

I. SCHOOL INFORMATION AND COVER PAGE

Created Thursday, July 18, 2013

Updated Thursday, August 01, 2013

Page 1

1. SCHOOL NAME

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

310500861015 NEIGHBORHOOD CS OF HARLEM

2. CHARTER AUTHORIZER

Regents-Authorized Charter School

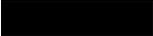
3. DISTRICT / CSD OF LOCATION

NYC CSD 5

4. SCHOOL INFORMATION

PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
132 West 124th Street, New York, NY 10027	646-701-7117	646-484-6652	info@ncsharlem.org

4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES Contact Name	Sherita Smith
4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES Title	Director of Operations
4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES Emergency Phone Number (###-###-####)	

5. SCHOOL WEB ADDRESS (URL)

www.NCSHarlem.org

6. DATE OF INITIAL CHARTER

2011-09-01 00:00:00

7. DATE FIRST OPENED FOR INSTRUCTION

2012-08-01 00:00:00

8. TOTAL NUMBER OF STUDENTS ENROLLED IN 2012-13 (as reported on BEDS Day)

(as reported on BEDS Day)

9. GRADES SERVED IN SCHOOL YEAR 2012-13

Check all that apply

- K

- 1

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

Yes/No	Name of CMO/EMO
No	

11. FACILITIES

Will the School maintain or operate multiple sites?

No, just one site.

12. SCHOOL SITES

Please list the sites where the school will operate in 2013-14.

	Physical Address	Phone Number	District/CS D	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	132 West 124th Street, New York, NY 10027	646-701-7117	CSD 5	K, 1, 2	No	Rent/Lease
Site 2						
Site 3						

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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Brett Gallini	[REDACTED]	[REDACTED]	[REDACTED]
Operational Leader	Sherita Smith	[REDACTED]	[REDACTED]	[REDACTED]
Compliance Contact	Sherita Smith	[REDACTED]	[REDACTED]	[REDACTED]
Complaint Contact	Brett Gallini	[REDACTED]	[REDACTED]	[REDACTED]

13. Are the School sites co-located?

No

14. Were there any revisions to the school's charter during the 2012-2013 school year? (Please include both those that required authorizer approval and those that did not require authorizer approval).

Yes

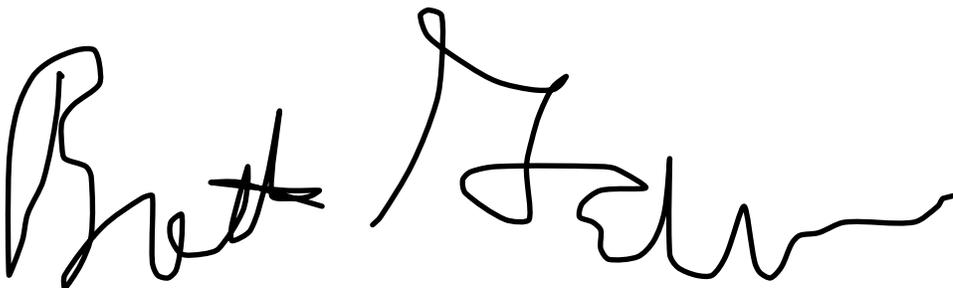
15. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in admissions/enrollment policy	The school made a non-material amendment to its Enrollment Policy to (i) add a provision that applicants for the ASD program referred to the school by the DOE are required to be deemed eligible for the program in Phase I of the identification process described in the Policy, (ii) permit members of the school staff to interview parents and complete an initial questionnaire relating to applicants for the ASD program, and (iii) add a provision that applicants for the ASD program for whom there is no seat available will be added to the waitlist and not be required to go through the identification process until a place becomes available. This amendment was approved by the SED on 2/8/13.	01/2013	02/2013
2				
3				
4				
5				

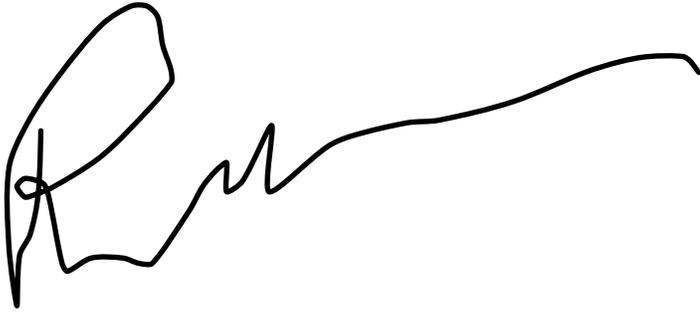
16. Our signatures below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in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

• Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees

A handwritten signature in black ink, consisting of a large, stylized initial 'R' followed by a long, sweeping horizontal line that ends in a slight upward curve.

