

# Application: NORTHSIDE CHARTER HIGH SCHOOL

2023-2024 Annual Report

## Summary

ID: 0000000249

Status: Annual Report Submission

## Entry 1 – School Information and Cover Page

Completed - Jul 30 2024

### [Instructions](#)

#### Required of ALL Charter Schools

Each Annual Report begins with a completed School Information and Cover Page. The information is collected in a survey format within the Annual Report Portal. When entering information in the portal, some of the following items may not appear, depending on your authorizer and/or your responses to related items.

## Entry 1 – School Information and Cover Page

(New schools that were not open for instruction for the 2023-2024 school year are not required to complete or submit an annual report this year).

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 school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer (**as of June 30, 2024**) or you may not be assigned the correct tasks.

## BASIC INFORMATION

### a. LEGAL SCHOOL NAME (as chartered)

(Select name from the drop down menu)

NORTHSIDE CHARTER HIGH SCHOOL 800000063771

**b. Unofficial or Popular School Name**

Northside

**c. CHARTER AUTHORIZER (As of June 30th, 2024)**

Please select the correct authorizer as of June 30, 2024 or you may not be assigned the correct tasks.

BOARD OF REGENTS

**c. School Unionized**

Is your charter school unionized?

No

**d. District/CSD of Location**

CSD #14 - BROOKLYN

**e. Date of Approved Initial Charter**

Jan 1 2009

**f. Date School First Opened for Instruction**

Sep 1 2009

**g. Approved School Mission and Key Design Elements**

*(Regents, NYCDOE and Buffalo BOE authorized schools only)*

The Mission of Northside Charter High School is to provide an enriching and innovative learning environment whereby students achieve postsecondary readiness.

KDE 1 Performance-Driven Accountability

KDE 2 A Rigorous Program Designed for Postsecondary Success

KDE 3 Advisory Model

KDE 4 Participation in Ongoing Evaluation and Analysis Processes

KDE 5 Instruction and Other Activities of a Highly Qualified Teaching Staff

KDE 6 Instructional Technology

**h. School Website Address**

<https://northsidechs.org/>

**i. Total Approved Charter Enrollment for 2023-2024 School Year**

420

**j. Total Enrollment on June 30, 2024 - excluding Pre-K program enrollment**

420

**k. Grades Served**

Grades served during the 2023-2024 school year (exclude Pre-K program students):

**Responses Selected:**

9
10
11
12
Ungraded

**I. Charter Management Organization/Educational Management Organization**

Do you have a [Charter Management Organization](#)?

No

**FACILITIES INFORMATION**

**m. FACILITIES: Owned, rented, leased to educate students**

Will the school maintain or operate multiple sites in 2024-2025?

No, just one site.

**School Site 1 (Primary)**

**m1. SCHOOL SITES**

Please provide information on Site 1 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades Served at Site for 2023-2024 School Year (K-5, 6-9, etc.)	Grades to be Served at Site for 2024-2025 school year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	424 Leonard Street, Brooklyn NY 11222	347-390-1273	NYC CSD 14	9-12	9-12	None

**m1a. Please provide the contact information for Site 1.**

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Muhammed Chaudhry	Chief Executive Officer	[REDACTED]		[REDACTED]
Operational Leader	Tony Dinh	Chief Finance and Operations Officer	[REDACTED]		[REDACTED]
Compliance Contact	Tony Dinh	Chief Finance and Operations Officer	[REDACTED]		[REDACTED]
Complaint Contact	Dwight Thomas	Chief Student Services Officer	[REDACTED]		[REDACTED]
DASA Coordinator	Richard Uwangué	Associate Director of Student Experience and Safety	[REDACTED]		[REDACTED]
Phone Contact for After Hours Emergencies	Dwight Thomas	Chief Student Services Officer			[REDACTED]

**m1b. Is site 1 in public space or in private space?**

Public Space

**m1c. Is site 1 in a co-located or not in a co-located facility?**

**Responses Selected:**

Co-Located with a District School

**m1d. 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	N/A					

**n. List of owned, rented, leased facilities not used to educate students and the purpose of each.**

Separate by semi-colon (;)

N/A

**o1. Total Number of School Calendar Days**

181

**o2. Total Number of Instructional Hours by Month (Entries are required for all months. Enter a zero for months with no instructional hours.)**

January 2024	131
February 2024	86
March 2024	111
April 2024	62
May 2024	117
June 2024	92
July 2023	0
August 2023	0
September 2023	100
October 2023	108
November 2023	106
December 2023	90

**CHARTER REVISIONS DURING THE 2023-2024 SCHOOL YEAR**

**p. Summary of Material and Non-Material Charter Revisions approved or pending in 2023-2024, including updates to the school's board of trustees' bylaws, enrollment policy, discipline policy, or complaint policy.**

*Please note, listing the revisions here does not constitute a request. Schools are advised to seek revision requests through their authorizer directly.*

Does the school have any material or non-material revisions approved or pending?

Yes

**p2. Summary of Charter Revisions**

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in Maximum Approved Enrollment	Increase its authorized enrollment from the currently approved 420 students to 450 students.	11/21/2023	6/23/2024
2				
3				
4				
5				

**More revisions to add?**

No

**ATTESTATIONS**

**q. Name/Position of Person Completing/Submitting the 2023-2024 Annual Report. (To write type in a phone number with an extension, please use this format: 123-456-7890-3. The dash and number 3 at the end of the phone number refers to the individual's phone extension. Do not type in the work extension or the abbreviation for it - just the dash and the extension number after the phone number).**

Name	Jen Pasek
Position	Consultant
Phone/Extension	██████████
Email	██

q. Our signatures (Executive Director/School Leader/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. Click **YES** to agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).

**Responses Selected:**

Yes

As outlined in ENTRY 7 (Employee Fingerprint Requirements Attestation):

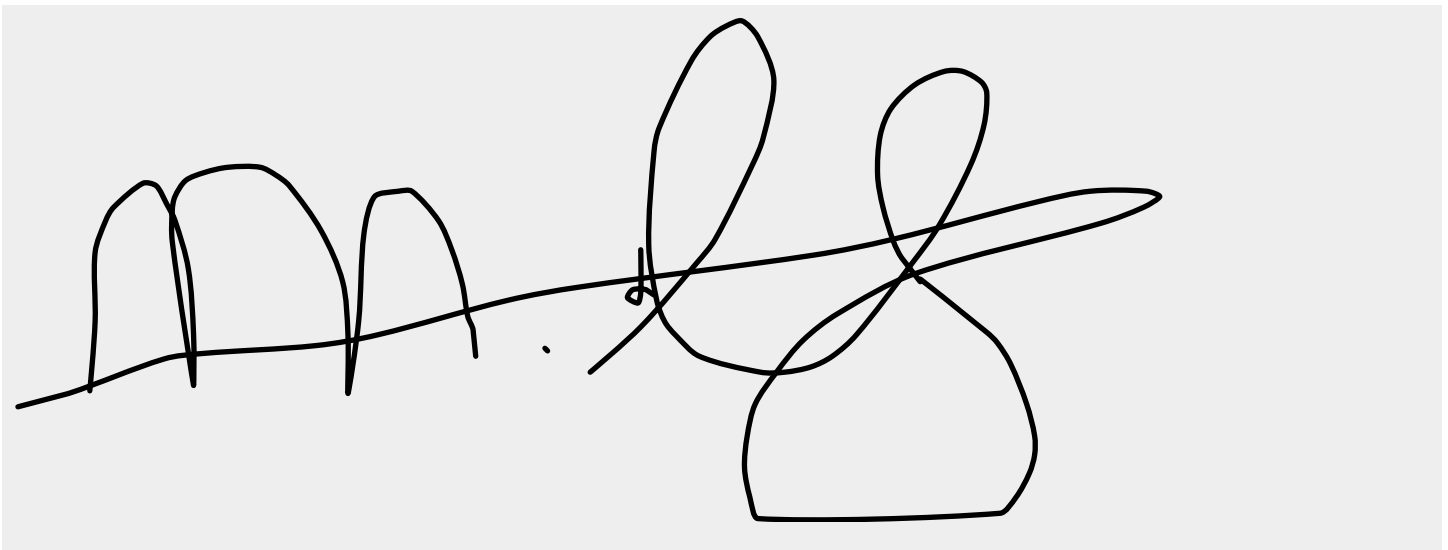
Our E-Signatures (not digital signatures) (Executive Director/School Leader/Head of School and Board President) below attest that our school has reviewed, understands and will comply with the employee clearance and fingerprint requirements as outlined in Entry 7 and found in the [NYSED CSO Fingerprint Clearance Oct 2019 Memo](#). Click **YES** to agree.

**Responses Selected:**

Yes

Signature, Head of Charter School

(If you are not signing the application now, please click "Clear" on both signature fields before saving this task or else the system will return an error.)

A large, stylized handwritten signature in black ink on a light gray background. The signature consists of several loops and a long horizontal stroke extending to the right.

Signature, President of the Board of Trustees

(If you are not signing the application now, please click "Clear" on both signature fields before saving this task or else the system will return an error.)



Date

Jul 30 2024



Thank you.

## Entry 2 – Links to Critical Documents on School Website

Completed - Jul 30 2024

### Instructions

**Required of ALL Charter Schools (Note that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved Dignity for All Students Act (DASA) policy and NYSED-Approved School Discipline Policy)**

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items. All links must be readily found on the school's website.

1. Current Annual Report (i.e., 2023-2024 Annual Report);[\[1\]](#)
2. Board meeting notices, agendas and documents;
3. New York State School Report Card. This report captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State law;[\[2\]](#) (Even if there is no school data yet reported, provide a direct web link to the most recent [New York State School Report Card](#) for the charter school.
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy **(For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)**;
5. District-wide safety plan, not a building level safety plan (as per the July 2023 [Emergency Response Plan Memo](#) – Charter Schools Only);
6. Authorizer-approved FOIL Policy; and
7. Subject matter list of FOIL records. (Example: See [NYSED Subject Matter List](#))

[\[1\]](#) Each charter school is required to make the Annual Report publicly available by August 1 and to post on their respective charter school website. Each school should post an updated and complete version to include

accountability data and financial statements that are not or may not be available until after the August deadline (i.e.,  
Repost when financials have been submitted in November.)

[\[2\]](#) SRC data is included in the reporting requirements for New York charter schools in 8 NYCRR 119.3.

## **Entry 2 – Links to Critical Documents on School Website**

**School Name: NORTHSIDE CHARTER HIGH SCHOOL**

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**Required of ALL Charter Schools (Note that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved Dignity for All Students Act (DASA) policy and NYSED-Approved School Discipline Policy)**

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the [link from the school's website](#) for each of the items. All links must be readily found on the school's website.

[New York State Report Card](#)

[Emergency Response Plan Memo](#)

[NYSED Subject Matter List](#)

	Link to Documents
1. Current Annual Report (i.e., 2023-2024 Annual Report)	<u><a href="https://northsidechs.org/quick-links/">https://northsidechs.org/quick-links/</a></u>
2. Board meeting notices, agendas and documents	<u><a href="https://northsidechs.org/governance/">https://northsidechs.org/governance/</a></u>
3. New York State School Report Card. This report captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State law; (Even if there is no school data yet reported, provide a direct web link to the most recent New York State School Report Card for the charter school.	<u><a href="https://data.nysed.gov/essa.php?year=2023&amp;instid=800000063771">https://data.nysed.gov/essa.php?year=2023&amp;instid=800000063771</a></u>
4a. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	<u><a href="https://northsidechs.org/family-life-guide/">https://northsidechs.org/family-life-guide/</a></u>
4b. Authorizer-approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	<u><a href="https://northsidechs.org/family-life-guide/">https://northsidechs.org/family-life-guide/</a></u>
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	<u><a href="https://northsidechs.org/nchs-policies/">https://northsidechs.org/nchs-policies/</a></u>
6. Authorizer-approved FOIL Policy	<u><a href="https://northsidechs.org/quick-links/">https://northsidechs.org/quick-links/</a></u>
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	<u><a href="https://northsidechs.org/quick-links/">https://northsidechs.org/quick-links/</a></u>



Thank you.

## Entry 3 – Board of Trustees Disclosure of Financial Interest Form

Completed - Jul 30 2024

### Required of ALL Charter Schools

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2023-2024 school year must complete and sign a Trustee [Disclosure of Financial Interest Form](#) due **no later than 11:59 PM on August 1, 2024**. Acceptable signature formats include:

- Digitally certified PDF signature (i.e., DocuSign)
- Manual signature (1. download to print, 2. manually sign, 3. scan signed document to PDF, and 4. upload into portal)

All completed forms must be collected and uploaded in .PDF format for each individual member. **The education corporation is responsible for ensuring that each member who served on the board during the 2023-2024 school year completes the form.**

Charter schools **must** submit the latest version of the form. Forms completed from past years will not be accepted.

Trustees serving on an education corporation that governs more than one school are not required to complete a separate disclosure for each school governed by the education corporation. In the Trustee Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation.

### [NCHS Kaley Childs Karaffa 2023-24 Charter School Disclosure of Financial Interest Form](#)

Filename: NCHS\_Kaley\_Childs\_Karaffa\_2023-24\_\_lcaQFQu.pdf Size: 562.0 kB

### [NCHS Willie Scott 2023-24 Charter School Disclosure of Financial Interest Form](#)

Filename: NCHS\_Willie\_Scott\_2023-24\_Charter\_\_tNM72w1.pdf Size: 558.7 kB

### [NCHS Danielle Redmond 2023-24 Charter School Disclosure of Financial Interest Form](#)

Filename: NCHS\_Danielle\_Redmond\_2023-24\_Char\_oEFFb6S.pdf Size: 560.1 kB

### [NCHS Rizwan Alladin 2023-24 Charter School Disclosure of Financial Interest Form](#)

Filename: NCHS\_Rizwan\_Alladin\_2023-24\_Charte\_VX3xsjT.pdf Size: 563.9 kB

### [NCHS Douglas Giles 2023-24 Charter School Disclosure of Financial Interest Form](#)

Filename: NCHS\_Douglas\_Giles\_2023-24\_Charter\_CxHGYK.pdf Size: 557.4 kB

## Entry 4 – Board of Trustees Membership Table

Completed - Oct 31 2024

## Instructions

### Required of ALL charter schools

ALL charter schools or education corporations governing multiple schools must complete the Board of Trustees Membership Table within the online portal. Please be sure to include and identify parents who are members of the Board of Trustees and indicate whether parents are voting or non-voting members.

## Entry 4 – Board of Trustees Membership Table

1. SUNY-AUTHORIZED charter schools are required to provide information for VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools are required to provide information for all --VOTING and NON-VOTING-- trustees.

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**Authorizer:**

Who is the authorizer of your charter school?

Board of Regents

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**1. 2023-2024 Board Member Information (Enter info for each BOT member)**

	Voting Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliation (s)	Voting Member Per By-Laws (Y/N)	Number of Completed Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2023-2024
1	Kaley Childs Karaffa	[REDACTED]	Chair	Executive, Finance, Board Development, Education and Accountability	Yes	4	1/23/2024	1/23/2027	12
2	Douglas Giles	[REDACTED]	Vice Chair	Executive, Finance	Yes	4	10/1/2021	10/1/2024	9
3	Rizwan Alladin	[REDACTED]	Treasurer	Executive, Finance, Education and Accountability	Yes	3	10/1/2023	9/15/2026	11
4	Danielle Redmond	[REDACTED]	Trustee/Member	Executive, Board Development	Yes	3	10/1/2023	10/13/2026	10
5	Willie Scott	[REDACTED]	Secretary	Executive, Board Development, Education and Accountability	Yes	4	1/23/2024	1/23/2027	11

6					Yes				
7									
8									
9									

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

No

**2. Number of board meetings conducted in 2023-2024**

12

**3. Number of board meetings scheduled for the 2024-2025 school year**

12

#### 4. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

- SUNY-AUTHORIZED charter schools provide response relative to VOTING Trustees only.
- REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools provide a response relative to all trustees.

a. Total number of Voting Members on June 30, 2024	5
b. Total number of Voting Members added during the 2023-2024 school year	5
c. Total number of Voting Members who left the board during 2023-2024 school year	0
d. Total Maximum Number of Voting Members in 2023-2024; as set by the board in bylaws, resolution, or minutes	15

#### 5. INFORMATION ABOUT NON-VOTING MEMBERS OF THE BOARD OF TRUSTEES (REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED ONLY)

a. Total number of Non-Voting Members on June 30, 2024	0
b. Total number of Non-Voting Members added during the 2023-2024 school year	0
c. Total number of Non-Voting Members who left the board during the 2023-2024 school year	0
d. Total Maximum Number of Non-Voting members in 2023-2024, as set by the board in bylaws, resolution, or minutes set by the board in bylaws, resolution, or minutes	0
e. Board members attending 8 or fewer meetings during 2023-2024	1

Thank you.

## Entry 5 – Board Meeting Minutes

Completed - Oct 31 2024

### Instructions - Required of Regents, NYCDOE, and Buffalo BOE Authorized Schools ONLY

Schools must upload a complete set of final monthly board meeting minutes (July 2023-June 2024), which should match the number of meetings held during the 2023-2024 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted **no later than 11:59 PM on August 1, 2024**.

### NCHS Bd Minutes 2023-24 ALL MTGS

Filename: NCHS\_Bd\_Minutes\_2023-24\_ALL\_MTGS.pdf Size: 4.3 MB

## Entry 6 – Enrollment & Retention

Completed - Jul 30 2024

### Instructions for submitting Enrollment and Retention Efforts

#### Required of ALL Charter Schools

Describe the good faith efforts the charter school has made in 2023-2024 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWD), English Language Learner(s) (ELL), 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 2024-2025.

#### \*SUNY-authorized charter schools

The education corporation must include a plan for the charter to meet or exceed enrollment and retention targets established by the SUNY Trustees for students with disabilities, ELLs, and students who are eligible to participate in the FRPL program. See the [enrollment and retention target calculator](#) to find specific targets.

## Entry 6 – Enrollment and Retention of Special Populations

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**Good Faith Efforts to Meet Recruitment Targets (Attract)**

	Describe Recruitment Efforts in 2023-2024	Describe Recruitment Plans in 2024-2025
Students with Disabilities	<p>Similar to our efforts to recruit ELLs, our SWD recruitment strategy emphasizes the support we provide to ensure the success of SWD. Our 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 our inclusive environment.</p>	<p>In 2023-24, 26% of our enrollment had an Individual Education Plan. The local district enrolled 22% students with disabilities in comparable grades.</p>
English Language Learners	<p>To recruit ELLs, a representative from NCHS conducts door-to-door canvassing in neighborhoods near NCHS with high concentrations of non-English speaking families. We distribute materials in English and Spanish and translators are provided for information sessions and open houses. Our marketing materials and presentations highlight the support at NCHS that helps ELLs succeed academically and socially. ELLs have historically been NCHS's most challenging subgroup target to meet. As a strategy to target the enrollment of ELLs, in December 2020 the Board also approved a revision to our lottery policy to add a weight for applicants who are ELLs. NCHS includes Spanish-language webinars for recruitment open houses and included a QR code on print material (mailed postcards) so that Spanish-language dominated households could review expanded explanations of recruitment material on our website in Spanish. We employ a bilingual Spanish speaking</p>	<p>In 2023-24, 9% of our enrollment were English Language Learners along with 2% former ELLs. The local district enrolled 13% ELL students in comparable grades.</p>

	<p>Recruitment, Enrollment, and Communications Manager to more effectively communicate with the English and Spanish speaking communities.</p>	
<p>Economically Disadvantaged</p>	<p>Recruitment for all students is directed by the student enrollment manager and the communications and community engagement manager. To recruit ED students, NCHS focuses on outreach in neighborhoods in CSD 14 and other areas that connect to CSD 14 on public transportation lines. NCHS representatives attend high school school fairs (in-person and virtual) to recruit student applicants. Additionally, NCHS advertises in social media (Facebook and Instagram), and uses the services of the NYCDOE vendor, Vanguard, to mail to 8th grade families within specific zip codes within New York City. All the materials presented at school visits highlight our policy of conducting a blind lottery and our inclusive environment, and encourage ED students to apply. In December 2020, the NCHS Board of Trustees approved a revision to our lottery policy to add a weight for applicants who are ED. NCHS's recruitment marketing strategy focused on social media and print media marketing to more than 21 zip codes within Brooklyn, Queens, and Lower Manhattan, of which 80 percent of those zip codes were areas of low to moderate- income (per 2010 US Census Bureau statistics).</p>	<p>In 2023-24, 84% of our enrollment qualified as economically disadvantaged. The local district, CSD 14, enrolled 82% ED students in comparable grades. Going forward we will continue with the strategies outlined to the left.</p>

**Good Faith Efforts To Meet Retention Targets**

	Describe Retention Efforts in 2023-2024	Describe Retention Plans in 2024-2025
Students with Disabilities	<p>NCHS is committed to serving the needs of SWD; we utilize a chief student services officer, reporting to the executive director. This position expanded our special education department and allows for continued responsive support for students with IEPs. NCHS has an enhanced membership with the New York City Collaborative for Inclusive Education (NYCCIE). This membership provides us with onsite monthly professional development sessions as well as online resources on topics such as social emotional learning, culturally responsive education, and instructional strategies for inclusive classrooms. Teachers, social workers and counselors attend these professional development meetings. In addition, The NYCCIE matches us with an education expert who observes our SPED and ELL programs twice a year. These observations are paired with data analysis and we are provided with guidance to address any programmatic deficits.</p>	<p>In the fall of 2023-24, we retained 96% of SWD students who were eligible to return from 2022-23.</p>
English Language Learners	<p>A teaching assistant provides push-in support for ELLs. NCHS is using the NWEA MAP assessment to support placement and ongoing monitoring for ELLs. In addition, NCHS administers the NYSESLAT at the end of each school year to monitor ELLs' language development. To increase retention, we employed the following strategies:</p> <p>Increased ELL interventions in all</p>	<p>In the fall of 2023-24, we retained 96% of ELL students who were eligible to return from 2022-23.</p>

	<p>core academic classes. This initiative is led by the chief student services officer with support from a teaching assistant, who provides push-in support to ELL students; and Increased Spanish language outreach to families; all communications are available in Spanish and English.</p> <p>Hired a Bilingual Spanish speaking Recruitment, Enrollment, and Communications Manager, with connections to the Brooklyn community, to more seamlessly communicate with our caregiver community.</p>	
Economically Disadvantaged	<p>As the majority of NCHS students are ED, our entire school program is focused on supporting the retention of ED students. NCHS 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. NCHS provides breakfast and lunch to ED students. We also offer after-school tutorials with teachers, personal college guidance, and 1:1 counseling to ensure that students can access the rigorous curriculum.</p>	<p>In the fall of 2023-24, we retained 91% of ED students who were eligible to return from 2022-23.</p>

**Entry 7 – Employee Fingerprint Requirements Attestation**

Completed - Jul 30 2024

**Entry 7 – Employee Fingerprint Requirements Attestation**

## A. TEACH System – Employee Clearance

### Required of ALL Charter Schools

Charter schools must ensure that all prospective employees<sup>[1]</sup> receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. **This includes paraprofessionals and other school personnel who are provided or assigned by the district of location, or related/contracted service providers.** 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.

In the Annual Report, charter schools are asked to confirm that all employees have been cleared through the NYSED TEACH system; and, if denied clearance, confirm that the individual or employee has been removed from the TEACH system, and is not employed by the school.

<sup>[1]</sup> Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at [NYSED CSO Employee Clearance and Fingerprint Memo](#) or visit the NYSED website at [Who Must Be Fingerprinted Charts](#) for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

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## **B. Emergency Conditional Clearances**

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates automatically once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo](#).

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### **Attestation**

#### **Responses Selected:**

I hereby attest that the school has reviewed, understands, and will comply with these requirements.

## **Entry 8 – Organization Chart**

Completed - Jul 30 2024

### **Instructions**

#### **Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY**

Upload the 2023-2024 **Organization Chart**. The organization chart should be a graphic representation (A list will not be accepted.) and should include position titles and reporting (hierarchical) relationships. Employee names should **not** appear on the chart.

### **Organizational Chart -no names- FY 2024**

Filename: Organizational\_Chart\_-no\_names-\_FY\_2024.pdf Size: 30.9 kB

## **Entry 9 – School Calendar**

Completed - Jul 30 2024

### **Instructions for submitting School Calendar**

#### **Required of ALL Charter Schools**

If the charter school has a tentative calendar based on available information and guidance at the time, please submit it **no later than 11:59 PM on August 1, 2024**. Charter schools must upload a final school calendar into the portal and may do so at any time but **no later than 11:59 PM on September 16, 2024**.

School calendars must meet the [minimum instructional requirements](#) as required of other public schools "... unless the school's charter requires more instructional time than is required under the regulations."

Board of Regents-authorized charter schools also are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month (also used to align to schools with extended days/years referenced in their mission statements/key design elements). See an example of a calendar showing the requested information. Schools **must** use a calendar format and ensure there is a monthly tally of instructional days.

**Sample Calendar:**

**12 Month Calendar 2021-2022**  
**184 Instructional Days**

**July**

Mon	Tues	Wed	Thurs	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

**January (20)**

Mon	Tues	Wed	Thurs	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

**August**

Mon	Tues	Wed	Thurs	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

**February (15)**

Mon	Tues	Wed	Thurs	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28				

**September (18)**

Mon	Tues	Wed	Thurs	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

**March (23)**

Mon	Tues	Wed	Thurs	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

**October (20)**

Mon	Tues	Wed	Thurs	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

**April (15)**

Mon	Tues	Wed	Thurs	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

**November (18)**

Mon	Tues	Wed	Thurs	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

**May (21)**

Mon	Tues	Wed	Thurs	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

**December (17)**

Mon	Tues	Wed	Thurs	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

**June (17)**

Mon	Tues	Wed	Thurs	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

Staff Report - August 23rd
  Early Dismissal Days
  Holiday/Recess (No Students or Staff)

Superintendent's Conference Day (No School for Students)
  Regents and School-level Exams

September 8, 2021 All Grade Levels Report
  June 24, 2022 - Last Day of School

[NCHS 2024-2025 School Calendar](#)

Filename: NCHS\_2024-2025\_School\_Calendar.pdf Size: 296.4 kB

# Entry 10 – Faculty/Staff Roster Template

Completed - Jul 30 2024

## [INSTRUCTIONS](#)

### Required of Regents, NYCDOE, and Buffalo BOE-authorized Charter Schools ONLY

Please click on the MS Excel [Faculty/Staff Roster Template](#) and provide the following information for **ANY and ALL** instructional and non-instructional employees (all faculty and staff employed by the school during the 2023-2024 school year).

**Use of the 2023-2024 Annual Report Faculty/Staff Roster Template is required. Each of the data elements, with the exception of the Notes, are required, and use of the drop-down options, when provided, is also required.**

**Reminders:** Please use the Notes section provided to add any additional information as deemed necessary. Failure to adhere to the guidelines and validations in the Faculty/Staff Roster Template will result in a resubmission of a fully corrected roster.

Here is the complete list of data elements in the roster template and an explanation of what information is required to correctly complete this task.

Roster Data Elements	Explanations
Authorizer <b>NOTE: MUST BE DONE FIRST</b>	<b>Select</b> your school's authorizer from the <b>drop-down list first</b> , before completing the roster.
School Name and Institution ID	<b>Select</b> your school's name from the <b>drop-down list</b> .
Faculty/Staff First Name	Enter the first name of the Faculty/Staff person.
Faculty/Staff Last Name	Enter the last name of the Faculty/Staff person.
TEACH ID	Enter the <b>7 digit TEACH ID</b> for the Faculty/Staff person.
Role in School	<b>Select</b> the best choice of role of the Faculty/Staff person from the <b>drop-down list</b> .
CPR/AED Certification Status	<b>Select</b> the appropriate choice from the <b>drop-down list</b> .
Hire Date	Enter the date that the Faculty/Staff person was hired.
Start Date	Enter the date that the Faculty/Staff person actually began employment in this school.
Total Years' Experience in this Role	Enter Total Years of Experience that the Faculty/Staff person has in their current role.
Total Years at this School	Enter the Total Years that the Faculty/Staff person has been employed in this school.
Out-of-Certification Justification	<b>Select</b> the appropriate choice from the <b>drop-down list</b> .
Subject Taught	<b>Select</b> the appropriate choice from the <b>drop-down list</b> .
Notes	Optional

## [Northside Staff Roster 2023-24 final](#)

Filename: Northside\_Staff\_Roster\_2023-24\_final.xlsx Size: 54.5 kB

# Entry 11 – Progress Toward Goals

Completed - Oct 30 2024

## Instructions

### SUNY-Authorized Charter Schools ONLY- Complete Template and Upload to Epicenter

SUNY-authorized charter schools must download an Accountability Plan Progress Report template at [Accountability Plan Progress Report](#). After completing, SUNY-authorized charter schools must upload the document into the Annual Report Portal, and into the SUNY Epicenter document management system **no later than 11:59 PM on September 16, 2024**.

**Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY**

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters **no later than 11:59 PM on November 1, 2024.**

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

## **Entry 11 – Progress Toward Goals**

### **PROGRESS TOWARD CHARTER GOALS**

**Regents, NYCDOE, and Buffalo BOE-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 no later than November 1, 2024.

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#### **1. ACADEMIC STUDENT PERFORMANCE GOALS**

**Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY**

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2024.**

---

2023-2024 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	Performance Framework: Regents Testing Outcomes compared to NYS	<p>After four years in high school, the 2020 Cohort achieved a 65+ or were exempted on the following five Regents:</p> <p>Regents English: 95%</p> <p>Regents Global History: 35%</p> <p>Regents Mathematics: 94%</p> <p>Regents Science: 86%</p> <p>Regents US History: 71%</p> <p>NYS Data has not been posted.</p>	Unable to Assess	
Academic Goal 2	Performance Framework: Graduation Rates compared to NYS	<p>Graduation Rates compared to NYS rates</p> <p>*Statewide 2024 Grad Rates Not Available as of Nov</p>	Unable to Assess	

		1		
Academic Goal 3	Performance Framework: Graduation Rates will exceed 80%	As of August, 2024 4 Yr Grad Rate: 84.1% 5 Yr Grad Rate: 94.3%	Met	
Academic Goal 4				
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

2. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

**For the 2022-2023 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.**

**2022-2023 Progress Toward Attainment of Organization Goals**

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1				
Org Goal 2				
Org Goal 3				
Org Goal 4				
Org Goal 5				
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

2022-2023 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1				
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

## Entry 12 – Audited Financial Statements

Completed - Oct 30 2024

### Required of ALL Charter Schools

**ALL SUNY-authorized charter schools** must upload the financial statements and related documents in PDF format into the Annual Report Portal and into the SUNY Epicenter document management system **no later than 11:59 PM on November 1, 2024**. **SUNY-authorized charter schools** are asked to ensure that security features such as password protection are turned off.

**ALL Regents, NYCDOE, and Buffalo BOE-authorized charter schools** must upload final, audited financial statements to the Annual Report Portal **no later than 11:59 PM on November 1, 2024**. Upload the independent auditor’s report, any advisory and/or management letter, and the internal controls report as one submission, combined into a PDF file, ensuring that security features such as password protections are removed from all school uploaded documents.

**PLEASE NOTE: This task appears as visible and optional task in the online portal until August 1 2024 but will be identified as a required task thereafter and due on November 1, 2024. This is a required task, and it is marked optional for administrative purposes only.**

## [Northside Charter High School FST](#)

Filename: Northside\_Charter\_High\_School\_\_\_FST.pdf Size: 420.6 kB

## Entry 12b – Audited Financial Report Template (BOR)

Completed - Oct 30 2024

### [Instructions - Regents-Authorized Charter Schools ONLY](#)

Regents-authorized schools must download and complete the Excel spreadsheet entitled “Audited Financial Report Template” from the online portal or the [2023-2024 Annual Reports](#) webpage. Upload the completed file in Excel format and submit **no later than 11:59 PM on November 1, 2024**.

**Please complete one spreadsheet at the Education Corporation level and submit the same spreadsheet for each of the schools.**

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

### [audited-financial-report-template-nysed-for-ar-2023-24](#)

Filename: audited-financial-report-template\_bLwCTyI.xlsx Size: 355.3 kB

## Entry 12c – Additional Financial Documents

Completed - Oct 30 2024

**Regents, NYCDOE and Buffalo BOE authorized schools** must upload financial documents and submit **no later than 11:59 PM on November 1, 2024**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a “federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold.”

1. Advisory and/or Management letter
2. Federal Single Audit
3. Agreed-Upon Procedure Report
4. Evidence of Required Escrow Account for each school<sup>[1]</sup>
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

<sup>[1]</sup> Note: For BOR schools chartered or renewed after the 2017-2018 school year, the escrow account per school is \$100,000.

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**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

### [NCHS Escrow Account Statement 2024-09-30](#)

Filename: NCHS\_Escrow\_Account\_Statement\_2024-09-30.pdf Size: 786.8 kB

### [Northside Charter High School Mgmt Ltr](#)

Filename: Northside\_Charter\_High\_School\_\_\_Mgmt\_Ltr.pdf Size: 114.4 kB

### [2023 Northside Charter HS 990 - final copy](#)

Filename: 2023\_Northside\_Charter\_HS\_990\_-\_final\_copy.pdf Size: 1.1 MB

## Entry 12d – Financial Contact Information

Completed - Oct 19 2024

**Regents, NYCDOE, and Buffalo BOE authorized schools** should enter financial contact information directly into the form within the portal **no later than 11:59 PM on November 1, 2024**.

# Form for "Financial Contact Information"

## 1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Tony Dinh	[REDACTED]	[REDACTED]

## 2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Gus Saliba	[REDACTED]	[REDACTED]	7

## 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
	N/A					

## Entry 13 – Fiscal Year 2024-2025 Budget

Completed - Oct 30 2024

**SUNY-authorized charter schools** should download the [2024-2025 Budget and Quarterly Report Template and the 2024-2025 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed templates into the Annual Report Portal and into the Epicenter document management system. **Due no later than 11:59 PM on November 1, 2024.**

**Regents, NYCDOE, and Buffalo BOE authorized charter schools** should upload a copy of the school's FY25 Budget using the [2024-2025 Budget Template](#) into the Annual Report Portal or from the Annual Report website. **Due no later than 11:59 PM on November 1, 2024.**

The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, 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.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

[2024-25 BUDGET-AR-template\\_Regents+NYCDOE\\_FINALFY25](#)

Filename: 2024-25\_BUDGET-AR-template\_\_Regen\_xzh9Z5p.xlsx Size: 127.7 kB

## Optional Additional Documents to Upload (BOR)

Incomplete

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Kaley Childs Karaffa

---

**Name of Charter School Education Corporation:**

Northside Charter High School

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1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board member and board chair

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes  No

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

-

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

-

7. Identify each individual, business, corporation, union association, firm, partnership, 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) operated 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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**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
Nasdaq	Board portal Software	\$6,950	Kaley Karaffa - employee of Nasdaq	Management vetted the board portal software providers and made a recommendation to the board in alignment with the School's financial policies and procedures. I abstained from the vetting process and recused myself from the board discussions and vote.

*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. The personal contact information provided below will be redacted.*

**Business Telephone:**

[Redacted]

**Business Address:**

\_\_\_\_\_

**E-mail Address:**

[Redacted]

**Home Telephone:**

[Redacted]

**Home Address:**

[Redacted] [Redacted]

DocuSigned by:  
  
767596782E984D9

7/16/2024

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Willie Scott

---

**Name of Charter School Education Corporation:**

Northside Charter High School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Trustee, Secretary

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes  No

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

-

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

-

7. Identify each individual, business, corporation, union association, firm, partnership, 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) operated 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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**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

*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. The personal contact information provided below will be redacted.*

**Business Telephone:**

[Redacted]

**Business Address:**

[Redacted]

**E-mail Address:**

[Redacted]

**Home Telephone:**

[Redacted]

**Home Address:**

[Redacted]

DocuSigned by:  
*Willie Scott*  
612800000000000000

7/3/2024

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Danielle Redmond

---

**Name of Charter School Education Corporation:**

Northside Charter High School

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1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes  No

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

-

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

-

7. Identify each individual, business, corporation, union association, firm, partnership, 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) operated 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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**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

-

*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. The personal contact information provided below will be redacted.*

**Business Telephone:**

\_\_\_\_\_

**Business Address:**

\_\_\_\_\_

**E-mail Address:**

\_\_\_\_\_

**Home Telephone:**

\_\_\_\_\_

**Home Address:**

\_\_\_\_\_

DocuSigned by:  
*Danielle Redmond*  
B88F41E470E3421...

7/15/2024

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Rizwan Alladin

---

**Name of Charter School Education Corporation:**

Northside Charter High School

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1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Trustee and treasurer

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

**Yes**    **No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

The Chief Executive Officer, Muhammed Ahmed Chaudhry, is married to my sister.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

**Yes**    **No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes  No

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

I was employed as the chief executive from October 2019 to August 2020 with a salary of \$10,000 per month.

-

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>
June 2024	School budget approval	I do not vote on the current chief executive's salary or benefits. Negotiation of the chief executive's compensation is dealt directly with the Board Chair.	Muhammed Ahmad Chaudhry (CEO)

-

7. Identify each individual, business, corporation, union association, firm, partnership, 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) operated 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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**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
MACRHA Consulting	Executive consulting services	\$120k annually	Muhammed Ahmad Chaudhry	Contract was negotiated by Board Chair  we have converted the consulting agreement into the salary moving forward.

*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. The personal contact information provided below will be redacted.*

**Business Telephone:**

[Redacted]

**Business Address:**

[Redacted]

**E-mail Address:**

[Redacted]

**Home Telephone:**

[Redacted]

**Home Address:**

[Redacted]

DocuSigned by:  
*Rizwan Alladin*  
60888402455497

6/26/2024

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Douglas Giles

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**Name of Charter School Education Corporation:**

Northside Charter High School

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1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Vice Chair

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

-

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes  No

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

-

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

-

7. Identify each individual, business, corporation, union association, firm, partnership, 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) operated 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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**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

*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. The personal contact information provided below will be redacted.*

**Business Telephone:**

[Redacted]

**Business Address:**

\_\_\_\_\_

**E-mail Address:**


[Redacted]

**Home Telephone:**

[Redacted]

**Home Address:**

[Redacted]

DocuSigned by:  
  
969819247557137

7/25/2024

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*



Northside Charter High School  
424 Leonard Street  
Brooklyn, NY 11222  
(347)390-1273  
www.northsidechs.org

**Northside Charter High School  
Board of Trustees Meeting Minutes  
July 18th, 2023, 6:00 pm ET**

**Present:**

Kaley Childs Karaffa - Chair, via video conference  
Danielle Redmond - Trustee, via video conference  
Douglas Giles - Trustee, via video conference  
Rizwan Alladin - Trustee, via video conference  
Willie Scott, Trustee, via video conference

**Guest Present:**

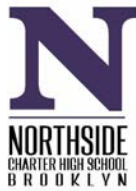
Muhammed Chaudhry - CEO  
Matt Molloy - Interim Chief Academic Officer  
Mahmud Ennin - Chief Financial Officer  
Ramlah Malhi - Special Projects Coordinator, via video conference  
Ashanti Blackman - Director of Student and Family Activities  
Anna Henebeng - Director of College of Readiness  
Fahim Ahmed - Director of Technology

**Location:** See meeting notice for specific locations and video conference information. All were open to the public.

- I. **June Consent Agenda:** The Board discussed the July 2023 consent agenda, which included: June 2023 Board Meeting Minutes and June 2023 Financial Reports, which had been reviewed in greater detail by the Board in its committee meetings. After discussion, on motion to approve the July 2023 Consent Agenda that was seconded and carried, all were in favor.

**II. Management Report:**

- A. Mr. Chaudhry reported that Matt Molloy has been appointed as Interim Chief Academic Officer and the leadership team have confidence in Mr. Molloy's ability to foster commitment to common purpose and excitement for the platform that these changes give us, in helping drive a cohesive culture and focus on post secondary readiness at Northside Charter High School (NCHS).
- B. Mr. Molloy introduced Ms. Blackman and noted that she has been devotedly working under the Chief Student Services Department and has been appointed the Director of Student Life and Engagement. Mr. Molloy reported that Ms. Henebeng will continue to serve as the Director of College Readiness; Mr. Robert Smith will be taking the responsibility of Director of Guidance and Strategy; Ms. McClendon will be returning as the Director of Special Education; Mr. Fahim



Ahmed will be our Director of Instructional Technology; and Ms. Proto will be our Director of Teaching and Learning.

- C. Mr. Molloy reported that the student enrollment is currently 423 students. He noted that the student recruitment team is working to maintain full student enrollment for fiscal year 2024 and that we currently have 94 incoming ninth graders, 85 tenth graders, 127 eleventh graders, and 117 twelfth graders.
- D. Mr. Molloy presented the June Regents scores and described plans to provide additional guidance and preparation for future Regents exams to increase test scores and student achievement. The Board asked questions regarding students who still needed to pass Regents exams and the challenges students may be experiencing in attaining subject matter expertise to pass these examinations. Mr. Malloy indicated that some students enrolled in summer school and that there were Regents examination waivers given out in the previous years due to the pandemic, and finally indicated that many students are in need of additional support to overcome challenges presented from the pandemic.
- E. Mr. Molloy reported that 30 students received the advanced Regents diploma, 45 students received the regular Regents diplomas, and 58 students are currently enrolled in summer school to meet graduation requirements.
- F. Mr. Molloy reported that 52 rising 9th and 10th graders are participating in the Summer Bridge program. We have 59 students enrolled in summer school for credit recovery.
- G. Mr. Ennin reported that the goal for Fiscal Year 2023 student enrollment was 420 students and the School ended the fiscal year with student enrollment of 428 students maintained consistent revenue throughout the year. The School's annual budget for fiscal year 2023 was based on revenue of approximately \$9.6 million and expenses of \$9.5 million; the actual revenue was \$9.8 million with expenses of \$9.1 million, meaning the School ended fiscal year 2023 with a surplus and is financially healthy.

### **III. Committee Reports**

#### **A. Finance Committee:**

- 1. Mr. Alladin reported that Kaizen Investments has been retained as the School's investment manager and executing their responsibilities in accordance with the Board approved Investment Policy and Investment Strategy. Kaizen will meet with the Finance Committee on established intervals throughout the year to review portfolio performance and goals. Mr. Alladin reported that PKF O'Connor is working on the annual audit following the Board's review of their independence and approval of their retention as the independent auditor in the June 2023 Board Meeting.

#### **B. Executive Committee:**

- 1. Ms. Karaffa reported that the Board over the course of the past decade has developed our organizational structure to meet the needs of the



organization from a governance and an operational perspective. The organization was originally formed to have a principle that reported directly to the Board. However, as Northside became an independent charter school and separated from the Believe network in 2012, the Board determined that it would be in a better governance structure and in the best interest of the organization to develop what was then called the Executive Director role (now called “CEO”) to execute the Board’s directives and the organization’s strategy and fulfill operational responsibilities and report to the Board. Ms. Karaffa noted that the Board has the sole responsibility and authority to appoint, evaluate, and retain the CEO, and then the CEO has three chief officers that report to him: Chief Academic Officer that provides oversight for the core academic team. Chief Student Services Officer that oversees our guidance practices, our college readiness, our restorative justice program among other student support services. Chief Financial Officer that oversees the financial and operational functions within the organization.

2. Ms. Karaffa reported that the Executive Committee discussed talent strategy and employee retention efforts, which include incentive compensation to the executive team and other staff who have achieved performance goals and exhibited leadership capacity. She indicated that the CEO presented the detailed performance evaluation results of his direct reports to the Executive Committee and that his direct reports presented the results of the performance reviews for their team members to him. Ms. Karaffa noted the CEO has proposed that the incentive compensation be paid to employees in September 2023 based on their continued employment in good standing.
  - a) After discussion, on motion to approve the incentive compensation for fiscal year 2023 to be paid that was seconded and carried, all were in favor.

IV. **Public Comment:** No questions or comments were received.

V. **Executive Session:** There were no actions taken in an executive session; on motion to adjourn the meeting, which was seconded and carried, all were in favor.



Northside Charter High School  
424 Leonard Street  
Brooklyn, NY 11222  
(347)390-1273  
www.northsidechs.org

**Northside Charter High School  
Board of Trustees Meeting Minutes  
August 22nd, 2023, 6:00 pm ET**

**Present:**

Kaley Childs Karaffa - Chair, via video conference  
Danielle Redmond - Trustee, via video conference  
Willie Scott - Trustee, via video conference

**Excused:**

Douglas Giles - Trustee  
Rizwan Alladin - Trustee

**Guest Present:**

Muhammed Chaudhry - CEO  
Matt Molloy - Interim Chief Academic Officer  
Dwight Thomas - Chief Student Services Officer  
Fahim Ahmed - Director of Technology  
Ramlah Malhi - Special Projects Coordinator, via video conference  
Ashanti Blackman - Director of Student and Family Activities, via video conference  
Anna Henebeng - Director of College of Readiness, via video conference  
Rahul Patel - Restorative Justice Consultant, via video conference  
Rim Rouissi - Guest, via video conference  
Melissa Rivera - Guest, via video conference  
Rossella Tarallo - Guest, via video conference

**Location:** See meeting notice for specific locations and video conference information. All were open to the public.

- I. **August Consent Agenda:** The Board discussed the August 2023 consent agenda, which included: July 2023 Board Meeting Minutes and July 2023 Financial Reports, which had been reviewed in greater detail by the Board in its committee meetings. After discussion, on motion to approve the August 2023 Consent Agenda that was seconded and carried, all were in favor.

**II. Management Report:**

- A. Mr. Chaudhry introduced Dwight Thomas who was appointed as Chief Student Services Officer (CSSO).
- B. FY 2023 Strategic Plan Results Review: Mr. Chaudhry presented the final achievement of the fiscal year 2023 strategic goals to the Board, noting several important achievements including development of a new system to address



students who were chronically absent and practices for communication and interactions with caregivers.

### **III. Talent Strategy:**

1. Matt Molloy reported that three staff members recently resigned and that there are two vacancies the School is interviewing prospective candidates to fill these roles. He further described the leadership team's proactive, open and transparent communication with our staff on employee retention and recruitment matters. Mr. Molloy also presented a sample of the professional development plan.
2. Mr. Molloy presented the sample professional development plan and performance evaluation framework that includes job descriptions for each role, objective development plan, and supervisory reporting lines. He noted the goal is to ensure that every employee understands their role's objectives and process for performance review, which complements our existing performance management system based on the the Danielson framework to provide feedback to educators.

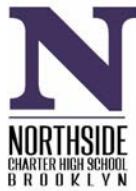
### **IV. Student Assessments and Programing:**

1. Mr. Molloy reported that the management team and directors conducted a comprehensive review of our curriculum to ensure alignment of our curriculum with New York State standards and selected curriculum materials for every subject and grade level. He noted the student assessments calendar and programming will be hosted in Jupiter, the School's student information system, and leverage our student credit data to determine whether students are on track to meet the State standards by the year's end and implement remediation, when necessary. Mr. Malloy indicated Mr. Malloy informed the Board he will provide an update on the progress towards these objectives in November.

### **V. FY 2023 Culture and Climate Audit:**

1. Mr. Patel, consultant, reported that the development of policies and structures for the Student Services team in fiscal year 2023 under Mr. Malloy's leadership as Interim Chief Student Services Officer has resulted in a positive impact for team culture, operationalization of practices, and an increase in the number of individuals trained in restorative justice. The next area of advancement is to increase the cohesion between academic and student services teams for the purpose of fostering an inclusive experience for both students and teachers.

### **VI. Diversity, Equity, and Inclusion (DEI) Audit:** Mr. Patel explained that the DEI audit is continuing in collaboration with the Student Services department for the purpose of bolstering leadership support through collaboration of the CSSO and CAO offices to cultivate a more inclusive environment for all key stakeholders. Mr. Patel recommends



that management establish an IDEA steering committee, which will be dedicated to reviewing data and needs and addressing the specific DEI goals for NCHS.

VII. **NYSED Educational Agency Website Privacy Monitoring Law:**Mr. Ahmed reported that the NCHS website has been updated according to the new NYSED privacy monitoring law guidelines and requirements to report complaints.

VIII. **Policy Approvals**

A. Ms. Karaffa reported that the management team in collaboration with the School's consultants and outside counsel conducted a thorough review of the School's policies to ensure alignment with the School's strategy and program and compliance with all laws and regulations. The proposed amendments to the policies were non-material and primarily typographical in nature and reflect updates to align with the titles of roles within NCHS's organizational and leadership structure. She noted that the the Bylaws, the Lottery Policy, the investment policy, the Trustee Giving Policy, and the Code of Ethics policy did not have any modifications and operate under the versions previously approved by the Board.

B. The Board reviewed the redline of changes to the Financial Policies and Procedures, the School Safety Plan, the Complaint Policy, the Discipline Policy, the Family Life Guide, and the Personnel Handbook. After discussion, on motion to approve the Financial Policies and Procedures, the School Safety Plan, the Complaint Policy, the Discipline Policy, the Family Life Guide, and the Personnel Handbook was seconded and carried, all were in favor.

IX. **Corporate Goals Fiscal Year 2024**

A. Ms. Karaffa described the Board's historical practice of approving annual corporate goals as part of the School's strategic plan and that meet and exceed the requirements prescribed under New York State Not-for-Profit Law, the Charter Revitalization Act and the education laws, as well as the ten benchmarks within the framework for charter approval developed by the New York State Department of Education and Board of Regents.

B. Mr. Chaudhry presented the three major strategic pillars of Replicable Model, Talent Development, and Time on Task and relevant sub-goals for each department that intersect and advance of the three pillars

C. Mr. Molloy reported on the goals of the Academic department, which include specific targets to enhance accountability and monitoring within the organization including through conducting teacher evaluations three times a year and providing students with progress reports six times a year.

D. Mr. Thomas reported on the Student Services department goals that include reducing chronic absenteeism, ensuring that the School maintains a 90% school-wide daily student attendance rate, increased caregiver engagement in school-led activities and events, further developing a robust student council, and twenty five percent of all students to participate in the Summer Bridge program,



and assignment of a staff mentor to every student in alignment with a charter key design element.

- E. The Board discussed the corporate goals and requested that management evaluate whether the Board should consider requesting a charter revision to increase our maximum student enrollment due to prior success of maintaining maximum enrollment in prior years. After discussion, on motion to approve the fiscal year 2024 corporate goals that was seconded and carried, all were in favor.

**X. Committee Reports**

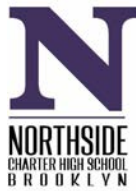
**A. Finance Committee:**

- 1. Ms. Karaffa reported that the Finance Committee finalized its review of the fiscal year 2023 financial status and that the School ended the year with a surplus due to increases in revenue and reduction of expenses.. She further noted that following the Board's approval to retain Kaizen Investments as the School's investment manager, the Finance Committee and management effectuated the transfer of our investment account from Vanguard to Charles Schwab and also allocated disbursements into various funds and bonds in accordance with the approved investment strategy. Finally, Ms. Karaffa noted the Finance Committee will meet quarterly with the Kaizen to review the performance of our investment portfolio.
- 2. Ms. Karaffa reported that the fiscal year 2023 audit is presently underway, and that the Board will independently meet with the School's independent auditors, PKF O'Connor Davies in the fall to review the results of the audit and the IRS Form 990, which is scheduled to be filed in November.

- B. **Executive Committee:** Ms. Karaffa reported that the Executive Committee is in the process of finalizing the annual board self-assessment and CEO evaluation process.

XI. **Public Comment:** No questions or comments were received.

XII. **Executive Session:** There were no actions taken in an executive session; on motion to adjourn the meeting, which was seconded and carried, all were in favor.



Northside Charter High School  
424 Leonard Street  
Brooklyn, NY 11222  
(347)390-1273  
www.northsidechs.org

**Northside Charter High School  
Board of Trustees Meeting Minutes  
September 19th, 2023, 6:00 pm ET**

**Present:**

Kaley Childs Karaffa - Chair, via video conference  
Danielle Redmond - Trustee, via video conference  
Willie Scott - Trustee, via video conference  
Douglas Giles - Trustee, via video conference  
Rizwan Alladin - Trustee, via video conference

**Guest Present:**

Muhammed Chaudhry - CEO, via video conference  
Matt Molloy - Interim Chief Academic Officer (“CAO”), via video conference  
Dwight Thomas - Chief Student Services Officer (“CSSO”)  
Fahim Ahmed - Director of Technology  
Ramlah Malhi - Special Projects Coordinator, via video conference  
Ashanti Blackman - Director of Student and Family Activities, via video conference  
Anna Henebeng - Director of College of Readiness, via video conference  
Marisa Proto - Director of Teaching and Learning, via video conference

**Location:** See meeting notice for specific locations and video conference information. All were open to the public.

- I. **September Consent Agenda:** The Board discussed the September 2023 consent agenda, which included: August 2023 Board Meeting Minutes and August 2023 Financial Reports, which had been reviewed in greater detail by the Board in its committee meetings. After discussion, on motion to approve the September 2023 Consent Agenda that was seconded and carried, all were in favor.
- II. **Strategic Plan Report:** The CEO presented the School’s mission, vision, core values, and key design elements from the School’s charter. The management reported to the Board on progress toward the fiscal year 2024 strategic plan goals.
  - A. Mr. Thomas reported that the School is currently meeting its annual attendance goal of 90% daily attendance, and the team is working to develop strategies to increase daily attendance above our goal.
  - B. Mr. Ennin reported that the School’s Fiscal Year 2023 audit is underway. The team expects to present the draft audit and IRS Form 990 to the Board in October for review and approval.
- III. **Management Reports:**

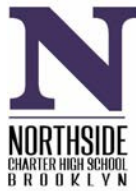


- A. Finance and Operations Department:** Mr. Ennin reported that the finance and operations team is working with vendors to make sure that the School's internet and other technology systems are functioning optimally.
- B. Talent Update and Professional Development:**
1. Mr. Molloy reported that the School has filled all of its teaching positions with qualified employees. Mr. Molloy reported that two-thirds of the new hires are teachers and the one-third are non-instructional staff members. Mr. Molloy explained that the new staff members start with an onboarding process that teaches them about the School's mission, culture, strategic plan, and performance expectations. The CAO department develops and implements employee development plans to ensure that new staff members are well supported and successful. The Board suggested that management consider implementing staff mentorship programs for new staff members to enable new employees to build relationships with longer tenured staff members and leverage their knowledge of the School's history, mission, and culture. Mr. Molloy indicated his department will develop a new employee mentorship program.
  2. Mr. Malloy also noted that the School has completed the first professional development program for staff prior to students returning to school that was focused on preparing staff to provide students with the support they need to succeed.
- C. Student Enrollment:** Mr. Thomas reported that the school currently has 432 students enrolled, including 99 students in the special education program (SPED) and 45 English language learners (ELL), and has students on the waitlist. Mr. Chaudhry described the executive team's efforts to track and analyze student applications and enrollment data. The Board and management discussed that the current and recent enrollment data and student academic success data indicate the School is capable of serving more students, and the Board requested that management continue to provide the Board with data for the Board to make a decision as to whether to request an increase in the maximum enrollment from the New York State Education Department and Board of Regents.
- D. Student Orientation:** Mr. Thomas reported that the School held two student orientations, one for new students and one for returning students. All caregivers received information about the School's graduation requirements. The CSSO department is working with the enrollment coordinator and manager to develop a better intake process that will help families understand what the school offers and how they can support their student's success.
- E. Student Programming and Graduation Requirements:**
1. Mr. Molloy discussed the specific requirements for the seniors, which include taking courses in English, math, science, social studies, and the arts. He also discussed the School's decision to require students to take



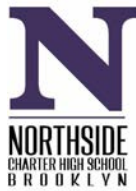
certain classes, such as a personal finance course and a civics course, which are designed to prepare students for life after high school. Mr. Thomas reported that the School's philosophy on senior class requirements is based on providing students a strong foundation in academic subjects, as well as providing opportunities to explore their interests and develop their skills.

2. Mr. Molloy noted the CAO department has been analyzing the impacts of programming for students during the Covid-19 pandemic on upper class students' subject mastery, particularly in science and math. The CAO Department is recommending that these students take five classes during their senior year, including at least one math and one science class, which exceeds the minimum requirement of four classes, but is necessary to ensure that these students are prepared for their post-secondary education. Mr. Molloy's proposal is aligned with the recommendations of the State University of New York (SUNY) and the City University of New York (CUNY), which both require students to take at least three years, and prefer four years, of math and science.
- F. **Regents Data:** Mr. Molloy reported the fiscal year 2023 Regents examinations data to the Board and noted that the School's natural pass rate for algebra has increased from 7.8% to 42.18%. Mr. Molloy explained that the School has submitted appeals for students who met the criteria for a waiver, and those appeals have been approved, which increased the School's total Regents pass rates. Mr. Molloy reported that the Covid-19 waiver no longer is applicable on the current classes.
- G. **Student Services Department:**
1. Mr. Thomas reported that the Student Services department is executing strategies to engage with the caregivers in meaningful ways including holding caregiver workshops, providing caregivers with resources and support, and creating opportunities for caregivers to get involved in the school community.
  2. Mr. Thomas reported on the success of the Summer Bridge program in reaching students and caregivers and preparing students for the school year by providing them with academic support, socio-emotional support, and opportunities to connect with their peers.
  3. **Relationship Mapping:** Mr. Thomas reported on the CSSO department's plan of relationship mapping, which will assign a staff mentor to each student as an advisor in alignment with one of the School's key design elements. This project is modeled after the Harvard project, Making Caring Common, and will begin in October. The goal of relationship mapping is to ensure that all the students have at least one caring adult in the school who can support them academically, socially, and emotionally.



