Assets Released from Restrictions / Loss on Disposal	\$ -	\$ -	\$ -	\$ -
CHANGE IN NET ASSETS	962,339	-	962,339	742,217
NET ASSETS - BEGINNING OF YEAR	\$ 5,095,729	\$ -	\$ 5,095,729	\$ 4,353,512
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-

NET ASSETS - END OF YEAR

\$ 6,058,068 \$ - \$ 6,058,068 \$ 5,095,729

Charter School Name
Statement of Cash Flows

as of June 30

	2018	2017
CASH FLOWS - OPERATING ACTIVITIES		
Increase (decrease) in net assets	\$ 962,339	\$ 742,217
Revenues from School Districts	-	-
Accounts Receivable	-	-
Due from School Districts	-	-
Depreciation	93,706	105,577
Grants Receivable	(99,755)	(136,180)
Due from NYS	-	-
Grant revenues	-	-
Prepaid Expenses	(5,618)	73,257
Accounts Payable	111,290	15,140
Accrued Expenses	-	-
Accrued Liabilities	(49,186)	25,145
Contributions and fund-raising activities	-	-
Miscellaneous sources	-	-
Deferred Revenue	684	32,668
Interest payments	-	-
Other	-	-
Other	-	-
NET CASH PROVIDED FROM OPERATING ACTIVITIES	\$ 1,013,460	\$ 857,824
CASH FLOWS - INVESTING ACTIVITIES	\$	\$
Purchase of equipment	(270,303)	(16,331)
Other	(81)	248
NET CASH PROVIDED FROM INVESTING ACTIVITIES	\$ (270,384)	\$ (16,083)
CASH FLOWS - FINANCING ACTIVITIES	\$	\$
Principal payments on long-term debt	-	-
Other	-	-
NET CASH PROVIDED FROM FINANCING ACTIVITIES	\$ -	\$ -
NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS	\$ 743,076	\$ 841,741
Cash at beginning of year	4,951,072	4,109,331
CASH AND CASH EQUIVALENTS AT END OF YEAR	\$ 5,694,148	\$ 4,951,072

Charter School Name
Statement of Functional Expenses
as of June 30

		2018						
	No. of Positions	Program Services				Supporting Services		
		Regular Education	Special Education	Other Education	Total	Fundraising	Management and General	Total
Personnel Services Costs		\$	\$	\$	\$	\$	\$	\$
Administrative Staff Personnel	14.00	526,848	132,480	-	659,328		439,552	439,552
Instructional Personnel	38.00	1,635,666	812,280	-	2,447,946	-	-	-
Non-Instructional Personnel	6.00	355,029	89,274	-	444,303	-	-	-
Total Salaries and Staff	58.00	2,517,543	1,034,034	-	3,551,577	-	439,552	439,552
Fringe Benefits & Payroll Taxes		529,944	217,665	-	747,609	-	92,525	92,525
Retirement		158,774	65,213	-	223,987	-	27,721	27,721
Management Company Fees		-	-	-	-	-	-	-
Legal Service		-	-	-	-	-	878	878
Accounting / Audit Services		-	-	-	-	-	174,000	174,000
Other Purchased / Professional / Consulting Services		101,077	32,422	-	133,499	-	7,680	7,680
Building and Land Rent / Lease		-	-	-	-	-	-	-
Repairs & Maintenance		-	-	-	-	-	-	-
Insurance		75,752	9,469	-	85,221	-	9,469	9,469
Utilities		-	-	-	-	-	-	-
Supplies / Materials		99,693	25,068	-	124,761	-	-	-
Equipment / Furnishings		-	-	-	-	-	-	-
Staff Development		44,037	11,074	-	55,111	-	-	-
Marketing / Recruitment		39,674	14,426	-	54,100	-	4,879	4,879
Technology		45,209	11,119	-	56,328	-	14,821	14,821
Food Service		-	-	-	-	-	-	-
Student Services		85,719	14,021	-	99,740	-	-	-
Office Expense		34,796	14,292	-	49,088	-	6,076	6,076
Depreciation		70,280	14,056	-	84,336	-	9,370	9,370
OTHER		15,996	-	-	15,996	-	14,260	14,260
Total Expenses		\$ 3,818,494	\$ 1,462,859	\$ -	\$ 5,281,353	\$ -	\$ 801,231	\$ 801,231

	2017
Total	
\$	\$
1,098,880	1,042,676
2,447,946	2,605,584
444,303	464,551
3,991,129	4,112,811
840,134	809,209
251,708	31,179
-	-
878	5,758
174,000	247,000
141,179	112,577
-	-
-	-
94,690	97,162
-	-
124,761	106,380
-	-
55,111	45,552
58,979	37,452
71,149	61,683
-	-
99,740	110,068
55,164	54,696
93,706	105,577
30,256	28,307
\$ 6,082,584	\$ 5,965,411



Entry 5c Additional Financial Docs

Last updated: 10/30/2018

The additional items listed below should be uploaded if applicable. Please explain the reason(s) if the items are not included. Examples might include: a written management letter was not issued; the school did not expend federal funds in excess of the Single Audit Threshold of \$750,000; the corrective action plan will be submitted by the following date (should be no later than 30 days from the submission of the report); etc.

Section Heading

1. Management Letter

(No response)

Explanation for not uploading the Management Letter. (No response)

2. Form 990

<https://nysed-cso-reports.fluidreview.com/resp/20206439/FINDqRIBTE/>

Explanation for not uploading the Form 990. Extension filed

3. Federal Single Audit

Note: A copy of the Federal Single Audit must be filed with the Federal Audit Clearinghouse. Please refer to OMB Uniform Guidelines for the federal filing requirements.