Thank you.

Signature Page for President of Board of Trustees

Created Thursday, October 31, 2013

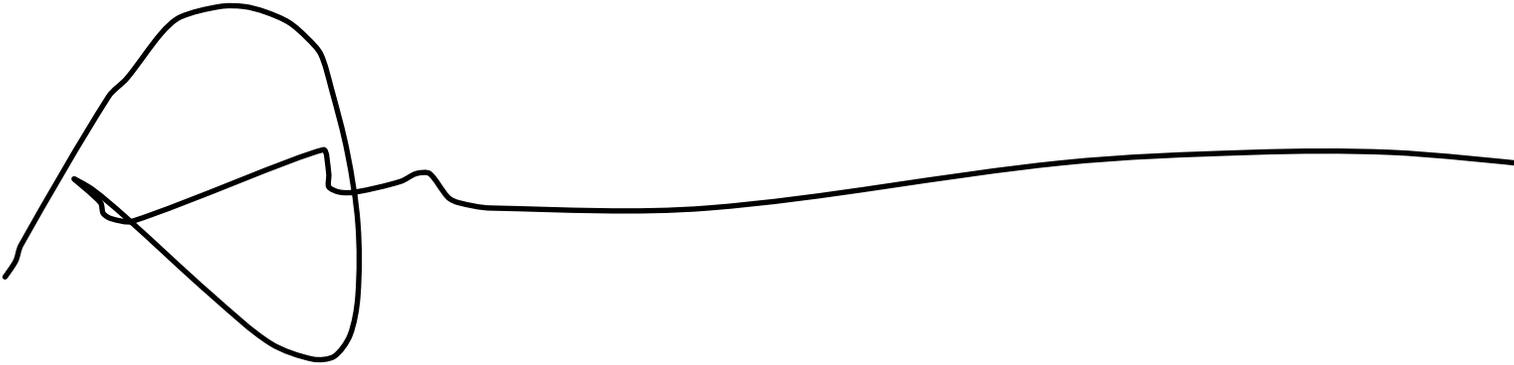
Page 1

310500861015 NEIGHBORHOOD CS OF HARLEM

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

- Yes
-

Signature, Board President

A handwritten signature in black ink, consisting of a large, stylized initial 'A' followed by a long, horizontal, slightly wavy line extending to the right.

Thank you.

Appendix A: Progress Toward Goals

Created Thursday, August 01, 2013

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).

URL is not available

2. APPENDIX A: PROGRESS TOWARD CHARTER GOALS

2a. ACADEMIC STUDENT PERFORMANCE GOALS

If the Progress Toward Charter Goals are based on student performance data that the school will not have access to by August 1, 2013 (e.g., the NYS Assessment results), please list goals and explain this in the "Progress Towards Attainment" column. This information can be updated for Appendix A when available but no later than November 1, 2013. Board of Regents-authorized charter schools that opened for instruction in the fall of 2012 or that were renewed in 2012-13 will be held to the same charter-specific academic goals. Board of Regents-authorized charter schools will also be held accountable to Student Performance Benchmark 1 of the Performance Framework.

2012-13 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Academic Goal 1	Each year the school will earn a score sufficient to place it in the 75th percentile of all schools on the "Performance" section of the Progress Report.	NYC DOE Progress Report	Not applicable. The school will not receive a Progress Report until the 2014-2015 school year.	
Academic Goal 2	Each year the school will earn a score sufficient to place it in the 75th percentile of all schools on the "Progress" section of the Progress Report.	NYC DOE Progress Report	Not applicable. The school will not receive a Progress Report until the 2014-2015 school year.	
Academic Goal 3	Each year 75% percent of students who have been enrolled at the school on BEDS day for at least two consecutive years will perform at or above the 50 NCE (50th National Percentile Rank) on the TerraNova test in Reading and	TerraNova test	This goal is only applicable for students who have been enrolled for two years. The school has only been open for one academic year. However, the school administered the TerraNova test in May 2013 to all enrolled students including	