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- H. **Director Report - Director of Teaching and Learning:** Ms. Proto presented a “walkthrough system” that she developed and is implementing, which is a proactive and non-evaluative tool for academic leadership. The walkthrough system provides teachers with brief observations of their classrooms and is used to gather data on student engagement, time on task, and teacher best practices. The goal of the program is to identify areas where the School can improve instruction, cultivate dialogue on teaching enhancements, share best practices among teachers, and foster greater student engagement.
- IV. **Committee Reports**
- A. **Finance Committee:** Mr. Alladin commended the management team for continuing to focus on maintaining maximum enrollment, which is a key driver of the School’s revenue. Mr. Alladin reported that the Finance Committee expects to receive the School’s draft financial audit and draft IRS Form 990 form by the end of October and that it will meet independently with the School’s independent auditor PKF O’Connor Davies to review such prior to approving these items.
- B. **Executive Committee:** Ms. Karaffa reported that the Executive Committee met with the CEO and discussed implementation of the strategic goals and plans to promote a data-driven and performance-based culture, as well as its focus on matters of culture for both staff, students, and caregivers.
- V. **Public Comment:** No questions or comments were received.
- VI. **Executive Session:** There were no actions taken in an executive session; on motion to adjourn the meeting, which was seconded and carried, all were in favor.



Northside Charter High School  
424 Leonard Street  
Brooklyn, NY 11222  
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www.northsidechs.org

**Northside Charter High School  
Board of Trustees Meeting Minutes  
October 17th, 2023, 6:00 pm ET**

**Present:**

Kaley Childs Karaffa - Chair, via video conference  
Danielle Redmond - Trustee, via video conference  
Willie Scott - Trustee, via video conference  
Douglas Giles - Trustee, via video conference  
Rizwan Alladin - Trustee, via video conference

**Guest Present:**

Muhammed Chaudhry - CEO  
Matt Molloy - Interim Chief Academic Officer (“CAO”), via video conference  
Dwight Thomas - Chief Student Services Officer (“CSSO”)  
Fahim Ahmed - Director of Technology  
Mahmud Ennin - Chief Financial Officer (“CFO”)  
Ramlah Malhi - Special Projects Coordinator, via video conference  
Ashanti Blackman - Director of Student Life and Community Engagement, via video conference  
Anna Henebeng - Director of College of Readiness

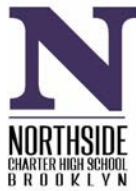
**Location:** See meeting notice for specific locations and video conference information. All were open to the public.

- I. **October Consent Agenda:** The Board discussed the October 2023 consent agenda, which included the September 2023 Board Meeting Minutes and September 2023 Financial Reports, which had been reviewed in greater detail by the Board in its committee meetings. After discussion, on motion to approve the October 2023 Consent Agenda that was seconded and carried, all were in favor.
- II. **Strategic Plan Report:** The CEO presented the School’s mission, vision, core values, and key design elements from the School’s charter. The management reported to the Board on progress toward the fiscal year 2024 strategic plan goals, highlighting the Board’s goals are all progressing toward targets and milestones, the time on task goals for students are indicating improvements in student performance, recruit and retain the right talent goals are resulting in stronger employee engagement and more intentional and impactful employee performance, and replicable model are increasing operational efficiencies.
- III. **Management Reports:**
  - A. **Northwest Evaluation Association (NWEA) & Measures of Academic Progress (MAP):** Ms. Hennebeg reported that twenty one percent of students in



grades nine to twelve are on track for their grade levels in reading and indicated the opportunity to continue to help students achieve above the national averages. Ms. Hennebeng reported that sixteen percent of students are currently on track in mathematics for their grade level, noting a gap between their performance and the national average, that teachers observed that some students seemed less engaged and to not understand the importance of high achievement on these tests, and that she and other leaders are working with teachers to implement strategies to foster growth in this area throughout the rest of this year. Ms. Hennebeng highlighted that the ninth and tenth graders performed the best in reading and ninth graders outscored other grades in mathematics, which provides the correlation between increases in academic achievement and r participation in the Summer Bridge program. Ms. Hennebeng reported the NWEA exam will be administered in mid-December and in May, to track student growth throughout the year. Mr. Molloy further highlighted the significance of the NWEA exam as a baseline assessment and a tool for socializing results with students and understanding their academic progress. He emphasized the importance of fostering a culture at NCHS where students are actively involved and engaged in discussions about their performance and the data. The Board inquired about the expected performance of high-scoring eleventh and twelfth graders on the SAT. Mr. Molloy responded that it is difficult to make an accurate prediction without more data, but that high-scoring students on the NWEA exam are generally expected to perform well on the SAT. The Board inquired about strategies for engaging students' caregivers in the testing process and ensuring they understand its importance. Mr. Chaudhry acknowledged the management team's strategic goals for better communication with caregivers and expressed plans to establish a caregiver association to improve testing culture at the School noting a national trend of declining scores among older students and emphasized the importance of developing good test-taking skills.

- B. **SAT Testing:** Mr. Molloy discussed the upcoming College Board SAT exam for seniors highlighting that the SUNY application deadline is approaching and that students will receive their SAT scores on November 16th. He explained the concept of superscoring and noted that eleventh graders will have the opportunity to take the SAT in the spring. The leadership team acknowledged the lack of space for offering a PSAT due to building constraints and informed that eleventh graders will receive practice questions through their ELA and Math classes to prepare for the spring SAT. They further reported that ninth and tenth graders will also be taking the PSAT in the spring. Mr. Molloy indicated he will continue to monitor the societal trend of de-emphasis of standardized testing and whether it is presenting as a concern in NCHS's students and caregiver communities.
- C. **CAO Department:** Mr. Molloy reported that classroom observations are occurring this week and that night school is being expanded to provide students



with more opportunities to recover credits. He noted that the School has significantly increased the resources available for special education and MLL services. He highlighted the importance of meeting New York State's mandates for these students and acknowledged the efforts of the staff to implement relevant changes and increase resources.

- D. **Regents Data:** Mr. Molloy reported the Regents data and the process for ensuring that all eligible students receive waivers and appeals. He explained that the School has identified students who should have gotten a waiver and has begun the appeals process, which is reviewed by an appeals committee that reviews requests and determines eligibility. The Board asked about the distribution of special education services across grade levels. Mr. Molloy highlighted the importance of viewing special education services as a continuum and reported the number of students that receive special education services in each grade: 32 in twelfth grade, 28 in eleventh grade, 18 in tenth grade, and 24 in ninth grade. Mr. Molloy acknowledged that the distribution of services should ideally show a downward arc as students progress through the grades, indicating a reduction in the need for specialized support; however, he noted that it is circumstance and student dependent, which may not align to the expected trend.
- E. **Attendance/Enrollment:** Mr. Thomas presented the attendance dashboard and noted the transitioning process from using Scholarship to Jupiter system, which will track daily attendance rates and identify trends in tardiness and absences and enable the Student Services Department to team to make informed decisions about interventions and programming. He noted the long-term goal is to create a comprehensive dashboard that incorporates data on teacher performance, student performance, and attendance, which will be accomplished through the use of Power BI to integrate data from various tools and provide a centralized platform for analysis and decision-making. Mr. Thomas reported this holistic view will help plan effective interventions to support students' academic success.
- F. **Caregiver Engagement:** Mr. Thomas reported that the School collects sign-in sheets for caregivers who participate in events and activities and that they are determining methods to track caregiver engagement more consistently in order to identify families who may need additional support or outreach. They further noted that the School is also working to offer more virtual engagement opportunities for caregivers. Mr. Chaudhry reported that Ms. Blackman will be presenting about the plans for the Caregiver Association at the November Board meeting. Further, he reported that the School is also hosting an event this Thursday during Latino Heritage Month to engage more caregivers and encourage them to sign up for the Caregiver Association.
- G. **Annual Report Update:** Mr. Chaudhry reported the School submitted the last component of the fiscal year 2023 annual report to the New York State Department of Education in advance of the deadline. He highlighted key data



including 86% of economically disadvantaged students were retained, 86% of English Language Learners were retained, 82% of students with exceptionalities were retained, and the School's total enrollment number was 428.

**H. Early Dismissal Policy Approval:** Mr. Thomas described the purpose of the early dismissal policy is to reduce early dismissals due to the negative impact on student learning and ensure student safety. The policy requires caregivers to take steps to verify their identity and explain the reason for requesting an early dismissal for a student. After discussion, on motion to approve the Early Dismissal Policy was seconded and carried, all were in favor.

#### **IV. Committee Reports**

**A. Education and Accountability Committee:** Mr. Scott reported the Education and Accountability Committee met with school leadership last week to align on expectations regarding the data to be presented to the committee during its quarterly meetings. Mr. Scott also indicated that the committee encouraged management to present interim updates on student performance data and request special meetings when warranted and to drive focus on student performance throughout the year.

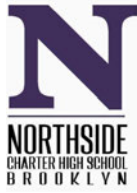
**B. Finance Committee:**

1. Mr. Aladdin reported that expenditures are down due to hiring and staffing changes.
2. Mr. Alladin also reported that the School's external auditor PKF O'Connor Davies is in the process of conducting the fiscal year 2023 and that the Finance Committee will meet with the independent auditors in executive session to review the financial statements and draft IRS form 990, which will be finalized, filed, and presented at the November Board meeting.
3. Mr. Alladin further reported that the School has retained Kaizen Financial Strategies to manage its investment account, which is currently outperforming the market. He noted the Finance Committee met with Mr. Iftikhar Ahmed in September to review the portfolio's performance and will meet with him on a quarterly basis.

**C. Executive Committee:** Ms. Karaffa reported that the Executive Committee met with the CEO to review the draft of the early dismissal policy and discussed implementation of the strategic goals and plans to promote a data-driven and performance-based culture, as well as its focus on matters of culture for employees, students, and caregivers. She noted that there has been positive momentum in the way that the CEO has been working with key members of the leadership team to create an organization that focuses on operational excellence and continuing to strive for achieving, setting and achieving higher goals.

**V. Public Comment:** No questions or comments were received.

**VI. Executive Session:** There were no actions taken in an executive session; on motion to adjourn the meeting, which was seconded and carried, all were in favor.



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**Northside Charter High School  
Board of Trustees Meeting Minutes  
November 21st, 2023, 6:00 pm ET**

**Present:**

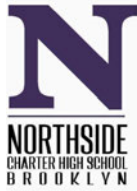
Kaley Childs Karaffa - Chair, via video conference  
Danielle Redmond - Trustee, via video conference  
Willie Scott - Trustee, via video conference  
Douglas Giles - Trustee, via video conference  
Rizwan Alladin - Trustee, via video conference

**Guest Present:**

Muhammed Chaudhry - CEO  
Matt Molloy - Interim Chief Academic Officer (“CAO”), via video conference  
Dwight Thomas - Chief Student Services Officer (“CSSO”)  
Fahim Ahmed - Director of Technology  
Tony Dinh - Finance and Accounting Consultant, via video conference  
Ramlah Malhi - Special Projects Coordinator, via video conference  
Ashanti Blackman - Director of Student Life and Community Engagement  
Anna Henebeng - Director of College of Readiness  
Robert Smith - Director of Guidance and Strategy, via video conference  
Sheina McClendon - Director of Special Education, via video conference

**Location:** See meeting notice for specific locations and video conference information. All were open to the public.

- I. **November Consent Agenda:** The Board discussed the November 2023 consent agenda, which included the October 2023 Board Meeting Minutes, October 2023 Financial Reports, and October 2023 Strategic Plan Dashboard, which had been reviewed in greater detail by the Board in its committee meetings. After discussion, on motion to approve the November 2023 Consent Agenda that was seconded and carried, all were in favor.
- II.
- III. **Management Reports:**
  - A. **Student Data - SAT Scores:** Ms. Henebeng presented an overview of NCHS SAT data, noting that as a post-secondary preparatory school, over the past three years, it has implemented early exposure to the SAT for all students, believing it provides valuable insight into their potential for success in college. She reported that while data reveals underperformance against the national levels on the SAT currently, NCHS remains committed to rigorous coursework and creative solutions for maximizing student exposure to the SAT's format and content. Ms.



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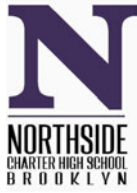
Henebeng further reported that due to building space constraints juniors did not take the PSAT this fall, but all students are slated to take either the SAT or another College Board exam in April of 2024. Mr. Molloy added that this cycle of assessments provides longitudinal data and will inform strategies and future programming., Mr. Molloy described the leadership team’s increased attention to student performance and post-secondary education test preparation.

**B. Attendance Data:**

1. Mr. Thomas reported the School's average daily student attendance at 78 percent for the month of October is higher than most other schools in Charter School District 14, and the School has implemented several measures to improve attendance, such as sending certified letters and making home visits to families who are not responsive to outreach. He further noted that the school has also conducted an internal audit of student files to ensure that all student files contain all necessary enrollment documents, and . the audit found that most students have at least two of the required enrollment forms, and the School is developing a new enrollment procedure to ensure that all incoming students have the necessary documents including, but not limited to, birth certificates, transcripts, and parent IDs.
2. Mr. Thomas reported that the School has achieved its goal of ensuring that every student has at least one trusted adult in the building, which is a driver of maintaining full enrollment and driving strong student engagement, academic achievement, graduation rates, and post-secondary education enrollment that are core to the School’s mission. He described through an exercise called relationship mapping, the School identified and paired 95% of students with a staff member they trust

**C. Director Reports:**

1. **Director of Student Life and Community Engagement:** Ms. Blackman, Director of Student Life and Community Engagement, reported that NCHS has established its Caregiver Association, marking a significant step towards fostering caregiver engagement and fostering a sense of ownership among the community. She also reported the first meeting held on November 9th, 2023, with 17 caregivers in attendance and representing caregivers from all grade levels. She noted the enthusiasm among caregivers is palpable, as evidenced by their eagerness to volunteer at the upcoming school-wide popular event. The Board asked whether she was evaluating varied types of events to enable engagement from caregivers who may not be able to participate in in-person events, and she responded that they are anticipating potential challenges, so the Caregiver Association team will utilize a combination of in-person and virtual

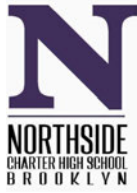


meetings and also prioritize the inclusion of non-English speaking caregivers.

2. **Director of Technology:** Mr. Ahmed reported that the Data Analyst team has successfully designed the School's student information system, Jupiter, for collection, analysis, and reporting of student data to enable the School to provide data-driven insights and create a replicable model, one of the School's strategic pillars. He noted the first phase of the team's work focused on utilizing Jupiter for student attendance management and training the staff on the relevant platform features and protocols for accurate data entry and analysis. Additionally, he noted they aim to introduce machine learning algorithms to enhance predictive analytics correlating attendance and student achievement data and will be further developing the software, processes, and staff training on other key student data.

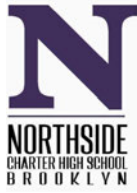
**IV. FY 2023 IRS Form 990 Filing:** Ms. Karaffa reported the Finance Committee approved the IRS Form 990 for fiscal year 2023, aligned with the recommendations of the School's education consultant and the independent auditor, which was filed in advance of the filing deadline. Ms. Karaffa indicated the importance of the Board's transparency in publicly reporting substantive financial reports in public session and exhibiting how the Board exercises its fiduciary duties. After discussion, on motion to approve the FY 2023 IRS form 990, was seconded and carried, all were in favor.

**V. FY 2023 Audit Report:** Ms. Karaffa reported the results of the fiscal year 2023 audit were a clean unqualified opinion with two deficiencies identified by the auditor, specifically, improper revenue recognition and delayed reporting of financial data, and that the Finance Committee met independently with the School's independent auditor, PKF O'Connor Davies, to review the results of the fiscal year 2023 financial statements and audit process. She further noted the Board through its Finance Committee approved the fiscal year 2023 audit in advance of the School's November 15 filing deadline, granted through a 2 week extension approved by the New York State Department of Education ("NYSED"), and that management had prepared remediation plans to address the deficiencies that were also presented to the Board and PKF O'Connor Davies. Mr. Dinh described the management will implement stricter accounting processes, including weekly reconciliations, monthly excellence tagging, and internal auditing to address the deficiencies. Additionally, he noted management will update the Finance Committee on at least a quarterly basis on the progress made in correcting these deficiencies. Mr. Aladdin added that the Finance Committee conducted separate meetings with the Board and the auditors to thoroughly understand the audit deficiencies and seek their insights on potential corrective measures. Ms. Karaffa indicated the importance of exhibiting the Board's fiduciary oversight and providing public transparency on these matters. After discussion, on motion to approve the FY 2023 Audit Report, was seconded and carried, all were in favor.



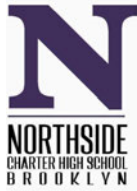
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- **Charter Revision Enrollment Number Increase:** Mr. Thomas reported that management is requesting the Board consider increasing the maximum student enrollment authorized under the School’s charter from 420 students to 450 students for fiscal year 2025 through charter revision application due December 1st, 2023, to the New York State Education Department Board of Regents. Mr. Thomas reported the school has witnessed a growing demand for its services within the community evidenced by maintaining maximum enrollment and with 52 student applicants currently on the waitlist, and the management team believes that it has the capacity to serve more students while maintaining its signature small class sizes and fulfilling key design elements of the School’s charter. Mr. Thomas described that these would be achieved through expanding its teaching and support staff by 6 teachers with ICT and 2 guidance counselors and increasing investments to support student engagement and holistic growth. He also noted that the School’s student recruitment activities include partnership with 7 other middle schools with plans for expanding such partnerships among other organic student recruitment activities. Further, he indicated management has planned for the process to request additional space in the building from the New York City Department of Education (“NYCDOE”) and has considered other alternatives for space including, but not limited to, portable space. Finally, Mr. Thomas reported the School collected feedback from students and caregivers anecdotally and through formal surveys, which resulted in positive and supportive feedback on increasing the School’s enrollment capacity to 450 students.
- A. The Board reviewed the enrollment presentation materials, five year budget based on enrollment of 450 students, and student and caregiver feedback surveys. The Board questioned management on space constraints, particularly those that may impact the School’s ability to administer key student exams including PSAT, SAT, and Regents exams. Management acknowledged the concern about space constraints and noted they would be addressed before more students would be on campus and that they have already initiated discussions with other organizations in the co-located space and understand the process for requesting more space from NYCDOE.
  - B. The Board raised concern about the school's student performance not meeting our goals or district areas in some areas and questioned whether it is prudent to



expand enrollment before addressing the existing performance gap with our current 420 students. Management responded emphasizing the importance of a balanced approach that addresses both fostering strong student performance in order to attain post-secondary education and serving the community through increased enrollment capacity and indicated the five-year budget based on a capacity of 450 students includes increased revenue coupled with the School's operational and financial efficiencies and technological capabilities that will provide opportunities to increase services to meet student needs.

- C. Additionally, management reiterated the strong demand from the community for their services and management's desire to serve more students who seek their unique educational approach that enables academic excellence, personal growth, and attainment of post-secondary education under the School's mission that enables students to have better life opportunities.
- D. The Board questioned whether the community's demand for increase maximum enrollment is driven by a genuine desire for a high school that provides a path to a post-secondary education or by factors like safety and proximity and questioned management on their tactics for describing the School's mission and program in student recruitment efforts to ensure that every student and their caregivers understand the requirements of our program prior to enrollment. The management team acknowledged the importance of alignment between a student's education needs and objectives and the School's model and mission. Management indicated how the School's model differs from other schools in recruitment activities and through ongoing interactions with enrolled students and their caregivers where post-secondary preparation is consistently reiterated and supported through academic and social-emotional programming and support.
- E. The Board acknowledged the growing trend towards supporting community-based schools, which aligns with NCHS core identity and mission. The Board stated that NCHS's unique educational model effectively prepares diverse and economically disadvantaged students for postsecondary education, outpacing the district in graduation rates and postsecondary acceptance. The Board also noted that in conversations with its NYSED Charter School Office Liaison in recent years including through its last charter renewal process, NCHS has received statements of support for continued expansion. Further, the Board noted that it took a measured approach during the last charter renewal application in 2021-2022 requesting an increase of only 20 students (from 400 to 420), because it occurred during the uncertain period of the COVID-19 pandemic. The Board indicated the



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School has successfully served 420 students while also enhancing the School's academic, financial, and operational capacity with focus on increased academic rigor and social emotional program for students and talent development strategies. Finally, the Board described that over the past decade, the Board has maintained and reiterated the perspective that the Board and School have an aspiration and obligation to serve as many students as possible in a high quality and highly effective and impactful educational model.

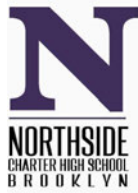
- F. The Board expressed support for increasing the School's enrollment to 450 students acknowledging the leadership team's maturity and implementation of rigorous processes have significantly enhanced the School's ability to provide both rigorous academics and comprehensive social-emotional support, recruit, retain, and develop employees, and foster caregiver and community engagement. After discussion, on motion to approve the charter revision enrollment number increase from 420 to 450, was seconded and carried, all were in favor.

## VI. Committee Reports

**A. Board Development Committee:** Ms. Karaffa reported that Rizwan Alladin and Danielle Redmond have reached the end of their current three year terms and are eligible for renomination for another three year term on the Board. She noted that Mr. Alladin and Ms. Redmond have made significant contributions throughout their tenure on the Board and that the Board Development Committee recommends the Board renominate Mr. Alladin and Ms. Redmond each for a three year term.

1. Ms. Redmond was rescued from discussion and vote for her nomination for another three-year term. After discussion, on motion to approve Danielle Redmond for her third three year term on the Board of Northside Charter High School, was seconded and carried, all were in favor.
2. Mr. Alladin was rescued from discussion and vote for his nomination for another three-year term. After discussion, on motion to approve Rizwan Alladin for three year term on the Board of Northside Charter High School, was seconded and carried, all were in favor.

**B. Finance Committee:** Mr. Aladdin reported the Finance Committee reviewed the current financial projections and discussed some of the line items in the financial statements, which included some expenditures that are slightly higher than budgeted and revenue that is slightly lower than budget. He indicated the revenue is driven by the timing of enrollment reconciliation dates, and the expenses are due to the timing of payment for expenses that typically occur at a higher amount earlier in the fiscal year before tapering off. Mr. Alladin further reported that the management team is confident that they will maintain a net income of at least \$20,000 by the end of the year, as projected in the budget approved in June 2023



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and that management is also looking into ways to better balance the use of instructional staff and reduce reliance on substitute services to help manage expenses. Mr. Alladin noted the Finance Committee is committed to providing the necessary oversight to ensure that the School maintains its financial health.

**C. Executive Committee:** Ms. Karaffa reported that the Executive Committee received an inquiry from the New York State Education Department related to the hiring process and practices surrounding the appointment of Mr. Chaudhry as an interim and then permanent CEO. The Committee, with the assistance of outside counsel and consultants, ensured a transparent and comprehensive response to NYSED's inquiry, meeting the submission deadline of November 3rd, 2023. She noted that as of this meeting, no further follow-up has been received from NYSED since the submission of the documentation.

VII. **Public Comment:** No questions or comments were received.

VIII. **Executive Session:** There were no actions taken in an executive session; on motion to adjourn the meeting, which was seconded and carried, all were in favor.



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**Northside Charter High School  
Board of Trustees Meeting Minutes  
December 19th, 2023, 11:30 am ET**

**Present:**

Kaley Childs Karaffa - Chair  
Danielle Redmond - Trustee  
Willie Scott - Trustee  
Douglas Giles - Trustee  
Rizwan Alladin - Trustee

**Guest Present:**

Muhammed Chaudhry - CEO  
Matt Molloy - Interim Chief Academic Officer (“CAO”)  
Dwight Thomas - Chief Student Services Officer (“CSSO”)  
Fahim Ahmed - Director of Technology  
Tony Dinh - Chief Financial Officer (“CFO”), via video conference  
Ramlah Malhi - Special Projects Coordinator, via video conference  
Ashanti Blackman - Director of Student Life and Community Engagement  
Anna Henebeng - Director of College of Readiness  
Robert Smith - Director of Guidance and Strategy  
Sheina McClendon - Director of Special Education  
Marisa Proto - Director of Teaching and Learning  
Kyshawn Pricher - Assistant Director of Student Experience and Safety  
Anthony DeName - IT Support Analyst

**Location:** See meeting notice for specific locations and video conference information. All were open to the public.

- I. **December Consent Agenda:** The Board discussed the December 2023 consent agenda, which included the November 2023 Board Meeting Minutes, November 2023 Financial Reports, and November 2023 Strategic Plan Dashboard, which had been reviewed in greater detail by the Board in its committee meetings. After discussion, on motion to approve the December 2023 Consent Agenda that was seconded and carried, all were in favor.

**II. Management Reports:**

- A. **Confidentiality Policy:** Mr. Chaudhry reported that management developed the Confidentiality Policy to reinforce staff awareness, requirements, and accountability for safeguarding student privacy and confidential student information. He noted that the policy dictates that employees may only share student information with the student’s legal guardians listed in the student



information system (SIS), unless documented exceptions or listed caregivers exist, along with any relevant body with legal jurisdiction to access such. The policy will be incorporated into the Personnel Handbook. TAAfter discussion, on motion to approve the Confidentiality Policy, was seconded and carried, all were in favor.

- B. Fundraising Strategy:** Mr. Chaudhry presented the Board with the fundraising strategy, which is premised on board engagement and reputation building that are the cornerstones of future diversification of funding sources. He highlighted that while individual contributions have been important, the strategy emphasizes balancing those efforts with securing government grants. After discussion, on motion to approve the Fundraising Strategy, was seconded and carried, all were in favor.

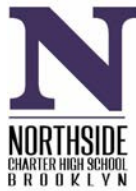
### **III. Committee Reports**

#### **A. Finance Committee:**

1. Mr. Aladdin reported that the Finance Committee reviewed the November 2023 financial statements, which indicate the School expects to end the 2024 fiscal year with \$73,000 net income for the year, exceeding budget expectations based on revenue projections continuing to exceed the budget. He noted that certain expenses, particularly the teacher coverage expenses, have exceeded budget; therefore, the Finance Committee and management are conducting a deeper analysis and will report in January on optimization proposals to stay within budget.
2. Mr. Alladin also reported that there are proposed New York State funding changes for special education classification, which presents concern for the School. He reported that if these changes are implemented, they could reduce allocated funding for NCHS's special education programs. the Board discussed the impact and indicated the Board and management will remain committed to ensuring that students continue receiving the maximum benefit from essential special education services and will be proactive by pursuing strategies to influence government officials including submitting a comment letter and will work to secure alternative funding sources in the event the funding change is approved.

#### **B. Executive Committee:**

1. Mr. Chaudhry announced the appointment of Tony Dinh as the Interim Chief Financial Officer effective January 1, 2024. Mr. Dinh has been working with the organization for the past few months, supporting the finance team and demonstrating an aptitude for providing information effectively to diverse audiences. He notes the appointment reflects the organization's growing need for internal information dissemination and outreach.



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2. Ms. Karaffa reported that Mr. Scott's and Ms. Karaffa's three year terms expire in January 2024 and that they are eligible for renomination for another three year term on the Board. Mr. Giles noted that Ms. Karaffa and Mr. Scott have made significant contributions throughout their tenure on the Board and that the he recommends the Board renominate Ms. Karaffa and Mr. Scott each for a three year term.
  - a) Ms. Karaffa was rescued from discussion and vote for her nomination for another three-year term. Mr. Giles led the Board's discussion on Ms. Karaffa's nomination. After discussion, on motion to approve Kaley Karaffa for her three year term on the Board of Northside Charter High School, that was seconded and carried, all were in favor.
  - b) Mr. Willie Scott was rescued from discussion and vote for his nomination for another three-year term. Ms. Karaffa led the Board's discussion on Mr. Scott's nomination. After discussion, on motion to approve Willie Scott for three year term on the Board of Northside Charter High School, that was seconded and carried, all were in favor.

IV. **Public Comment:** No questions were received.

V. **Executive Session:** There were no actions taken in an executive session; on motion to adjourn the meeting, which was seconded and carried, all were in favor.



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**Northside Charter High School  
Board of Trustees Meeting Minutes  
January 23rd, 2024, 6:00 pm ET**

**Present:**

Kaley Childs Karaffa - Chair, via video conference  
Danielle Redmond - Trustee, via video conference  
Willie Scott - Trustee, via video conference  
Rizwan Alladin - Trustee, via video conference

**Guest Present:**

Muhammed Chaudhry - CEO, via video conference  
Matt Molloy - Interim Chief Academic Officer (“CAO”), via video conference  
Dwight Thomas - Chief Student Services Officer (“CSSO”), via video conference  
Fahim Ahmed - Director of Technology, via video conference  
Tony Dinh - Chief Financial Officer (“CFO”), via video conference  
Ramlah Malhi - Special Projects Coordinator, via video conference  
Anna Henebeng - Director of College of Readiness, via video conference  
Robert Smith - Director of Guidance and Strategy, via video conference  
Sheina McClendon - Director of Special Education, via video conference  
Fi - Guest, via video conference [Note: the guest did not provide their full name].