(No response)

Explanation for not uploading the Federal Single Audit. Not Applicable

4. CSP Agreed Upon Procedure Report

(No response)

Explanation for not uploading the procedure report. Not Applicable

5. Evidence of Required Escrow Account

<https://nysed-cso-reports.fluidreview.com/resp/20206439/pN6H0Nalce/>

Explanation for not uploading the Escrow evidence. (No response)

6. Corrective Action Plan

A **Corrective Action Plan** for Audit Findings and Management Letter Recommendations, which must include:

- a. The person responsible
- b. The date action was taken, or will be taken
- c. Description of the action taken
- d. Evidence of implementation (if available)

(No response)

Explanation for not uploading the Corrective Action Plan. Not Applicable

**Application for Automatic Extension of Time To File an
Exempt Organization Return**

OMB No. 1545-1709

► **File a separate application for each return.**► **Information about Form 8868 and its instructions is at** www.irs.gov/form8868 .

Electronic filing (e-file). You can electronically file Form 8868 to request a 6-month automatic extension of time to file any of the forms listed below with the exception of Form 8870, Information Return for Transfers Associated With Certain Personal Benefit Contracts, for which an extension request must be sent to the IRS in paper format (see instructions). For more details on the electronic filing of this form, visit www.irs.gov/efile, click on Charities & Non-Profits, and click on e-file for Charities and Non-Profits.

Automatic 6-Month Extension of Time. Only submit original (no copies needed).

All corporations required to file an income tax return other than Form 990-T (including 1120-C filers), partnerships, REMICs, and trusts must use Form 7004 to request an extension of time to file income tax returns.

		Enter filer's identifying number
Type or print File by the due date for filing your return. See instructions.	Name of exempt organization or other filer, see instructions. NORTHSIDE CHARTER HIGH SCHOOL	Employer identification number (EIN) or [REDACTED]
	Number, street, and room or suite no. If a P.O. box, see instructions. 424 LEONARD STREET, 4TH FL	Social security number (SSN)
	City, town or post office, state, and ZIP code. For a foreign address, see instructions. BROOKLYN, NY 11222	

Enter the Return Code for the return that this application is for (file a separate application for each return)

0	1
---	---

Application Is For	Return Code	Application Is For	Return Code
Form 990 or Form 990-EZ	01	Form 990-T (corporation)	07
Form 990-BL	02	Form 1041-A	08
Form 4720 (individual)	03	Form 4720 (other than individual)	09
Form 990-PF	04	Form 5227	10
Form 990-T (sec. 401(a) or 408(a) trust)	05	Form 6069	11
Form 990-T (trust other than above)	06	Form 8870	12

CHARTER SCHOOL BUSINESS MANAGEMENT, INC.

- The books are in the care of ► **237 WEST 35TH STREET, SUITE 301 - NEW YORK, NY 10001**
Telephone No. ► [REDACTED] Fax No. ► [REDACTED]

- If the organization does not have an office or place of business in the United States, check this box ☐
• If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) ☐ . If this is for the whole group, check this box ☐ . If it is for part of the group, check this box ☐ and attach a list with the names and EINs of all members the extension is for.

- 1** I request an automatic 6-month extension of time until **MAY 15, 2019** , to file the exempt organization return for the organization named above. The extension is for the organization's return for:

- ☐ calendar year _____ or
► ☒ tax year beginning **JUL 1, 2017** , and ending **JUN 30, 2018** .

- 2** If the tax year entered in line 1 is for less than 12 months, check reason: ☐ Initial return ☐ Final return
☐ Change in accounting period

3a If this application is for Forms 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions.	3a	\$	0.
b If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit.	3b	\$	0.
c Balance due. Subtract line 3b from line 3a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.	3c	\$	0.

Caution: If you are going to make an electronic funds withdrawal (direct debit) with this Form 8868, see Form 8453-EO and Form 8879-EO for payment instructions.

Northside Charter High School

1013 TD Bank Acct Savings [REDACTED] Period Ending 06/30/2018

RECONCILIATION REPORT

Reconciled on: 07/22/2018

Reconciled by: Charles Russell



Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance	75,324.84
Interest earned	3.10
Checks and payments cleared (0)	0.00
Deposits and other credits cleared (0)	0.00
Statement ending balance	<u>75,327.94</u>
Register balance as of 06/30/2018	75,327.94

**Bank**

America's Most Convenient Bank®

T

STATEMENT OF ACCOUNT

000274377 01 AV 0.375 MTD01040070218268728 0004 25 16

NORTHSIDE CHARTER HIGH SCHOOL
424 LEONARD ST
BROOKLYN NY 11222Page: 1 of 2
Statement Period: Apr 01 2018-Jun 30 2018
Cust Ref #: [REDACTED]
Primary Account #: [REDACTED]**TD Business Savings**

NORTHSIDE CHARTER HIGH SCHOOL

Account # [REDACTED]

ACCOUNT SUMMARY

Beginning Balance	75,310.48	Interest Earned This Period	9.39
Electronic Deposits	8.07	Interest Paid Year-to-Date	18.68
Other Credits	9.39	Annual Percentage Yield Earned	0.05%
		Days in Period	91
Ending Balance	75,327.94		

DAILY ACCOUNT ACTIVITY**Electronic Deposits**

POSTING DATE	DESCRIPTION	AMOUNT
05/18	CCD DEPOSIT, AMZNJHAD66YE AMAZONSMIL JQC8Q19FYSH2PYB	8.07
	Subtotal:	8.07

Other Credits

POSTING DATE	DESCRIPTION	AMOUNT
04/30	INTEREST PAID	3.09
05/31	INTEREST PAID	3.20
06/30	INTEREST PAID	3.10
	Subtotal:	9.39

Call 1-800-937-2000 for 24-hour Bank-by-Phone services or connect to www.tdbank.com

Bank Deposits FDIC Insured | TD Bank, N.A. | Equal Housing Lender



Entry 5d Financial Services Contact Information

Last updated: 10/26/2018

Regents, NYCDOE and Buffalo BOE authorized schools should enter the financial contact information requested and upload the independent auditor's report and internal controls reports as one combined file.