	Mathematics.		all students with IEPs. We have already made substantial progress toward this goal and in some areas have already met or surpassed our goal. In reading, our kindergarteners scored in the 79th percentile locally and 77th percentile nationally. In mathematics, our kindergarteners scored in the 74th percentile locally and 69th percentile nationally. In reading, our first graders scored in the 75th percentile locally and the 76th percentile nationally. In mathematics, our first graders scored in the 75th percentile locally and the 74th percentile nationally.
Academic Goal 4	Each year each grade level cohort of students who have been enrolled at the school on BEDS day for at least two consecutive years and whose average score on the TerraNova tests in Reading and Mathematics was below 50 NCE the previous year will increase by one half the difference between their average score and the 50 NCE.	TerraNova test	Not applicable. No student will have a prior year TerraNova score until the 2013/2014 school year.
Academic Goal 5	Each year each grade level cohort of students who have been enrolled at the school on BEDS day for at least two consecutive years whose average score was at or above 50 NCE will increase the average score by no less than 0 NCE.	TerraNova test	Not applicable. No student will have a prior year TerraNova score until the 2013/2014 school year.
Academic Goal 6	The school will make AYP each year.	NYS School Report Card	Not applicable.
Academic Goal 7	The school will establish challenging goals for the percentage of students who score at Level 3 or above on the NYS tests in ELA, math, science and social studies (if the test is reinstated). At a minimum, the percentages for students who have been in the school for two consecutive years will exceed the average percentages for the CSD where the school is located or the average percentages for New York City, whichever is the higher.	NYS tests	This goal is not yet applicable because the school will not have a testing grade until the 2014/2015 school year. However, our curriculum is closely aligned to the Common Core Learning Standards in English Language Arts and Mathematics. Additionally, the school assesses students' progress regularly using both school created and other assessments. In May 2013, the school administered a comprehensive Common Core inventory in English Language Arts and Mathematics to all enrolled students including all students with IEPs, 85% of our kindergarten students and 83% of our first grade students scored a level 3 or 4 on the exam.
Academic Goal 8	The school will establish challenging goals for student growth on the NYS state test in ELA, math, science and social studies using the growth measures to be announced by NYSED.	NYS School Report Card	Not applicable.

2a1. Do have more academic goals to add?

Yes

2012-13 Progress Toward Attainment of Academic Goals

Academic Student Performance Goal	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken	
Academic Goal 9	All students who are eligible for special education services will have IEPs that are developed promptly, reviewed regularly and include appropriate and challenging goals. 100% of such students will have met at least 75% of their IEP goals by the end of the school year.	School-created assessments	Appropriate and challenging goals were established for all students. 90% of our students with IEPs met at least 75% of their IEP goals.	Three students did not meet at least 75% of their goals. Two of the students will be retained. All three students will receive intensive intervention in all academic areas during the 2013-2014 school.
Academic Goal 10				
Academic Goal 11				
Academic Goal 12				
Academic Goal 13				
Academic Goal 14				
Academic Goal 15				
Academic Goal 16				

2a2. Do have more academic goals to add?

No

2b. ORGANIZATIONAL GOALS

2012-13 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Org Goal 1	The school will maintain a level of enrollment that is at least as high as that set out in its Charter Contract.	School enrollment records	The Projected Enrollment Table included in the charter application called for an enrollment of 106 students in 2012-2013. The school maintained an enrollment of 118 students.	
Org Goal 2	The school will achieve an overall attendance rate of at least 95%.	School attendance records	This goal has been met. The 2012-2013 overall attendance rate was 96.1%.	
Org Goal 3	The school will achieve an overall homework completion rate of 95%.	School homework completion records	This goal has been met. The 2012-2013 overall homework completion rate was 97%.	
Org Goal 4				
Org Goal 5				

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

No

2c. FINANCIAL GOALS

2012-13 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Financial Goal 1	The school will operate each year within the budget established annually by the Board of Trustees.	Audited financial statements	This goal has been met. The school ended our first year of operation with a surplus of \$442,000 after depreciation and \$325,000 cash.	
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

Neighborhood Charter School of Harlem

Per Pupil Expenditures

Total Per Pupil FTE	120.04	Per Pupil Expense	22,275.65
		Per Pupil	
		Administrative	
Total Expenses	2,674,058	Expense	2,275.33
Total Administrative			
Expense	273,140		



Financial Audit Supplemental Data Request Form
for Regents-Authorized Charter Schools

School Name:	Neighborhood Charter School of Harlem
Date:	July 22, 2013
School Fiscal Contact Name:	Sherita Smith
School Fiscal Contact Email:	[REDACTED]
School Fiscal Contact Phone:	[REDACTED]
District of Location:	5
Authorizer:	SED
Years of Operation:	2
Facility:	Private
Grades Currently Served:	K-1
Planned Grades at Full Capacity:	K-8
Enrollment:	119
Max Enrollment:	323 (at the end of the first charter period)
Year of Most Recent Data	2013
School Fiscal Contact Phone:	[REDACTED]
School Audit Firm Name:	MBAF, LLC
School Audit Contact Name:	Jose Garzon
School Audit Contact Email:	jgarzon@mbaf-ere.com
School Audit Contact Phone:	212-576-1400
Latest Audit Period (through June 30):	2013
Do Not Use this Box	Neighborhood Charter School of Harlem2013