**Location:** See meeting notice for specific locations and video conference information. All were open to the public.

- I. **January Consent Agenda:** The Board discussed the January 2024 consent agenda, which included the December 2023 Board Meeting Minutes, December 2023 Financial Reports, and December 2023 Strategic Plan Dashboard, which had been reviewed in greater detail by the Board in its committee meetings. After discussion, on motion to approve the January 2024 Consent Agenda that was seconded and carried, all were in favor.
- II. **Parent Complaint-Executive Session:** Ms. Karaffa noted that, following the December 2023 Board meeting, a complaint was received from a parent. In accordance with the School’s bylaws, the Board met in Executive Session to discuss the complaint and Board's investigation and potential resolution. The Board reconvened in the open Session after twenty eight minutes. Following a thorough review of all information and documentation related to a caregiver complaint, the Board unanimously determined that no violations of school, charter, or state/federal policies occurred. Based on this finding, the Board then voted on a resolution directing management to:



- A. Maintain open communication and engagement: Ensure the caregiver's concerns are fully addressed, the student's needs are met, and regular communication is established.
  - B. Foster a culture of compliance: Cultivate adherence to all special education requirements within the school.
  - C. Enhance communication and relationships: Implement measures for staff to be responsive and actively engage with caregivers.
  - D. Guarantee confidentiality: Ensure all staff comply with the Board's established policy regarding student and staff information.
  - E. Report to the Board at the February 2024 Board Meeting regarding interaction and engagement with the parent.
  - F. After discussion, on motion to approve the resolution regarding caregiver complaint was seconded and carried, all were in favor.
- III. NYSED Information Request:** Ms. Karaffa reported that the Board received an inquiry from the New York State Education Department (NYSED) in June 2023 regarding their process for hiring Mr. Chaudhry as CEO. The Board submitted comprehensive documentation in June, as well as in response to two subsequent requests in October and December 2023. The Board worked with legal counsel to respond to the inquiries and provided the requested materials from the December 2023 inquiry by the January 12th, 2024 deadline. The Board has not received any further communication from NYSED in relation to this matter since then..
- IV. NYSED Charter Revision Hearing:** Ms. Karaffa reported that in November 2023, the Board approved an increase to the student enrollment to 450 students and submitted a material charter revision request to NYSED. She noted the School received the notification from NYSED that they will be scheduling a public hearing, which will gather public input on the enrollment increase. The Board expects the hearing will occur within 1-2 months.
- V. Management Reports:**
- A. Director Report: SpED Department:** Ms. McClendon reported that the Northside Charter High School's Special Education Department accounts for over 1/4 (27%) of the School's population of students. She noted the departmental goals include: Increasing the number of students with disabilities meeting or exceeding grade-level expectations. Enhancing students' social skills through targeted support. Fostering inclusivity through professional development for all staff (special education, general education, and non-instructional) to promote understanding and support for student needs. Strengthening communication and collaboration between different departments, staff members, and caregivers to ensure seamless student support. Improving the transition plan for students with Individualized Education Plans (IEPs) to prepare them for success beyond high school. This involves collaboration with the college department, school counselors, and other relevant personnel.



**B. NWEA December 2023 Test Result:** Mr. Molloy reported that the Regents week commenced today at Northside Charter High School, and the first day was well organized, provided clear communication to students on testing requirements, and that attendance was monitored, and outreach efforts were made to ensure every student was well apprised of their schedule.

## **VI. Committee Reports**

**A. Education and Accountability Committee:** Mr. Chaudhry and Mr. Scott reported that during the Education and Accountability Committee meeting, the latest NWEA testing data was reviewed. They noted significant progress was observed in math, with a 5-percentile point increase, and that there is a need for further development in reading (ELA) as indicated by flatlining ELA scores.. They anticipate gaining further insights after analyzing the upcoming ELA Regents data, expected soon, alongside the existing NWEA results. This combined analysis will provide a more comprehensive understanding of student performance and guide future curriculum decisions.

### **B. Finance Committee:**

1. Mr. Aladdin reported a positive fiscal outlook despite exceeding budget due to necessary staff and substitute service expenses. NCHS currently projects a positive surplus of \$8,000, which is driven from necessary staff hiring, improved substitute services, and additional grants. While expenditures are expected to increase in the fourth quarter, proactive spending management and successful grant acquisition will ensure the School remains financially healthy.
2. Mr. Aladdin reported that a new system is in place to accurately track and accrue grant revenue monthly, addressing concerns raised in the audit. The management team is also working on implementing a five day month end close process, improving financial transparency and efficiency.
3. Mr. Aladdin reported that the potential changes in state funding for special education could impact future revenue. The Board and management team are actively communicating NCHS's needs to secure maximum funding for its special education students. Further policy and support are being explored to ensure adequate services for these students.

**C. Executive Committee:** Mr. Alladin reported the executive committee reviewed midyear staff performance processes as well as discussed the parent complaint in depth with the management team to improve the communication process between school staff and caregivers.

**VII. Public Comment:** No questions were received.

**VIII. Executive Session:** There were no actions taken in an executive session; on motion to adjourn the meeting, which was seconded and carried, all were in favor.



Northside Charter High School  
424 Leonard Street  
Brooklyn, NY 11222  
(347)390-1273  
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**Northside Charter High School  
Board of Trustees Meeting Minutes  
February 20th, 2024, 6:00 pm ET**

**Present:**

Kaley Childs Karaffa - Chair, via video conference  
Douglas Giles - Trustee, via video conference  
Danielle Redmond - Trustee, via video conference  
Willie Scott - Trustee, via video conference  
Rizwan Alladin - Trustee, via video conference

**Guest Present:**

Muhammed Chaudhry - CEO, via video conference  
Matt Molloy - Interim Chief Academic Officer (“CAO”), via video conference  
Dwight Thomas - Chief Student Services Officer (“CSSO”), via video conference  
Ramlah Malhi - Special Projects Coordinator, via video conference  
Marisa Proto - Director of Teaching and Learning, via video conference  
FireF - Guest, via video conference [Note: the guest did not provide their full name]

**Location:** See meeting notice for specific locations and video conference information. All were open to the public.

- I. **February Consent Agenda:** The Board discussed the February 2024 consent agenda, which included the January 2024 Board Meeting Minutes, January 2024 Financial Reports, and January 2024 Strategic Plan Dashboard, which had been reviewed in greater detail by the Board in its committee meetings. After discussion, on motion to approve the February 2024 Consent Agenda that was seconded and carried, all were in favor.

**II. Management Report:**

**A. CAO Department:**

1. **Talent Development Update:** Mr. Molloy reported on teacher certification, specifically noting that thirteen teachers are certified, three have expired certifications, and two are not certified (after hiring and waivers). Mr. Molloy reported the leadership team is developing individualized plans for each teacher and exploring partnerships with institutions to provide necessary licensing, workshops, and longer-term certification programs in order to enable the School to meet New York State's minimum certification requirements. He additionally noted the challenges in delays in reporting of teacher certifications between the New York State system and the School's systems.



2. Mr. Molloy reported the second semester of the year has commenced and his department is focused on increasing teacher certification support and expanding credit recovery opportunities for students. He noted there will be more frequent teacher observations throughout the semester.
3. Mr. Malloy reported the number of students who completed assignments during the winter break, that five night school classes are being launched to address students' graduation credit needs, and that two new health classes during the school day provide further graduation credit possibilities for students.

**B. CSSO Department:**

1. **Diversity, Equity, Integrity Report:** Mr. Thomas reported that a Diversity, Equity and Inclusion (DEI) audit is underway, which is based on the board approved Inclusion, Diversity, Equity, and Anti-racism Policy and initially focused on staff DE&I measures. Mr. Thomas reported that an initial staff professional development session focused on intersectionality was held and well-received by staff. He presented data that indicates a positive increase in understanding and confidence with the concept, although other data indicate an opportunity to enable staff to develop tools to discuss DEI effectively along with improving students' sense of belonging. Mr. Thomas reported the next steps include a workshop on developing shared DEI language and a deeper student audit to assess their perspectives. The goal is to establish a multi-year DEI strategy by the end of the year.
2. Mr. Thomas also reported that the caregiver association meetings are ongoing and receiving increased participation. He noted the next meeting will offer an opportunity for caregivers to meet with the CEO.
3. He reported that his department is leading efforts to address chronic student absenteeism through a dedicated weekly attendance committee.
4. Mr. Thomas reported the School's current enrollment is above the maximum charter enrollment of 420 students.

- C. CFO Department:** Mr. Chaudhry reported that Mr. Dinh presented the January financial reports and the School's financial health with the Board's Finance Committee. He reported that management is developing the fiscal year 2025 budget and determining measures to further enhance the School's financial policies and procedures. He noted that management is working with ADP to streamline personnel related operations. Mr. Chaudhry reported the CFO and finance department is now operating to achieve a 5-day post month's end financial closing cycle.

- III. January Regents Exams:** Mr. Molloy presented data from the January Regents exams with comparative data from the January 2023 Regents exams and noted that students who typically take the Regents exams at this time in the year face greater challenges. He



reported how the School is using the January Regents exams to identify areas where students need additional support in order to be prepared for the June exams. In discussing college readiness benchmarks, Mr. Molloy noted that CUNY and SUNY set a minimum score of 65 on the Regents exams and that the School is evaluating scores to determine how many students achieved a score of 75 or above, which is an indicator of post-secondary readiness.

**IV. Parent Complaint Resolution:** Ms. Karaffa noted that, following the December 2023 Board meeting, a complaint was received from a parent. In accordance with the School's bylaws and complaint policy, the Board met in Executive Session at the January Board meeting to discuss the complaint and Board's investigation and potential resolution. Following the Board's investigation and resolution efforts by management, the Board issued the resolution letter to the parent closing the complaint. Ms. Karaffa indicated the Board has directed management to continue to report its interactions with the parent to ensure the student's needs are being met.

**V. Public Hearing for Charter Renewal- Student Enrollment Number Increase to 450- Update:** Ms. Karaffa reported the School's public hearing regarding the Board approved enrollment increase to 450 students was held by the Department of Education on February 13, 2024, and that representatives from the Board and management were present. She indicated the material charter revision request will next be reviewed by the New York State Board of Regents for their approval.

**VI. Committee Reports**

**A. Board Development Committee:** Ms. Karaffa reported the Committee discussed board succession planning and noted its current stability and diverse representation in terms of skills and experience. To further strengthen the Board, the Board is looking to recruit a new member with expertise and experience that complements the existing board members. The Committee will lead this ongoing effort throughout the year.

**B. Finance Committee:** Mr. Alladin reported that the committee met last week to review the school's financial health and that the School is projected to have a positive net income of approximately \$80,000, despite additional expenses due to staff departures and hiring. Mr. Alladin noted the CFO will be working with department heads on the budget planning process before meeting with the Finance Committee for the preliminary budget review in advance of the Board's approval of the fiscal year 2025 budget in June 2024. He finally noted the Finance Committee also confirmed compliance with all state billing regulations.

**C. Executive Committee:** Ms. Karaffa reported that the Executive Committee discussed talent matters, including teacher certifications (addressed earlier by Mr. Molloy), employee culture, staff development, and recruitment/retention efforts with the CEO. Finally, the committee is facilitating the mid-year CEO evaluation process, which includes a CEO self-evaluation, Board member evaluation, and



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feedback from the CEO's direct reports in alignment with the Board approved process and past practice.

- VII. **Public Comment:** No questions were received.
- VIII. **Executive Session:** There were no actions taken in an executive session; on motion to adjourn the meeting, which was seconded and carried, all were in favor.



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**Northside Charter High School  
Board of Trustees Meeting Minutes  
March 19th, 2024, 6:00 pm ET**

**Present:**

Kaley Childs Karaffa - Chair, via video conference  
Danielle Redmond - Trustee, via video conference  
Willie Scott - Trustee, via video conference  
Rizwan Alladin - Trustee, via video conference

**Guest Present:**

Muhammed Chaudhry - CEO, via video conference  
Matt Molloy - Interim Chief Academic Officer (“CAO”), via video conference  
Dwight Thomas - Chief Student Services Officer (“CSSO”), via video conference  
Fahim Ahmed - Director of Technology, via video conference  
Tony Dinh - Chief Financial Officer (“CFO”), via video conference  
Ramlah Malhi - Special Projects Coordinator, via video conference  
Anna Henebeng - Director of College of Readiness, via video conference  
Marisa Proto - Director of Teaching and Learning, via video conference  
Robert Smith - Director of Guidance and Strategy, via video conference  
Ashanti Blackman - Director of Student Life and Community Engagement  
Kevin Mora - Teacher

**Location:** See meeting notice for specific locations and video conference information. All were open to the public.

I. **March Consent Agenda:** The Board discussed the March 2024 consent agenda, which included the February 2024 Board Meeting Minutes, February 2024 Financial Reports, and February 2024 Strategic Plan Dashboard, which had been reviewed in greater detail by the Board in its committee meetings. After discussion, on motion to approve the March 2024 Consent Agenda that was seconded and carried, all were in favor.

**II. Management Reports:**

**A. Post-Secondary Readiness:**

**1. Graduation Requirements:**

a) Mr. Molloy reported on Northside’s approach to measuring graduation readiness, which is aligned to New York State requirements. Northside is actively building its foreign language program to better support students pursuing this advanced diploma. Another metric is performance on Regents Exams. Passing the core exams is mandatory for graduation, while achieving higher scores unlocks the benefits of the Advanced Regents Diploma. Regular



progress monitoring through credit accumulation ensures students stay on track, while the Regents Exams serve as a final assessment of their mastery. Northside reported strong results in college applications, with a high application rate and a significant number of scholarship offers and early acceptances. These achievements not only reflect individual student success but also contribute to a positive school culture that motivates future cohorts.

- b) Mr. Molloy reported on the School's five credit recovery opportunities for students to date during this school year, which currently includes night school through which nearly 40 credits were recovered for graduating seniors, meaning approximately 25% of those students now meet graduation requirements.
  - c) Mr. Thomas reported on efforts to strengthen caregiver engagement through improved communication. He noted the School launched a new survey to gather feedback directly from caregivers regarding communication strategies in addition to gathering initial feedback through caregiver conferences taking place this week.
  - d) Mr. Thomas reported Ms. Blackman's successful leadership of the summer bridge program, which received positive feedback from staff, students, and caregivers. He noted that incoming freshmen have already been informed about the mandatory summer bridge program attendance requirement, which is intended to foster student relationships and provide an earlier academic touchpoint. Mr. Chaudhry indicated that the Bloomberg grant approval is expected on April 12, 2024.
2. **Postsecondary Pathway Planning for Students with IEP:** Mr. Chaudhry reported Robert Smith, Director of Guidance and Strategy, and Melissa Rivera, School Counselor, attended a workshop on supporting students with special needs transitioning through high school and that they are using this information to inform the post-secondary preparedness plans for the School's students with IEPs. He noted the workshop materials are included in the Board meeting materials.
3. **College Admissions Data:**
- a) Mr. Molloy reported that the School has a high college application rate with 1,110 submissions representing 82% of the senior class. He highlighted individual students' achievements including, a Posse Scholarship winner, numerous small scholarships awarded, and nine students who received on-the-spot acceptances to St. Francis College, which he noted reflects a strong college-going culture at Northside.



- b) Ms. Henebeng reported that the Instant Decision Day held with St. Francis College resulted in ten acceptance of the eleven students who met with St. Francis College's admissions staff. She noted this event provided valuable exposure to the college application process for both juniors and seniors and that the partnership with St. Francis College is successful and growing.

**B. Talent Retention and Recruitment:**

1. Mr. Molloy reported that all teachers now have accounts in the certification portal and have either submitted payment or inquired about the process. He reported relevant employees have a clear understanding of certification status and requirements and are making progress to obtain certification through support and oversight of leaders in the Academic Department. The Charter Center is providing guidance and expects to deliver an initial review by March 22, 2024. The Board acknowledged the importance of clearly establishing expectations for teacher certification and ongoing communication and support provided by leadership to ensure the School meets NYSED teacher certification requirements. Additionally, the Board discussed its prioritization of fostering a culture of professional development and growth that cultivates long-term, high-quality educators who can contribute to the School's mission. The Board requested that management provide transparency regarding certification requirements during the hiring process, along with the development of a support system for teachers pursuing certification, including regular progress checks and open communication channels.
  2. Mr. Malloy reported that teacher evaluations are ongoing and will be used to inform employee retention decisions and employee development plans. Mr. Molloy further noted that leadership has begun recruiting teachers to prepare for potential class expansion and vacancies. He noted the leadership team's goal is to maintain a pool of qualified candidates and foster connections by inviting them to upcoming school events. The Board inquired about retention and open positions within Student Services and Finance and Operations Departments, and Mr. Chaudhry reported a significant improvement in stability and high retention within these departments. Mr. Thomas noted there are no vacancies in the Student Services Department, and staff have stated their desire to remain with the School.
- C. Cybersecurity Report:** Mr. Ahmed reported on cybersecurity measures following a recent K-12 cybersecurity conference. The K-12 Cybersecurity Framework is being used as a guide, with existing security protocols including network monitoring, endpoint security tools, and regular website backups. A cybersecurity training program with testing and phishing simulations is planned



for staff starting in April. Cyber liability insurance is in place and will be reviewed for renewal. Data security improvements include limiting privileged accounts, managing departing employee access, and restricting data deletion from school drives. A potential cybersecurity grant is being explored to further enhance security infrastructure.

1. The Board raised a concern about the lack of a cybersecurity awareness training program for students. While staff training is being addressed, the Board emphasized the importance of equipping students with these skills for their future careers. Mr. Ahmed acknowledged the gap and expressed his intent to develop a plan for students alongside the staff training program. The Board also inquired about the mandatory aspects of cybersecurity compliance. Mr. Ahmed confirmed that the K-12 Cybersecurity Framework serves as the mandatory guideline but there's no set deadline for implementation. An initial assessment by New York City for data security is expected by mid-year. While there are infrastructure costs associated with implementing the framework, Mr. Ahmed mentioned a potential cybersecurity grant that the school could qualify for based on a past data security incident.

**III. NYSED CEO Inquiry Update:** Ms. Karaffa reported the Board received communication from Dr. Long, Director of the Charter School Office with the New York State Education Department, dated March 4, 2024, that confirms the Board's practices for hiring the CEO and adhering to conflict of interest policies have met NYSED requirements and that this inquiry is now considered closed by the New York State Education Department.

**IV. Committee Reports**

**A. Finance Committee:**

1. Mr. Dinh reported that the proposed funding changes for special education have been postponed by NYSED to the 2024-2025 school year. He indicated consistency in funding will enable the School to keep fully funded special education programs and supports in alignment with those currently provided.
2. Mr. Alladin reported the School maintains strong financial health and that management obtained additional funding sources that increase the projected revenue by \$400,000, which when coupled with higher than budgeted staff expenses, will result in an expected \$100,000 annual surplus.
3. The Board discussed the 2024 fiscal year audit plan and instructed management to develop a proposed audit plan and timeline with the School's independent auditors to be approved by the Board.
4. The Board discussed School's United Healthcare Oxford health plan costs and coverage details, specifically indicating that based on



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recommendations from management, the plan coverage will remain the same as previously approved by the Board with the School covering 85% of the health plan fees. Mr. Dinh noted cost to the School will be approximately \$47,000 more than the fiscal year 2024 budgeted amount due to increase in costs from United Healthcare Oxford. Mr. Dinh reported the School met the deadline for plan renewal and that the open enrollment period will begin during the week of March 25, 2024.

B. **Executive Committee:** Ms. Karaffa reported that the Executive Committee met and discussed the CEO's mid-year evaluation. She noted the feedback from board members and the CEO's direct reports were aggregated and anonymized to encourage honest feedback. The CEO and Board Chair met to discuss the feedback and areas for improvement.

V. **Public Comment:**

A. A guest asked about potential cut to the Special Education Department budget. Ms. Karaffa clarified that the Board and management are still in the process of developing the budget and no cuts have been finalized. She emphasized the Board's commitment to meeting the needs of all students, especially those with special education needs.

VI. **Executive Session:** There were no actions taken in an executive session; on motion to adjourn the meeting, which was seconded and carried, all were in favor.



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**Northside Charter High School  
Board of Trustees Meeting Minutes  
April 17th, 2024, 6:00 pm ET**

**Present:**

Kaley Childs Karaffa - Chair, via video conference  
Douglas Giles - Trustee, via video conference  
Willie Scott - Trustee, via video conference  
Rizwan Alladin - Trustee, via video conference

**Guest Present:**

Muhammed Chaudhry - CEO, via video conference  
Matt Molloy - Interim Chief Academic Officer (“CAO”), via video conference  
Dwight Thomas - Chief Student Services Officer (“CSSO”), via video conference  
Fahim Ahmed - Director of Technology, via video conference  
Tony Dinh - Chief Financial Officer (“CFO”), via video conference  
Ramlah Malhi - Special Projects Coordinator, via video conference  
Anna Salisbury - Teacher, via video conference  
Ashanti Blackman - Director of Student Life and Community Engagement  
Maria Ortega - Consultant, via video conference

**Location:** See meeting notice for specific locations and video conference information. All were open to the public.

- I. **April Consent Agenda:** The Board discussed the April 2024 consent agenda, which included the March 2024 Board Meeting Minutes, March 2024 Financial Reports, and March 2024 Strategic Plan Dashboard, which had been reviewed in greater detail by the Board in its committee meetings. After discussion, on motion to approve the April 2024 Board Meeting Agenda and Consent Agenda that was seconded and carried, all were in favor.

**II. Management Reports:**

**A. Key Organizational Updates:**

1. **CAO Department:** Mr. Molloy reported that 9 teachers have submitted documentation to obtain their teacher certifications and are awaiting New York State Education Department’s response. He noted the management team is working to address certification challenges for other staff that include degree requirements.
2. **CSSO Department:** Mr. Thomas reported that the Student Services team has been working with families and students to address chronic absenteeism. He noted the Student Service team also met with the Caregiver Association to develop a stronger communication strategy based on caregiver feedback. Finally, the school held a successful in-person



lottery event with a student panel to attract new families and ensure they meet enrollment benchmarks for the upcoming year.

3. **CFO Department:** Mr. Dinh reported the Finance and Operations Department has made significant progress in strengthening the School's financial controls, has reduced the monthly financial close to 4 business days, and that an internal audit of all accounts is expected to be completed by the end of the month with the findings presented to the Finance Committee.

**B. Graduation Credits Report:**

1. Mr. Malloy reported the academic team is focused on credit accumulation for students and graduation requirements to promote high graduation rates for seniors and enable younger students to have a clear academic plan toward graduation, expanded testing strategy with preparatory exams, regular review of progress reports with students and their caregivers, and dedicated supports from teaching staff and guidance counselors. He reported management established a Graduation Task Force led by Ms. Ortega has identified seniors who require additional credits and/or Regents exams and is developing a personalized plan of support to enable these students to graduate. Ms. Ortega reported letters were mailed to 81 caregivers of seniors who are failing one or more classes but who are still eligible for graduation if they pass the remaining courses, which is being supported through extra credit opportunities. She indicated that 66 students are projected to graduate, 26 students can graduate in June if they pass required courses and Regents exams, and 13 additional students can graduate in August if they meet graduation requirements in the summer. She noted there are 17 students who may require an extra year of instruction to meet graduation requirements, and the Graduation Task Force is working closely with the families of 3 students to determine their best educational outcomes.
2. Mr. Thomas reported that the School cohorts students by age/year enrolled in school, which can lead to credit deficiencies for some seniors. He noted that to improve transparency, management is evaluating a credit-based cohort system, which may ensure students and caregivers have a clearer picture of the student's academic progress throughout their high school career. Mr. Thomas indicated that management will bring a formal proposal to the Board on how the School could transition to a credit-based cohort system, which would include an analysis of benefits and communication plan to inform staff, students, and caregivers of the cohort classification change.

- C. Cyber Security Policy Draft Update:** Mr. Ahmed reported that the draft Cyber Security Policy and related Disaster Recovery Plan have been shared with the



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School's outside counsel for review before being presented to the Board for approval. He noted the policies compromise three parts: cyber security best practices for students and staff, disaster recovery plan, and implementation strategies. Mr. Ahmed reported the School utilizes vendors that monitor the School's network 24/7 to detect potential cyber security breaches and that in the event of an incident, compromised devices will be locked down and passwords reset, that the vendor's two-layer security system will help isolate and contain the threat, and that incidents will be reported to the FBI's Internet Crime Complaint Center (IC3) for investigation and guidance. The Board inquired about the School's cybersecurity insurance, and Mr. Chaudhry and Mr. Ahmed reported the School has insurance to cover potential losses from cyberattacks.

### **III. Committee Reports**

#### **A. Finance Committee:**

1. Mr. Dinh reported the proposed budget for fiscal year 2025 is in development by management with oversight from the Finance Committee, and the finalized draft budget for fiscal year 2025 will be presented to the Board for approval in June. He indicated he and the CEO are working on improving budget transparency for department leaders for budget development and execution supported by new procedures for expenditures.
2. Mr. Dinh reported his work with the School's independent auditors to establish a clear timeline for the budget process to ensure its timely completion and that management will begin submitting documents to the auditors in May. Mr. Aladdin noted the fiscal year 2024 audit plan is predicated on Board approval in October of the audited financial statements and IRS Form 990 to enable submission by the November 1 deadline.
3. Mr. Alladin reported that the School remains financially healthy with a projected net income of \$66,000 and that the Finance Committee reviewed the School's April 2024 financial reports in detail.
4. Mr. Alladin and Mr. Dinh indicated management will be proposing a capitalization threshold increase from \$1,000 to \$5,000, aligning with industry standards and based on recommendations from the School's independent auditor. The Board discussed this potential change and determined it will evaluate it and slate this policy change for Board vote in June 2024.



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- B. **Executive Committee:** Ms. Karaffa reported that the Executive Committee discussed leadership development and succession planning. They focused on aligning the executive team overseeing the three departments (Academics, Student Services, and Finance & Operations) to ensure strong leadership and execution of the Board approved strategy and promotion of NCHS's mission.
- IV. **Public Comment:** No comments were provided or questions asked.
- V. **Executive Session:** There were no actions taken in an executive session; on motion to adjourn the meeting, which was seconded and carried, all were in favor.



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**Northside Charter High School  
Board of Trustees Meeting Minutes  
May 21st, 2024, 6:00 pm ET**

**Present:**

Kaley Childs Karaffa - Chair, via video conference  
Douglas Giles - Trustee, via video conference  
Danelle Redmond - Trustee, via video conference  
Willie Scott - Trustee, via video conference  
Rizwan Alladin - Trustee, via video conference

**Guest Present:**

Muhammed Chaudhry - CEO, via video conference  
Rahul Patel - Chief Academic Officer (“CAO”), via video conference  
Dwight Thomas - Chief Student Services Officer (“CSSO”), via video conference  
Fahim Ahmed - Director of Technology, via video conference  
Tony Dinh - Chief Financial Officer (“CFO”), via video conference  
Ramlah Malhi - Special Projects Coordinator, via video conference  
Ashanti Blackman - Director of Student Life and Community Engagement  
Maria Ortega - Consultant, via video conference

**Location:** See meeting notice for specific locations and video conference information. All were open to the public.

- I. **May Consent Agenda:** The Board discussed the May 2024 consent agenda, which included the April 2024 Board Meeting Minutes, April 2024 Financial Reports, and April 2024 Strategic Plan Dashboard, which had been reviewed in greater detail by the Board in its committee meetings. After discussion, on motion to approve the May 2024 Board Meeting Agenda and Consent Agenda that was seconded and carried, all were in favor.

**II. Management Reports:**

- A. **Key Organizational Updates:** Mr. Chaudhry reported Mr. Malloy’s last day as interim Chief Academic Officer is April 17, 2024, and expressed gratitude to Matt Molloy for his service; Mr. Chaudhry noted that Mr. Malloy would provide support with the transition to the School’s new Chief Academic Officer. He then welcomed Rahul Patel as the new chief academic officer, highlighting his extensive experience in education, particularly with the New York Department of Education and various educational ventures, including work in the department’s innovation lab. The Board emphasized that while the board directly is only responsible for hiring chief executive officers, they provided guidance and advice during this process. They also mentioned their participation in the interview process and expressed excitement about Mr. Patel joining the organization following his previous consulting work with the school.



1. Mr. Patel provided a comprehensive overview of his initial activities. Mr. Patel also discussed recent initiatives such as hosting the New York State Education Department liaison and implementing a system to support students in attending Knight school to ensure timely graduation. Additionally, he highlighted partnerships with organizations like Teachers College for teacher recruitment and the New York City retirement system to provide pension benefits for Northside teachers. Looking ahead, Patel outlined plans for staff retention, certification support, summer school, and scheduling for the upcoming academic year, emphasizing data-driven decision-making and aggressive hiring targets to fill vacancies before July 1st.

