



# Entry 1 School Information

Created: 07/26/2016

Last updated: 07/30/2016

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## Page 1

### a. SCHOOL NAME AND BEDS#

(Select name from the drop down menu)

SOUTH BRONX CS-INTER CULTURES AND ARTS (NYC CHANCELLOR) 320700860889

### b. CHARTER AUTHORIZER

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

NYCDOE-Authorized Charter School

### c. DISTRICT / CSD OF LOCATION

NYC CSD 7

### d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	164 Bruckner Blvd., Bronx, NY 10454	718-292-5737	718-292-1202	<a href="mailto:ehay@sbcsica.org">ehay@sbcsica.org</a>

### d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Evelyn Hey
Title	Principal

Emergency Phone Number (###-###-####)

347-374-0751

**e. SCHOOL WEB ADDRESS (URL)**

[www.sbcsica.org](http://www.sbcsica.org)

**f. DATE OF INITIAL CHARTER**

05/2005

**g. DATE FIRST OPENED FOR INSTRUCTION**

09/2005

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

MISSION STATEMENT

In an effort to represent the community's prestige, the South Bronx Charter School for International Cultures and the Arts is a model of excellence providing its youngster with a constructivist and child-centered curriculum. Our intellectually challenging and standards based curriculum is enriched by our international perspective, the arts, and our dual language program. Our students receive a well-rounded education that uses the arts to promote excellence in all areas: cognitive, social, emotional, and moral. Our school meets or exceeds New York State Learning Standards, aligns student learning to those standards and supports teachers with professional development opportunities. Our community, our parents, and staff are empowered to participate meaningfully in our school to strengthen its potential for success. Measuring Outcomes Against Goals

As previously stated, the Board of Trustees is the final authority for policies and operational decisions at the school. That said it is one of the board's primary responsibilities to self-reflect and examine practice based on outcomes against goals. To this end, the board, and specifically the board's academic subcommittee, monitors the effectiveness of the educational program and educational outcomes of the school. On a micro level, the board's academic subcommittee monitors the school's progress in achieving the instructional program's implementation and student outcomes.

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

### KEY DESIGN ELEMENTS (Brief description)

Variable 1	<p>Measuring Outcomes Against Goals</p> <p>As previously stated, the Board of Trustees is the final authority for policies and operational decisions at the school. That said it is one of the board's primary responsibilities to self-reflect and examine practice based on outcomes against goals. To this end, the board, and specifically the board's academic subcommittee, monitors the effectiveness of the educational program and educational outcomes of the school.</p>
Variable 2	<p>New York State Standards and Common Core Curriculum</p> <p>Teachers work collegially, both horizontally and vertically. In the horizontal teaming model, teachers meet in smaller teams at each grade level. The horizontal team meets for a variety of purposes, such as pacing of the curriculum, student achievement, planning based on assessment data, interdisciplinary unit/project planning, dual language approach, and to monitor student developmental and social growth. In the vertical teaming model, teachers meet in smaller teams within each content area. The vertical team meets for a variety of purposes, such as monitoring the scope and sequence, revising the alignment of content to state standards, sharing of best practices, checking on skill development and student achievement, planning based on assessment data, aligning the content taught in English and Spanish, and designing interdisciplinary units/projects.</p> <p>SBCSICA uses data collection and analysis to inform decisions about teaching and student learning. In order to produce data that can be used to drive decisions in instruction, SBCSICA utilizes a comprehensive assessment system, which includes Periodic and Interim assessments that provides feedback on an on-going basis and supports teaching and learning. To that end, SBCSICA administers periodic standardized norm-referenced exams (NRT), and Interim Diagnostic &amp; Predictive assessments coupled with Constructed Response items. Based on the results from interim assessments, teachers proactively identify areas to grow and have the ability to customize and generate instructional materials.</p>

More specifically, the periodic reading inventory assessment is given in English and Spanish. Developmental Reading Assessment (DRA) and Evaluación del Desarrollo de la Lectura (EDL) are administered on a consistent basis and as needed. As a Dual Language school, the EDL helps us to measure language acquisition for native and non-native Spanish language speakers. Tasks measured by the DRA and EDL tests are divided into several skill sets. Rhyming, alliteration, segmentation, and phonemic awareness are tested in the phonemic awareness section. Letter naming, word-list reading, spelling, decoding, analogies, structural analysis, and syllabication are tested in the alphabetic principle/phonics portions. Oral reading fluency or words per minute for contextual reading are tested under fluency. Vocabulary, comprehension, and reading engagement skills are also measured in these tests. Once the test is scored and evaluated, the teacher gains a comprehensive understanding of those areas of strength and weakness and can assign a numeric and or alphanumeric reading level. This process empowers student's reading engagement because they understand and can easily identify a "just right book" by choosing a book with the corresponding DRA and EDL level.

In addition to school assessments, SBCSICA employs Individualized Learning Plans (ILP) for each student. Individualized Learning Plans consist of specific, measurable, attainable, relevant, and time-bound (SMART) goals. Long-term and short-term learning goals are developed with the collective and continuous input from the parent/guardian, student and teachers. The plan outlines exactly what the student's goals are, how they will be measured and finally, the steps needed to take to meet them. Progress monitoring of goals is a key component and each ILP is reviewed a minimum of four times during the school year. Because different goals require different amounts of time to reach, the progress monitoring process may be on a different schedule for different students.

Teachers develop a deeper understanding of expectations for student work and means of assessment in a variety of different formats. Regular professional development sessions allow teachers to engage in dialogue that creates a common frame of reference. Teachers share, review, and discuss actual samples of student work and best teaching practices. Specific assessment rubrics have been developed and are used to provide a common framework of evaluation. These rubrics are used by teachers to assess work relative to grade content

	<p>standards, and will allow teachers to determine what skills need to be re-taught and practiced.</p> <p>Teachers regularly analyze student work throughout the year using performance rubrics, individually, in grade conversations, and in conversation during grade level planning meetings. Project based assignments are also used as a meaningful form of assessment. Teachers review student work at various times including planning meetings as items may be used as teaching points in grade level performance and development. Grade and subject specific team meetings allow for more in-depth examinations of student work and will allow teachers to share and discuss examples of student work and teaching practices, raising expectations across the board. Teachers and school leaders alike have high expectations of student work and assessment across the grades. The continuum of analysis teachers to design meaningful lessons, which move students toward mastery.</p>
Variable 3	<p><b>Remediation and Acceleration</b>  SBCS schedules at least 45-minutes per day to address students in need of remediation or acceleration. Each day, students will have the opportunity for greater enrichment in curriculum content or cultural areas related to course work or the school's mission. Students in need of greater assistance with curriculum content areas will also have the opportunity for additional focused time within the school day. To complement the services that are available to students during this time block, SBCS employs several Title I teachers who, in addition to designing and implementing the Title I Program, provide remediation for students falling behind in any aspect of the curriculum.</p>
Variable 4	<p><b>Students with Special Needs</b>  SBCS strongly believes that all students should have access to the core curriculum, and there are clear procedures for identifying special populations and meeting their needs. In fact, the DOE's 2012 site visit report noted that, "school adequately addresses the academic and nonacademic needs of students in need of remediation, students with disabilities, students with interrupted formal education, and gifted students." Methods and strategies for serving students with disabilities are in place in compliance with all federal laws and regulations. Furthermore, SBCS provides professional development to teachers who create varied and small groupings in the classrooms that support learning for all students. For those students with IEPs that require related services and/or a resource room setting, the school directly</p>

provides these special education services. SBCS asks the student's district of location to provide special related services. For those students with IEPs that require related services, such as counseling, speech, occupational therapies, and physical therapies, the school contracts with either the student's school district of residence or a private provider.

Should a student require more restrictive placement, such as a special class for part of the day, the school and parent will ask the CSE to convene an IEP meeting to determine whether the current recommendation is appropriate or if it can be modified.

All students receive academic assistance through a tiered system of interventions. A struggling student receives Tier 1 interventions in the general education classroom that will include differentiated instruction, flexible grouping and classroom accommodations. A student who does not make sufficient progress with Tier 1 intervention receives more intensive interventions and strategies to help her master the material presented in the classroom.

A student who continues to struggle is referred to the Pupil Personnel Team (PPT). The PPT develops a plan to employ more intensive, individualized interventions that will be provided in addition to what the student was provided in Tiers I and II. These interventions are closely monitored to assess the level of support required for the student. A student who requires intensive individualized interventions to make any progress will be referred to the CSE for further evaluation.

This referral will include the four-page CSE Referral Form as well as all the data collected at Tiers I & II. Teachers will provide a progress report based on student performance and samples of student work. Conference results from meetings with the parent/ PPT will also be included in the referral.

Finally, any chosen facility will accommodate the special education program and services outlined above and will be ADA compliant. In addition, the proposed budget will include a special education coordinator and expenses associated with the related special education services.