NORTHSIDE CHS (REGENTS)Section Heading

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Racquel Brown		

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm

3. If applicable, please provide contact information for the school's outsourced financial services firm.

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years with Firm
	CSBM	Charles Russell				

New York State Education Department

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

2018-19 Budget & Cash Flow Template

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

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

Northside Charter High School -

PROJECTED BUDGET FOR 2018-2019 -

July 1, 2018 to June 30, 2019 -

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	5,684,885	1,535,733	-	-	900	7,221,518
Total Expenses	4,791,591	1,474,994	-	62,885	857,619	7,187,090
Net Income	893,294	60,738	-	(62,885)	(856,719)	34,428
Actual Student Enrollment	395	55				-
Total Paid Student Enrollment						-

PROGRAM SERVICES

SUPPORT SERVICES

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

REVENUE

REVENUES FROM STATE SOURCES

Per Pupil Revenue

CY Per Pupil Rate

District of Location

\$15,307.00

School District 2 (Enter Name)

School District 3 (Enter Name)

School District 4 (Enter Name)

School District 5 (Enter Name)

5,260,251	786,014	-	-	-	6,046,265
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
5,260,251	786,014				6,046,265

Special Education Revenue

-	631,072	-	-	-	631,072
---	---------	---	---	---	---------

Grants

Stimulus

Other

26,097	3,900	-	-	-	29,997
-	-	-	-	-	-

Other State Revenue

154,986	23,159	-	-	-	178,145
---------	--------	---	---	---	---------

TOTAL REVENUE FROM STATE SOURCES

5,441,334	1,444,145				6,885,479
-----------	-----------	--	--	--	-----------

REVENUE FROM FEDERAL FUNDING

IDEA Special Needs

Title I

Title Funding - Other

School Food Service (Free Lunch)

Grants

Charter School Program (CSP) Planning & Implementation

Other

Other Federal Revenue

-	55,195	-	-	-	55,195
142,162	21,243	-	-	-	163,405
56,358	8,421	-	-	-	64,779
-	-	-	-	-	-

-	-	-	-	-	-
-	-	-	-	-	-

TOTAL REVENUE FROM FEDERAL SOURCES

198,520	84,859				283,379
---------	--------	--	--	--	---------

LOCAL and OTHER REVENUE

Contributions and Donations, Fundraising

Erate Reimbursement

Interest Income, Earnings on Investments,

NYC-DYCD (Department of Youth and Community Developmt.)

Food Service (Income from meals)

Text Book

Other Local Revenue

24,360	3,640	-	-	-	28,000
20,671	3,089	-	-	-	23,760
-	-	-	-	900	900
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-

TOTAL REVENUE FROM LOCAL and OTHER SOURCES

45,031	6,729			900	52,660
--------	-------	--	--	-----	--------

TOTAL REVENUE

5,684,885	1,535,733			900	7,221,518
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EXPENSES

ADMINISTRATIVE STAFF PERSONNEL COSTS

No. of Positions

Executive Management

Instructional Management

Deans, Directors & Coordinators

1.00
3.00
3.00

83,766	12,517	-	-	64,189	160,472
171,279	25,593	-	-	131,248	328,120
111,642	16,682	-	-	85,549	213,873

Northside Charter High School

PROJECTED BUDGET FOR 2018-2019

July 1, 2018 to June 30, 2019

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	5,684,885	1,535,733	-	-	900	7,221,518
Total Expenses	4,791,591	1,474,994	-	62,885	857,619	7,187,090
Net Income	893,294	60,738	-	(62,885)	(856,719)	34,428
Actual Student Enrollment	395	55				-
Total Paid Student Enrollment						-

		PROGRAM SERVICES			SUPPORT SERVICES		
		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
CFO / Director of Finance	-	-	-	-	-	-	-
Operation / Business Manager	1.00	67,126	10,030	-	-	51,437	128,593
Administrative Staff	3.00	106,058	15,848	-	-	81,270	203,176
TOTAL ADMINISTRATIVE STAFF	11	539,870	80,670			413,694	1,034,234
INSTRUCTIONAL PERSONNEL COSTS							
Teachers - Regular	30.00	1,814,531	271,137	-	-	-	2,085,668
Teachers - SPED	9.00	-	615,205	-	-	-	615,205
Substitute Teachers	-	-	-	-	-	-	-
Teaching Assistants	-	-	-	-	-	-	-
Specialty Teachers	-	-	-	-	-	-	-
Aides	-	-	-	-	-	-	-
Therapists & Counselors	6.00	367,141	54,860	-	-	-	422,001
Other	-	282,369	42,193	-	-	-	324,562
TOTAL INSTRUCTIONAL	45	2,464,041	983,395				3,447,436
NON-INSTRUCTIONAL PERSONNEL COSTS							
Nurse	-	-	-	-	-	-	-
Librarian	-	-	-	-	-	-	-
Custodian	-	-	-	-	-	-	-
Security	4.00	101,633	15,187	-	-	77,880	194,699
Other	-	-	-	-	-	-	-
TOTAL NON-INSTRUCTIONAL	4	101,633	15,187			77,880	194,699
SUBTOTAL PERSONNEL SERVICE COSTS	60	3,105,544	1,079,252			491,573	4,676,369
PAYROLL TAXES AND BENEFITS							
Payroll Taxes		242,715	71,387	-	7,139	35,693	356,934
Fringe / Employee Benefits		398,851	117,309	-	11,731	58,655	586,545
Retirement / Pension		218,637	64,305	-	6,431	32,153	321,525
TOTAL PAYROLL TAXES AND BENEFITS		860,203	253,001		25,300	126,500	1,265,004
TOTAL PERSONNEL SERVICE COSTS		3,965,747	1,332,253		25,300	618,074	5,941,373
CONTRACTED SERVICES							
Accounting / Audit		-	-	-	-	150,000	150,000
Legal		-	-	-	-	10,000	10,000
Management Company Fee		-	-	-	-	-	-
Nurse Services		-	-	-	-	-	-
Food Service / School Lunch		-	-	-	-	-	-
Payroll Services		8,160	2,400	-	240	1,200	12,000
Special Ed Services		-	-	-	-	-	-
Titlment Services (i.e. Title I)		-	-	-	-	-	-
Other Purchased / Professional / Consulting		70,300	16,900	-	3,800	6,500	97,500
TOTAL CONTRACTED SERVICES		78,460	19,300		4,040	167,700	269,500