### III. **Graduation Credits Update:**

- A. Mr. Patel highlighted struggles with student attendance and parental involvement, alongside the meticulous work of the guidance team, spearheaded by Robert Smith, in rectifying inaccuracies in data records. Addressing early confusion regarding regents waivers, he commended the guidance team's dedication to resolving such issues. Mr. Patel celebrated achievements including the assignment of 94 core credits to seniors, facilitating timely graduation for many. He emphasized the importance of engaging with families, navigating difficult conversations to ensure clarity on student expectations and support mechanisms. Notably, Mr. Patel expressed pride in the institution's improved graduation rate, attributing this progress to the collaborative efforts of the graduation task force. Additionally, he outlined key initiatives introduced throughout the year, such as Knight school, early regents prep, and expanded summer school offerings.
- B. Mr. Smith shedding light on concerning trends and promising developments within the student body. He highlighted a 13% decrease in senior attendance during the second semester, contributing to a 43% fail rate among seniors, partly attributed to senioritis. Mr. Smith outlined efforts to support chronically absent students and address regents exam requirements, with 14 students currently at risk of not graduating, though plans are in place to assist them. On a positive note, he reported a 7% increase in overall graduation rates since December, attributing this progress to comprehensive efforts by the guidance department, Covid Appeals task force, and initiatives such as the incomplete grade initiative and night school. Smith also provided insights into the challenges faced by other grade levels, emphasizing the unprecedented involvement of non-senior students in intervention programs like regents prep and night school. The presentation included detailed breakdowns of performance metrics and graduation rates, underscoring the complexity of the academic landscape at Northside.
- C. Mr. Thomas provided an insightful overview of the comprehensive support services offered by the guidance and student support teams at the school. He highlighted targeted outreach efforts led by Maria Hernandez and Maria Ortega to



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engage with students and families, utilizing methods such as phone calls and certified mail to ensure effective communication. Mr. Thomas emphasized the importance of the attendance committee's bi-weekly meetings, particularly focusing on students facing chronic absenteeism and addressing concerns such as students living outside New York City or being over-credited. He underscored the commitment to thorough data analysis to ensure accurate classification of students and informed decision-making regarding graduation dates. Mr. Thomas also discussed ongoing initiatives to support students with special education needs, including an audit for compliance and tailored support services. Lastly, he reiterated the dedication to transparency and clarity in communicating students' graduation progress to parents, ensuring consistency and understanding through regular updates in Jupiter. Mr. Thomas recognized that there is a subgroup of students with Individualized Education Programs (IEPs) alongside those without. He elaborated on the tailored instructional strategies being developed for students with IEPs, emphasizing the ongoing efforts to refine and implement a Multi-Tier Systems of Support (MTSS) framework for the upcoming academic year. Mr. Thomas underscored the importance of using data to identify and address needs promptly, ensuring that all students receive appropriate support and instruction. He emphasized the holistic approach taken towards student attendance and instruction, acknowledging the diverse needs of the student body and the commitment to addressing them comprehensively.

- D.** Mr. Smith reported on the challenge posed by the conclusion of the Covid waiver for the current junior class. He observed that while seniors benefited from waived regents exams, future grades were required to sit for them, leading to a notable impact on learning and academic performance. Mr. Smith highlighted a trend of learning loss evident in students' grades and credit accumulation, as they prioritize remedial regents prep courses over advancing to more challenging content. This shift in focus has implications for academic progression, as students prioritize meeting exam requirements over broader educational growth. Smith's update underscores the ongoing impact of the pandemic on education and the importance of implementing strategic interventions to address learning disruptions.
- E.** Mr. Smith reported that each junior student will receive a letter this week outlining the specific regents exams required for graduation next year and confirming their registration for the upcoming June exams. Mr. Smith explained that the higher-than-usual number of eleventh graders registered for exams reflects this proactive approach to ensure students are prepared for graduation. Additionally, he mentioned that this information has been communicated to students through certified mail and mail merge, ensuring clarity and accountability in the process.



- IV. 10 Year Graduation Data Review:** Mr. Patel reported on the challenges revealed by a decade of graduation data analysis, noting stagnation in attendance rates and significant learning loss due to the pandemic. Despite these hurdles, Mr. Patel emphasized Northside Charter High School's above-average graduation rates and enrollment stability compared to local schools. He acknowledged the need for a comprehensive, replicable plan focusing on graduation and college access, stressing the importance of a data-driven culture and proactive accountability systems. Mr. Patel outlined strategies to strengthen talent acquisition, retention, and academic focus, with an emphasis on professional development aligned with data-driven processes. He concluded by expressing confidence in Northside's team and commitment to ongoing improvement.
- V. Student Record Example:** Mr. Thomas provided an update on efforts to streamline student enrollment processes and ensure accurate record-keeping. Collaborating with the guidance and attendance teams, Mr. Thomas outlined the creation of a Standard Operating Procedure (SOP) to guide the intake and maintenance of student records. He shared a summary of the SOP's steps, highlighting its comprehensive approach from initial application to ongoing record management. Mr. Thomas noted that the SOP was developed in response to observed trends and aimed at enhancing compliance and facilitating informed decision-making. He emphasized the ongoing commitment to auditing existing records and ensuring completeness for all students, citing both compliance requirements and the need to tailor academic support appropriately. Thomas concluded by expressing openness to further improvement while affirming the effectiveness of the current SOP in enhancing enrollment processes.
- VI. New York State Education Department Matters:**
- A. Charter School Office Liaison Site Visit:** Mr. Thomas Dwight Thomas provided an overview of the recent visit of Brandy Marshall, NYSED liaison, involved in the charter renewal process for Northside. He explained that she conducted focus groups with representatives from each area of the school to gain a comprehensive understanding of Northside's operations and alignment with its charter. Thomas noted that she asked targeted questions to ensure alignment with the school's mission and vision, providing feedback on the action plan and identifying opportunities for improvement. Following the meetings, she met with the senior leadership team to share her observations and offer ongoing support for the charter renewal process. Thomas emphasized her availability as a resource for the team and underscored the importance of her insights in preparing for the renewal process.
1. Ms. Ortega noted a positive atmosphere from Brandy Marshall. She highlighted the impressiveness of Northside's 11 advanced placement classes and the interest expressed in the college readiness program. Ms. Ortega emphasized the collaborative nature of the meeting, viewing it as



an opportunity for reflection and discussion on moving forward. Overall, she conveyed a sense of optimism and cooperation in addressing the school's objectives and initiatives.

2. Mr. Patel shared additional insights from Brandy Marshall's visit, noting her emphasis on certification requirements and the need to recruit more students based on data analysis.

**B. Status of Charter Revision: Enrollment Increase to 450 Students:** Mr.

Chaudhry explained that while Northside has an application in process, the timeline for approval remains uncertain. The Board mentioned that the memorandum from the New York State Education Department halting reviews of enrollment increases, particularly in the New York City area. Despite this, the management and leadership teams at Northside have demonstrated consistent efforts in student recruitment, surpassing the maximum charter enrollment of 420 students. The focus remains on serving the most students effectively, with anticipation of guidance from the State Education Department in the coming months. The Board's commitment to expanding enrollment to 420 students reflects their dedication to providing quality education to a broader student body.

**VII. FY 2025 Budget Narrative:** Mr. Dinh provided a concise overview of the budget narrative, highlighting key changes and areas of focus for the upcoming fiscal year. He emphasized the importance of accountability throughout the organization, with directors and leads being involved in the budget-setting process and held accountable for their budgets. Monthly meetings will be held to review actual spending against budgets, and performance evaluations will incorporate budget performance. Mr. Dinh outlined changes in assessing salary increases and bonus payouts, including the implementation of a performance evaluation tool within ADP for detailed assessment. Revenue increases are attributed to approved per-pupil funding and increased student enrollment, while expenses primarily stem from additional staffing and associated costs. Despite increased expenses, the net income projection remains flat year over year. Detailed budget iterations have been provided to the board, reflecting revenue changes and expense allocations.

**VIII. Committee Reports**

**A. Finance Committee:** Mr. Alladin provided an update on financial activities, particularly focusing on reconciliations overseen by the CFO in recent months. Adjustments were made based on guidelines from auditors and generally accepted practices, particularly concerning certain expense and capital items. Despite staff changes and adjustments, the management team ensured a positive net income, highlighting the financial security of the school's finances. Mr. Alladin emphasized the adherence to accepted principles in recognizing revenue,



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including the ESSER grant and investment income, reinforcing the positive cash impact and financial strength of the school. The board remains vigilant in its fiduciary role, overseeing the organization's financial well-being.

- B. Executive Committee:** Ms. Karaffa reported that the Executive Committee discussed the transition of the Chief Academic Officer, strategies for talent retention and recruitment to support organizational success, stakeholder outreach, particularly parent engagement, was emphasized as crucial for understanding perspectives and enhancing the school's appeal. The committee also delved into graduation data, ensuring alignment between the board, committees, and the executive team. With seasoned leaders and fresh perspectives, the organization is poised for impactful growth. The meeting was characterized by rich discussions and data presentations, reflecting the board's commitment to a data-oriented focus and strategic clarity. Gratitude was expressed to the CEO and staff for their dedication, with anticipation of celebratory conversations at the upcoming board meeting and graduation.
- IX. Public Comment:** No comments were provided or questions asked.
- X. Executive Session:** There were no actions taken in an executive session; on motion to adjourn the meeting, which was seconded and carried, all were in favor.



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**Northside Charter High School  
Board of Trustees Meeting Minutes  
June 24th, 2024, 5:30 pm ET**

**Present:**

Kaley Childs Karaffa - Chair, via video conference  
Danielle Redmond - Trustee, via video conference  
Rizwan Alladin - Trustee, via video conference

**Excused:**

Douglas Giles, Trustee  
Willie Scott, Trustee

**Guest Present:**

Muhammed Chaudhry - CEO, via video conference  
Rahul Patel - Chief Academic Officer (“CAO”), via video conference  
Dwight Thomas - Chief Student Services Officer (“CSSO”), via video conference  
Fahim Ahmed - Director of Technology, via video conference  
Tony Dinh - Chief Financial Officer (“CFO”), via video conference  
Ramlah Malhi - Special Projects Coordinator, via video conference  
Anna Henebeng - Director of College of Readiness, via video conference  
Marisa Proto - Director of Teaching and Learning, via video conference  
Robert Smith - Director of Guidance and Strategy, via video conference  
Ashanti Blackman - Director of Student Life and Community Engagement

**Location:** See meeting notice for specific locations and video conference information. All were open to the public.

- I. **June Consent Agenda:** The Board discussed the June 2024 agenda and consent agenda, which included the May 2024 Board Meeting Minutes, May 2024 Financial Reports, and May 2024 Strategic Plan Dashboard, which had been reviewed in greater detail by the Board in its committee meetings. After discussion, on motion to approve the June 2024 Consent Agenda that was seconded and carried, all were in favor.

**II. Management Reports:**

- A. **Talent Retention:** Mr. Patel reported there were 5 regrettable terminations and 9 non-regrettable terminations among teaching staff this year and successful retention of 30 teachers. Mr. Thomas reported a 93% retention rate (28 employees) of non-teaching staff, 1 regrettable termination and 7 non-regrettable terminations. , He noted that collectively, the School has an overall retention rate of 89% across both teaching and non-teaching staff.Mr. Chaudhry responded to a guest question on the definition of regrettable and non-regrettable termination and



explained non-regrettable terminations typically involve a mutual agreement between the employee and the School to end the employee's termination, and regrettable terminations occur when an employee resigns despite the School's desire to retain them.

- B. Graduation Update & SAT/ PSAT Data:** Mr. Patel provided an update on the students' SAT and PSAT data and phased efforts to enhance scores. He reported phase one focused on increasing math enrollment, though results were not immediately reflected in improved SAT and PSAT math scores. Phase two will be executed in fiscal year 2025 and involves implementing a Multi-Tiered System of Supports ("MTSS") block to bolster foundational math and reading skills. Phase three will target special student populations, ensuring they receive tailored MTSS support. Mr. Patel reported a current confirmed graduation rate of 65%, with 65 students confirmed and the potential for an additional 11 graduates pending results from Regents exams, and if all pass successfully, the graduation rate would increase in June. He reported the Academic Department is engaging in additional efforts including outreach to students needing credits or Regents exams to enable August graduation, which has the potential to increase the overall graduation rate of approximately 85%. Mr. Patel noted the Graduation Task Force, led by Maria Ortega, has played a pivotal role in these achievements by employing targeted interventions to support students' academic success. Mr. Thomas added that Robert Smith and the guidance team have been proactive in sending out letters to inform caregivers about their students' current credit status and grade classification for the upcoming year. He indicated this proactive communication ensures clarity and foundational planning and prevents any misunderstandings or miscommunications later on, setting a solid foundation for planning ahead. The Board responded to an anonymous question from a guest regarding when staff will receive SAT and PSAT data for individual students indicating the SAT and PSAT data is reported to the Board at public board meetings when it becomes available and that teachers and support staff should work with their managers to ensure they understand how to access such data. Mr. Patel also reported plans to enhance data literacy among staff and efforts to provide detailed breakdowns of SAT data by topic, enabling math and English teachers to use this information to inform their lesson planning.
- C. NYSED CSO School Year 2023-2024 Annual Report Update:** Mr. Dinh confirmed that management is working with Impact Charters (f/k/a PASEK Consulting) to prepare the School's annual report to NYSED, which include regular meetings with Impact Charters to manage progress in a timely fashion.
- D. Student Enrollment Increased to 450:** Ms. Malhi reported that Brandy Marshall, the School's NYSED Charter School Office Liaison, notified the School that NYSED made a policy change regarding maximum student enrollment changes, specifically slight changes to the maximum enrollment are no longer



considered material revisions and therefore go into effect upon approval by the Board of Trustees, and therefore, the School's maximum enrollment of 450 students is in effect based upon the Board's approval in November 2023. Mr. Chaudhry acknowledged the Student Services Department will have increased demands in order to maintain quality for a larger student body. He noted the department's efforts have focused on improving their educational model and addressing community interest, particularly in finding students who will be aligned with the School's mission and benefit from its offerings. He also noted the management team is working to prepare for facility accommodation and robust technology and data systems. The Board responded to an anonymous comment from a guest regarding the School's physical capacity to accommodate additional students and explained that as a New York City Department of Education building, the School receives space allocations based on specified ratios set by the Department of Education, and the management team has already begun the process to have the space allocations updated to meet the requirements for 450 students. Additionally, the Board noted it and management have planned the fiscal year 2025 budget based on 450 students, which includes increasing the number of employees and making relevant capital allocations to ensure compliance with student ratios, particularly those with Individualized Education Programs (IEPs). The Board emphasized Northside's commitment to remaining compliant with special education requirements and highlighted it as a key focus area under Dwight Thomas's leadership.

- E. FY 2025 Corporate Goals Approval:** Mr. Chaudhry provided an overview of the School's corporate goals, which include the establishment of standard operating procedures across all divisions to ensure replicability. He highlighted the three macro goals focused on building a replicable model and noted significant progress made over the past year in this regard, which will be continued in fiscal year 2025. Mr. Chaudhry also reported the organization will work on brand development and improve brand recognition and value proposition through clearer external communication. Mr. Chaudhry also reported on the fundraising goals and codification of roles and responsibilities to ensure clarity across departments.
1. Mr. Patel presented the Academic Department goals including increasing college readiness and persistence, enhancing data literacy as a key driver to improve academic outcomes for students, increasing Regents scores, meeting NYSED certification compliance of teaching staff, and utilizing summer school and summer bridge programs for students credit recovery and enrichment opportunities for high-performing students.
  2. Mr. Thomas presented the Student Services Department's goals, which include maintaining high student attendance rates, ensuring strong student satisfaction levels, maintaining maximum student enrollment, enhancing



caregiver engagement particularly through the newly launched Caregiver Association, increasing family outreach and involvement and tracking of such in the Jupiter system for data analysis, maintaining compliance with state and federal special education requirements, maximizing students' time in the classroom while minimizing out-of-classroom time, maintaining a lower suspension rate compared to the charter school district 14, and further enhancing the restorative approach to discipline.

3. Mr. Dinh reported the Finance and Operations Department goals include continuing strong financial health, further building technological and operational systems and policies, and enhancing financial literacy of leaders throughout the school that will extend financial understanding and accountability to directors and department heads under the supervision of the chief officers.

1. After discussion, on motion to approve the fiscal year 2025 corporate goals that was seconded and carried, all were in favor.

**F. FY 2025 School Calendar Approval:** Mr. Thomas described the key aspects of the fiscal year 2025 school calendar. He noted the academic year will start on August 26, 2024, and end on June 30, 2025, totaling 185 school days, which is 5 more days than the DOE calendar. This change aligns with the strategic plan pillar of increasing time on task for students to enhance mastery. Mr. Thomas also indicated all religious and cultural holidays match the NYC DOE calendar, which respects the diversity of students, caregivers, and employees. He also indicated management adjusted the calendar based on attendance trends, such as lower attendance around Thanksgiving, to maximize student attendance. He also indicated employees will begin asynchronous professional development on August 12, 2024, and in-person professional development on August 19, 2024. Finally, he reported the first week of school will include half-days to allow for targeted professional development in response to observed trends. Mr. Patel added that the School's day is slightly longer than that of New York DOE schools, which effectively provides an additional 15 to 20 days of instructional time for students. After discussion, on motion to approve the FY 2025 School Calendar was seconded and carried, all were in favor.

**G. FY 2025 Budget Approval:** Mr. Dinh explained that the management team worked with the Board's Finance Committee since February to develop the budget and align key allocations with the Board's budget priorities and based on maximum student enrollment of 450. He noted there is an increase in per pupil funding of about 3.5%, resulting in a 10% overall revenue increase for the fiscal year. Mr. Dinh indicated the budget development process emphasized accountability, involving a top-down and bottom-up approach with input from chief officers, directors, and department heads. Mr. Patel noted the budget also reflects that teachers are scheduled for five periods, offering flexibility and



extended time on task, including Knight school, summer school, and summer bridge programs, and enable the School to meet the 4+1 Regents exam requirements. Mr. Thomas highlighted structural changes, including the shift from grade-level leaders to grade-level deans working directly with directors to foster collaboration and ensure a replicable model, which aim to enhance caregiver engagement and maintain restorative practices. The counseling department will support this model by keeping staff and caregivers informed about student progress. Mr. Dinh concluded with updates on talent retention, including structured criteria for salaries and bonuses and aligning departments with their goals and improvements to the 403(b) plan and other potential benefits for employees. After discussion, on motion to approve the FY 2025 Budget that was seconded and carried, all were in favor.

- H. **FY 2025 Board and Committee Meeting Calendar:** Ms. Karaffa reported the Board will continue to hold its monthly board meetings on the third Tuesday of every month and board committee meetings will occur the week before. She noted the July 2024 board meeting will be held on the last Tuesday of the month to allow the management team to compile necessary data for the fiscal year 2024 annual review and collaborate with outside counsel and consultants on revisions to organizational policies. Ms. Karaffa highlighted that the detailed calendar includes anticipated topics for each meeting, but the Board in its sole discretion can adjust topics as needed to fulfill its governance responsibilities and may consider management's recommendations and requests for topics. All board meetings are open to the public and comply with New York State law. After discussion, on motion to approve the FY 2025 Board and Committee Meeting Calendar that was seconded and carried, all were in favor.
- I. **FY 2025 Board Officers and Committee Membership:** Ms. Karaffa reported the Board has continued to prioritize stability in its membership and the assignment of board members to the four board committees and board officer roles, which include chair, vice chair, secretary, and treasurer. Ms. Karaffa highlighted the Board's active and diligent engagement and members who demonstrate a high commitment to service and effective corporate governance. After discussion, on motion to approve the FY 2025 Board Officers and Committee chairs and membership that was seconded and carried, all were in favor.
1. The Board addressed an anonymous question from a guest regarding when community members and staff can join the Board. Ms. Karaffa explained that applications are accepted on an ongoing basis, and the Board evaluates applicants' qualifications against the requirements for board service. She noted the process is based upon a dedicated job description aligned with the requirements set forth in the School's bylaws, criminal background check, interview and approval by the Board of Trustees, and



approval by the New York State Education Department Board of Regents. Interested individuals can contact the Board to obtain the application and Trustee Recruitment Manual.

- J. **FY 2025 Organizational Chart:** Mr. Chaudhry presented the organizational chart highlighting the continuation of their unique three chief officer model, namely the Chief Academic Officer, Chief Student Services Officer, and Chief Financial and Operations Officer who report to the Chief Executive Officer. He noted changes including the co-leadership of the Special Education Department by the CSSO and CAO, with the head of SPED reporting directly to the CSSO, and , departmental leads for core subjects will report directly to the Chief Academic Officer, aiming to enhance clarity, accountability, and effectiveness in student achievement efforts. The Board indicated that these are minor changes and do not meet the classification of material charter revisions as defined by New York State Education Department regulations but will be presented to NYSED for informational purposes and transparency. After discussion, on motion to approve the FY 2025 Organizational chart that was seconded and carried, all were in favor.

1. The Board responded to an anonymous question from a guest regarding the announcement of employee salaries for fiscal year 2025 noting that the management's ability to inform employees of their salaries for fiscal year 2025 is contingent upon the Board's approval of the fiscal year 2025 budget, which was just approved in this meeting. Management will formally notify each employee of their salary, which is based upon evaluations of an employee's performance, responsibilities, qualifications, prior experience, and certifications, where applicable, and such decisions are within management's discretion.

### III. Committee Reports

- A. **Finance Committee:** Mr. Alladin reported the the Finance Committee has overseen efforts by the CFOO to ensure accuracy in revenue and expense accruals and work with auditors to maintain compliance with financial policies and accounting procedures. He noted the School's anticipated net income for fiscal year 2024 has increased based upon prudent stewardship of financial resources. new revenue from grants and per pupil funding, efficient cash management and investment income. Mr. Dinh detailed the criteria for employee bonuses, which are structured based on performance metrics, attendance, and certifications, and to ensure fairness and reward alignment across the organization.

1. **403b Plan Audit Approval – Proposals: Mayhew:** Mr. Dinh presented information on the 403(b) plan audit that was triggered by exceeding 100 plan participants and presented three proposals for this audit in accordance with the School's financial policies and procedures. He indicated



management recommends Dorn Mayhew as the auditor for the 403b plan audit. After discussion, on motion to approve Dorn Mayhew as the auditor for 403b plan that was seconded and carried, all were in favor.

2. **FY 2025 Insurance Policy Renewal:** Mr. Dinh reported the renewal of the umbrella liability insurance policy, First Fidelity Brokerage, which remains with the same underwriter and program administrator and with virtually identical terms to the fiscal year 2024 policy. with the exception of an increase of less than 10% in the plan fee. After discussion, on motion to approve FY 2025 umbrella insurance policy renewal was seconded and carried, all were in favor.

**B. Executive Committee:**

1. Ms. Karaffa reported the executive committee met and discussed the annual CEO evaluation process, which will elicit feedback from board members, the CEO, the CEO's direct reports, and key staff members to provide the Board with a comprehensive understanding of the CEO's performance and leadership. Ms. Karaffa noted the evaluations must be completed by mid-July for discussion of the results with the CEO during the July Executive Committee meeting.
2. Ms. Karaffa also reported the board is conducting its annual self-evaluation to assess its own performance and the effectiveness of corporate governance practices, which will also be discussed at the July Executive Committee meeting.
3. Ms. Karaffa disclosed that the committee received an email from a staff member regarding their employment and indicated in accordance with the School's bylaws, the Board will direct the employee to directly contact the CEO and their immediate manager to address their concerns. Ms. Karaffa clarified that the Board does not make employment decisions for employees other than the CEO.

**IV. Public Comment:**

- A. A guest asked why all employees aren't involved in providing feedback to the CEO evaluation. The Board responded that a representative sample of employees are chosen to efficiently gather insights and underscored an open culture within the organization and highlighted the CEO's proactive engagement with employees through various forums.
- B. A guest asked about the potential impact if NYSED were to eliminate Regents exams as a graduation requirement. The Board acknowledged that while there is currently no indication that Regents exam requirements will be eliminated but noted the School uses multiple measures of academic achievement and post-secondary readiness.
- C. A guest asked about the School's strategies for retaining certified staff who may have better opportunities elsewhere in terms of benefits, pension, pay, and union



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representation. The Board highlighted the School's commitment to prioritizing employee benefits and incentives as outlined in their strategic plan and incentive compensation framework. The Board emphasized ongoing evaluations of attrition rates and retention strategies to ensure competitiveness in the job market.

- V. **Executive Session:** There were no actions taken in an executive session; on motion to adjourn the meeting, which was seconded and carried, all were in favor.

CEO

Special Projects Coordinator

CAO

CSSO

CFO

Director of SPED

Director of Teaching and Learning

Director of Student Affairs

Director of Technology & Facilities

Director of College Access & Assessment

Director of Guidance and Strategy

Outsourced Accounting

SPED Leads

Leads of Curriculum & Assessment  
ELA- Bates  
Math - Science  
Social Sciences  
Arts  
L Languages

Lead Dean

-Guidance Counselor  
-Guidance Counselor  
-Social Worker  
-College Access Advisor

Attendance & Enrollment Manager

Data & SIS Manager

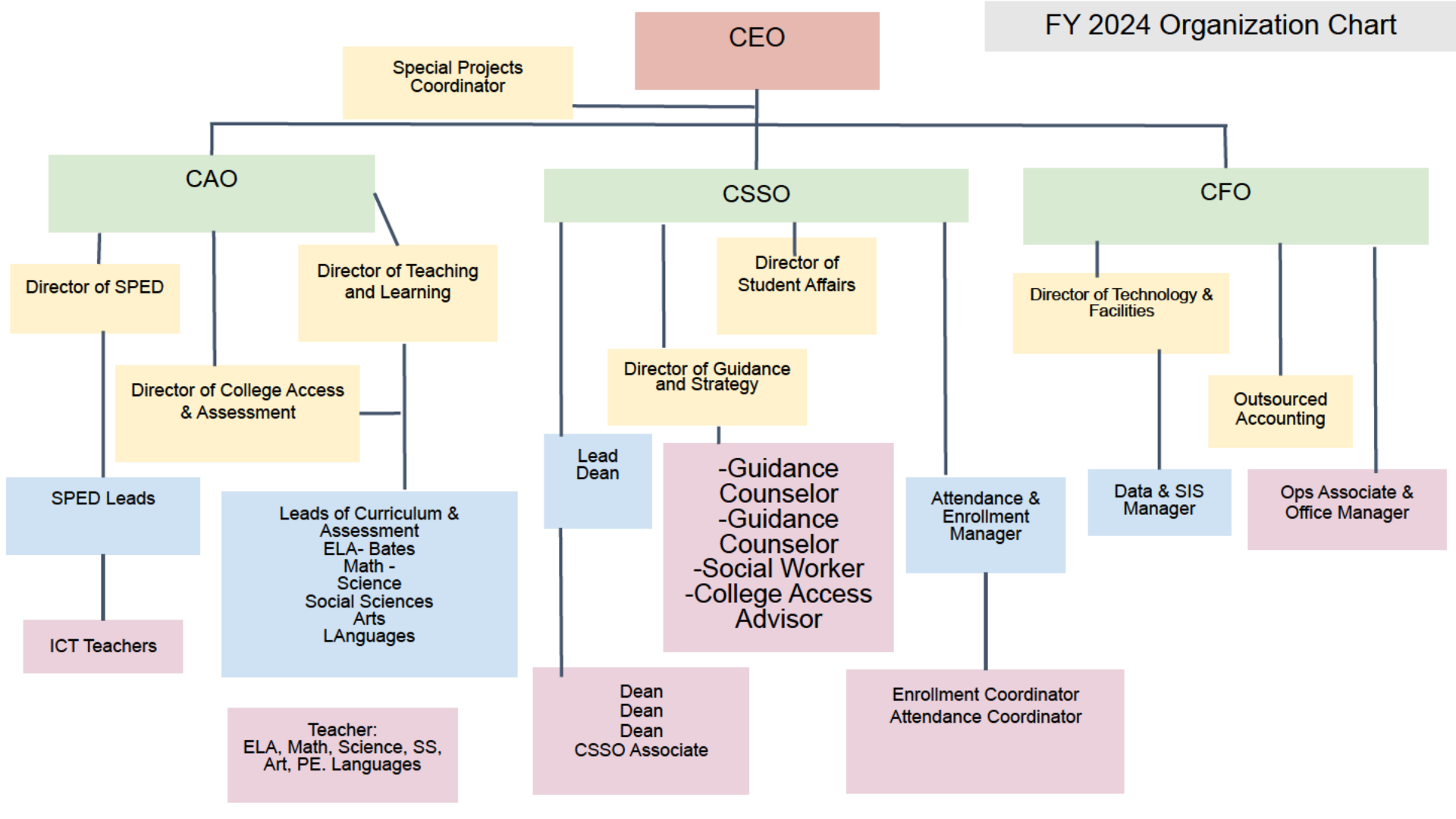
Ops Associate & Office Manager

ICT Teachers

Teacher:  
ELA, Math, Science, SS,  
Art, PE, Languages

Dean  
Dean  
Dean  
CSSO Associate

Enrollment Coordinator  
Attendance Coordinator



# Fiscal Year 2025 School Calendar Overview

July 2024

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	19	30	31			

August 2024

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
5	25	26	27	28	29	30
					31	

September 2024

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2024

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2024

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2024

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
14	22	23	24	25	26	27
15	29	30	31			

January 2025

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2025

SUN	MON	TUE	WED	THU	FRI	SAT
						1
	2	3	4	5	6	7
	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

March 2025

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2025

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 2025

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
21	22	23	24	25	26	27
28	29	30				

- Summer School
- DOE Holiday [NS]
- NCHS Holiday [NS]
- Testing Day/Window
- Admin Day
- First Day of Semester
- ½ Day of School
- School Event

# Fiscal Year 2025 School Calendar Overview

Total school days for school year 2024-2025 = 188

July 2024	0	January 2025	105.40
August 2024	24.65	February 2025	84.15
September 2024	111.97	March 2025	118.55
October 2024	127.95	April 2025	90.45
November 2024	84.15	May 2025	118.55
December 2024	84.15	June 2025	110.70

**Northside Charter High School**

Financial Statements

June 30, 2024 and 2023

## **Independent Auditors' Report**

**Board of Trustees**  
**Northside Charter High School**

### **Report on the Audit of the Financial Statements**

#### ***Opinion***

We have audited the accompanying financial statements of Northside Charter High School (a nonprofit organization), which comprise the statements of financial position as of June 30, 2024 and 2023, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements present fairly, in all material respects, the financial position of Northside Charter High School as of June 30, 2024 and 2023, 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.