SBCS ensures that teacher(s) of a student with a disability participate in meetings of the Committee on Special Education, and have access to and understand their responsibility to implement the IEP. To achieve this end, the regular education teacher

will participate in the CSE meeting. Also, the special education teacher/coordinator is responsible for attending each CSE meeting and ensuring that other special education providers, if appropriate and parents attend the CSE meeting.

To ensure that teacher(s) of a student with a disability have access to and understand their responsibility to implement the IEP, SBCS designates a special education teacher/coordinator to oversee the provision of special education services in accordance with each child's IEP. The special education teacher/coordinator position will be responsible for the following:

- (i) communicating on a regular basis with the CSE of each student's district of residence;
- (ii) coordinating special education referrals to the CSE;
- (iii) ensuring that the appropriate school staff members and parents participate in CSE meetings;
- (iv) reporting to the CSE regarding student's progress toward meeting IEP goals;
- (v) reviewing all students' IEPs;
- (vi) collecting student records from the CSE;
- (vii) maintaining and securing in a locked cabinet all confidential files; and
- (viii) coordinating the implementation of special education services as per the IEP with the school district, private providers, and the school's classroom and special education teacher(s), as appropriate.

The special education/coordinator ensures that each regular education teacher and any related service provider who is responsible for the implementation of a child's IEP will be given a copy of the IEP prior to its implementation. In addition, the school requires that the copy remain confidential and that it cannot be re-disclosed to any other person, in compliance with IDEA and FERPA. Moreover, prior to the implementation of the child's IEP, the special education/coordinator informs each teacher and assistant of his or her responsibility relating to the implementation of the IEP with respect to the accommodations, modifications, and supports required as described by the IEP.

Finally, in an effort to provide general information about special education, the special education/coordinator provides pre-service and on-going training to all teaching staff covering the referral process to the CSE, implementation of a student's IEP, evaluation of a student's progress toward meeting IEP goals and objectives, reporting requirements to parents and the CSE, the

importance of confidentiality of student records, and discipline of students with disabilities. Please note that there will be no specific mention of any child's IEP.

SBCS has several structures in place to assure that special education students of all levels are given appropriate instructional support. Further, SBCS uses Response to Intervention ("RTI") and Pupil Personnel Teams to support our students.

#### Response to Intervention

In SBCS's general education classrooms teachers will differentiate instruction to address different modalities of learners (RTI Tier I). Teachers screen students on a periodic basis and make accommodations that target student differences, which may include manipulatives in all subjects, small group instruction, adding visual resources during verbal lessons, or stations in social studies or science classes.

For struggling learners who need additional support and who are not making adequate progress in the core curriculum and skills, SBCS will use small group instruction, push-in/pull-out, Title I services, and alternative supplies and materials. These Tier II interventions are targeted to their needs based on their levels of performance and will be available to all students who need them, including students with IEPs.

RTI Tier III is remedial and intensive in nature. At this level of intervention, both students who have IEPs that mandate pull-out SETSS (NYC)/Resource Room and general education students identified as needing additional support based on their student assessments receive intensive interventions that target the skill deficit of the student. The goal of tier 3 is for remediation of existing problems and prevention of more severe problems. This process may identify a general education student who needs this level of intervention and may need special education services. For students who already have an IEP, Tier III will provide the necessary information to request a review to adjust the IEP accordingly. In both instances, written parental consent is needed by the CSE to proceed. At this level, SBCS will recommend that the student's parent be notified and encouraged to participate so that a referral is the result of collaboration and consent might be more forthcoming.

In any case, the Tier III Interventions must continue whether or not the parent gives CSE consent. Also,



	<p>this student is now "presumed to have a disability" and to have rights under IDEA, even if he/she does not have an IEP.</p> <p>Pupil Personnel Team (PPT) Any SBCS student who is having trouble at Tier I, regardless of whether or not they have an IEP, is referred to the PPT. The PPT discusses strategies and interventions with the general education teacher and they come up with a plan of intervention (Tier III) for behavior or academics. This plan is monitored and a progress report must be presented to the PPT.</p> <p>Other Supports Students who have IEPs for related services such as counseling, speech, occupational therapy, or physical therapy will not be excluded from appropriate interventions. In addition, if a child is pulled out for several services and SETTS, SBCS will work to make sure the child still accesses the general education curriculum.</p> <p>The Title 1 teacher will be available during the school day to provide push-in and pull-out services for English language learners. Given that SBCS is a dual language school, students who are fluent in a language other than English maintain fluency in their native language while gaining proficiency in English. In addition to this in-class support, the remediation/enrichment period will be used as an opportunity for the Title 1 teacher to work with students struggling with language acquisition on vocabulary development and literacy skills so that all students are comfortable reading, writing, listening and speaking in English and Spanish.</p> <p>For purposes of ensuring the adequacy of programs for ELL students, SBCS will assess the progress of all ELL students on an ongoing basis. All ELL students will annually take the New York State English as a Second Language Achievement Test (NYSESLAT) to evaluate their English proficiency. The scores on the NYSESLAT indicate the proficiency level the student has achieved each year, and whether the student's level of English proficiency is high enough to exit the ESL programs or services.</p>
Variable 5	<p>Interim Assessment With regards to academic performance, the board's Academic and Personnel Committee will regularly review student assessment data from state and interim assessments to inform conversations with the principal and review the overall academic progress of the school.</p>

	<p>The school will use diagnostic interim assessments developed in-house and unit tests provided by curriculum publishers to provide intra-year assessments of student performance in reading, math, social studies, and science. The regular feedback provided by these tests will help teachers adjust and personalize student instruction throughout the year as necessary. Data from these exams will not be used to support the school's application for charter renewal. These tests will measure grade level performance (i.e. below, at, or above grade level) in specific skills and content knowledge (e.g., multiplying fractions, phonemic awareness, historical facts, etc.). Given that each subject is taught using content that is aligned with the State learning standards, the test results will be good predictors of how well students are doing against those standards. Also, these assessments allow instruction for a particular child's needs to be adjusted in real time each year, rather than waiting until end-of-year exams.</p>
Variable 6	<p><b>Improved Classroom Instruction</b>  SBCS uses data collection and analysis to inform decisions about teaching and student learning. In order to produce data that can be used to drive decisions, the school must have a comprehensive assessment system that provides feedback on an on-going basis throughout the year and supports teaching and learning. To that end, the school administers a norm-referenced test (NRT), and interim progress assessments. In a variety of different formats, teachers will develop a common understanding of expectations for student work and means of assessment. In both pre-service and regular in-service training sessions, actual samples of student work will be reviewed and discussed, to begin a dialogue that creates a common frame of reference. Specific assessment rubrics will be developed and used to provide a common framework of evaluation. These rubrics are used by teachers to assess work relative to grade content standards, and will allow teachers to determine what skills need to be re-taught and practiced.</p> <p>Teachers regularly analyze student work throughout the year using performance rubrics, individually, in grade conversations, and in conversation with the principal. Teachers review student work at various times throughout the year and assess development and progress in a variety of areas, both academic and non-academic in nature. The principal is responsible for ensuring consistent expectations of student work and assessment across the school. Grade and subject specific team meetings allow for</p>

	<p>more in-depth examinations of student work and will allow teachers to share and discuss examples of student work and teaching practices, raising expectations across the board.</p> <p>In pre-service and in-service training sessions, all student assessments employed by the school will be reviewed in detail with the teaching staff. The principal and/or assistant principal will discuss the content and format of the exams to ensure the teachers have a clear and common understanding of the student learning standards, and the format in which they will be tested. This understanding of the assessments allow teachers to design classroom projects which move students toward mastery while permitting teachers to ascertain throughout the year which students may need additional instruction or practice to meet proficiency standards.</p>
Variable 7	<p><b>School Schedule</b></p> <p>The goals of the daily schedule are to devote significant instructional time blocks to master the core content subjects and meaningfully explore topics and acquiring a language, and meet/exceed all of the New York State Learning Standards.</p> <p>SBCS employs an extended school day to ensure sufficient time for proper implementation of its educational program. The duration of the school day will be 8 hours as compared to the typical public school day of 6 hours. This represents approximately a 25% increase in the school day. The school day will begin at 8:00am, with an optional breakfast starting at 7:40am, and end at 4:00pm.</p> <p>Our classrooms engage students and promote active learning throughout the day. Students are not sitting at desks for hours on end. In fact, every aspect of the school day right down to classroom set-up is designed to encourage physical movement of our students.</p> <p>In addition, our curriculum and instructional methods promote engagement through inquiry-based learning, manipulatives, and hands-on activities that bring the curriculum to life. The school's Social Studies curriculum, is specially designed to channel young children's energy into active learning activities across subject areas. Our curriculum involves heavy dance, movement, and song and "act-out" components. Moreover, the cultural components that support the dual language focus of our school encourage students to express themselves through artistic means, such as song, dance, and spoken word. In every lesson throughout</p>

	the day, children will be actively engaged.
	Language instruction takes place throughout the day and integrated into content areas through full immersion in the target language. Teachers instruct students in the target language on alternate weeks, as depicted below, and will employ a variety of methods to teach basic language skills including read-aloud, writer's workshop, word walls, and think, pair and share. Teachers focus on developing students' vocabulary in both languages so that students master concepts and are able to read, write, listen and speak about them in English and Spanish.
Variable 8	(No response)
Variable 9	(No response)
Variable 10	(No response)

#### **i. TOTAL ENROLLMENT ON JUNE 30, 2016**

416
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#### **j. GRADES SERVED IN SCHOOL YEAR 2015-16**

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5
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#### **k1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?**

No
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## **Page 2**

#### **l1. FACILITIES**

Does the school maintain or operate multiple sites?