SCHOOL OPERATIONS

Northside Charter High School

PROJECTED BUDGET FOR 2018-2019

July 1, 2018 to June 30, 2019

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
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Total Expenses	4,791,591	1,474,994	-	62,885	857,619	7,187,090
Net Income	893,294	60,738	-	(62,885)	(856,719)	34,428
Actual Student Enrollment	395	55				-
Total Paid Student Enrollment						-

	PROGRAM SERVICES			SUPPORT SERVICES		
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Board Expenses	-	-	-	-	10,000	10,000
Classroom / Teaching Supplies & Materials	56,550	8,450	-	-	-	65,000
Special Ed Supplies & Materials	-	-	-	-	-	-
Textbooks / Workbooks	26,100	3,900	-	-	-	30,000
Supplies & Materials other	28,501	4,259	-	-	-	32,760
Equipment / Furniture	15,640	4,600	-	460	2,300	23,000
Telephone	20,400	6,000	-	600	3,000	30,000
Technology	28,733	8,453	-	845	4,225	42,256
Student Testing & Assessment	34,800	5,200	-	-	-	40,000
Field Trips	13,050	1,950	-	-	-	15,000
Transportation (student)	-	-	-	-	-	-
Student Services - other	143,550	21,450	-	-	-	165,000
Office Expense	27,880	8,200	-	820	4,100	41,000
Staff Development	75,690	11,310	-	-	20,000	107,000
Staff Recruitment	20,400	6,000	-	600	3,000	30,000
Student Recruitment / Marketing	17,400	2,600	-	-	-	20,000
School Meals / Lunch	43,000	-	-	-	-	43,000
Travel (Staff)	7,480	2,200	-	220	1,100	11,000
Fundraising	-	-	-	30,000	-	30,000
Other	14,400	-	-	-	1,600	16,000
TOTAL SCHOOL OPERATIONS	573,574	94,572		33,545	49,325	751,016
FACILITY OPERATION & MAINTENANCE						
Insurance	78,561	9,820	-	-	9,820	98,201
Janitorial	-	-	-	-	-	-
Building and Land Rent / Lease	-	-	-	-	-	-
Repairs & Maintenance	-	-	-	-	-	-
Equipment / Furniture	-	-	-	-	-	-
Security	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
TOTAL FACILITY OPERATION & MAINTENANCE	78,561	9,820			9,820	98,201
DEPRECIATION & AMORTIZATION	95,250	19,050	-	-	12,700	127,000
DISSOLUTION ESCROW & RESERVES / CONTINGENCY	-	-	-	-	-	-
TOTAL EXPENSES	4,791,591	1,474,994		62,885	857,619	7,187,090
NET INCOME	893,294	60,738	-	(62,885)	(856,719)	34,428

ENROLLMENT - *School Districts Are Linked To Above Entries*

	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED
District of Location	395	55	450
School District 2 (Enter Name)			-
School District 3 (Enter Name)			-
School District 4 (Enter Name)			-
School District 5 (Enter Name)			-

Northside Charter High School

PROJECTED BUDGET FOR 2018-2019

July 1, 2018 to June 30, 2019

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Net Income	893,294	60,738	-	(62,885)	(856,719)	34,428
Actual Student Enrollment	395	55				-
Total Paid Student Enrollment						-

PROGRAM SERVICES

SUPPORT SERVICES

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
TOTAL ENROLLMENT	395	55	450			
REVENUE PER PUPIL	14,392	27,922	-			
EXPENSES PER PUPIL	12,131	26,818	-			

[illegible]

[illegible]

[illegible]

[illegible]

<p align="center">Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</p>

Trustee Name:

Deangeor Chin

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Northside Charter High School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

Trustee

2. Is the trustee an employee of any school operated by the Education Corporation?

☐ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

☐ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. 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 have held or engaged in with the charter school(s) governed by the Education Corporation 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 Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
None	<i>Please write "None" if applicable. Do not leave this space blank.</i>		

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None				
<i>Please write "None" if applicable. Do not leave this space blank.</i>				

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Signature

Date

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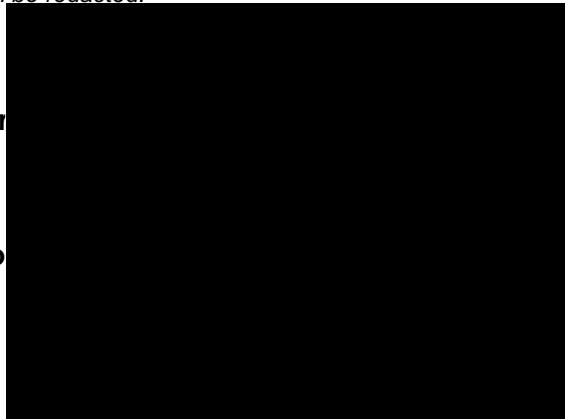
Business Tele