#### ***Basis for Opinion***

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. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Northside Charter High School and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### ***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Northside Charter High School's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

***Auditors' Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Northside Charter High School's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Northside Charter High School's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated October 28, 2024, on our consideration of Northside Charter High 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 Northside Charter High 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 Northside Charter High School's internal control over financial reporting and compliance.

*PKF O'Connor Davies, LLP*

Harrison, New York  
October 28, 2024

## Northside Charter High School

### Statements of Financial Position

	June 30,	
	<u>2024</u>	<u>2023</u>
<b>ASSETS</b>		
Current Assets		
Cash	\$ 961,126	\$ 692,314
Investments	5,690,205	5,174,481
Grants and contracts receivable	495,187	828,634
Prepaid expenses and other current assets	<u>71,401</u>	<u>54,704</u>
Total Current Assets	7,217,919	6,750,133
Property and equipment, net	447,260	753,365
Restricted cash	<u>150,705</u>	<u>150,698</u>
	<u>\$ 7,815,884</u>	<u>\$ 7,654,196</u>
<b>LIABILITIES AND NET ASSETS</b>		
Current Liabilities		
Accounts payable and accrued expenses	\$ 549,488	\$ 189,819
Refundable advances	<u>-</u>	<u>135,377</u>
Total Current Liabilities	549,488	325,196
Net assets, without donor restrictions	<u>7,266,396</u>	<u>7,329,000</u>
	<u>\$ 7,815,884</u>	<u>\$ 7,654,196</u>

## Northside Charter High School

### Statements of Activities

	Year Ended June 30,	
	2024	2023
<b>REVENUE AND SUPPORT</b>		
State and local per pupil operating revenue	\$ 9,056,506	\$ 8,327,750
Federal grants	740,451	1,137,689
Federal IDEA and E-rate	197,054	153,499
State grants	-	32,014
Investment return	716,148	174,481
Other revenue	119,217	53,166
Total Revenue and Support	10,829,376	9,878,599
<b>EXPENSES</b>		
Program Services		
Regular education	6,412,417	5,988,684
Special education	2,754,117	2,058,250
Total Program Services	9,166,534	8,046,934
Supporting Services		
Management and general	1,402,979	838,509
Total Expenses	10,569,513	8,885,443
Change in Net Assets Before Other Losses	259,863	993,156
<b>OTHER LOSSES</b>		
Loss on disposal of property and equipment	(322,467)	-
Change in Net Assets	(62,604)	993,156
<b>NET ASSETS, WITHOUT DONOR RESTRICTIONS</b>		
Beginning of year	7,329,000	6,335,844
End of year	\$ 7,266,396	\$ 7,329,000

See notes to financial statements

**Northside Charter High School**

Statement of Functional Expenses  
Year Ended June 30, 2024

	No. of Positions	Program Services			Management and General	Total
		Regular Education	Special Education	Total		
Personnel Services Cost						
Administrative staff personnel	17	\$ 942,263	\$ 328,143	\$ 1,270,406	\$ 846,937	\$ 2,117,343
Instructional personnel	43	2,774,285	1,473,417	4,247,702	-	4,247,702
Non-Instructional personnel	12	175,674	61,179	236,853	-	236,853
Total Personnel Services Cost	<u>72</u>	<u>3,892,222</u>	<u>1,862,739</u>	<u>5,754,961</u>	846,937	6,601,898
Payroll taxes and employee benefits		818,596	391,764	1,210,360	178,124	1,388,484
Retirement		47,484	22,725	70,209	10,332	80,541
Legal fees		-	-	-	55,804	55,804
Audit fees		-	-	-	68,740	68,740
Financial management services		-	-	-	51,166	51,166
Contractual services		494,702	208,194	702,896	59,962	762,858
Marketing and recruiting		42,976	16,500	59,476	2,561	62,037
Staff development		56,585	19,706	76,291	-	76,291
Office expense		89,916	43,032	132,948	19,566	152,514
Telephone and internet		109,931	21,986	131,917	43,973	175,890
Travel and conferences		198,258	-	198,258	-	198,258
Textbooks and classroom supplies		103,842	36,163	140,005	-	140,005
Student activities and fees		46,046	-	46,046	-	46,046
School events		226,214	78,779	304,993	-	304,993
Insurance		85,165	10,646	95,811	10,646	106,457
Dues and subscriptions		-	-	-	22,704	22,704
Technology and equipment		64,756	19,925	84,681	14,944	99,625
Depreciation and amortization		109,791	21,958	131,749	14,639	146,388
Miscellaneous		25,933	-	25,933	2,881	28,814
 Total Expenses		<u>\$ 6,412,417</u>	<u>\$ 2,754,117</u>	<u>\$ 9,166,534</u>	<u>\$ 1,402,979</u>	<u>\$ 10,569,513</u>

See notes to financial statements

**Northside Charter High School**

Statement of Functional Expenses  
Year Ended June 30, 2023

	No. of Positions	Program Services			Management and General	Total
		Regular Education	Special Education	Total		
Personnel Services Cost						
Administrative staff personnel	12	\$ 536,481	\$ 162,199	\$ 698,680	\$ 465,786	\$ 1,164,466
Instructional personnel	40	2,755,035	1,040,196	3,795,231	-	3,795,231
Non-Instructional personnel	13	226,340	68,431	294,771	-	294,771
Total Personnel Services Cost	<u>65</u>	<u>3,517,856</u>	<u>1,270,826</u>	<u>4,788,682</u>	<u>465,786</u>	<u>5,254,468</u>
Payroll taxes and employee benefits		712,898	283,030	995,928	103,737	1,099,665
Retirement		47,250	17,069	64,319	6,256	70,575
Legal fees		-	-	-	31,254	31,254
Audit fees		-	-	-	34,000	34,000
Financial management services		-	-	-	51,527	51,527
Contractual services		700,837	243,095	943,932	70,134	1,014,066
Marketing and recruiting		61,758	19,480	81,238	1,817	83,055
Staff development		97,577	29,501	127,078	-	127,078
Office expense		82,049	29,640	111,689	10,864	122,553
Telephone and internet		35,555	7,111	42,666	14,222	56,888
Travel and conferences		53,591	-	53,591	-	53,591
Textbooks and classroom supplies		220,977	66,810	287,787	-	287,787
Student activities and fees		65,414	-	65,414	-	65,414
School events		158,325	47,868	206,193	-	206,193
Insurance		69,328	8,666	77,994	8,666	86,660
Dues and subscriptions		-	-	-	14,463	14,463
Technology and equipment		41,098	12,645	53,743	9,484	63,227
Depreciation and amortization		112,547	22,509	135,056	15,007	150,063
Miscellaneous		11,624	-	11,624	1,292	12,916
<b>Total Expenses</b>		<u>\$ 5,988,684</u>	<u>\$ 2,058,250</u>	<u>\$ 8,046,934</u>	<u>\$ 838,509</u>	<u>\$ 8,885,443</u>

See notes to financial statements

## Northside Charter High School

### Statements of Cash Flows

	Year Ended June 30,	
	2024	2023
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Change in net assets	\$ (62,604)	\$ 993,156
Adjustments to reconcile change in net assets to net cash from operating activities		
Depreciation and amortization	146,388	150,063
Net unrealized gain on investments	(716,148)	(174,481)
Loss of disposal of property and equipment	322,467	-
Changes in operating assets and liabilities		
Grants and contracts receivable	333,447	(433,266)
Prepaid expenses and other current assets	(16,697)	24,340
Accounts payable and accrued expenses	359,669	28,552
Refundable advances	(135,377)	135,377
Net Cash from Operating Activities	231,145	723,741
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Purchases of property and equipment	(162,750)	(483,203)
Proceeds from maturity of investments	200,424	-
Purchase of investments	-	(5,000,000)
Net Cash from Investing Activities	37,674	(5,483,203)
Net Change in Cash and Restricted Cash	268,819	(4,759,462)
<b>CASH AND RESTRICTED CASH</b>		
Beginning of year	843,012	5,602,474
End of year	\$ 1,111,831	\$ 843,012

# Northside Charter High School

Notes to Financial Statements  
June 30, 2024 and 2023

## 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"). The Board of Regents approved and issued several renewals to the School's charter expiring on June 30, 2027. 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 420 students in ninth through twelfth grades during the 2023-2024 academic year.

The School shares space with a New York City public school beginning in August 2009. The School occupies approximately 20,880 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 20,520 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, 2024 and 2023

### 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:

*Net assets without donor restrictions* - consist of resources available for the general support of the School's operations. Net assets without donor restrictions may be used at the discretion of the School's management and Board of Trustees.

*Net assets with Donor Restrictions* – represents amounts restricted by donors for specific activities of the School or to be used at a future date. The School records contributions as net assets with donor restrictions 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, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions. The School had no net assets with donor restrictions at June 30, 2024 and 2023.

#### ***Fair Value Measurements***

The School follows U.S. GAAP guidance on fair value measurements which defines fair value and establishes a fair value hierarchy organized into three levels based upon the input assumptions used in pricing assets. Level 1 inputs have the highest reliability and are related to assets with unadjusted quoted prices in active markets. Level 2 inputs relate to assets with other than quoted prices in active markets which may include quoted prices for similar assets or liabilities or other inputs which can be corroborated by observable market data. Level 3 inputs are unobservable inputs and are used to the extent that observable inputs do not exist.

#### ***Investment Valuation***

Stocks and mutual funds are stated at fair value.

#### ***Investment Income Recognition***

Purchases and sales of securities are recorded on a trade date basis. Interest income is recorded on the accrual basis and dividends are recorded on the ex-dividend date. Realized and unrealized gains and losses are included in the determination of change in net assets.

#### ***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, 2024 and 2023

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

#### ***Restricted Cash (continued)***

The following table provides a reconciliation of cash and restricted cash reported within the statements of financial position to the amounts presented in the statements of cash flows for the years ended June 30:

	2024	2023
Cash	\$ 961,126	\$ 692,314
Restricted cash	150,705	150,698
	<u>\$ 1,111,831</u>	<u>\$ 843,012</u>

#### ***Property and Equipment***

The School follows the practice of capitalizing all expenditures for property and equipment with costs in excess of \$5,000 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, 2024 and 2023.

#### ***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.

## Northside Charter High School

Notes to Financial Statements  
June 30, 2024 and 2023

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

#### ***Revenue and Support (continued)***

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 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 revenue without donor restrictions. Contributions of assets other than cash are recorded at their estimated fair value at the date of donation.

#### ***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 such as personnel services costs, payroll taxes and employee benefits, and contractual services 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.

#### ***Marketing and Recruitment***

Marketing and recruitment costs are expensed as incurred for staff and student recruitment. Marketing and recruitment expense for the years ended June 30, 2024 and 2023 was \$62,037 and \$83,055.

#### ***Measure of Operations***

The statements of activities reports all changes in net assets, including changes in net assets from operating and non-operating activities. Operating activities consist of those items attributable to the School's ongoing services. Non-operating activities include revenue and support from non-governmental and other sources that include contributions and grants revenue, and other activities considered to be of a more non-recurring nature.

#### ***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, 2021.

#### ***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 October 28, 2024.

## Northside Charter High School

Notes to Financial Statements  
June 30, 2024 and 2023

### 3. Grants and Contracts Receivable

Grants and contracts receivable consist of federal, state, city entitlements and grants. The School expects to collect these receivables within one year and has not provided an allowance for doubtful accounts. Management has assessed the need for an allowance and has determined that such an allowance is not necessary.

### 4. Property and Equipment

Property and equipment, net consists of the following at June 30:

	<u>2024</u>	<u>2023</u>
Computers and equipment	\$ 1,323,623	\$ 1,605,609
Furniture and fixtures	429,332	418,799
Software	41,115	41,115
Leasehold improvements	59,028	38,928
Website	<u>30,999</u>	<u>31,227</u>
	1,884,097	2,135,678
Accumulated depreciation and amortization	<u>(1,436,837)</u>	<u>(1,382,313)</u>
	<u>\$ 447,260</u>	<u>\$ 753,365</u>

Assets with a cost basis of \$414,331 and accumulated depreciation of \$91,864 were disposed of during the year ended June 30, 2024. Loss of disposal of property and equipment was \$322,467 for the year ended June 30, 2024. There were no disposals during the year ended June 30, 2023.

### 5. Liquidity and Availability of Financial Assets

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use within one year of the statement of financial position dates are comprised of the following at June 30:

	<u>2024</u>	<u>2023</u>
Cash	\$ 961,126	\$ 692,314
Investments	5,690,205	5,174,481
Grants and contracts receivable	<u>495,187</u>	<u>828,634</u>
	<u>\$ 7,146,518</u>	<u>\$ 6,695,429</u>

As part of the School's liquidity management plan, the status of grants and contracts receivable is monitored regularly and any excess cash is invested in highly liquid securities until it is required for operational use. In the event of unanticipated liquidity need, the School could draw down upon investments to cover any temporary shortfall in funding. The School will continue to rely on funding received from the New York City Department of Education to cover its future operating costs (see Note 9).

## Northside Charter High School

Notes to Financial Statements  
June 30, 2024 and 2023

### 6. Investments

The School's investments at June 30, 2024 and 2023 consist of the following:

	2024	
	Level 1	Total
Stock	\$ 389,893	\$ 389,893
Mutual funds	<u>5,225,153</u>	<u>5,225,153</u>
		5,615,046
Cash		<u>75,159</u>
		<u>\$ 5,690,205</u>
	2023	
	Level 1	Total
Mutual funds	<u>\$ 5,162,017</u>	<u>\$ 5,162,017</u>
		5,162,017
Cash		<u>12,464</u>
		<u>\$ 5,174,481</u>

### 7. 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 5%. Employer match for the years ended June 30, 2024 and 2023 amounted to \$80,541 and \$70,575.

### 8. Concentration of Credit Risk

Financial instruments that potentially subject the School to concentrations of credit and market risk consist principally of cash on deposit with financial institutions and investments. At times, such amounts exceed the current insured amount under the Federal Deposit Insurance Corporation ("FDIC") limit of \$250,000. Investments are maintained at a broker which insures the balance up to \$500,000 with Securities Investor Protection Corporation insurance. The School does not believe that a significant risk of loss due to the failure of a financial institution presently exists. At June 30, 2024 and 2023, approximately \$862,000 and \$584,000 of cash was maintained with institutions in excess of FDIC limits.

## **Northside Charter High School**

Notes to Financial Statements  
June 30, 2024 and 2023

### **9. 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, 2024 and 2023, the School received approximately 84% 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.

### **10. 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") (a nonprofit organization), which comprise the statement of financial position as of June 30, 2024, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 28, 2024.

**Report on 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) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the 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. We identified a deficiency in internal control, described in the accompanying schedule of findings and responses as item 2024-001 that we consider to be a significant deficiency.

### **Report on 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 financial statements. 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 instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and responses as item 2024-001.

### **The School's Response to Findings**

*Government Auditing Standards* requires the auditor to perform limited procedures on the School's response to the finding identified in our audit and described in the accompanying schedule of findings and responses. The School's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

### **Purpose of This Report**

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

*PKF O'Connor Davies, LLP*

Harrison, New York  
October 28, 2024

## **Northside Charter High School**

Schedule of Findings and Responses  
Year Ended June 30, 2024

### **Financial Statement Findings**

#### **2024-001- Maintenance of Student Records**

##### ***Criteria***

Schools should maintain student files containing all documentation required by the New York State Education department (NYSED).

##### ***Condition***

The student files tested did not contain all the required documentation. We noted the following exceptions during our test of 14 student files:

- Seven student files do not contain proof of residency
- Five student files do not contain a birth certificate
- Five student files do not contain medical forms or records

##### ***Cause***

The school has experienced significant turnover which may have caused management's inability to prepare and maintain adequate records.

##### ***Effect***

Noncompliance with laws and regulations of the NYSED for maintaining all required student documentation.

##### ***Recommendation***

In an effort to ensure that student records are complete, we recommend that the School's checklist should be utilized periodically to insure that information is complete and updated for each student file.

##### ***Views of Responsible Officials***

See management corrective action plan in Appendix A.

## **Northside Charter High School**

### **Summary Schedule of Prior Audit Findings Year Ended June 30, 2024**

#### **2023-001- Revenue Recognition for Cost-Reimbursement Grants (repeat finding)**

##### ***Condition***

The School recognized federal cost-reimbursement grants, passed through New York State Department of Education, outside of the grant period. Grant management practices were performed as part of the fiscal year end closing but not throughout the fiscal year.

##### ***Current year Status***

This condition was corrected during the year ended June 30, 2024.

#### **2023-002- General Ledger Maintenance and Account Analysis**

##### ***Condition***

Schedules and reconciliations were not prepared and updated throughout the fiscal year. This delayed management's preparation of the year-end financial statements and the completion of the audit. We noted that improvements are needed in the financial statement closing process to address the timeliness of the School's year-end financial reporting.

##### ***Current year Status***

This condition was corrected during the year ended June 30, 2024.



Northside Charter High School  
424 Leonard Street  
Brooklyn, New York 11222

## RE : Corrective action plan Northside Charter High School June 30, 2024

Audit Finding: 2024-001 – Maintenance of Student Records

Schools should maintain student files containing all documentation required by the New York State Education department (NYSED). The student files tested did not contain all the required documentation.


Corrective action plan by Northside:

The school management will ensure that the following process is adhered to as recommended:

Northside will use the student records checklist to ensure that documentation is complete and updated for each student file.

Corrective action plan as outlined above has been implemented by Northside as of October 15, 2024.

**NORTHSIDE CHARTER HIGH SCHOOL**

  
\_\_\_\_\_  
By: Tony Dinh, CFO

\_\_\_\_\_  
Date



NORTHSIDE CHARTER HIGH SCHOOL  
424 LEONARD ST  
BROOKLYN NY 11222

Page: 1 of 2  
Statement Period: Jul 01 2024-Sep 30 2024  
Cust Ref #:  
Primary Account #:

**TD Business Savings**

NORTHSIDE CHARTER HIGH SCHOOL

Account #

**ACCOUNT SUMMARY**

Beginning Balance	150,727.79	Interest Earned This Period	7.58
Other Credits	7.58	Interest Paid Year-to-Date	22.57
Ending Balance	150,735.37	Annual Percentage Yield Earned	0.02%
		Days in Period	92

**DAILY ACCOUNT ACTIVITY**

**Other Credits**

POSTING DATE	DESCRIPTION	AMOUNT
07/31	INTEREST PAID	2.55
08/31	INTEREST PAID	2.56
09/30	INTEREST PAID	2.47
	Subtotal:	7.58

# How to Balance your Account

**Begin by adjusting your account register as follows:**

- Subtract any services charges shown on this statement.
- Subtract any automatic payments, transfers or other electronic withdrawals not previously recorded.
- Add any interest earned if you have an interest-bearing account.
- Add any automatic deposit or overdraft line of credit.
- Review all withdrawals shown on this statement and check them off in your account register.
- Follow instructions 2-5 to verify your ending account balance.

1. Your ending balance shown on this statement is:
2. List below the amount of deposits or credit transfers which do not appear on this statement. Total the deposits and enter on Line 2.
3. Subtotal by adding lines 1 and 2.
4. List below the total amount of withdrawals that do not appear on this statement. Total the withdrawals and enter on Line 4.
5. Subtract Line 4 from 3. This adjusted balance should equal your account balance.

<b>1</b>	<b>Ending Balance</b>	<b>150,735.37</b>
<b>2</b>	<b>Total Deposits</b>	<b>+</b>
<b>3</b>	<b>Sub Total</b>	
<b>4</b>	<b>Total Withdrawals</b>	<b>-</b>
<b>5</b>	<b>Adjusted Balance</b>	

<b>2</b>	<b>DEPOSITS NOT ON STATEMENT</b>	<b>DOLLARS</b>	<b>CENTS</b>
	<b>Total Deposits</b>		<b>2</b>

<b>4</b>	<b>WITHDRAWALS NOT ON STATEMENT</b>	<b>DOLLARS</b>	<b>CENTS</b>
	<b>Total Withdrawals</b>		<b>4</b>

	<b>WITHDRAWALS NOT ON STATEMENT</b>	<b>DOLLARS</b>	<b>CENTS</b>
	<b>Total Withdrawals</b>		<b>4</b>

**FOR CONSUMER ACCOUNTS ONLY — IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC FUNDS TRANSFERS:**

If you need information about an electronic fund transfer or if you believe there is an error on your bank statement or receipt relating to an electronic fund transfer, telephone the bank immediately at the phone number listed on the front of your statement or write to:

**TD Bank, N.A., Deposit Operations Dept, P.O. Box 1377, Lewiston, Maine 04243-1377**

We must hear from you no later than sixty (60) calendar days after we sent you the first statement upon which the error or problem first appeared. When contacting the Bank, please explain as clearly as you can why you believe there is an error or why more information is needed. Please include:

- Your name and account number.
- A description of the error or transaction you are unsure about.
- The dollar amount and date of the suspected error.

When making a verbal inquiry, the Bank may ask that you send us your complaint in writing within ten (10) business days after the first telephone call.

We will investigate your complaint and will correct any error promptly. If we take more than ten (10) business days to do this, we will credit your account for the amount you think is in error, so that you have the use of the money during the time it takes to complete our investigation.

**INTEREST NOTICE**

Total interest credited by the Bank to you this year will be reported by the Bank to the Internal Revenue Service and State tax authorities. The amount to be reported will be reported separately to you by the Bank.

**FOR CONSUMER LOAN ACCOUNTS ONLY — BILLING RIGHTS SUMMARY**

In case of Errors or Questions About Your Bill:

If you think your bill is wrong, or if you need more information about a transaction on your bill, write us at P.O. Box 1377, Lewiston, Maine 04243-1377 as soon as possible. We must hear from you no later than sixty (60) days after we sent you the FIRST bill on which the error or problem appeared. You can telephone us, but doing so will not preserve your rights. In your letter, give us the following information:

- Your name and account number.
- The dollar amount of the suspected error.
- Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are unsure about.

You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

**FINANCE CHARGES:** Although the Bank uses the Daily Balance method to calculate the finance charge on your Moneyline/Overdraft Protection account (the term "ODP" or "OD" refers to Overdraft Protection), the Bank discloses the Average Daily Balance on the periodic statement as an easier method for you to calculate the finance charge. The finance charge begins to accrue on the date advances and other debits are posted to your account and will continue until the balance has been paid in full. To compute the finance charge, multiply the Average Daily Balance times the Days in Period times the Daily Periodic Rate (as listed in the Account Summary section on the front of the statement). The Average Daily Balance is calculated by adding the balance for each day of the billing cycle, then dividing the total balance by the number of Days in the Billing Cycle. The daily balance is the balance for the day after advances have been added and payments or credits have been subtracted plus or minus any other adjustments that might have occurred that day. There is no grace period during which no finance charge accrues. Finance charge adjustments are included in your total finance charge.

# **Northside Charter High School**

Independent Auditors' Report on Communication of  
Internal Control Matters

June 30, 2024

## Independent Auditors' Communication on Internal Control Matters

### **The Board of Trustees Northside Charter High School**

In planning and performing our audit of the financial statements of Northside Charter High School (the "School") as of and for the year ended June 30, 2024, in accordance with auditing standards generally accepted in the United States of America, we considered the School's internal control over financial reporting ("internal control") as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as discussed below, we identified a deficiency in internal control that we consider to be a significant deficiency.

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 combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the School's financial statements will not be prevented, or detected and corrected, on a timely basis. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

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. We consider the following deficiency in the School's internal control presented in Addendum A to be a significant deficiency.

This communication is intended solely for the information and use of management, audit committee, board of Trustees, The State Education Department of the State University of New York, and others within the School, and is not intended to be and should not be used by anyone other than these specified parties.

We would like to take this opportunity to acknowledge the courtesy and assistance extended to us by School personnel during the course of our audit.

*PKF O'Connor Davies, LLP*

Harrison, New York  
October 28, 2024

## Addendum A

### **Deficiency in Internal Control that We Consider to be Significant Deficiency**

#### **1. Maintenance of Student Records**

The student files tested did not contain all the required documentation. We noted the following exceptions during our test of 14 student files:

- Seven student files do not contain proof of residency
- Five student files do not contain a birth certificate
- Five student files do not contain medical forms or records

In an effort to ensure that student records are complete, we recommend that the School's checklist should be utilized periodically to insure that information is complete and updated for each student file.



OCTOBER 23, 2024

NORTHSIDE CHARTER HIGH SCHOOL  
424 LEONARD STREET, 4TH FL  
BROOKLYN, NY 11222

NORTHSIDE CHARTER HIGH SCHOOL:

ENCLOSED IS THE ORGANIZATION'S 2023 EXEMPT ORGANIZATION RETURN.

SPECIFIC FILING INSTRUCTIONS ARE AS FOLLOWS.

FORM 990 RETURN:

THIS RETURN HAS BEEN PREPARED FOR ELECTRONIC FILING. IF YOU WISH TO HAVE IT TRANSMITTED ELECTRONICALLY TO THE IRS, PLEASE SIGN, DATE, AND RETURN FORM 8879-TE TO OUR OFFICE. WE WILL THEN SUBMIT THE ELECTRONIC RETURN TO THE IRS. DO NOT MAIL A PAPER COPY OF THE RETURN TO THE IRS. RETURN FORM 8879-TE TO US BY NOVEMBER 15, 2024.

A COPY OF THE RETURN IS ENCLOSED FOR YOUR FILES. WE SUGGEST THAT YOU RETAIN THIS COPY INDEFINITELY.

VERY TRULY YOURS,

SACHA RICHARDS

Form **990**

# Return of Organization Exempt From Income Tax

OMB No. 1545-0047

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

# 2023

Do not enter social security numbers on this form as it may be made public.

Open to Public Inspection

Department of the Treasury  
Internal Revenue Service

Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

**A** For the **2023** calendar year, or tax year beginning **JUL 1, 2023** and ending **JUN 30, 2024**

<b>B</b> Check if applicable:  <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	<b>C</b> Name of organization <b>NORTHSIDE CHARTER HIGH SCHOOL</b> Doing business as Number and street (or P.O. box if mail is not delivered to street address) Room/suite <b>424 LEONARD STREET, 4TH FL</b> City or town, state or province, country, and ZIP or foreign postal code <b>BROOKLYN, NY 11222</b> <b>F</b> Name and address of principal officer: <b>MUHAMMED CHAUDHRY</b> <b>SAME AS C ABOVE</b>	<b>D</b> Employer identification number <b>26-3861790</b> <b>E</b> Telephone number <b>(347) 390-1273</b> <b>G</b> Gross receipts \$ <b>10,215,744.</b> <b>H(a)</b> Is this a group return for subordinates? ..... <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <b>H(b)</b> Are all subordinates included? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No," attach a list. See instructions <b>H(c)</b> Group exemption number
<b>I</b> Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) ( ) (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527		
<b>J</b> Website: <b>NORTHSIDECHS.ORG</b>		
<b>K</b> Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other		<b>L</b> Year of formation: <b>2009</b>
<b>M</b> State of legal domicile: <b>NY</b>		

## Part I Summary

	<b>1</b>	Briefly describe the organization's mission or most significant activities: <b>TO PROVIDE AN ENRICHING AND INNOVATIVE LEARNING ENVIRONMENT WHEREBY STUDENTS ACHIEVE</b>		
	<b>2</b>	Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
<b>Activities &amp; Governance</b>	<b>3</b>	Number of voting members of the governing body (Part VI, line 1a)	<b>3</b>	<b>5</b>
	<b>4</b>	Number of independent voting members of the governing body (Part VI, line 1b)	<b>4</b>	<b>5</b>
	<b>5</b>	Total number of individuals employed in calendar year 2023 (Part V, line 2a)	<b>5</b>	<b>100</b>
	<b>6</b>	Total number of volunteers (estimate if necessary)	<b>6</b>	<b>5</b>
	<b>7a</b>	Total unrelated business revenue from Part VIII, column (C), line 12	<b>7a</b>	<b>0.</b>
	<b>7b</b>	Net unrelated business taxable income from Form 990-T, Part I, line 11	<b>7b</b>	<b>0.</b>
	<b>Revenue</b>	<b>8</b>	Contributions and grants (Part VIII, line 1h)	<b>Prior Year</b> <b>1,323,202.</b>
<b>9</b>		Program service revenue (Part VIII, line 2g)	<b>8,380,916.</b>	<b>9,068,265.</b>
<b>10</b>		Investment income (Part VIII, column (A), lines 3, 4, and 7d)	<b>128,330.</b>	<b>102,516.</b>
<b>11</b>		Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	<b>0.</b>	<b>50,786.</b>
<b>12</b>		Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	<b>9,832,448.</b>	<b>10,215,744.</b>
<b>Expenses</b>		<b>13</b>	Grants and similar amounts paid (Part IX, column (A), lines 1-3)	<b>0.</b>
	<b>14</b>	Benefits paid to or for members (Part IX, column (A), line 4)	<b>0.</b>	<b>0.</b>
	<b>15</b>	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	<b>6,684,708.</b>	<b>8,070,923.</b>
	<b>16a</b>	Professional fundraising fees (Part IX, column (A), line 11e)	<b>0.</b>	<b>0.</b>
	<b>b</b>	Total fundraising expenses (Part IX, column (D), line 25)	<b>0.</b>	
	<b>17</b>	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	<b>2,200,735.</b>	<b>2,498,590.</b>
	<b>18</b>	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	<b>8,885,443.</b>	<b>10,569,513.</b>
	<b>19</b>	Revenue less expenses. Subtract line 18 from line 12	<b>947,005.</b>	<b>-353,769.</b>
<b>Net Assets or Fund Balances</b>	<b>20</b>	Total assets (Part X, line 16)	<b>Beginning of Current Year</b> <b>7,654,196.</b>	<b>End of Year</b> <b>7,815,884.</b>
	<b>21</b>	Total liabilities (Part X, line 26)	<b>325,196.</b>	<b>549,488.</b>
	<b>22</b>	Net assets or fund balances. Subtract line 21 from line 20	<b>7,329,000.</b>	<b>7,266,396.</b>

## Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

<b>Sign Here</b>	Signature of officer <b>MUHAMMED CHAUDHRY, CEO</b> Type or print name and title	Date
<b>Paid Preparer Use Only</b>	Print/Type preparer's name <b>SACHA RICHARDS</b>	Preparer's signature <b>SACHA RICHARDS</b>
	Firm's name <b>PKF O'CONNOR DAVIES ADVISORY, LLC</b>	Date <b>10/23/24</b>
	Firm's address <b>245 PARK AVENUE, 12TH FLOOR NEW YORK, NY 10167</b>	Check if self-employed <input type="checkbox"/> PTIN <b>P01378509</b>
		Firm's EIN <b>87-3231666</b> Phone no. <b>212-286-2600</b>

May the IRS discuss this return with the preparer shown above? See instructions  Yes  No

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III [X]

1 Briefly describe the organization's mission: TO PROVIDE AN ENRICHING AND INNOVATIVE LEARNING ENVIRONMENT WHEREBY STUDENTS ACHIEVE POSTSECONDARY READINESS.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? [ ] Yes [X] No

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? [ ] Yes [X] No

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses.