No, just one site.
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## I2. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	164 Bruckner Blvd., Bronx, NY 10454	718-292-5737	CSD 7	K-5	Yes	Own
Site 2						
Site 3						

### I2a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader				
Operational Leader				
Compliance Contact				
Complaint Contact				

### m1. Is the school or are the school sites co-located?

No

Page 3

### n1. Were there any revisions to the school's charter during the 2015-16 school year? (Please include approved or pending material and non-material charter revisions).

No

### o. Name and Position of Individual(s) Who Completed the 2015-16 Annual Report.

Evelyn Hey, Principal

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

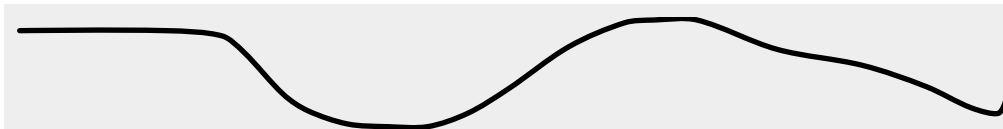
**Responses Selected:**

Yes

**Signature, Head of Charter School**

A handwritten signature in black ink on a light gray background. The signature is a single, continuous, fluid stroke that starts with a small loop on the left, extends horizontally across the middle, and ends with a small hook on the right.

**Signature, President of the Board of Trustees**

A handwritten signature in black ink on a light gray background. The signature is a single, continuous, fluid stroke that starts with a small loop on the left, extends horizontally across the middle, and ends with a small hook on the right.

**Date**

2016/07/30

**Thank you.**



# Entry 2 Link

Last updated: 07/26/2016

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## Page 1

### 1. NEW YORK STATE REPORT CARD

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

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

<https://data.nysed.gov/profile.php?instid=800000058885>



# Entry 4 Expenditures per Child

Last updated: 07/26/2016

## Page 1

### Financial Information

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

### 1. Total Expenditures Per Child

To calculate **'Total Expenditures per Child'** take total expenditures (from the unaudited 2015-16 Schedule of Functional Expenses) and divide by the year end FTE student enrollment. (Integers Only. No dollar signs or commas).

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

Line 1: Total Expenditures	6260167
Line 2: Year End FTE student enrollment	425
Line 3: Divide Line 1 by Line 2	14721

### 2. Administrative Expenditures per Child

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

1. Take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2015-16 Schedule of Functional Expenses)
2. Any contracted administrative/management fee paid to other organizations or corporations
3. Take the total from above and divide it by the year-end FTE enrollment. The relevant portion that must be included in this calculation is defined as follows:



**Administrative Expenditures:** Administration and management of the charter school includes the activities and personnel of the offices of the chief school officer, the finance or business offices, school operations personnel, data management and reporting, human resources, technology, etc. It also includes those administrative and management services provided by other organizations or corporations on behalf of the charter school for which the charter school pays a fee or other compensation. Do not include the FTE of personnel whose role is to directly support the instructional program.

**Notes:**

***The information on the Schedule of Functional Expenses on pages 41-43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations:***

**<http://www.p12.nysed.gov/psc/AuditGuide.html>**

**Employee benefit costs or expenditures should not be reported in the above calculations.**

Line 1: Relevant Personnel Services Cost (Row)	690530
Line 2: Management and General Cost (Column)	311097
Line 3: Sum of Line 1 and Line 2	1001627
Line 5: Divide Line 3 by the Year End FTE student enrollment	2355

***Thank you.***

# New York State Education Department

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

### 2014-15 Budget & Cash Flow Template

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

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

**South Bronx Charter School for International Culture and the Arts**

**PROJECTED BUDGET FOR 2015-2016**

PROJECTED BUDGET FOR 2015-2016							Assumptions
July 1, 2015 to June 30, 2016							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	7,039,642	6,328	-	-	-	7,045,970	
Total Expenses	5,309,357	238,349	-	-	1,384,102	6,931,809	
Net Income	1,730,285	(232,021)	-	-	(1,384,102)	114,161	
Actual Student Enrollment	454	-				-	
Total Paid Student Enrollment	454	-				454	
PROGRAM SERVICES							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
REVENUE							
REVENUES FROM STATE SOURCES							
Per Pupil Revenue	CY Per Pupil Rate						
New York City	\$13,877.00	6,300,158	-	-	-	6,300,158	
School District 2 (Enter Name)		-	-	-	-	-	
School District 3 (Enter Name)		-	-	-	-	-	
School District 4 (Enter Name)		-	-	-	-	-	
School District 5 (Enter Name)		-	-	-	-	-	
		6,300,158	-	-	-	6,300,158	
Special Education Revenue		-	-	-	-	-	
Grants		-	-	-	-	-	
Stimulus		-	-	-	-	-	
Other		-	-	-	-	-	
Other State Revenue		-	-	-	-	-	
TOTAL REVENUE FROM STATE SOURCES		6,300,158	-	-	-	6,300,158	
REVENUE FROM FEDERAL FUNDING							
IDEA Special Needs		-	6,328	-	-	6,328	
Title I		313,173	-	-	-	313,173	
Title Funding - Other		50,949	-	-	-	50,949	
School Food Service (Free Lunch)		297,296	-	-	-	297,296	
Grants		-	-	-	-	-	
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	
Other		-	-	-	-	-	
Other Federal Revenue		-	-	-	-	-	
TOTAL REVENUE FROM FEDERAL SOURCES		661,418	6,328	-	-	667,746	
LOCAL and OTHER REVENUE							
Contributions and Donations, Fundraising		-	-	-	-	-	
Erate Reimbursement		28,800	-	-	-	28,800	
Interest Income, Earnings on Investments,		7,000	-	-	-	7,000	
NYC-DYCD (Department of Youth and Community Developmt.)		-	-	-	-	-	
Food Service (Income from meals)		3,000	-	-	-	3,000	
Text Book		39,266	-	-	-	39,266	
Other Local Revenue		-	-	-	-	-	
TOTAL REVENUE FROM LOCAL and OTHER SOURCES		78,066	-	-	-	78,066	
TOTAL REVENUE		7,039,642	6,328	-	-	7,045,970	
EXPENSES							List exact titles and staff FTE's ( Full time equivalent)
ADMINISTRATIVE STAFF PERSONNEL COSTS							
	No. of Positions						
Executive Management	1.00	172,220	10,900	-	34,880	218,000	
Instructional Management	1.00	105,000	-	-	-	105,000	
Deans, Directors & Coordinators	4.00	219,627	-	-	-	219,627	
CFO / Director of Finance	-	-	-	-	-	-	
Operation / Business Manager	1.00	-	-	-	78,000	78,000	
Administrative Staff	1.00	-	-	-	73,200	73,200	
TOTAL ADMINISTRATIVE STAFF	8	496,847	10,900	-	186,080	693,827	
INSTRUCTIONAL PERSONNEL COSTS							
Teachers - Regular	20.00	1,220,617	-	-	-	1,220,617	
Teachers - SPED	1.00	-	54,731	-	-	54,731	
Substitute Teachers	-	10,000	-	-	-	10,000	
Teaching Assistants	1.00	32,000	-	-	-	32,000	