Business Address

E-mail Address

Home Telephone

Home Address



<p align="center">Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</p>

Trustee Name:

David Li

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Northside Charter High School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

Trustee

2. Is the trustee an employee of any school operated by the Education Corporation?

☐ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

☐ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. 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 have held or engaged in with the charter school(s) governed by the Education Corporation 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 Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
None	<i>Please write "None" if applicable. Do not leave this space blank.</i>		

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None				
<i>Please write "None" if applicable. Do not leave this space blank.</i>				

DocuSigned by:

David Li

7/19/2018 8:29:00 AM EDT

Signature

Date

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Business T

Business A

E-mail Add

Home Tele

Home Addr

<p align="center">Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</p>

Trustee Name:

Douglas Giles

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Northside Charter High School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).
Vice Chair, Secretary

2. Is the trustee an employee of any school operated by the Education Corporation?
☐ **Yes** ☒ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
☐ **Yes** ☒ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

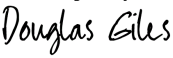
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Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
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Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None				
<i>Please write "None" if applicable. Do not leave this space blank.</i>				

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Signature

Date

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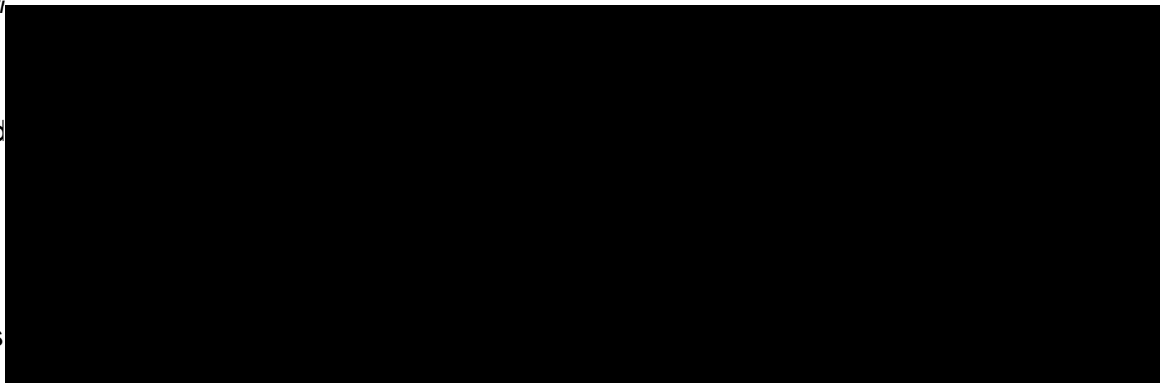
Business Tel

Business Add

E-mail Address

Home Telephone

Home Address



<p align="center">Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</p>

Trustee Name:

Emily Moskowitz

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Northside Charter High School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

None

2. Is the trustee an employee of any school operated by the Education Corporation?

☐ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

☐ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. 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 have held or engaged in with the charter school(s) governed by the Education Corporation 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 Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
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None				
<i>Please write "None" if applicable. Do not leave this space blank.</i>				

DocuSigned by:

Emily Moskowitz

7/19/2018 5:51:08 PM EDT

Signature

Date

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Business Telephone: _____

Business _____

E-mail Address _____

Home Telephone _____

Home Address _____

<p align="center">Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</p>

Trustee Name:

Rizwan Alladin

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Northside Charter High School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).
Trustee, Chair Education & Accountability Committee, Member Board Development Committee

2. Is the trustee an employee of any school operated by the Education Corporation?
☐ **Yes** ☒ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
☐ **Yes** ☒ **No**

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None				
<i>Please write "None" if applicable. Do not leave this space blank.</i>				

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Signature

Date

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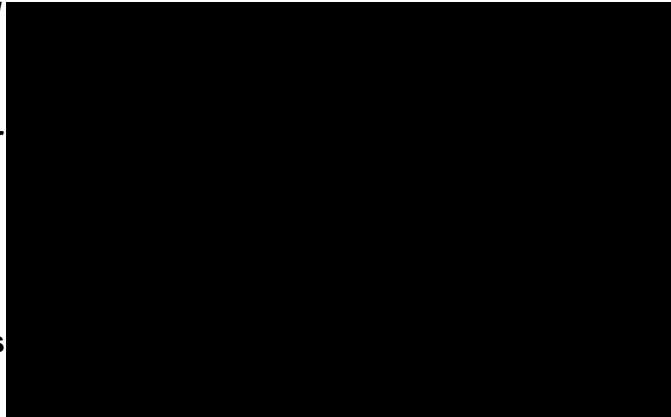
Business Tele

Business Addr

E-mail Address

Home Telepho

Home Address



<p align="center">Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</p>

Trustee Name:

willie scott

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Northside

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).
Secretary

2. Is the trustee an employee of any school operated by the Education Corporation?
___ **Yes** ^x ___ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
___ **Yes** ^x ___ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
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Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
NONE				
<i>Please write "None" if applicable. Do not leave this space blank.</i>				

DocuSigned by:

Willie Scott

7/19/2018 1:29:54 PM EDT

Signature

Date

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Business Tele

Business Addr

E-mail Address

Home Telepho

Home Address

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

Danielle Redmond

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Northside Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).
Board Member

2. Is the trustee an employee of any school operated by the Education Corporation?
___ Yes ^x No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
___ Yes ^x No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. 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 have held or engaged in with the charter school(s) governed by the Education Corporation 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 Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
None	Please write "None" if applicable. Do not leave this space blank.		