4a (Code: ) (Expenses \$ 9,166,534. including grants of \$ 0. ) (Revenue \$ 9,068,265. ) NORTHSIDE CHARTER HIGH SCHOOL IS A PUBLIC CHARTER HIGH SCHOOL THAT SERVES GRADES 9-12 AND IS LOCATED IN BROOKLYN, NEW YORK. IN PURSUIT OF NCHS'S MISSION, IT PROVIDES AN INNOVATIVE AND ENRICHING ENVIRONMENT FOR ALL LEARNERS THAT INCLUDE SMALL CLASS SIZES, EXTENDED LEARNING DAY, RIGOROUS ACADEMICS, DIFFERENTIATED STUDENT LEARNING PLANS WITH MULTIPLE SUPPORTS FOR SPECIAL EDUCATION AND ELL STUDENTS, STUDENT ADVISORY PROGRAM, RESTORATIVE JUSTICE PRACTICES, ENGAGEMENT OPPORTUNITIES FOR STUDENTS' CAREGIVERS, AND PROFESSIONAL DEVELOPMENT AND TALENT DEVELOPMENT PROGRAMS FOR EMPLOYEES. NCHS SERVES A DIVERSE POPULATION REFLECTING THE FABRIC OF OUR COMMUNITY, WHICH INCLUDES A PREDOMINANT PERCENTAGE OF ECONOMICALLY DISADVANTAGED AND RACIALLY/ETHNICALLY DIVERSE STUDENTS. NCHS HAS HIGH BEHAVIORAL EXPECTATIONS INCLUDING A

4b (Code: ) (Expenses \$ including grants of \$ ) (Revenue \$ )

4c (Code: ) (Expenses \$ including grants of \$ ) (Revenue \$ )

4d Other program services (Describe on Schedule O.) (Expenses \$ including grants of \$ ) (Revenue \$ )

4e Total program service expenses 9,166,534.

**Part IV Checklist of Required Schedules**

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? <i>If "Yes," complete Schedule A</i>	X	
2 Is the organization required to complete <i>Schedule B, Schedule of Contributors</i> ? See instructions	X	
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? <i>If "Yes," complete Schedule C, Part I</i>		X
4 <b>Section 501(c)(3) organizations.</b> Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? <i>If "Yes," complete Schedule C, Part II</i>		X
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Rev. Proc. 98-19? <i>If "Yes," complete Schedule C, Part III</i>		X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? <i>If "Yes," complete Schedule D, Part I</i>		X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? <i>If "Yes," complete Schedule D, Part II</i>		X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? <i>If "Yes," complete Schedule D, Part III</i>		X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability; serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? <i>If "Yes," complete Schedule D, Part IV</i>		X
10 Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi-endowments? <i>If "Yes," complete Schedule D, Part V</i>		X
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X, as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? <i>If "Yes," complete Schedule D, Part VI</i>	X	
b Did the organization report an amount for investments - other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VII</i>		X
c Did the organization report an amount for investments - program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VIII</i>		X
d Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part IX</i>		X
e Did the organization report an amount for other liabilities in Part X, line 25? <i>If "Yes," complete Schedule D, Part X</i>		X
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? <i>If "Yes," complete Schedule D, Part X</i>	X	
12a Did the organization obtain separate, independent audited financial statements for the tax year? <i>If "Yes," complete Schedule D, Parts XI and XII</i>	X	
b Was the organization included in consolidated, independent audited financial statements for the tax year? <i>If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional</i>		X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If "Yes," complete Schedule E</i>	X	
14a Did the organization maintain an office, employees, or agents outside of the United States?		X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? <i>If "Yes," complete Schedule F, Parts I and IV</i>		X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? <i>If "Yes," complete Schedule F, Parts II and IV</i>		X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? <i>If "Yes," complete Schedule F, Parts III and IV</i>		X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? <i>If "Yes," complete Schedule G, Part I.</i> See instructions		X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? <i>If "Yes," complete Schedule G, Part II</i>		X
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? <i>If "Yes," complete Schedule G, Part III</i>		X
20a Did the organization operate one or more hospital facilities? <i>If "Yes," complete Schedule H</i>		X
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?		
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II</i>		X

Part IV Checklist of Required Schedules (continued)

Table with 3 columns: Question ID, Question Text, Yes, No. Rows include questions 22 through 38 regarding grants, compensation, tax-exempt bonds, and excess benefit transactions.

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V [X]

Table with 3 columns: Question ID, Question Text, Yes, No. Rows include questions 1a, 1b, and 1c regarding Form 1096 and backup withholding rules.

Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)

Table with columns for question number, question text, and Yes/No columns. Includes questions 2a through 17 regarding employee counts, tax returns, business income, foreign accounts, prohibited transactions, and charitable contributions.

**Part VI Governance, Management, and Disclosure.** For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI

**Section A. Governing Body and Management**

		Yes	No
<b>1a</b>	Enter the number of voting members of the governing body at the end of the tax year If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain on Schedule O.		
<b>1b</b>	Enter the number of voting members included on line 1a, above, who are independent		
<b>2</b>	Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?	X	
<b>3</b>	Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, trustees, or key employees to a management company or other person?		X
<b>4</b>	Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?		X
<b>5</b>	Did the organization become aware during the year of a significant diversion of the organization's assets?		X
<b>6</b>	Did the organization have members or stockholders?		X
<b>7a</b>	Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?		X
<b>7b</b>	Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?		X
<b>8</b>	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:		
<b>8a</b>	The governing body?	X	
<b>8b</b>	Each committee with authority to act on behalf of the governing body?	X	
<b>9</b>	Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses on Schedule O		X

**Section B. Policies** (This Section B requests information about policies not required by the Internal Revenue Code.)

		Yes	No
<b>10a</b>	Did the organization have local chapters, branches, or affiliates?		X
<b>10b</b>	If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?		
<b>11a</b>	Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	X	
<b>11b</b>	Describe on Schedule O the process, if any, used by the organization to review this Form 990.		
<b>12a</b>	Did the organization have a written conflict of interest policy? If "No," go to line 13	X	
<b>12b</b>	Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	X	
<b>12c</b>	Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe on Schedule O how this was done	X	
<b>13</b>	Did the organization have a written whistleblower policy?	X	
<b>14</b>	Did the organization have a written document retention and destruction policy?	X	
<b>15</b>	Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
<b>15a</b>	The organization's CEO, Executive Director, or top management official	X	
<b>15b</b>	Other officers or key employees of the organization	X	
	If "Yes" to line 15a or 15b, describe the process on Schedule O. See instructions.		
<b>16a</b>	Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?		X
<b>16b</b>	If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?		

**Section C. Disclosure**

- 17** List the states with which a copy of this Form 990 is required to be filed NONE
- 18** Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.  
 Own website     Another's website     Upon request     Other (explain on Schedule O)
- 19** Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.
- 20** State the name, address, and telephone number of the person who possesses the organization's books and records  
TONY DINH - 347-390-1273  
424 LEONARD STREET, 4TH FLOOR, BROOKLYN, NY 11222

**Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors**

Check if Schedule O contains a response or note to any line in this Part VII

**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees**

**1a** Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
  - List all of the organization's **current** key employees, if any. See the instructions for definition of "key employee."
  - List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (box 5 of Form W-2, box 6 of Form 1099-MISC, and/or box 1 of Form 1099-NEC) of more than \$100,000 from the organization and any related organizations.
  - List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
  - List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.
- See the instructions for the order in which to list the persons above.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) MUHAMMED CHAUDHRY CHIEF EXECUTIVE OFFICER	40.00			X				360,646.	0.	33,864.
(2) MAHMUD ENNIN CHIEF FINANCE OFFICER THRU 01/2024	40.00			X				166,217.	0.	5,819.
(3) MATTHEW MOLLOY CHIEF ACADEMIC OFFICER THRU 04/2024	40.00			X				136,306.	0.	100.
(4) MARISA PROTO DIRECTOR OF TEACHING AND LEARNING	40.00					X		115,923.	0.	11,918.
(5) TORA SUBER TEACHER	40.00					X		123,227.	0.	674.
(6) ALICIA LOVE DIRECTOR OF MENTAL HEALTH	40.00					X		106,881.	0.	15,463.
(7) ROBERT SMITH DIRECTOR OF GUIDANCE AND STRATEGY	40.00					X		111,124.	0.	9,946.
(8) CARLY BAUMGARTEN TEACHER	40.00					X		102,432.	0.	9,670.
(9) PAUL HALE CHIEF ACADEMIC OFFICER THRU 07/2023	40.00			X				84,937.	0.	10,371.
(10) DWIGHT THOMAS CSSO	40.00			X				58,027.	0.	3,472.
(11) KALEY CHILDS KARAFFA CHAIR	1.50	X		X				0.	0.	0.
(12) DOUGLAS GILES VICE CHAIR	0.50	X		X				0.	0.	0.
(13) RIZWAN ALLADIN TREASURER	0.50	X		X				0.	0.	0.
(14) WILLIE SCOTT SECRETARY	0.50	X						0.	0.	0.
(15) DANIELLE REDMOND TRUSTEE	0.50	X						0.	0.	0.

**Part VII** Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
<b>1b Subtotal</b> .....							1,365,720.	0.	101,297.	
<b>c Total from continuation sheets to Part VII, Section A</b> .....							0.	0.	0.	
<b>d Total (add lines 1b and 1c)</b> .....							1,365,720.	0.	101,297.	

**2** Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization 10

	Yes	No
<b>3</b> Did the organization list any <b>former</b> officer, director, trustee, key employee, or highest compensated employee on line 1a? <i>If "Yes," complete Schedule J for such individual</i> .....		X
<b>4</b> For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? <i>If "Yes," complete Schedule J for such individual</i> .....	X	
<b>5</b> Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? <i>If "Yes," complete Schedule J for such person</i> .....		X

**Section B. Independent Contractors**

**1** Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation
KOKUA EDUCATION 318 W ADAMS, CHICAGO, IL 60605	SUBSTITUTE TEACHERS	311,186.
IKON BUSINESS GROUP 8 WEST 126TH STREET, NEW YORK, NY 10027	INTERNET AND TECHNOLOGY SERVICES	137,931.

**2** Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization 2

**Part VIII Statement of Revenue**

Check if Schedule O contains a response or note to any line in this Part VIII

				(A)	(B)	(C)	(D)	
				Total revenue	Related or exempt function revenue	Unrelated business revenue	Revenue excluded from tax under sections 512 - 514	
<b>Contributions, Gifts, Grants and Other Similar Amounts</b>	<b>1 a</b>	Federated campaigns .....	<b>1a</b>					
	<b>b</b>	Membership dues .....	<b>1b</b>					
	<b>c</b>	Fundraising events .....	<b>1c</b>					
	<b>d</b>	Related organizations .....	<b>1d</b>					
	<b>e</b>	Government grants (contributions) .....	<b>1e</b>	937,505.				
	<b>f</b>	All other contributions, gifts, grants, and similar amounts not included above ...	<b>1f</b>	56,672.				
	<b>g</b>	Noncash contributions included in lines 1a-1f	<b>1g</b>	\$				
	<b>h</b>	<b>Total.</b> Add lines 1a-1f .....		994,177.				
<b>Program Service Revenue</b>	<b>2 a</b>	GOV'T PER-PUPIL REV.	<b>Business Code</b>	611110	9,056,506.	9,056,506.		
	<b>b</b>	SCHOOL ACTIVITIES		611110	11,474.	11,474.		
	<b>c</b>	SENIOR DUES		611110	285.	285.		
	<b>d</b>							
	<b>e</b>							
	<b>f</b>	All other program service revenue .....						
	<b>g</b>	<b>Total.</b> Add lines 2a-2f .....			9,068,265.			
<b>Other Revenue</b>	<b>3</b>	Investment income (including dividends, interest, and other similar amounts) .....			102,516.		102,516.	
	<b>4</b>	Income from investment of tax-exempt bond proceeds .....						
	<b>5</b>	Royalties .....						
	<b>6 a</b>	Gross rents .....	<b>6a</b>	(i) Real				
				(ii) Personal				
	<b>b</b>	Less: rental expenses ...	<b>6b</b>					
	<b>c</b>	Rental income or (loss)	<b>6c</b>					
	<b>d</b>	Net rental income or (loss) .....						
	<b>7 a</b>	Gross amount from sales of assets other than inventory .....	<b>7a</b>	(i) Securities				
				(ii) Other				
	<b>b</b>	Less: cost or other basis and sales expenses .....	<b>7b</b>					
	<b>c</b>	Gain or (loss) .....	<b>7c</b>					
	<b>d</b>	Net gain or (loss) .....						
<b>8 a</b>	Gross income from fundraising events (not including \$ _____ of contributions reported on line 1c). See Part IV, line 18 .....	<b>8a</b>						
<b>b</b>	Less: direct expenses .....	<b>8b</b>						
<b>c</b>	Net income or (loss) from fundraising events .....							
<b>9 a</b>	Gross income from gaming activities. See Part IV, line 19 .....	<b>9a</b>						
<b>b</b>	Less: direct expenses .....	<b>9b</b>						
<b>c</b>	Net income or (loss) from gaming activities .....							
<b>10 a</b>	Gross sales of inventory, less returns and allowances .....	<b>10a</b>						
<b>b</b>	Less: cost of goods sold .....	<b>10b</b>						
<b>c</b>	Net income or (loss) from sales of inventory .....							
<b>Miscellaneous Revenue</b>	<b>11 a</b>	403B CONTRIBUTIONS FORFEITURE	<b>Business Code</b>	900099	50,314.		50,314.	
	<b>b</b>	REWARDS		900099	472.		472.	
	<b>c</b>							
	<b>d</b>	All other revenue .....						
	<b>e</b>	<b>Total.</b> Add lines 11a-11d .....			50,786.			
<b>12</b>	<b>Total revenue.</b> See instructions .....			10,215,744.	9,068,265.	0.	153,302.	

**Part IX Statement of Functional Expenses**

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21 ...				
2 Grants and other assistance to domestic individuals. See Part IV, line 22 .....				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16 .....				
4 Benefits paid to or for members .....				
5 Compensation of current officers, directors, trustees, and key employees .....	935,687.	561,412.	374,275.	
6 Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B) .....				
7 Other salaries and wages .....	5,701,337.	5,214,624.	486,713.	
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions) .....	76,447.	67,753.	8,694.	
9 Other employee benefits .....	829,955.	731,915.	98,040.	
10 Payroll taxes .....	527,497.	459,826.	67,671.	
11 Fees for services (nonemployees):				
a Management .....				
b Legal .....	55,804.		55,804.	
c Accounting .....	68,740.		68,740.	
d Lobbying .....				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees .....	51,166.		51,166.	
g Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Sch O.)	809,624.	756,348.	53,276.	
12 Advertising and promotion .....	62,037.	59,476.	2,561.	
13 Office expenses .....	329,184.	265,645.	63,539.	
14 Information technology .....	113,783.	94,459.	19,324.	
15 Royalties .....				
16 Occupancy .....	15,390.	15,390.		
17 Travel .....	198,258.	198,258.		
18 Payments of travel or entertainment expenses for any federal, state, or local public officials ...				
19 Conferences, conventions, and meetings .....				
20 Interest .....				
21 Payments to affiliates .....				
22 Depreciation, depletion, and amortization .....	146,388.	131,749.	14,639.	
23 Insurance .....	106,457.	95,811.	10,646.	
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A), amount, list line 24e expenses on Schedule O.)				
a <b>SCHOOL EVENTS</b>	304,993.	304,993.		
b <b>TEXTBOOKS AND SUPPLIES</b>	140,005.	140,005.		
c <b>STUDENT ACTIVITIES AND</b>	46,046.	46,046.		
d <b>DUES AND SUBSCRIPTIONS</b>	22,704.		22,704.	
e All other expenses	28,011.	22,824.	5,187.	
<b>25 Total functional expenses.</b> Add lines 1 through 24e	<b>10,569,513.</b>	<b>9,166,534.</b>	<b>1,402,979.</b>	<b>0.</b>
26 <b>Joint costs.</b> Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720)				

**Part X Balance Sheet**

Check if Schedule O contains a response or note to any line in this Part X

		(A) Beginning of year		(B) End of year
<b>Assets</b>	<b>1</b> Cash - non-interest-bearing .....	683,478.	<b>1</b>	961,126.
	<b>2</b> Savings and temporary cash investments .....	171,998.	<b>2</b>	225,864.
	<b>3</b> Pledges and grants receivable, net .....	828,634.	<b>3</b>	495,187.
	<b>4</b> Accounts receivable, net .....		<b>4</b>	
	<b>5</b> Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons .....		<b>5</b>	
	<b>6</b> Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B) .....		<b>6</b>	
	<b>7</b> Notes and loans receivable, net .....		<b>7</b>	
	<b>8</b> Inventories for sale or use .....		<b>8</b>	
	<b>9</b> Prepaid expenses and deferred charges .....	54,704.	<b>9</b>	71,401.
	<b>10a</b> Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D .....	<b>10a</b> 1,884,097.		
	<b>b</b> Less: accumulated depreciation .....	<b>10b</b> 1,436,837.	753,365.	<b>10c</b> 447,260.
	<b>11</b> Investments - publicly traded securities .....	5,162,017.	<b>11</b>	5,615,046.
	<b>12</b> Investments - other securities. See Part IV, line 11 .....		<b>12</b>	
	<b>13</b> Investments - program-related. See Part IV, line 11 .....		<b>13</b>	
	<b>14</b> Intangible assets .....		<b>14</b>	
	<b>15</b> Other assets. See Part IV, line 11 .....		<b>15</b>	
<b>16 Total assets.</b> Add lines 1 through 15 (must equal line 33) .....	7,654,196.	<b>16</b>	7,815,884.	
<b>Liabilities</b>	<b>17</b> Accounts payable and accrued expenses .....	189,819.	<b>17</b>	549,488.
	<b>18</b> Grants payable .....		<b>18</b>	
	<b>19</b> Deferred revenue .....	135,377.	<b>19</b>	0.
	<b>20</b> Tax-exempt bond liabilities .....		<b>20</b>	
	<b>21</b> Escrow or custodial account liability. Complete Part IV of Schedule D .....		<b>21</b>	
	<b>22</b> Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons .....		<b>22</b>	
	<b>23</b> Secured mortgages and notes payable to unrelated third parties .....		<b>23</b>	
	<b>24</b> Unsecured notes and loans payable to unrelated third parties .....		<b>24</b>	
	<b>25</b> Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D .....		<b>25</b>	
	<b>26 Total liabilities.</b> Add lines 17 through 25 .....	325,196.	<b>26</b>	549,488.
<b>Net Assets or Fund Balances</b>	<b>Organizations that follow FASB ASC 958, check here</b> <input checked="" type="checkbox"/> <b>and complete lines 27, 28, 32, and 33.</b>			
	<b>27</b> Net assets without donor restrictions .....	7,329,000.	<b>27</b>	7,266,396.
	<b>28</b> Net assets with donor restrictions .....		<b>28</b>	
	<b>Organizations that do not follow FASB ASC 958, check here</b> <input type="checkbox"/> <b>and complete lines 29 through 33.</b>			
	<b>29</b> Capital stock or trust principal, or current funds .....		<b>29</b>	
	<b>30</b> Paid-in or capital surplus, or land, building, or equipment fund .....		<b>30</b>	
	<b>31</b> Retained earnings, endowment, accumulated income, or other funds .....		<b>31</b>	
	<b>32</b> Total net assets or fund balances .....	7,329,000.	<b>32</b>	7,266,396.
	<b>33</b> Total liabilities and net assets/fund balances .....	7,654,196.	<b>33</b>	7,815,884.

**Part XI Reconciliation of Net Assets**

Check if Schedule O contains a response or note to any line in this Part XI

1	Total revenue (must equal Part VIII, column (A), line 12)	1	10,215,744.
2	Total expenses (must equal Part IX, column (A), line 25)	2	10,569,513.
3	Revenue less expenses. Subtract line 2 from line 1	3	-353,769.
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	7,329,000.
5	Net unrealized gains (losses) on investments	5	613,632.
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain on Schedule O)	9	-322,467.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	7,266,396.

**Part XII Financial Statements and Reporting**

Check if Schedule O contains a response or note to any line in this Part XII

		Yes	No
1	Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other		
If the organization changed its method of accounting from a prior year or checked "Other," explain on Schedule O.			
2a	Were the organization's financial statements compiled or reviewed by an independent accountant?		X
If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both:			
<input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis			
b	Were the organization's financial statements audited by an independent accountant?	X	
If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both:			
<input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis			
c	If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant?	X	
If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.			
3a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Uniform Guidance, 2 C.F.R. Part 200, Subpart F?	X	
b	If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits	X	

Form 990 (2023)



**Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in)	(a) 2019	(b) 2020	(c) 2021	(d) 2022	(e) 2023	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.") .....						
<b>2</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf .....						
<b>3</b> The value of services or facilities furnished by a governmental unit to the organization without charge .....						
<b>4 Total.</b> Add lines 1 through 3 .....						
<b>5</b> The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f) .....						
<b>6 Public support.</b> Subtract line 5 from line 4.						

**Section B. Total Support**

Calendar year (or fiscal year beginning in)	(a) 2019	(b) 2020	(c) 2021	(d) 2022	(e) 2023	(f) Total
<b>7</b> Amounts from line 4 .....						
<b>8</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources .....						
<b>9</b> Net income from unrelated business activities, whether or not the business is regularly carried on .....						
<b>10</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) .....						
<b>11 Total support.</b> Add lines 7 through 10						
<b>12</b> Gross receipts from related activities, etc. (see instructions) .....					12	
<b>13 First 5 years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and <b>stop here</b> .....						<input type="checkbox"/>

**Section C. Computation of Public Support Percentage**

<b>14</b> Public support percentage for 2023 (line 6, column (f), divided by line 11, column (f)) .....	14	%
<b>15</b> Public support percentage from 2022 Schedule A, Part II, line 14 .....	15	%
<b>16a 33 1/3% support test - 2023.</b> If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization .....		<input type="checkbox"/>
<b>b 33 1/3% support test - 2022.</b> If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization .....		<input type="checkbox"/>
<b>17a 10% -facts-and-circumstances test - 2023.</b> If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and <b>stop here.</b> Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization .....		<input type="checkbox"/>
<b>b 10% -facts-and-circumstances test - 2022.</b> If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and <b>stop here.</b> Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization .....		<input type="checkbox"/>
<b>18 Private foundation.</b> If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions .....		<input type="checkbox"/>

**Part III Support Schedule for Organizations Described in Section 509(a)(2)**

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in)	(a) 2019	(b) 2020	(c) 2021	(d) 2022	(e) 2023	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.") .....						
<b>2</b> Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose						
<b>3</b> Gross receipts from activities that are not an unrelated trade or business under section 513 .....						
<b>4</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf .....						
<b>5</b> The value of services or facilities furnished by a governmental unit to the organization without charge ...						
<b>6 Total.</b> Add lines 1 through 5 .....						
<b>7a</b> Amounts included on lines 1, 2, and 3 received from disqualified persons						
<b>b</b> Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year .....						
<b>c</b> Add lines 7a and 7b .....						
<b>8 Public support.</b> (Subtract line 7c from line 6.)						

**Section B. Total Support**

Calendar year (or fiscal year beginning in)	(a) 2019	(b) 2020	(c) 2021	(d) 2022	(e) 2023	(f) Total
<b>9</b> Amounts from line 6 .....						
<b>10a</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources ...						
<b>b</b> Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975 .....						
<b>c</b> Add lines 10a and 10b .....						
<b>11</b> Net income from unrelated business activities not included on line 10b, whether or not the business is regularly carried on .....						
<b>12</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) .....						
<b>13 Total support.</b> (Add lines 9, 10c, 11, and 12.)						

**14 First 5 years.** If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here**

**Section C. Computation of Public Support Percentage**

<b>15</b> Public support percentage for 2023 (line 8, column (f), divided by line 13, column (f)) .....	<b>15</b>	%
<b>16</b> Public support percentage from 2022 Schedule A, Part III, line 15 .....	<b>16</b>	%

**Section D. Computation of Investment Income Percentage**

<b>17</b> Investment income percentage for <b>2023</b> (line 10c, column (f), divided by line 13, column (f)) .....	<b>17</b>	%
<b>18</b> Investment income percentage from <b>2022</b> Schedule A, Part III, line 17 .....	<b>18</b>	%

**19a 33 1/3% support tests - 2023.** If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization

**b 33 1/3% support tests - 2022.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization

**20 Private foundation.** If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions

**Part IV Supporting Organizations**

(Complete only if you checked a box on line 12 of Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

**Section A. All Supporting Organizations**

	Yes	No
<b>1</b> Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>		
<b>2</b> Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>		
<b>3a</b> Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If "Yes," answer lines 3b and 3c below.</i>		
<b>b</b> Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If "Yes," describe in Part VI when and how the organization made the determination.</i>		
<b>c</b> Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If "Yes," explain in Part VI what controls the organization put in place to ensure such use.</i>		
<b>4a</b> Was any supported organization not organized in the United States ("foreign supported organization")? <i>If "Yes," and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below.</i>		
<b>b</b> Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>		
<b>c</b> Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>		
<b>5a</b> Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If "Yes," answer lines 5b and 5c below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i>		
<b>b Type I or Type II only.</b> Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
<b>c Substitutions only.</b> Was the substitution the result of an event beyond the organization's control?		
<b>6</b> Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If "Yes," provide detail in Part VI.</i>		
<b>7</b> Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>		
<b>8</b> Did the organization make a loan to a disqualified person (as defined in section 4958) not described on line 7? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>		
<b>9a</b> Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If "Yes," provide detail in Part VI.</i>		
<b>b</b> Did one or more disqualified persons (as defined on line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If "Yes," provide detail in Part VI.</i>		
<b>c</b> Did a disqualified person (as defined on line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If "Yes," provide detail in Part VI.</i>		
<b>10a</b> Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If "Yes," answer line 10b below.</i>		
<b>b</b> Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)</i>		

**Part IV Supporting Organizations** (continued)

	Yes	No
<b>11</b> Has the organization accepted a gift or contribution from any of the following persons?		
<b>a</b> A person who directly or indirectly controls, either alone or together with persons described on lines 11b and 11c below, the governing body of a supported organization?		
<b>b</b> A family member of a person described on line 11a above?		
<b>c</b> A 35% controlled entity of a person described on line 11a or 11b above? <i>If "Yes" to line 11a, 11b, or 11c, provide detail in Part VI.</i>		
<b>11a</b>		
<b>11b</b>		
<b>11c</b>		

**Section B. Type I Supporting Organizations**

	Yes	No
<b>1</b> Did the governing body, members of the governing body, officers acting in their official capacity, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's officers, directors, or trustees at all times during the tax year? <i>If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove officers, directors, or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.</i>		
<b>2</b> Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? <i>If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.</i>		
<b>1</b>		
<b>2</b>		

**Section C. Type II Supporting Organizations**

	Yes	No
<b>1</b> Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? <i>If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).</i>		
<b>1</b>		

**Section D. All Type III Supporting Organizations**

	Yes	No
<b>1</b> Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?		
<b>2</b> Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? <i>If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).</i>		
<b>3</b> By reason of the relationship described on line 2, above, did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? <i>If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.</i>		
<b>1</b>		
<b>2</b>		
<b>3</b>		

**Section E. Type III Functionally Integrated Supporting Organizations**

<b>1</b> Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).		
<b>a</b> <input type="checkbox"/> The organization satisfied the Activities Test. Complete line 2 below.		
<b>b</b> <input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete line 3 below.		
<b>c</b> <input type="checkbox"/> The organization supported a governmental entity. Describe in Part VI how you supported a governmental entity (see instructions).		
<b>2</b> Activities Test. Answer lines 2a and 2b below.		
<b>a</b> Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? <i>If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.</i>	Yes	No
<b>b</b> Did the activities described on line 2a, above, constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? <i>If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.</i>		
<b>3</b> Parent of Supported Organizations. Answer lines 3a and 3b below.		
<b>a</b> Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? <i>If "Yes" or "No" provide details in Part VI.</i>		
<b>b</b> Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? <i>If "Yes," describe in Part VI the role played by the organization in this regard.</i>		
<b>2a</b>		
<b>2b</b>		
<b>3a</b>		
<b>3b</b>		

**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations**

1  Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 ( explain in Part VI). See instructions.  
 All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3.	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	<b>Adjusted Net Income</b> (subtract lines 5, 6, and 7 from line 4)	8	

Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	<b>Total</b> (add lines 1a, 1b, and 1c)	1d	
e	<b>Discount</b> claimed for blockage or other factors (explain in detail in Part VI):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d.	3	
4	Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by 0.035.	6	
7	Recoveries of prior-year distributions	7	
8	<b>Minimum Asset Amount</b> (add line 7 to line 6)	8	

Section C - Distributable Amount			Current Year
1	Adjusted net income for prior year (from Section A, line 8, column A)	1	
2	Enter 0.85 of line 1.	2	
3	Minimum asset amount for prior year (from Section B, line 8, column A)	3	
4	Enter greater of line 2 or line 3.	4	
5	Income tax imposed in prior year	5	
6	<b>Distributable Amount.</b> Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	
7	<input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).		