FILL IN GRAY CELLS

Neighborhood Charter School of Harlem

STATEMENTS OF FINANCIAL POSITION

FOR THE YEARS ENDED JUNE 30, 2013

	2013	2012
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$495,428	\$185,930
Grants and contracts receivable	30,146	-
Accounts receivables	13,048	35,461
Inventory	-	-
Prepaid Expenses	16,915	23,547
Contributions and other receivables		
Other	5,220	43,395
TOTAL CURRENT ASSETS	\$560,757	\$288,333
OTHER ASSETS		
Investments	\$-	\$-
Property, Plant and Equipment, Net	349,554	72,252
Restricted Cash	15,000	-
OTHER ASSETS	\$364,554	\$72,252
TOTAL ASSETS	\$925,311	\$360,585
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable and accrued expenses	\$128,770	\$85,037
Accrued payroll and benefits	78,324	-
Refundable Advances	-	-
Dreferred Revenue	-	-
Current maturities of long-term debt	-	-
Short Term Debt - Bonds, Notes Payable	-	-
Other	-	-
TOTAL CURRENT LIABILITIES	\$207,094	\$85,037
LONG-TERM DEBT, net current maturities	\$-	\$-
TOTAL LIABILITIES	\$207,094	\$85,037
NET ASSETS		
Unrestricted	\$703,217	\$275,548
Temporarily restricted	15,000	-
TOTAL NET ASSETS	\$718,217	\$275,548
TOTAL LIABILITIES AND NET ASSETS	\$925,311	\$360,585
	Check	-

FILL IN GRAY CELLS

Neighborhood Charter School of Harlem
STATEMENTS OF ACTIVITIES
FOR THE YEARS ENDED JUNE 30,

	2013			2012
	Unrestricted	Temporarily Restricted	Total	Total
REVENUE, GAINS AND OTHER SUPPORT				
State & Local Operating Revenue	\$2,631,048	\$-	\$2,631,048	\$-
Federal - Title and IDEA	87,489	-	87,489	-
Federal - Other	193,231	-	193,231	236,797
State and City Grants	101,142	-	101,142	-
Contributions and private grants	-	-	-	220,000
After school revenue	-	-	-	-
Other	-	-	-	-
Food Service/Child Nutrition Program	-	-	-	-
TOTAL REVENUE, GAINS AND OTHER SUPPORT	\$3,012,909	\$-	\$3,012,909	\$456,797
EXPENSES				
Program Services				
Regular Education	\$1,470,331	\$-	\$1,470,331	\$105,957
Special Education	907,984	-	907,984	70,802
Other Programs	-	-	-	-
Total Program Services	\$2,378,315	\$-	\$2,378,315	\$176,759
Supporting Services				
Management and general	\$291,413	\$-	\$291,413	\$68,794
Fundraising	4,330	-	4,330	173
TOTAL OPERATING EXPENSES	\$2,674,058	\$-	\$2,674,058	\$245,727
SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS	\$338,851	\$-	\$338,851	\$211,070
Contributions				
Foundations	\$2,500	\$-	\$2,500	-
Individuals	84,636	15,000	99,636	1,000
Corporations	-	-	-	-
Fundraising	1,587	-	1,587	50,000
Interest income	96	-	96	215
Miscellaneous income	-	-	-	-
Net assets released from restriction	-	-	-	-
TOTAL SUPPORT AND OTHER REVENUE	\$88,819	\$15,000	\$103,819	\$51,215
CHANGE IN NET ASSETS	\$427,670	\$15,000	\$442,670	\$262,285
NET ASSETS BEGINNING OF YEAR	\$275,548	\$-	\$275,548	\$13,263
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
NET ASSETS - END OF YEAR	\$703,218	\$15,000	\$718,218	\$275,548

Audited Financial Statement Checklist

Created Thursday, October 31, 2013

Page 1

Charter School Name:

1. Please check each item that is included in the 2012-13 Audited Financial Statement submitted for your charter school.

	Yes	No	NA
Audited Financial Statements (including report on compliance and report on internal control over financial reporting)	True	False	False
Single Audit (if applicable)	True	False	False
CSP Agreed Upon Procedures (if applicable)	True	False	False
Management Letter	True	False	False
Report on Extracurricular Student Activity Accounts (if applicable)	False	False	True
Corrective Action Plans for any Findings	True	False	False

2. Please indicated if there is a finding(s) noted in any of the following sections of your charter school's 2012-13 Audited Financial Statement.