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None				
<i>Please write "None" if applicable. Do not leave this space blank.</i>				

DocuSigned by:

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 Signature

7/18/2018 4:00:43 PM EDT

Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

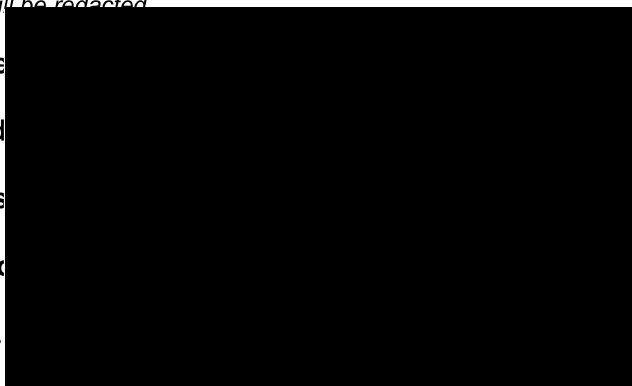
Business Telephone

Business Address

E-mail Address

Home Telephone

Home Address



Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

Matthew Brian

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Northside Charter High School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).
Treasurer

2. Is the trustee an employee of any school operated by the Education Corporation?
☐ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
☐ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. 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 have held or engaged in with the charter school(s) governed by the Education Corporation 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 Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
None	Please write "None" if applicable. Do not leave this space blank.		

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
none				
<i>Please write "None" if applicable. Do not leave this space blank.</i>				

DocuSigned by:

Matthew Brian

7/18/2018 1:37:48 PM EDT

Signature

Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:



Entry 8 BOT Table

Created: 07/17/2018 • Last updated: 08/01/2018

1. Current Board Member Information (Enter info for each BOT member)

	Trustee Name and Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2017-18
1	Kaley Childs [REDACTED]	Chair	Executive ; Board Development	Yes	3	01/01/2018	01/01/2021	12
2	Douglas Giles - [REDACTED]	Vice Chair	Executive ; Finance	Yes	2	10/01/2015	10/01/2018	11
3	Matthew Brian - [REDACTED]	Treasurer	Executive ; Finance	Yes	2	08/01/2016	08/01/2019	10
4	Willie Scott - [REDACTED]	Secretary	Executive ; Board Development; Education & Accountability	Yes	3	01/01/2018	01/01/2021	12
5	Emily Moskowitz - [REDACTED]	Trustee/Member	Finance	Yes	1	10/01/2017	10/01/2020	11
6	David Li - [REDACTED]	Trustee/Member	Education & Accountability	Yes	1	10/01/2017	10/01/2020	11

Danielle
Redmond

7



Trustee/M
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Executive
; Board
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Yes

1

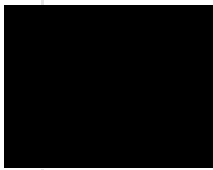
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10/01/20
17

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10

**1a. Are there more that 9
members of the Board of
Trustees?**

No

**2. Total number of members on
June 30, 2018**

10

**3. Total number of members
joining the Board during the
2017-18 school year**

5

**4. Total number of members
departing the Board during the
2017-18 school year**

1

**5. Number of voting members in
2017-18, as set by the by-laws,
resolution or minutes**

5

6. Number of Board meetings conducted during the 2017-18 School Year	13
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7. Number of Board meetings scheduled for the coming 2018-19 school year	13
---	----

Thank you.



Entry 9 - Board Meeting Minutes

Last updated: 07/31/2018

Instructions for submitting minutes of the BOT monthly meetings

Regents, NYCDOE, and Buffalo BOE authorized schools must either provide a link to a complete set of minutes that are posted on the charter school website, or upload a complete set of board meeting minutes from July 2017--June 2018, which should match the number of meetings held during the 2017-18 school year.

NORTHSIDE CHS (REGENTS)

Are all monthly BOT meeting minutes posted, which should match the number of meetings held during 2017-18 school year, on the charter school's website?

the charter school's website.

A. Provide if posted on the charter school's website a URL link to the Monthly Board Meeting Minutes, which should match the number of meetings held during the 2017-18 school year.

<https://www.northsidechs.org/mission-goals-values-history/board-members/>



Entry 10 Enrollment and Retention of Special Populations

Last updated: 08/01/2018

[Instructions for Reporting Enrollment and Retention Strategies](#)

Describe the efforts the charter school has made in 2017-18 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners, and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2018-19.

NORTHSIDE CHS (REGENTS)Section Heading

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2017-18	Describe Recruitment Plans in 2018-19)
Economically Disadvantaged	To recruit economically disadvantaged students, NCHS focuses on outreach in high need neighborhoods throughout the Community School District and other areas that connect directly on public transportation lines. In addition to placing advertisements in bus shelters throughout the school's target neighborhoods, Northside's Recruitment Coordinator attends school fairs at both public and non-public schools to recruit student candidates for each grade on a year-round basis. The recruitment strategy entails mapping out locations of all junior high schools in the community ("feeder schools") as well as other districts. All the materials presented at the school visits stress Northside's policy of conducting a blind lottery and special programs to create an inclusive environment, encouraging economically disadvantaged students to apply.	The school will continue utilizing current practices as we have a greater percentage of economically disadvantaged students than the local district.
English Language	To ensure that we are making a substantial effort to recruit and enroll English Language Learners, Northside is committed to canvassing neighborhoods with high concentrations on non-English speaking families, starting with communities in our district. Materials are distributed in Spanish	The school will build on current efforts in