**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations** (continued)

Section D - Distributions		Current Year
1	Amounts paid to supported organizations to accomplish exempt purposes	1
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	2
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	3
4	Amounts paid to acquire exempt-use assets	4
5	Qualified set-aside amounts (prior IRS approval required - provide details in Part VI)	5
6	Other distributions (describe in Part VI). See instructions.	6
7	<b>Total annual distributions.</b> Add lines 1 through 6.	7
8	Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	8
9	Distributable amount for 2023 from Section C, line 6	9
10	Line 8 amount divided by line 9 amount	10

Section E - Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2023	(iii) Distributable Amount for 2023
1	Distributable amount for 2023 from Section C, line 6		
2	Underdistributions, if any, for years prior to 2023 (reasonable cause required - explain in Part VI). See instructions.		
3	Excess distributions carryover, if any, to 2023		
a	From 2018		
b	From 2019		
c	From 2020		
d	From 2021		
e	From 2022		
f	<b>Total</b> of lines 3a through 3e		
g	Applied to underdistributions of prior years		
h	Applied to 2023 distributable amount		
i	Carryover from 2018 not applied (see instructions)		
j	Remainder. Subtract lines 3g, 3h, and 3i from line 3f.		
4	Distributions for 2023 from Section D, line 7: \$		
a	Applied to underdistributions of prior years		
b	Applied to 2023 distributable amount		
c	Remainder. Subtract lines 4a and 4b from line 4.		
5	Remaining underdistributions for years prior to 2023, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI. See instructions.		
6	Remaining underdistributions for 2023. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI. See instructions.		
7	<b>Excess distributions carryover to 2024.</b> Add lines 3j and 4c.		
8	Breakdown of line 7:		
a	Excess from 2019		
b	Excess from 2020		
c	Excess from 2021		
d	Excess from 2022		
e	Excess from 2023		

Schedule A (Form 990) 2023



**Schedule B**  
**(Form 990)**

Department of the Treasury  
Internal Revenue Service

**Schedule of Contributors**

Attach to Form 990, 990-EZ, or 990-PF.  
Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

OMB No. 1545-0047

**2023**

Name of the organization

**NORTHSIDE CHARTER HIGH SCHOOL**

Employer identification number

**26-3861790**

Organization type (check one):

**Filers of:**

**Section:**

Form 990 or 990-EZ

501(c)( 3 ) (enter number) organization

4947(a)(1) nonexempt charitable trust **not** treated as a private foundation

527 political organization

Form 990-PF

501(c)(3) exempt private foundation

4947(a)(1) nonexempt charitable trust treated as a private foundation

501(c)(3) taxable private foundation

Check if your organization is covered by the **General Rule** or a **Special Rule**.

**Note:** Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

**General Rule**

For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

**Special Rules**

For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33 1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of **(1)** \$5,000; or **(2)** 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.

For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I (entering "N/A" in column (b) instead of the contributor name and address), II, and III.

For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year ..... \$ \_\_\_\_\_

**Caution:** An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990), but it **must** answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990).

For Paperwork Reduction Act Notice, see the instructions for Form 990, 990-EZ, or 990-PF.

Schedule B (Form 990) (2023)

Name of organization  <b>NORTHSIDE CHARTER HIGH SCHOOL</b>	Employer identification number  <b>26-3861790</b>
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**Part I Contributors** (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	<b>BLOOMBERG PHILANTHROPIES</b>  25 EAST 78TH STREET  NEW YORK, NY 10075	\$ 56,672.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
_____	_____  _____  _____	\$ _____	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
_____	_____  _____  _____	\$ _____	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
_____	_____  _____  _____	\$ _____	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
_____	_____  _____  _____	\$ _____	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
_____	_____  _____  _____	\$ _____	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
_____	_____  _____  _____	\$ _____	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Name of organization  <b>NORTHSIDE CHARTER HIGH SCHOOL</b>	Employer identification number  <b>26-3861790</b>
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**Part II Noncash Property** (see instructions). Use duplicate copies of Part II if additional space is needed.

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
		\$ _____	
		\$ _____	
		\$ _____	
		\$ _____	
		\$ _____	
		\$ _____	
		\$ _____	

Name of organization  <b>NORTHSIDE CHARTER HIGH SCHOOL</b>	Employer identification number  <b>26-3861790</b>
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**Part III** Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor. Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of exclusively religious, charitable, etc., contributions of **\$1,000 or less** for the year. (Enter this info. once.) \$ \_\_\_\_\_  
Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

SCHEDULE D (Form 990)

Department of the Treasury Internal Revenue Service

Supplemental Financial Statements

Complete if the organization answered "Yes" on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b. Attach to Form 990.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2023

Open to Public Inspection

Name of the organization: NORTHSIDE CHARTER HIGH SCHOOL; Employer identification number: 26-3861790

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts. Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

Table with 3 columns: Question, (a) Donor advised funds, (b) Funds and other accounts. Rows include total number at end of year, aggregate value of contributions, grants, and end of year, and two yes/no questions about donor property and grant fund usage.

Part II Conservation Easements. Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

Table with 3 columns: Question, (a) Donor advised funds, (b) Funds and other accounts. Rows include purpose(s) of conservation easements, a table for lines 2a-2d (Total number, acreage, certified historic structures, and others), and several yes/no questions about monitoring, expenses, and reporting.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets. Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

Table with 3 columns: Question, (a) Donor advised funds, (b) Funds and other accounts. Rows include questions about reporting art and historical treasures, and a table for revenue and assets included.

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**Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets** (continued)

- 3 Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply).
- a  Public exhibition
  - b  Scholarly research
  - c  Preservation for future generations
  - d  Loan or exchange program
  - e  Other \_\_\_\_\_
- 4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.
- 5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection?  Yes  No

**Part IV Escrow and Custodial Arrangements** Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

- 1a Is the organization an agent, trustee, custodian, or other intermediary for contributions or other assets not included on Form 990, Part X?  Yes  No
- b If "Yes," explain the arrangement in Part XIII and complete the following table:
- |                                 | Amount |
|---------------------------------|--------|
| c Beginning balance             | 1c     |
| d Additions during the year     | 1d     |
| e Distributions during the year | 1e     |
| f Ending balance                | 1f     |
- 2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability?  Yes  No
- b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided in Part XIII

**Part V Endowment Funds** Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

- 2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:
- a Board designated or quasi-endowment \_\_\_\_\_%
  - b Permanent endowment \_\_\_\_\_%
  - c Term endowment \_\_\_\_\_%
- The percentages on lines 2a, 2b, and 2c should equal 100%.
- 3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:
- |  | Yes    | No |
|--|--------|----|
| (i) Unrelated organizations?   | 3a(i)  |    |
| (ii) Related organizations?  | 3a(ii) |    |
| b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R? | 3b     |    |
- 4 Describe in Part XIII the intended uses of the organization's endowment funds.

**Part VI Land, Buildings, and Equipment**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land				
b Buildings				
c Leasehold improvements		59,028.	40,680.	18,348.
d Equipment		1,323,623.	985,716.	337,907.
e Other		501,446.	410,441.	91,005.
<b>Total.</b> Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, line 10c, column (B))				447,260.

**Part VII Investments - Other Securities**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives .....		
(2) Closely held equity interests .....		
(3) Other .....		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
<b>Total.</b> (Col. (b) must equal Form 990, Part X, line 12, col. (B))		

**Part VIII Investments - Program Related.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
<b>Total.</b> (Col. (b) must equal Form 990, Part X, line 13, col. (B))		

**Part IX Other Assets**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, line 15, col. (B))	

**Part X Other Liabilities**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, line 25, col. (B))	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII ...

**Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return**

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

<b>1</b>	Total revenue, gains, and other support per audited financial statements	<b>1</b>	10,506,909.
<b>2</b>	Amounts included on line 1 but not on Form 990, Part VIII, line 12:		
<b>a</b>	Net unrealized gains (losses) on investments	<b>2a</b>	613,632.
<b>b</b>	Donated services and use of facilities	<b>2b</b>	
<b>c</b>	Recoveries of prior year grants	<b>2c</b>	
<b>d</b>	Other (Describe in Part XIII.)	<b>2d</b>	-322,467.
<b>e</b>	Add lines <b>2a</b> through <b>2d</b>	<b>2e</b>	291,165.
<b>3</b>	Subtract line <b>2e</b> from line <b>1</b>	<b>3</b>	10,215,744.
<b>4</b>	Amounts included on Form 990, Part VIII, line 12, but not on line 1:		
<b>a</b>	Investment expenses not included on Form 990, Part VIII, line 7b	<b>4a</b>	
<b>b</b>	Other (Describe in Part XIII.)	<b>4b</b>	
<b>c</b>	Add lines <b>4a</b> and <b>4b</b>	<b>4c</b>	0.
<b>5</b>	Total revenue. Add lines <b>3</b> and <b>4c</b> . (This must equal Form 990, Part I, line 12.)	<b>5</b>	10,215,744.

**Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return**

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

<b>1</b>	Total expenses and losses per audited financial statements	<b>1</b>	10,569,513.
<b>2</b>	Amounts included on line 1 but not on Form 990, Part IX, line 25:		
<b>a</b>	Donated services and use of facilities	<b>2a</b>	
<b>b</b>	Prior year adjustments	<b>2b</b>	
<b>c</b>	Other losses	<b>2c</b>	
<b>d</b>	Other (Describe in Part XIII.)	<b>2d</b>	
<b>e</b>	Add lines <b>2a</b> through <b>2d</b>	<b>2e</b>	0.
<b>3</b>	Subtract line <b>2e</b> from line <b>1</b>	<b>3</b>	10,569,513.
<b>4</b>	Amounts included on Form 990, Part IX, line 25, but not on line 1:		
<b>a</b>	Investment expenses not included on Form 990, Part VIII, line 7b	<b>4a</b>	
<b>b</b>	Other (Describe in Part XIII.)	<b>4b</b>	
<b>c</b>	Add lines <b>4a</b> and <b>4b</b>	<b>4c</b>	0.
<b>5</b>	Total expenses. Add lines <b>3</b> and <b>4c</b> . (This must equal Form 990, Part I, line 18.)	<b>5</b>	10,569,513.

**Part XIII Supplemental Information**

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

**PART X, LINE 2:**

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, 2021.

**PART XI, LINE 2D - OTHER ADJUSTMENTS:**

LOSS ON DISPOSAL OF ASSETS -322,467.



**SCHEDULE E  
(Form 990)**

**Schools**

OMB No. 1545-0047

Complete if the organization answered "Yes" on Form 990, Part IV, line 13, or Form 990-EZ, Part VI, line 48.

**2023**

Attach to Form 990 or Form 990-EZ.

Open to Public Inspection

Department of the Treasury  
Internal Revenue Service

Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

Name of the organization

**NORTHSIDE CHARTER HIGH SCHOOL**

Employer identification number

**26-3861790**

**Part I**

	YES	NO
1 Does the organization have a racially nondiscriminatory policy toward students by statement in its charter, bylaws, other governing instrument, or in a resolution of its governing body? .....	X	
2 Does the organization include a statement of its racially nondiscriminatory policy toward students in all its brochures, catalogues, and other written communications with the public dealing with student admissions, programs, and scholarships?	X	
3 Has the organization publicized its racially nondiscriminatory policy on its primary publicly accessible Internet homepage at all times during its tax year in a manner reasonably expected to be noticed by visitors to the homepage, or through newspaper or broadcast media during the period of solicitation for students, or during the registration period if it has no solicitation program, in a way that makes the policy known to all parts of the general community it serves? If "Yes," please describe. If "No," please explain. If you need more space, use Part II .....	X	
<b>AS A PUBLIC SCHOOL, SUBJECT TO OPEN ENROLLMENT, THE CHARTER SCHOOL IS NOT SUBJECT TO THE SPECIFIC GUIDELINES SET FORTH IN REV. PROC. 75-50 AND AS MODIFIED BY REV. PROC. 2021-24. THE SCHOOL'S RACIALLY NONDISCRIMINATORY POLICY IS MADE AVAILABLE UPON REQUEST.</b>		
4 Does the organization maintain the following?		
a Records indicating the racial composition of the student body, faculty, and administrative staff? .....	X	
b Records documenting that scholarships and other financial assistance are awarded on a racially nondiscriminatory basis? ..	X	
c Copies of all catalogues, brochures, announcements, and other written communications to the public dealing with student admissions, programs, and scholarships? .....	X	
d Copies of all material used by the organization or on its behalf to solicit contributions? .....	X	
If you answered "No" to any of the above, please explain. If you need more space, use Part II.		
5 Does the organization discriminate by race in any way with respect to:		
a Students' rights or privileges? .....		X
b Admissions policies? .....		X
c Employment of faculty or administrative staff? .....		X
d Scholarships or other financial assistance? .....		X
e Educational policies? .....		X
f Use of facilities? .....		X
g Athletic programs? .....		X
h Other extracurricular activities? .....		X
If you answered "Yes" to any of the above, please explain. If you need more space, use Part II.		
6a Does the organization receive any financial aid or assistance from a governmental agency? .....	X	
b Has the organization's right to such aid ever been revoked or suspended? .....		X
If you answered "Yes" on either line 6a or line 6b, explain on Part II.		
7 Does the organization certify that it has complied with the applicable requirements of sections 4.01 through 4.05 of Rev. Proc. 75-50, 1975-2 C.B. 587, as modified by Rev. Proc. 2019-22, 2019-22 I.R.B. 1260, covering racial nondiscrimination? If "No," explain on Part II .....	X	

For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule E (Form 990) 2023

**Part II Supplemental Information.** Provide the explanations required by Part I, lines 3, 4d, 5h, 6b, and 7, as applicable. Also provide any other additional information. See instructions.

LINE 6 - EXPLANATION OF GOVERNMENT FINANCIAL AID:

THE SCHOOL RECEIVES PER-PUPIL FUNDING FROM THE NYC BOARD OF EDUCATION UNDER THEIR CHARTER AGREEMENT. THE SCHOOL ALSO RECEIVES VARIOUS FEDERAL, STATE AND CITY FUNDS INCLUDING FEDERAL ENTITLEMENTS TO ASSIST WITH COVERING THE COST OF CERTAIN PROGRAMS.

**SCHEDULE J  
(Form 990)**

Department of the Treasury  
Internal Revenue Service

**Compensation Information**

For certain Officers, Directors, Trustees, Key Employees, and Highest  
Compensated Employees  
Complete if the organization answered "Yes" on Form 990, Part IV, line 23.  
Attach to Form 990.  
Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047

**2023**

Open to Public  
Inspection

Name of the organization

**NORTHSIDE CHARTER HIGH SCHOOL**

Employer identification number

**26-3861790**

**Part I Questions Regarding Compensation**

**1a** Check the appropriate box(es) if the organization provided any of the following to or for a person listed on Form 990, Part VII, Section A, line 1a. Complete Part III to provide any relevant information regarding these items.

- |  |  |
|--|--|
| <input type="checkbox"/> First-class or charter travel             | <input type="checkbox"/> Housing allowance or residence for personal use   |
| <input type="checkbox"/> Travel for companions                     | <input type="checkbox"/> Payments for business use of personal residence   |
| <input type="checkbox"/> Tax indemnification and gross-up payments | <input type="checkbox"/> Health or social club dues or initiation fees     |
| <input type="checkbox"/> Discretionary spending account            | <input type="checkbox"/> Personal services (such as maid, chauffeur, chef) |

**b** If any of the boxes on line 1a are checked, did the organization follow a written policy regarding payment or reimbursement or provision of all of the expenses described above? If "No," complete Part III to explain .....

**2** Did the organization require substantiation prior to reimbursing or allowing expenses incurred by all directors, trustees, and officers, including the CEO/Executive Director, regarding the items checked on line 1a? .....

**3** Indicate which, if any, of the following the organization used to establish the compensation of the organization's CEO/Executive Director. Check all that apply. Do not check any boxes for methods used by a related organization to establish compensation of the CEO/Executive Director, but explain in Part III.

- |  |   |
|--|---|
| <input type="checkbox"/> Compensation committee              | <input checked="" type="checkbox"/> Written employment contract                     |
| <input type="checkbox"/> Independent compensation consultant | <input type="checkbox"/> Compensation survey or study                               |
| <input type="checkbox"/> Form 990 of other organizations     | <input checked="" type="checkbox"/> Approval by the board or compensation committee |

**4** During the year, did any person listed on Form 990, Part VII, Section A, line 1a, with respect to the filing organization or a related organization:

- a** Receive a severance payment or change-of-control payment? .....
- b** Participate in or receive payment from a supplemental nonqualified retirement plan? .....
- c** Participate in or receive payment from an equity-based compensation arrangement? .....
- If "Yes" to any of lines 4a-c, list the persons and provide the applicable amounts for each item in Part III.

**Only section 501(c)(3), 501(c)(4), and 501(c)(29) organizations must complete lines 5-9.**

**5** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the revenues of:

- a** The organization? .....
- b** Any related organization? .....
- If "Yes" on line 5a or 5b, describe in Part III.

**6** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the net earnings of:

- a** The organization? .....
- b** Any related organization? .....
- If "Yes" on line 6a or 6b, describe in Part III.

**7** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization provide any nonfixed payments not described on lines 5 and 6? If "Yes," describe in Part III .....

**8** Were any amounts reported on Form 990, Part VII, paid or accrued pursuant to a contract that was subject to the initial contract exception described in Regulations section 53.4958-4(a)(3)? If "Yes," describe in Part III .....

**9** If "Yes" on line 8, did the organization also follow the rebuttable presumption procedure described in Regulations section 53.4958-6(c)? .....

	Yes	No
<b>1a</b>		
<b>1b</b>		
<b>2</b>		
<b>3</b>		
<b>4a</b>		X
<b>4b</b>		X
<b>4c</b>		X
<b>5a</b>		X
<b>5b</b>		X
<b>6a</b>		X
<b>6b</b>		X
<b>7</b>	X	
<b>8</b>		X
<b>9</b>		

For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule J (Form 990) 2023

**Part II Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees.** Use duplicate copies if additional space is needed.

For each individual whose compensation must be reported on Schedule J, report compensation from the organization on row (i) and from related organizations, described in the instructions, on row (ii). Do not list any individuals that aren't listed on Form 990, Part VII.

**Note:** The sum of columns (B)(i)-(iii) for each listed individual must equal the total amount of Form 990, Part VII, Section A, line 1a, applicable column (D) and (E) amounts for that individual.

(A) Name and Title		(B) Breakdown of W-2 and/or 1099-MISC and/or 1099-NEC compensation			(C) Retirement and other deferred compensation	(D) Nontaxable benefits	(E) Total of columns (B)(i)-(D)	(F) Compensation in column (B) reported as deferred on prior Form 990
		(i) Base compensation	(ii) Bonus & incentive compensation	(iii) Other reportable compensation				
(1) MUHAMMED CHAUDHRY CHIEF EXECUTIVE OFFICER	(i)	360,446.	0.	200.	3,250.	30,614.	394,510.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
(2) MAHMUD ENNIN CHIEF FINANCE OFFICER THRU 01/2024	(i)	144,336.	21,450.	431.	5,000.	819.	172,036.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							

**Part III** Supplemental Information

Provide the information, explanation, or descriptions required for Part I, lines 1a, 1b, 3, 4a, 4b, 4c, 5a, 5b, 6a, 6b, 7, and 8, and for Part II. Also complete this part for any additional information.

PART I, LINE 7:

CERTAIN INDIVIDUALS INCLUDED IN SCHEDULE J, PART II RECEIVED A  
DISCRETIONARY BONUS DURING CALENDAR YEAR 2023 WHICH WAS INCLUDED IN COLUMN  
B(II) HEREIN AND IN THEIR 2023 FORM W-2, BOX 5, AS TAXABLE MEDICARE WAGES.

**SCHEDULE O  
(Form 990)**

Department of the Treasury  
Internal Revenue Service

**Supplemental Information to Form 990 or 990-EZ**

Complete to provide information for responses to specific questions on  
Form 990 or 990-EZ or to provide any additional information.  
Attach to Form 990 or Form 990-EZ.  
Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

OMB No. 1545-0047

**2023**

Open to Public  
Inspection

Name of the organization

NORTHSIDE CHARTER HIGH SCHOOL

Employer identification number

26-3861790

FORM 990, PART I, LINE 1, DESCRIPTION OF ORGANIZATION MISSION:

POSTSECONDARY READINESS.

FORM 990, PART III, LINE 4A, PROGRAM SERVICE ACCOMPLISHMENTS:

GROWTH MINDSET AND COMMITMENT TO ACADEMIC EXCELLENCE. FOR THE 2023-2024  
SCHOOL YEAR, WE SERVED APPROXIMATELY 420 STUDENTS IN GRADES NINE  
THROUGH TWELVE.

FORM 990, PART VI, SECTION A, LINE 2:

MUHAMMED CHAUDHRY, CEO, AND RIZWAN ALLADIN, TREASURER, HAVE A FAMILY  
RELATIONSHIP.

FORM 990, PART VI, SECTION B, LINE 11B:

THE ORGANIZATION HAS ITS FORM 990 PREPARED BY AN OUTSIDE ACCOUNTING FIRM.  
IT IS THEN REVIEWED BY THE CHIEF EXECUTIVE OFFICER AND THE CHIEF FINANCIAL  
OFFICER. A COMPLETE COPY IS PROVIDED TO ALL MEMBERS OF THE ORGANIZATION'S  
GOVERNING BODY FOR THEIR REVIEW PRIOR TO FILING.

FORM 990, PART I, QUESTION 5, AND PART V, QUESTION 2A:

THE ORGANIZATION CONTRACTED WITH A PROFESSIONAL EMPLOYER ORGANIZATION  
(PEO) FOR SERVICES, INCLUDING BUT NOT LIMITED TO, PAYROLL, TIMEKEEPING,  
EMPLOYEE BENEFITS, HR ADMINISTRATION AND WORKFORCE REGULATORY  
COMPLIANCE NEEDS. AS THE EMPLOYER OF RECORD FOR TAX PURPOSES, FORMS W-2  
AND W-3 ARE ISSUED BY THE PEO AND FILED UNDER THE PEO'S FEDERAL EIN. IN

THIS CO-EMPLOYMENT ARRANGEMENT, THE ORGANIZATION IS THE COMMON LAW

For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule O (Form 990) 2023

LHA 332211 11-14-23

Name of the organization NORTHSIDE CHARTER HIGH SCHOOL	Employer identification number 26-3861790
---	--

EMPLOYER AND, ACCORDINGLY, COMPENSATION IS REPORTED ON FORM 990, PART VII, SECTION A AND PART IX, LINES 5-10.

FORM 990, PART VI, SECTION B, LINE 12C:

THE SCHOOL HAS A CONFLICT OF INTEREST POLICY WHICH APPLIES TO ALL TRUSTEES, OFFICERS, AND SCHOOL EMPLOYEES, WHEREBY SUCH PERSONS SIGN A CONFLICT OF INTEREST DISLCOSURE STATEMENT ANNUALLY. ANY TRUSTEE, OFFICER OR EMPLOYEE WHO HAS A POTENTIAL CONFLICT OF INTEREST MUST DISCLOSE THE NATURE AND EXTENT OF SUCH INTEREST IN WRITING TO THE BOARD OF TRUSTEES AND MEMBERS OF ANY COMMITTEE CONSIDERING THE PROPOSED TRANSACTION OR ARRANGEMENT. THE INTERESTED PERSON MAY MAKE A PRESENTATION AT THE GOVERNING BOARD OR COMMITTEE MEETING, BUT AFTER THE PRESENTATION, HE/SHE MUST LEAVE THE MEETING DURING THE DISCUSSION OF, AND THE VOTE ON, THE TRANSACTION OR ARRANGEMENT INVOLVING THE POSSIBLE CONFLICT OF INTEREST. IF THE INTEREST IS DETERMINED TO BE A CONFLICT, THE CHAIRPERSON OF THE GOVERNING BOARD OR COMMITTEE MAY APPOINT A DISINTERESTED PERSON OR COMMITTEE TO INVESTIGATE ALTERNATIVES TO THE PROPOSED TRANSACTION OR ARRANGEMENT. AFTER EXERCISING DUE DILIGENCE, THE GOVERNING BOARD OR COMMITTEE DETERMINES WHETHER THE SCHOOL CAN OBTAIN WITH REASONABLE EFFORTS A MORE ADVANTAGEOUS TRANSACTION OR ARRANGEMENT THAT WOULD NOT GIVE RISE TO A CONFLICT. THE MINUTES OF THE MEETING OF THE BOARD OR COMMITTEE REFLECT THE CONFLICT OF INTEREST DISCLOSED, THE NAMES OF THE PERSONS WHO WERE PRESENT FOR DISCUSSIONS, AND VOTES RELATING TO THE TRANSACTION OR ARRANGEMENT.

FORM 990, PART VI, SECTION B, LINE 15:

THE PROCESS FOR DETERMINING THE COMPENSATION OF THE ORGANIZATION'S CHIEF EXECUTIVE OFFICER, CHIEF FINANCIAL OFFICER, CHIEF ACADEMIC OFFICER, AND CHIEF STUDENT SERVICES OFFICER INCLUDES REVIEW AND APPROVAL BY THE

Name of the organization NORTHSIDE CHARTER HIGH SCHOOL	Employer identification number 26-3861790
---	--

ORGANIZATION'S BOARD OF TRUSTEES, AND THE USE OF COMPARABILITY DATA, INCLUDING FORM 990'S OF OTHER ORGANIZATIONS. THE COMPENSATION DECISIONS ARE DOCUMENTED IN THE MINUTES OF THE BOARD MEETING, INCLUDING:

- A) A DESCRIPTION OF THE COMPENSATION AND BENEFITS FOR EACH PERSON AND THE DATE IT WAS APPROVED;
- B) A DESCRIPTION OF THE COMPARABILITY DATA RELIED UPON AND HOW THE DATA WAS OBTAINED.

THIS PROCESS WAS LAST UNDERTAKEN IN FISCAL YEAR 2024.

FORM 990, PART VI, SECTION C, LINE 19:

THE ORGANIZATION MAKES ITS FORM 990 AVAILABLE FOR PUBLIC INSPECTION AS REQUIRED UNDER SECTION 6104 OF THE INTERNAL REVENUE CODE. THE FINANCIAL STATEMENTS, CONFLICT OF INTEREST POLICY, ARTICLES OF INCORPORATION AND BY-LAWS ARE AVAILABLE UPON WRITTEN REQUEST.

FORM 990, PART XI, LINE 9, CHANGES IN NET ASSETS:

LOSS ON DISPOSAL OF ASSETS	-322,467.
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FORM 990, PART XII, LINE 2C:

THE SCHOOL HAS A FINANCE COMMITTEE THAT IS RESPONSIBLE FOR THE OVERSIGHT OF THE AUDIT OF THE ORGANIZATION'S FINANCIAL STATEMENTS AND THE SELECTION OF THE INDEPENDENT ACCOUNTANT. THE PROCESS HAS NOT CHANGED FROM THE PRIOR YEAR.