**South Bronx Charter School for International Culture and the Arts**

**PROJECTED BUDGET FOR 2015-2016**

PROJECTED BUDGET FOR 2015-2016							Assumptions
July 1, 2015 to June 30, 2016							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	7,039,642	6,328	-	-	-	7,045,970	
Total Expenses	5,309,357	238,349	-	-	1,384,102	6,931,809	
Net Income	1,730,285	(232,021)	-	-	(1,384,102)	114,161	
Actual Student Enrollment	454	-				-	
Total Paid Student Enrollment	454	-				454	
PROGRAM SERVICES							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Specialty Teachers	5.00	310,414	-	-	-	310,414	
Aides	3.00	-	-	-	112,000	112,000	
Therapists & Counselors	-	-	-	-	-	-	
Other	-	-	-	-	-	-	
<b>TOTAL INSTRUCTIONAL</b>	<b>30</b>	<b>1,573,031</b>	<b>54,731</b>	<b>-</b>	<b>112,000</b>	<b>1,739,762</b>	
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>							
Nurse	-	-	-	-	-	-	
Librarian	-	-	-	-	-	-	
Custodian	3.00	-	-	-	132,380	132,380	
Security	-	-	-	-	-	-	
Other	6.00	-	-	-	283,400	283,400	
<b>TOTAL NON-INSTRUCTIONAL</b>	<b>9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>415,780</b>	<b>415,780</b>	
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>	<b>47</b>	<b>2,069,878</b>	<b>65,631</b>	<b>-</b>	<b>713,860</b>	<b>2,849,369</b>	
<b>PAYROLL TAXES AND BENEFITS</b>							
Payroll Taxes		206,988	6,563	-	71,386	284,937	
Fringe / Employee Benefits		302,618	9,595	-	104,367	416,580	
Retirement / Pension		51,747	1,641	-	17,846	71,234	
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>		<b>561,352</b>	<b>17,799</b>	<b>-</b>	<b>193,599</b>	<b>772,751</b>	
<b>TOTAL PERSONNEL SERVICE COSTS</b>		<b>2,631,230</b>	<b>83,430</b>	<b>-</b>	<b>907,459</b>	<b>3,622,120</b>	
<b>CONTRACTED SERVICES</b>							
Accounting / Audit		-	-	-	20,000	20,000	
Legal		-	-	-	48,000	48,000	
Management Company Fee		-	-	-	-	-	
Nurse Services		-	-	-	-	-	
Food Service / School Lunch		199,092	6,313	-	-	205,405	
Payroll Services		18,960	1,200	-	3,840	24,000	
Special Ed Services		-	8,000	-	-	8,000	
Titement Services (i.e. Title I)		-	-	-	-	-	
Other Purchased / Professional / Consulting		185,883	11,765	-	37,647	235,295	
<b>TOTAL CONTRACTED SERVICES</b>		<b>403,935</b>	<b>27,278</b>	<b>-</b>	<b>109,487</b>	<b>540,700</b>	
<b>SCHOOL OPERATIONS</b>							
Board Expenses		-	-	-	8,000	8,000	
Classroom / Teaching Supplies & Materials		-	-	-	-	-	
Special Ed Supplies & Materials		-	-	-	-	-	
Textbooks / Workbooks		71,984	2,282	-	-	74,266	
Supplies & Materials other		31,986	1,014	-	-	33,000	
Equipment / Furniture		4,740	300	-	960	6,000	
Telephone		14,220	900	-	2,880	18,000	
Technology		45,820	2,900	-	9,280	58,000	
Student Testing & Assessment		15,508	492	-	-	16,000	
Field Trips		9,693	307	-	-	10,000	
Transportation (student)		184,161	5,839	-	-	190,000	
Student Services - other		38,771	1,229	-	-	40,000	
Office Expense		77,420	4,900	-	15,680	98,000	
Staff Development		124,066	3,934	-	-	128,000	
Staff Recruitment		-	-	-	-	-	
Student Recruitment / Marketing		15,000	-	-	-	15,000	
School Meals / Lunch		15,800	1,000	-	3,200	20,000	
Travel (Staff)		7,110	450	-	1,440	9,000	
Fundraising		-	-	-	-	-	

**South Bronx Charter School for International Culture and the Arts**

**PROJECTED BUDGET FOR 2015-2016**

PROJECTED BUDGET FOR 2015-2016							Assumptions
July 1, 2015 to June 30, 2016							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	7,039,642	6,328	-	-	-	7,045,970	
Total Expenses	5,309,357	238,349	-	-	1,384,102	6,931,809	
Net Income	1,730,285	(232,021)	-	-	(1,384,102)	114,161	
Actual Student Enrollment	454	-				-	
Total Paid Student Enrollment	454	-				454	
PROGRAM SERVICES							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Other	13,643	557	-	-	800	15,000	
<b>TOTAL SCHOOL OPERATIONS</b>	<b>669,920</b>	<b>26,106</b>	<b>-</b>	<b>-</b>	<b>42,240</b>	<b>738,266</b>	
<b>FACILITY OPERATION &amp; MAINTENANCE</b>							
Insurance	55,300	3,500	-	-	11,200	70,000	
Janitorial	47,400	3,000	-	-	9,600	60,000	
Building and Land Rent / Lease	877,471	55,536	-	-	177,716	1,110,723	
Repairs & Maintenance	7,900	500	-	-	1,600	10,000	
Equipment / Furniture	7,900	500	-	-	1,600	10,000	
Security	71,100	4,500	-	-	14,400	90,000	
Utilities	205,400	13,000	-	-	41,600	260,000	
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	<b>1,272,471</b>	<b>80,536</b>	<b>-</b>	<b>-</b>	<b>257,716</b>	<b>1,610,723</b>	
<b>DEPRECIATION &amp; AMORTIZATION</b>	<b>331,800</b>	<b>21,000</b>	<b>-</b>	<b>-</b>	<b>67,200</b>	<b>420,000</b>	
<b>DISSOLUTION ESCROW &amp; RESERVES / CONTIGENCY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL EXPENSES</b>	<b>5,309,357</b>	<b>238,349</b>	<b>-</b>	<b>-</b>	<b>1,384,102</b>	<b>6,931,809</b>	
<b>NET INCOME</b>	<b>1,730,285</b>	<b>(232,021)</b>	<b>-</b>	<b>-</b>	<b>(1,384,102)</b>	<b>114,161</b>	
<b>ENROLLMENT - *School Districts Are Linked To Above Entries*</b>	<b>REGULAR EDUCATION</b>	<b>SPECIAL EDUCATION</b>	<b>TOTAL ENROLLED</b>				
New York City	454		454				
School District 2 (Enter Name)			-				
School District 3 (Enter Name)			-				
School District 4 (Enter Name)			-				
School District 5 (Enter Name)			-				
<b>TOTAL ENROLLMENT</b>	<b>454</b>	<b>-</b>	<b>454</b>				
<b>REVENUE PER PUPIL</b>	<b>15,506</b>	<b>-</b>	<b>-</b>				
<b>EXPENSES PER PUPIL</b>	<b>11,695</b>	<b>-</b>	<b>-</b>				

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

**Trustee Name:**

Riscilla Ocasio

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

South Bronx Charter School for International Cultures  
and The Arts

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

Board of Trustee - Board member, Board Chair

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

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

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

☐ Yes ☒ No

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

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

N/A

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself



Please write "None" if applicable. Do not leave this space blank.			
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5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

N/A

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
Please write "None" if applicable. Do not leave this space blank.				

Signature [Signature] Date 7/25/2016

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

Business Telephone: 1-917-423-5583

Business Address: 164 Bruckner Boulevard Bx. NY 10454

E-mail Address: prescy7@aol.com pocasio@SBCSICA.com

Home Telephone: 917-737-8263

Home Address: 181 East 161 St. Bronx, NY 10451 Apt. 2G

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

Trustee Name:

JOHN R. POTAPCHUK

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

SOUTH BRONX CHARTER SCHOOL FOR INTERNATIONAL  
CULTURES AND THE ARTS

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

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

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

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

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

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

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself



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

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

John R. Potapchuk  
Signature

7/12/2016  
Date

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

Business Telephone: 516-901-5962

Business Address: 56 DEVON ROAD, ROCKVILLE CENTRE, NY 11570

E-mail Address: JOHN.POTAPCHUK1@GMAIL.COM

Home Telephone: 516-764-4683

Home Address: 56 DEVON ROAD, ROCKVILLE CENTRE, NY 11570

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

Trustee Name: Carmen Santos

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

South Bronx charter school

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

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

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

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

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

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

NONE

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
<u>N/A</u>	<u>N/A</u>		

Please write "None" if applicable. Do not leave this space blank.			
---	--	--	--

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

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
Please write "None" if applicable. Do not leave this space blank.				
NO	NO	NO	NO	NO

Signature Carver Sartz Date 7-13-16

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

Business Telephone: \_\_\_\_\_

Business Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Home Address: \_\_\_\_\_

<b>Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</b>
---

Trustee Name: **DONALD P. MATTSON**

---

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name): **SOUTH BRONX CHARTER SCHOOL FOR INTERNATIONAL CULTURES AND THE ARTS**

---

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

2. Is the trustee an employee of any school operated by the Education Corporation?  
\_\_\_\_ **Yes** \_\_ **X** \_\_ **No**

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

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

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

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

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself

NONE			
------	--	--	--

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

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

Donald P. Mattson

July 27, 2016

Signature

Date

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

**Business Telephone:** retired

**Business Address:** N/A

**E-mail Address:** dmattson1@optonline.net

**Home Telephone:** (914) 472-8752

**Home Address:** 700 Scarsdale Avenue, Scarsdale, New York 10583

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

**Trustee Name:**  
**Elvis J. Torres**

---

**Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):**  
**South Bronx Charter School for International Cultures & The Arts**