ge Learner s	as well as English, and translators are provided for information sessions and open houses. The information presented highlights the various supports in place to ensure that ELL students can succeed academically and socially and that parents can be active participants in the school community despite communication issues.	2018-19.
Student s with Disabilit ies	Our efforts to recruit Students with Disabilities are tied to our overall recruitment efforts and those for Economically Disadvantaged students in the sense that we utilize all outreach efforts as opportunities to share the many supports we have in place to ensure the success of special needs students. The recruitment team is knowledgeable about the school's special education and RTI programs and can speak to interested families about the comprehensive range of services provided as well as the inclusive environment.	The school will continue utilizing current practices as we have matched the local district in enrollment percentages of students with disabilities.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2017-18	Describe Retention Plans in 2018-19)
Econom ically Disadva ntaged	As the vast majority of NCHS students are Economically Disadvantaged, the entire school program is focused on closing the achievement gap between students from really low-income families and their more affluent peers. Northside ensures that no student is denied access to learning opportunities and special initiatives such as college visits because of an inability to cover the cost.	The retention target for Economically Disadvantaged students is 90.5% and Northside retained 92% in 2017-18.
English Lan guage Learner s	"NCHS provides support to all ELL students so that they can make sound academic progress. NCHS offers standalone English as a Second Language (ESL) classes, a fulltime ESL teacher, and a fulltime speech pathologist. Our ESL teacher teaches two ESL courses: one course for beginning English language learners and one for English students with more advanced English Language proficiency. Aside from these stand-alone classes, the ESL teacher also pushes into general education classes to support ELL students. NCHS administers the NYSESLAT at the end of each school year. This assessment helps NCHS monitor the	The school will continue supporting ELL students by building on the programs we have in place.

language development of our ELL students. Finally, all ELL students receive a weekly academic report that is shared with the ESL teacher. This document is a report of student progress across all of his/her courses."

NCHS is committed to serving the needs of Special Education Students. Our Assistant Principal of Guidance (AP Guidance) coordinates with the New York City Special Education Collaborative to receive support in our efforts to serve Special Education students at NCHS. Our SPED Coordinator works closely with the AP Guidance to oversee the SPED Program at NCHS.

To serve our Special Education students, NCHS practices a Collaborative Team Teaching (CTT) model. CTT is in place for all core subject areas at NCHS, when the student's IEP calls for it. In addition to inclusive general education settings, NCHS also provides Special Education Teacher Support Services (SETTS), and speech pathology for students in need of those resources. All testing accommodations are overseen by our guidance department and SPED coordinator.

NCHS has four full time Special Education teachers, with each serving as a case manager for an average of 15 students. As case managers, our SPED teachers monitor the progress of students with IEPs and communicate with families of those students. SPED teachers also collaborate extensively with the general education teachers at NCHS to ensure uninterrupted, quality services are provided to students with IEPs.

NCHS's Data Director generates weekly academic reports for all students. Students with IEPs receive a weekly academic report that also reflects their IEP goals. This report provides a running record of student progress and is used as a tool to discuss academic progress with students and their parents/guardians.

We plan to continue with current practices as the retention target for Students with Disabilities was met in 2017-18.

Student
s with
Disabilit
ies



Entry 11 Classroom Teacher and Administrator Attrition

Created: 07/31/2018 • Last updated: 08/01/2018

Report changes in teacher and administrator staffing.

Instructions for completing the Classroom Teacher and Administrator Attrition Tables

Charter schools must complete the tables titled 2017-2018 Classroom Teacher and Administrator Attrition to report changes in teacher and administrator staffing during the 2017-2018 school year. Please provide the full time equivalent (FTE) of staff on June 30, 2017; the FTE for any departed staff from July 1, 2017 through June 30, 2018; the FTE for added staff from July 1, 2017 through June 30, 2018; and the FTE of staff added in newly created positions from July 1, 2017 through June 30, 2018 using the tables provided.

1. Classroom Teacher Attrition Table

	FTE Classroom Teachers on 6/30/17	FTE Classroom Teachers Departed 7/1/17 - 6/30/18	FTE Classroom Teachers Filling Vacant Positions 7/1/17 - 6/30/18	FTE Classroom Teachers Added in New Positions 7/1/17 - 6/30/18	FTE of Classroom Teachers on 6/30/18
	36	24	23	0	34

2. Administrator Position Attrition Table

	FTE Administrative Positions on 6/30/17	FTE Administrators Departed 7/1/17 - 6/30/18	FTE Administrators Filling Vacant Positions 7/1/17 - 6/30/18	FTE Administrators Added in New Positions 7/1/17 - 6/30/18	FTE Administrative Positions on 6/30/18
	4	1	1	0	3

3. Tell your school's story

Charter schools may provide additional information in this section of the Annual Report about their respective teacher and administrator attrition rates as some teacher or administrator departures do not reflect advancement or movement within the charter school networks. Schools may provide additional detail to reflect a teacher’s advancement up the ladder to a leadership position within the network or an administrator’s movement to lead a new network charter school.

The school experienced an unusually high number of departing teachers in 2017-18 due to some poor staffing decisions and temporary replacement situations. Updates have been made to the staff and process we use for hiring.

4. Charter schools must ensure that all prospective employees receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee. For the safety of all students, charter schools must take immediate steps to terminate the employment of individuals who have been denied clearance. Once the employees have been terminated, the school must terminate the request for clearance in the TEACH system.

Have all employees have been cleared through the NYSED TEACH system?

Yes

5. For perspective or current employees whose clearance has been denied, have you terminated their employment and removed them from the TEACH system?