---

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). Member
2. Is the trustee an employee of any school operated by the Education Corporation?  
☐ **Yes** ☒ **No**

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

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

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


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

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself

None			
------	--	--	--

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None				

  
Signature

7/25/16  
Date

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

**Business Telephone:** 917-362-2493

**Business Address:** 1075 Grand Concourse, suite 1B, Bronx, NY 10452

**E-mail Address:** ejtorres78@aol.com

**Home Telephone:** 347-879-7086

**Home Address:** 181 E. 161<sup>st</sup> Street, Apt. 4H, Bronx, NY 10451



# Entry 9 BOT Table

Created: 07/26/2016

Last updated: 07/30/2016

## Page 1

### 1. Current Board Member Information

	Trustee Name	Email Address	Position on the Board	Committee Affiliations	Voting Member? (Y/N)	Area of Expertise, and/or Additional Role at School (parent, staff member, etc.)	Number of Terms Served and Length of Each (Include election date and term expiration)
1	Priscilla Ocasio	<a href="mailto:rescy7@aol.com">rescy7@aol.com</a>	Chair/Board President	Executive, Academic, Personnel	Yes	Academic, Human Resources	1 term, 5 years
2	Carmen Santos		Trustee/Member	Finance, Personnel, and Academic	Yes	Finance, Academic, and Human Resources	2 terms, 5 years
3	Donald Mattson		Vice Chair/Vice President	Executive and Academic	Yes	Academic	1 term, 5 years
4	John Potapchuk	<a href="mailto:john.potapchuk1@gmail.com">john.potapchuk1@gmail.com</a>	Treasurer	Executive and Finance	Yes	Finance and Accounting	1 term, 5 years
5	Elvis Torres	<a href="mailto:ejtorres78@aol.com">ejtorres78@aol.com</a>	Trustee/Member	Finance and Personnel	Yes	Finance and Human Resources	1 term, 5 years
6							
7							
8							
9							
10							



11							
12							
13							
14							
15							
16							
17							
18							
19							
20							

## 2. Total Number of Members on June 30, 2015

5

## 3. Total Number of Members Joining the Board 2015-16 School Year

0

## 4. Total Number of Members Departing the Board during the 2015-16 School Year

1

## 5. Number of Voting Members 2015-16, as set by the by-laws, resolution or minutes

5

## 6. Number of Board Meetings Conducted in the 2015-16 School Year

10

## 7. Number of Board Meetings Scheduled for the 2016-17 School Year

**Thank you.**



# South Bronx Charter School for International Cultures and the Arts

164 Bruckner Blvd, Bronx NY 10454 | 718.292.5737 | sbcsica.org | information@sbcsica.org

## Board of Trustees Thursday, September 17, 2015 - 4:30 p.m.

### Board Meeting Minutes

**Start Time:** 5:05 PM

#### Board Members in Attendance

Donald Mattson  
Priscilla Ocasio  
John Potapchuk  
Elvis Torres

#### Absent Board Members:

Carmen Santos  
Dalia Peralta

#### Non-Board Members

Evelyn Hey  
Stephanie Alves  
Paul Augello  
Robert McLaughlin

#### Minutes

**Welcome** - Priscilla welcomes the board members and attendees. Board members are asked to review the minutes from the June 2015 meeting.

Motion to approve the June 2015 Board of Trustees Minutes

Motioned by; **Priscilla Ocasio**, Seconded by; **John Potapchuk**, all in favor: **unanimous**

Motion passed

#### I. Operations Report- Stephanie Alves

- Bill payments procedure is in place and are now being paid and mailed through the school as of August.
- Per pupil billing projection was approved.
- We are still working on the audit and we are working on the requests.
  - Bob talks to the board about the remaining process of the audit and the documents remaining that needs to be completed.
- All of the state reporting has been submitted by Delia Gonzalez

## **Principal's Report- Evelyn Hey**

Enrollment: 461

- The opening of the school year was very successful.
- We are still registering students to bring the enrollment up.
- Victory's contract – Mary Cordero is no longer with Victory. The Victory contract has been reduced by \$150K.
  - Priscilla asked who would be taking Mary's place and expresses concern about the board missing out on something important or assisting with compliance matters.
- Middle school application – needs to be submitted to the DOE by the first of November.
  - I also need to look for space. One option is an old MTA building on 139<sup>th</sup> Street. I am going to see the site tomorrow with the builder who built this building.
  - I will need to do a zoning analysis. It will need remediation.
  - My plan would be to incubate 6<sup>th</sup> graders at our current location for the 2016-2017.
- Setting up of the library is a tremendous undertaking. I met with different library vendors. I gave teachers a time slot where teachers can go in and order books.
- We had a conference call with the financiers – they asked about enrollment and speed bumps, this was the call for the 2014 audit. We basically spoke about the financials from 2014.
- The CO has not been signed off on. They are waiting for some papers from the electrician.

## **II. Victory Financial Reports – Paul Augello**

- The June financials were sent to the board members, this is the year-end.
- We beat the projected budget and are in good standing.
- We came in \$92K under projected salaries.
- Summer school is fully funded by Title I.
- Paul reviews the financial report (Profit & Loss and balance sheet) in detail with the board.
- The food service is running very efficient and is practically paying for itself.
- Last page is the financial covenant – Paul reviews with board members.

### **Finance Committee Report – John Potapchuk**

John and Paul met on Sunday for about two hours. During that meeting they went into great detail with regards to next year's budget. John informs the board members about the details discussed with Paul for the 2015-2016 school year. Members discuss the projected budget, utilities (fixed rate), and Victory loan payoff.

## **New Business – Priscilla**

- Chancellor Fariña has invited board of trustees to a charter meeting. We get two tickets and I am asking Donald to accompany me as he has an education background.
- I have the resume of a person who is interested in becoming new board member.

**Bob:** There are two resolutions that get approved every year and need to be approved tonight. Bob passes out copies of the two policies for the board to review.

- Conflict of Interest policy
- Code of Ethics for 2015-2016

The SBCSICA Board of Trustees motions to adopt the Code of Ethics  
Motion: **Donald Mattson**; Second; **Elvis Torres**; All in favor; **unanimous**  
Motion passed  
(See below for complete resolution)

The SBCSICA Board of Trustees motions to adopt Conflict of Interest  
Motions: **Elvis Torres**; Second: **Donald Mattson**; All in favor: **unanimous**  
Motion passed  
(See below for complete resolution)

### **Old business:**

Priscilla – Ten board meetings for the year will be fine.  
I ask that the board committees meet after the board meetings and go forward with being active committees.

Bob- I would like to continue training every other month or third month. I don't think it is a necessary expenditure for every meeting unless the board feels that my services will be needed.

The board asked me to look into the real estate taxes and the liens that were in foreclosure. We will order a review and apply for the continuation of exemption. I would recommend that every September we file in the fifth year.

The city records still has the schools address as 90 Bruckner Blvd. – this is why you did not have any mail about the liens. The tax mail was going to the wrong address.

Evelyn requests executive session with the board members.

Motioned by: **Donald Mattson**

2<sup>nd</sup> by: **Elvis Torres**

**Executive session start: 6:44 PM**

**End executive session: 7:42 PM**

Motioned by: **Donald Mattson**

2<sup>nd</sup> by: **John Potapchuk**

### **Action taken**

The Board of Trustees motions to approve a longevity increase, as such teachers, para-professionals and administrative staff will receive a one time only longevity bonus of one thousand dollars for tens years of tenure, and school aides will receive a one time only longevity bonus of \$ 500 for at ten years of service. The language for the longevity bonus is to be added to the personnel manual.

Motioned by: **Elvis Torres**

2<sup>nd</sup> by: **Donald Mattson**

Discussion: none

Votes for and against: all in favor

Motion passes: yes

### **VI. Adjournment:**

Motion: **Elvis Torres**; Second: **John Potapchuk**; all in favor: **unanimous**

**Upcoming meeting:** Thursday, October 22, 2015

**Meeting End:** 7:45pm

**THE SOUTH BRONX CHARTER SCHOOL FOR INTERNATIONAL CULTURES AND THE ARTS**  
**BOARD OF TRUSTEE MEETING - VOTES**  
**September17, 2015**

**Resolution: Adoption of June 2015 Board of Trustee Meeting Minutes**

The Board of Trustees motions to approve the June 18, 2015 Board meeting minutes.