	Yes
--	-----

Thank you



Entry 12 Uncertified Teachers

Last updated: 07/31/2018

FTE Count of All Teachers 34
(Certified and Uncertified) as of
6/30/18

FTE Count of All Certified 26
Teachers as of 6/30/18

Instructions for Reporting Percent of Uncertified Teachers

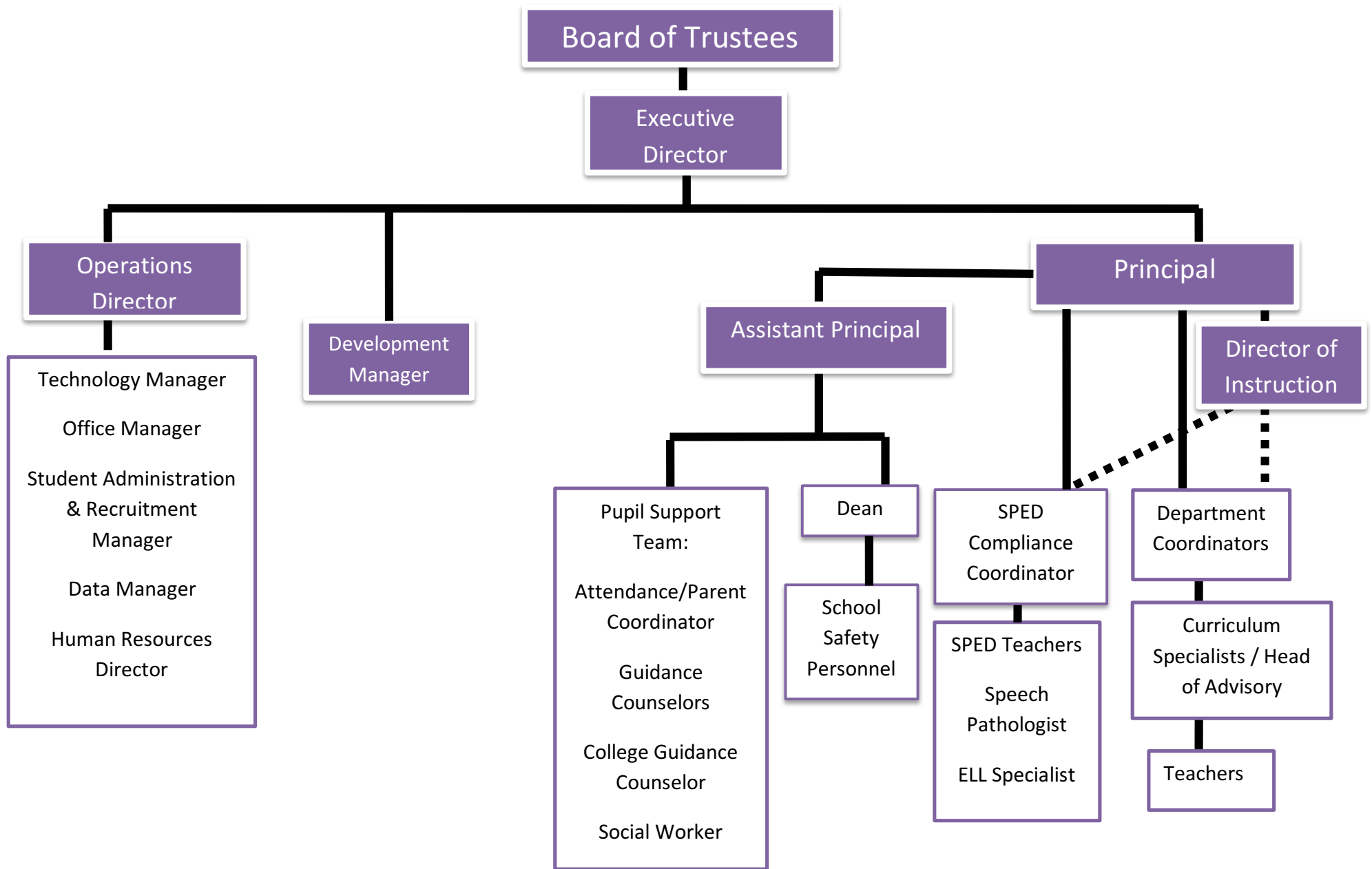
The table below is reflective of the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Enter the relevant full time equivalent (FTE) count of teachers in each column. For example, a school with 20 full time teachers and 5 half time teachers would have an FTE count of 22.5. If more than one column applies to a particular teacher, please select one column for the FTE count. Please do not include paraprofessionals, such as teacher assistants.

FTE count of uncertified teachers on 6/30/18, and each uncertified teacher should be counted only once.

	FTE Count
1. Total FTE count of uncertified teachers (6-30-18)	8
2. FTE count of uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience (6-30-18)	6
3. FTE count of uncertified teachers who are tenured or tenure track college faculty (6-30-18)	0
4. FTE count of uncertified teachers with two years of Teach for America experience (6-30-18)	0
5. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (6-30-18)	0
6. FTE count of uncertified teachers who do not fit into any of the prior four categories (6-30-18)	2

Thank you.

2017-18 Northside Charter High School Organizational Chart



2018-19 Northside Charter High School Calendar

August:

- 27- Orientation for 9th and 10th graders
- 28- Orientation for 11th and 12th graders

September:

- 4- First official day of classes- Semester 1 begins
- 10-11 NO SCHOOL (Rosh Hashanah)
- 26- Back to School Night- 5PM

October:

- 8- NO SCHOOL (Columbus Day)

November:

- 12- NO SCHOOL (Veteran's Day)
- 14- Mid Semester 1 Parent Teacher Conferences- 5PM
- 21-23 NO SCHOOL (Thanksgiving Recess)

December:

- 20-31 NO SCHOOL (Holiday Recess)

January:

- 2- School resumes
- 14-17 Semester 1 Final Exams
- 18- Last Day of Semester 1
- 21- NO SCHOOL (Martin Luther King Day)
- 22-25 New York State Regents Exams
- 28- Semester 2 begins

February:

- 18-22 NO SCHOOL (Winter Break)

March:

- 22- PD Day (only staff in attendance)

April:

- 3- Mid Semester 2 Parent Teacher
- 15-16 Snow Day Makeup
- 17-26 NO SCHOOL (Spring Recess)

May:

24, 27- NO SCHOOL (Memorial Day Recess)

June:

10-13 Semester 2 Final Exams

14- Last Day of Semester 2 classes

18-26 New York State Regents Exams

Instructional Days: 180