Motioned by: **Donald Mattson**

2<sup>nd</sup> by: **Carmen Santos**

Discussion: none

Votes for and against: **all in favor**

Motion passes: yes

**Resolution: SBCSICA Code of Ethics Policy**

Resolved: The SBCSICA Board of Trustees motions to adopt the Code of Ethics

Motioned by: **Donald Mattson;**

2<sup>nd</sup> by; **Elvis Torres;**

Votes for and against: **all in favor**

Motion passes: yes

*(See below for complete resolution)*

**Resolution: SBCSICA Conflict of Interest Policy**

The SBCSICA Board of Trustees motions to adopt Conflict of Interest

Motioned by: **Elvis Torres;**

2<sup>nd</sup> by: **Donald Mattson;**

Votes for and against: **all in favor**

Motion passes: yes

*(See below for complete resolution)*

**Resolution:** The Board of Trustees motions to approve a longevity increase, as such teachers, para-professionals and administrative staff will receive a one time only longevity bonus of one thousand dollars for tens years of tenure, and school aides will receive a one time only longevity bonus of five hundred dollars at ten years of service. The language for the longevity bonus is to be added to the personnel manual.

Motioned by: **Elvis Torres**

2<sup>nd</sup> by: **Donald Mattson**

Discussion: none

Votes for and against: all in favor

Motion passes: yes



# South Bronx Charter School for International Cultures and the Arts

164 Bruckner Blvd, Bronx NY 10454 | 718.292.5737 | sbcsica.org | information@sbcsica.org

## Meeting of the Board of Trustees Thursday, December 17, 2015

### Board Meeting Minutes

**Start Time:** 5:12 PM

#### **Board Members in Attendance:**

Priscilla Ocasio (Board Chairperson)  
Donald Mattson (serving as Recording Secretary)  
John Potapchuk  
Elvis Torres  
Carmen Santos

#### **Absent Board Members:**

Dalia Peralta

#### **Non-Board Members:**

Evelyn Hey Principal  
Paul Augello  
Robert McLaughlin

### **Minutes:**

**Welcome:** Priscilla welcomed the board members and attendees.

We will approve the October 2015 and November 2015 minutes at the next meeting.  
Robert McLaughlin mentioned that the minutes should not reflect an agenda for executive session(s).

#### **I. Director of Operations Report-** tabled.

#### **II. Principal's Report** (Evelyn Hey)

- Evelyn Hey reported that the register is 442 and attendance is 94%
- She also reported that the middle school application has been filed and that the public hearing for the middle school was held. Fifty parents attended and there were nine speakers (bilingual) and all were in favor of the addition of a middle school. The state will inform the school by the end of January.
- A club program is now in effect for grades 3, 4 and 5. The clubs are drama, art, music, story chasers, salsa dancing and hip hop. The clubs meet everyday.
- Ms. Hey showed and explained the school website.
- An inventory has been established for all items in the school.
- Board minutes for the last 3-5 years will be on the website.

- At this point, there was discussion concerning the “sign in” process at the front desk (entrance) to the school.
- Ms. Hey mentioned that school attendance is tracked using **POWERSCHOOL** rather than **ATS (Automate the Schools)**, which is the standard New York City attendance process.

#### **Victory Financial Report**-Paul J. Augello (report attached)

- Base Per-Pupil revenue is slightly below target.
- Government subsidies are slightly higher than budgeted.
- The audit meeting will be held on Monday, December 21<sup>st</sup>.

#### **Open issues**

- A Personnel Manual requires board approval which is not present in manual. Ms. Hey mentioned that Victory supplied the manual and that board approval was not required. The manual is too generic and general and, working with Delia, must be re-developed.
- Priscilla Ocasio questioned the procedure for payment approval. It was clarified that Ms. Hey approves payments up to \$25,000.
- Priscilla Ocasio mentioned that a page was missing from the Principals’ Agreement for 2014-2015. She also mentioned that there is a need for storage space in the school.

#### **New Business**

- It was clarified that the Principal is in charge of hiring. Since the Board does not see credentials, it is unknown how many uncertified teachers are hired. Ms. Hey stated that there are currently 7 uncertified teachers, not 14 (as indicated in the provisional audit report).
- Priscilla Ocasio mentioned that the Board is to be informed concerning terminations. (Protected classes-female, minority, over 50 years of age and religion. )
- We will all be getting copies of the Board by-laws.
- Dalia Peralta will be leaving the Board since she has been on for five years. Charter boards must have a parent member.
- Robert McLaughlin recommends hiring an arbitrage rebate consultant to make report every five years (to determine if school generates excess income from bond proceeds—which may become payable to the IRS. This report is not due until 2018, but the sooner made, the better.

**John Potapchuck** moved and **Elvis Torres** seconded that the Board go into Executive session at 7:28PM.

There was no action during the Executive Session.

John Potapchuk moved and Elvis Torres seconded that Executive Session end at 9:25PM.

The Board meeting was adjourned at 9:26PM.





# South Bronx Charter School

for International Cultures and the Arts

164 Bruckner Blvd, Bronx NY 10454 | 718.292.5737 | sbcsica.org | information@sbcsica.org

## Meeting of the Board of Trustees Thursday, October 22, 2015-4:30PM

### Board Meeting Minutes

**Start Time:** 5:37 PM

#### **Board Members in Attendance:**

Priscilla Ocasio (Board Chairperson)  
Donald Mattson (serving as Recording Secretary)  
John Potapchuk  
Elvis Torres  
Dalia Peralta

#### **Absent Board Members:**

Carmen Santos

#### **Non-Board Members:**

Evelyn Hey (Principal)  
Paul Augello  
Robert McLaughlin  
Stephanie Alves

### **Minutes:**

**Welcome:** Priscilla welcomed the board members and attendees.

Motion to approve the September 17, 2015 minutes (motioned by **D. Mattson**, Seconded by **E. Torres**, all in favor: unanimous, motion passed.)

#### **Director of Operations Report-** Stephanie Alves

- All vendor accounts are up to date.
- Per pupil billing/invoice for November 2015 are submitted.
- All requests concerning the Controller's audit have been complied with.
- All fire drills as required (8) have been completed.

#### **Operations Report-**Paul Augello

- Draft audit due to SE 11/2.
- Debt Coverage Ratio-year end financials, Title 1, Title 3-met year end ratios.
- Good cash position-revenue increased \$980,000.00
- There are presently 441 students enrolled.
- Full cost of the building depreciation will be over 39 years.
- Furniture and computers will be depreciated over 7 years.

Grand forms due 11/30.

See additional attachments for detailed information.

The RESOLUTION OF THE BOARD OF TRUSTEES OF THE SOUTH BRONX CHARTER SCHOOL FOR INTERNATIONAL CULTURES AND THE ARTS authorizing and approving the amendment to the renewal Charter (addition of grades 6-8) was submitted.

A motion was made by John Potapchuk and seconded by Elvis Torres to accept the resolution. All in favor: unanimous, motion passed.  
(see attached)

Ms. Hey mentioned that she met with the architect to determine suitability of a building for possible expansion for grades 6-8. The building is 32,000 square feet. If plan for expansion to grades 6-8 are approved, but if a new building is not available, the DOE is obligated to find suitable space. If building (site) is to be leased, DOE pays 20% of lease terms.

Ms. Hey further mentioned that, if applicable, the sixth grade (2016-2017 school year) would be housed in the current building.

**Principal's Report-Evelyn Hey**

- Ms. Hey announced that the current enrollment is 441 and attendance is 95.5%.
- The Middle School Application is being developed.
- The Certificate of Occupancy has been granted.

**PTO Report-Dalia Peralta**

- Dalia Peralta presented the names of the PTO Executive Board Members for the 2015-2016 school year.
- The next PTO and monthly meeting (and Parent Book Club) will be on Thursday, November 19, 2015 at 9:00AM.

At 6:41PM the Board went into Executive Session

Motion made by **John Potapchuk**, seconded by **Elvis Torres**.

There were no actions taken during the executive session.

Executive Session ended at 7:55PM.

Motion made by **Elvis Torres**, seconded by **John Potapchuk**

Adjournment: 7:55PM

Motion made by **John Potapchuk**, seconded by **Elvis Torres**



# **South Bronx Charter School** for International Cultures and the Arts

164 Bruckner Blvd, Bronx NY 10454 | 718.292.5737 | sbcsica.org | information@sbcsica.org

## **Meeting of the Board of Trustees** **Thursday, January 21, 2016**

### **Board Meeting Minutes**

**Start Time:** 4:50PM

#### **Board Members in Attendance:**

Priscilla Ocasio (Board Chairperson)  
Donald Mattson (serving as Recording Secretary)  
John Potapchuk  
Elvis Torres  
Carmen Santos

#### **Absent Board Members:**

Due to five-year term limits, Dalia Peralta, is no longer serving on the Board.

#### **Non-Board Members:**

Evelyn Hey, Principal  
Paul Augello  
Robert McLaughlin  
Stephanie Alves

### **Minutes:**

**Welcome:** Priscilla welcomed the board members and attendees.

The minutes from the October 2015, November 2015 were accepted as read. The minutes of December 2015 were amended as per the wording in section re: hiring an arbitrage rebate consultant, "if bond proceeds generate excess income which may become payable to the IRS."

Carmen Santos did not vote on the October 2015 minutes (absent from meeting)

#### **I. Director of Operations Report-** Stephanie Alves (report attached)

- A report was attached re: paid vendors (November 20, 2015-January 21, 2016. All vendors have been paid.
- The enrollment was approved and sent to the Bank of New York.
- Generator and Range Hood permits were approved by the Fire Department.

## **II. Principal's Report (Evelyn Hey)**

- Evelyn Hey reported that the register is currently 432 and attendance is 92.8%.
- The Middle School Application has been sent to the Board of Regents. The school should be informed by February if expansion to the Middle School has been approved.
- Title One After School Programs will begin next week (week of 1/25). The afterschool program, which is remedial in design, will rotate students based on academic need. Students who are considered to be middle students will begin first, following those who have more significant academic need. Students will be moved out of the program or into other parts of the program based upon ongoing need.
- The Casa Grant (also starting next week (1/25), will offer programs in music, dance and story chasers (creative writing activities).

## **Victory Financial Report-Paul J. Augello (report attached)**

- Base Per-Pupil revenue is slightly below target.
- Food Services is slightly higher.
- There are currently positions open for an Executive Assistant, a Title One Teacher and a music teacher. A consultant is currently supplying music instruction.
- (Evelyn Hey) One custodial worker is resigning and a school-aide will move to a maintenance position.

## **New Business: Robert McLaughlin (report attached)**

- Robert McLaughlin announced that the audit has been completed. There were several recommendations for areas of improvement. A school response is due by February 1, 2016. Board members are requested to relay thoughts and ideas for responses to report no later than Tuesday, January 26<sup>th</sup>.
- A new manual needs to be in place by September 2016.
- An IRS penalty that should not have been paid will be reimbursed by Victory.
- A motion was made by **John Potapchuk** and seconded by **Carmen Santos** to give the Board financial committee and the Board Chair approval to respond to audit.

At 6:21PM, the Board went into Executive Session.

Motion was made by **John Potapchuk**, seconded by **Carmen Santos**.

At 9:49PM, the Executive Session ended.

Motion was made by **Carmen Santos** and seconded by **Elvis Torres**.

At 9:50PM, **Donald Mattson** moved and **Priscilla Ocasio** seconded that the Board meeting conclude.



# **South Bronx Charter School** for International Cultures and the Arts

164 Bruckner Blvd, Bronx NY 10454 | 718.292.5737 | sbcsica.org | information@sbcsica.org

## **Meeting of the Board of Trustees** **Thursday, February 25, 2016**

### **Board Meeting Minutes**

**Start Time:** 4:50PM

**Board Members in Attendance:**

Priscilla Ocasio (Board Chairperson)  
Donald Mattson (serving as Recording Secretary)  
John Potapchuk  
Elvis Torres

**Absent Board Members:**

Carmen Santos

**Non-Board Members:**

Evelyn Hey Principal  
Paul Augello  
Robert McLaughlin

### **Minutes:**

**Welcome:** Priscilla welcomed the board members and attendees.

Ms. Hey explained RACL, admission and discharge policy and retroactivity of attendance.

**I. Director of Operations Report-** Stephanie Alves (none)  
(Stephanie Alves absent)

**II. Principal's Report** (Evelyn Hey)—report attached

- Ms. Hey discussed school/District 7/Bronx/New York State test data (attached)
- The LED Lighting conversion is almost complete.
- State Assessments (Literacy)—April 5,6,7. Mathematics April 13,14,15. Science (Grade 4 only)—May.
- The afterschool program is three days a week, Tuesday, Wednesday and Thursday. The Casa Grant program (music and dance) will be on Monday so there is no conflict with the academic program(s) on Tuesday, Wednesday and Thursday.

**Victory Financial Report-**Paul J. Augello (report attached)

- Expenses are below budget.
- There is a reasonable amount of available cash in the bank.

- Bond Interest Certification is due in April.
- A BNY-Mellon Repair and Replacement fund will be created during the next year to hold reserve funds for future repairs.

**New Business:** Robert McLaughlin (report attached)

- The audit response was submitted in a timely fashion and the report will be published within the next several days, including a possible press release.
- The Real Estate Exemption needs to be filed every five years.
- He discussed the need for annual board training.

**Old Business:**

**(By-law change)**

Priscilla mentioned that there is a need for an additional trustee on the board. Parent(s) can be on the board as ex-officio members (without voting rights) as per a change in the by-lawd, Article II, Section 3.

**John Potapchuk** moved and **Elvis Torres** seconded to accept revised by-laws.

At 7:25PM, the Board went into Executive Session.

Motion was made by Elvis Torres, seconded by **John Potapchuk**.

At 9:10PM, the Executive Session ended.

Motion was made by **Elvis Torres** and seconded by **Donald Mattson**.

At 9:11PM, **Priscilla Ocasio** moved and **John Potapchuk** seconded that the Board meeting conclude.



# South Bronx Charter School for International Cultures and the Arts

164 Bruckner Blvd, Bronx NY 10454 | 718.292.5737 | sbcsica.org | information@sbcsica.org

## Meeting of the Board of Trustees Thursday, March 17, 2016

### Board Meeting Minutes

**Start Time:** 5:17PM

#### **Board Members in Attendance:**

Priscilla Ocasio (Board Chairperson)  
Donald Mattson (serving as Recording Secretary)  
John Potapchuk  
Carmen Santos

#### **Absent Board Members:**

Elvis Torres

#### **Non-Board Members:**

Evelyn Hey, Principal  
Paul Augello  
Delia Gonzalez  
Stephanie Alves

### **Minutes:**

**Welcome:** Priscilla welcomed the board members and attendees.

- The minutes of the January meeting were approved. Motion made by **Carmen Santos**, seconded by **John Potapchuk**. Unanimous
- The minutes of the February meeting were approved. Motion made by **John Potapchuk**, seconded by **Priscilla Ocasio**. Unanimous Carmen Santos abstaining.

#### **I. Director of Operations Report- Stephanie Alves (Report attached)**

- Bronx Charter School Bill Payment List was reviewed.
- DOE enrollment/billing invoice for March 2016 was reviewed.
- The March benefit premium payment to Little Bird HR was reviewed and approved by the Board.
- Clarification on some paid items were requested, no further details needed.

## **II. Principal's Report (Evelyn Hey)—report attached**

- Enrollment is currently 422. Attendance is 91%. Parents extend vacations, some students have moved (Peru) and some have gone to special placements in Public Schools.
- There was a transportation incident on March 9<sup>th</sup>. Bus turning corner, appeared to loose control, hit car, curb and side of building. There were 12 students on the bus, but none were injured. The Board was informed that the bus was a DOE bus and that the bus company is responsible for any potential damages or claims.
- A request was made for an ACR (Annual Comprehensive Review) visit. Date to be scheduled.
- The school hosted a visit last spring for charter school educators. Their feedback of the school was very positive. A request was made to the school to host a school learning tour (ELL) on Friday May 13.
- Ms. Hey has written to Chancellor Farina requesting her support for approval of the Middle School expansion.
- The afterschool program, which is three days a week, Tuesday, Wednesday and Thursday is in full operation.

## **Victory Financial Report-Paul J. Augello (report attached)**

- Per-pupil is slightly below target for the YTD period.
- Employee salaries and payroll taxes are slightly below budget.
- Specific furniture, fixtures and computer equipment will have a built in seven-year depreciation that is less than the 39-year building depreciation.
- A conference call was held with bond investors, on April 10, 2016, to discuss concerns about the recent audit report and press release issued by the City Controller's Office. Mr. Augello, Ms. Hey and Mr. Potapchuk participated in the call on behalf of the school. Mr. Augello indicated that all issues and questions were addressed on the call.
- If the Middle School is approved, it will provide an additional \$50,000 to the school budget.

**Old Business:** None

## **New Business:**

- There will be outreach to local colleges (Lehman and Boricua College) for possible teachers and student teachers.

At 7:25PM, the Board went into Executive Session.

Motion was made by **Carmen Santos**, seconded by **John Potapchuk**.

Action taken: Enrollment bonus was approved for each month the principal, Ms. Hey met the enrollment goal as per her contract. Documentation supported this action.

At 8:15PM, the Executive Session ended.

Motion was made by **Priscilla Ocasio** and seconded by **Donald Mattson**.

At 8:16PM, **Priscilla Ocasio** moved and **John Potapchuk** seconded that the Board meeting conclude.

The next Board meeting will be on **Tuesday, April 12<sup>th</sup>**.



**Meeting of the Board of Trustees  
Tuesday, April 12, 2016**

**Board Meeting Minutes**

**Start Time:** 5:42PM

**Board Members in Attendance:**

Priscilla Ocasio (Board Chairperson)  
Elvis Torres (serving as Recording Secretary)  
John Potapchuk

**Absent Board Members:**

Donald Mattson  
Carmen Santos

**Non-Board Members:**

Evelyn Hey, Principal  
Delia Gonzalez  
Stephanie Alves

**Minutes:**

**Welcome:** Priscilla welcomed the board members and attendees.

- Approval of the minutes of the March meeting was postponed to the May meeting, as there was not quorum of members that attended the March meeting.

**I. Director of Operations Report-** Stephanie Alves (Report attached)

- Bronx Charter School Bill Payment List was reviewed.
- DOE enrollment/billing invoice for April 2016 was reviewed.
- NYSTL funds have been spent as textbooks, library books and workbooks were purchased.

**II. Principal's Report** (Evelyn Hey) – Report attached

- Enrollment is currently 417 and attendance is at 93%.
- A lottery for incoming students was conducted and parents have been coming in for registration for the next school year.
- State exams are presently being administered.
- The school is still awaiting a response on the Middle School Application.
- Evelyn Hey was honored at the Somos Conference recently held in Albany, NY.

- National Charter Schools Conference will be held June 26<sup>th</sup>-29<sup>th</sup> in Nashville, Tennessee.
- The new library system is being tested to determine if scanner functions correctly as the books have already been catalogued.

### **III. Victory Financial Report- John Potapchuk**

- Paul Augello provided the report and was reviewed by John Potapchuk. A change was made correcting the March salary figures as it previously included April salary amounts.
- Per-pupil revenue is slightly below target for the YTD period but expenses are also below expected totals. Overall, actual operating income for the YTD period continues to exceed budget and the school's cash position is strong.

### **IV. New Business**

- Follow-up to be done on outreach to local colleges (Lehman and Boricua College) for possible teachers and student teachers.

### **V. Old Business**

- Follow-up on companies for HR services and seek different proposals for most advantageous quality and cost-effective services.
- Evelyn Hey reported that no further action was required by the school regarding the school bus accident.

At 7:09PM, the Board went into Executive Session.

Motion was made by **Elvis Torres**, seconded by **John Potapchuk**.

Action taken: Approval of Evelyn Hey, Principal, and Priscilla Ocasio, Board Chairperson, to attend the National Charter Schools Conference to be held June 26<sup>th</sup>-29<sup>th</sup> in Nashville, Tennessee.

At 8:04PM, the Executive Session ended.

Motion was made by **John Potapchuk**, seconded by **Elvis Torres**.

At 8:05PM, **Elvis Torres** moved and **John Potapchuk** seconded that the Board meeting conclude.

The next Board meeting will be held on **Thursday, May 12<sup>th</sup> 2016**.

### Entry 11: Enrollment and Retention Efforts

Describe the efforts the charter school has utilized in 2015-2016 and a plan for efforts to be taken in 2016-2017 to meet or exceed enrollment and retention targets of students with disabilities, English language learners, and students who are eligible for free and reduced priced lunch.

The South Bronx Charter School for International Cultures and the Arts has a student population of which 95% are free and reduced lunch. The school has given ELL's a preference during the lottery selection making it possible to attract more families. Presently, our ELL population comprises 34% of the student body along with 7% of students with disabilities.



# Entry 12 Teacher and Administrator Attrition

Created: 07/26/2016

Last updated: 07/30/2016

Report changes in teacher and administrator staffing.

## Page 1

### Instructions for completing the Teacher and Administrator Attrition Tables

The following tables reflect formatting in the online portal required for Regents authorized charter schools. Schools should provide, for teachers and administrators only, the full time equivalent (FTE) of staff on June 30, 2015; the FTE for added staff from July 1, 2015 through June 30, 2016; and the FTE for any departed staff from July 1, 2015 through June 30, 2016 using the two tables provided.

#### 2015-16 Teacher Attrition Table

	FTE Teachers on June 30, 2015	FTE Teachers Departed 7/1/15 - 6/30/16	FTE Teachers Filling Vacant Positions 7/1/15 - 6/30/16	FTE Teachers Added in New Positions 7/1/15-6/30/16	FTE of Teachers on June 30, 2016
	18	1	0	0	18

#### 2015-16 Administrator Position Attrition Table

	FTE Administrative Positions on June 30, 2015	FTE Administrators Departed 7/1/15 - 6/30/16	FTE Administrators Filling Vacant Positions 7/1/15 - 6/30/16	FTE Administrators Added in New Positions 7/1/15-6/30/16	FTE Administrative Positions on June 30, 2016
	6	1	0	0	5

Thank you



# Entry 13 Uncertified Teachers

Created: 07/28/2016

Last updated: 07/30/2016

## Page 1

**The table below is reflective of the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Enter the relevant full time equivalent (FTE) count of teachers in each column. For example, a school with 20 full time teachers and 5 half time teachers would have an FTE count of 22.5. If more than one column applies to a particular teacher, please select one column for the FTE count.**

### **Staff Qualifications (June 30, 2016)**

**Note: Columns should sum to the FTE count of Teachers on June 30, 2016, and each teacher should be in only one column.**

1. Total FTE Count of Uncertified Teachers (6-30-16)	4
2. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (6-30-16)	3
3. FTE count of uncertified teachers who are tenured or tenure track college faculty (6-30-16)	0
4. FTE count of uncertified teachers with two years of Teach for America experience (6-30-16)	0
5. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (6-30-16)	1
6. FTE count of uncertified teachers who do not fit into any of the prior four categories (6-30-16)	0

**Thank you.**



## 2015-2016 Organizational Sheet

Locations							
SBCSICA 164 Bruckner Bld. Bronx NY 10454				Contact Main Office 718-292-5737 Fax 718-292-1205 Main Lobby: 111			
Administration							
Evelyn Hey, <i>Principal Ext.101</i>							
Stephanie Alves, <i>Director of Operations Ext. 103</i>				Deborah Vila-Tricomi, <i>Assistant Principal of Curriculum Ext. 508</i>			
Christine Cormier, <i>Director of Data &amp; Assessment Ext.409</i>				Delia Gonzalez, <i>Director of Human Resources Ext.102</i>			
John Veras <i>Executive Chef Ext. 108,109</i>				Evelyn Ramirez, <i>Director of Pupil Services Ext.106</i>			
Kindergarten				Second Grade			
K01	Ext. 302		Carmelia Rodriguez	Class	Ext		Teacher
K02	303		Blanca Rivas	201	404		Cindy Ordoñez
K03	304		Yanery Benedit	202	405		Stephany Perez
K04	301		Orfelina Jorge				
First Grade				Third Grade			
Class Code	Ext.		Teacher	Class	EXT.		
101	401		Jeannette Adon	301	504		Amanda Lugones
102	403		F Lora	302	506		Mariana Perez
103	402		Yahaira Castro				
104	406		Iraziry Urdaz				
				Fourth Grade			
Out of Classroom Staff				Class	Ext.		
Jaymie Mendez, Teacher Assistant Ext. 202				401	401		Johanna Alfonzo
Chess Room Ext. 306				402	402		Daniris Burgos
Empty Room Ext.305							
Art/Music/Drama				Fifth Grade			
Stephanie Cervantes		Ext. 205		Class	Ext.		
Seth		Ext.204		501	501		Azizi Madramootoo
Mary Matheson		Ext.203		502	502		Catherine Villaquiran
Reading Recovery				Title I			
Rosa Ext. 201				Elaine Kim Ext. 208			
Building Manager				Special Education Coordinator			
Frigge, Ext. 104				Sharri Parker Ext.202			
Out of Classroom Staff				Technology			
Carmen Aquino		Parent Coordinator Ext. 107		Noel Kellier, Technology Director, Ext. 206			
Lisette Caraballo		School Aide Ext. 307					
Yolanda Marrero		School Aide Supervisor Ext. 407					
TBA		School Aide Ext. 507		Nurse		Ext. 207	
Frank Flores		Building Manager Asst. Ext.104		Staff Lounge		Ext. 308	



2015-2016 School Year Calendar			
September	8	Tuesday	First Day of School for all students.
September	24	Thursday	Eid al-Adha (Schools Closed)
October	12	Monday	Columbus Day ( Schools Closed)
November	3	Tuesday	Election Day (Professional Development) Students will not be in attendance
November	11	Wednesday	Veterans Day Observed ( Schools Closed)
November	26- 27	Thursday- Friday	Thanksgiving Recess (Schools Closed)
December January	23 1	Wednesday Friday	Winter Recess( Including Christmas and New Years's Day schools closed) Students return to school on Monday January 4, 2016
January	18	Monday	Dr. Martin Luther King Jr. Day Observed (Schools closed)
February	15- 19	Monday- Friday	Midwinter Recess ( Schools closed)
March	25	Friday	Good Friday (Schools Closed)
April	21- 29	Thursday- Friday	Spring Recess (Schools closed)
May	30	Monday	Memorial Day Observed (Schools closed)
June	24	Friday	Last Day of School (Half Day)
* Some of these dates are subject to change			