	Yes	No
Report on Compliance	True	False
Report on Internal Control over Financial Reporting	True	False
Single Audit	True	False
CSP Agreed Upon Procedures Report	True	False
Management Letter	True	False

Thank you Sherita .

NEIGHBORHOOD CHARTER SCHOOL OF HARLEM

CONSOLIDATED FINANCIAL STATEMENTS

JUNE 30, 2013

NEIGHBORHOOD CHARTER SCHOOL OF HARLEM

TABLE OF CONTENTS

INDEPENDENT AUDITOR'S REPORT	1-2
CONSOLIDATED FINANCIAL STATEMENTS:	
Consolidated Statement of Financial Position	3
Consolidated Statement of Activities	4
Consolidated Statement of Functional Expenses	5
Consolidated Statement of Cash Flows	6
Notes to Consolidated Financial Statements	7-11
Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	12-13



INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees
Neighborhood Charter School of Harlem

Report on the Consolidated Financial Statements

We have audited the accompanying consolidated financial statements of Neighborhood Charter School of Harlem (the "School"), which comprise the consolidated statement of financial position as of June 30, 2013, and the related consolidated statements of activities, functional expenses, and cash flows for the period from September 25, 2009 (date of inception) through June 30, 2013, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

Opinion

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the financial position of Neighborhood Charter School of Harlem as of June 30, 2013, and its change in net assets and its cash flows for the period from September 25, 2009 (date of inception) through June 30, 2013, in accordance with accounting principles generally accepted in the United States of America.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 31, 2013, on our consideration of Neighborhood Charter School of Harlem's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Neighborhood Charter School of Harlem's internal control over financial reporting and compliance.

MBAF CPAs, LLC

New York, NY
October 31, 2013

NEIGHBORHOOD CHARTER SCHOOL OF HARLEM
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
JUNE 30, 2013

ASSETS

Cash	\$ 485,447
Cash - restricted	25,000
Grants and other receivables	185,285
Due from NYCDOE	11,593
Prepaid expenses and other assets	49,835
Security deposit	15,000
Property and equipment, net	287,136
	<hr/>
	\$ 1,059,296

LIABILITIES AND NET ASSETS

LIABILITIES

Accounts payable and accrued expenses	134,176
Accrued salaries and other payroll related expenses	74,153
Deferred rent	54,500
	<hr/>
	262,829

NET ASSETS

Unrestricted	795,147
Temporarily restricted	1,320
	<hr/>
	796,467
	<hr/>
	\$ 1,059,296

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

NEIGHBORHOOD CHARTER SCHOOL OF HARLEM
CONSOLIDATED STATEMENT OF ACTIVITIES
PERIOD FROM SEPTEMBER 25, 2009 (DATE OF INCEPTION) TO JUNE 30, 2013

	Unrestricted	Temporarily Restricted	Total
OPERATING REVENUE			
State and local per pupil operating revenue	\$ 2,629,593	-	\$ 2,629,593
Government grants and contracts	786,880	-	786,880
	<u>3,416,473</u>	<u>-</u>	<u>3,416,473</u>
EXPENSES			
Program	2,420,478	-	2,420,478
Management and general	669,555	-	669,555
Fundraising	9,337	-	9,337
	<u>3,099,370</u>	<u>-</u>	<u>3,099,370</u>
SURPLUS FROM SCHOOL OPERATIONS	<u>317,103</u>	<u>-</u>	<u>317,103</u>
SUPPORT AND OTHER INCOME			
Contributions and other grants	325,087	15,000	340,087
Interest and other income	12,548	-	12,548
In-kind contributions	126,729	-	126,729
Released from restriction	13,680	(13,680)	-
	<u>478,044</u>	<u>1,320</u>	<u>479,364</u>
CHANGE IN NET ASSETS	795,147	1,320	796,467
NET ASSETS - BEGINNING OF PERIOD	<u>-</u>	<u>-</u>	<u>-</u>
NET ASSETS - END OF PERIOD	<u>\$ 795,147</u>	<u>\$ 1,320</u>	<u>\$ 796,467</u>

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

NEIGHBORHOOD CHARTER SCHOOL OF HARLEM
CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES
PERIOD FROM SEPTEMBER 25, 2009 (DATE OF INCEPTION) TO JUNE 30, 2013

	Program Services			Supporting Services		
	General Education	Special Education	Total Program	Management and General	Fundraising	Total
FUNCTIONAL EXPENSES						
Salaries	\$ 761,505	\$ 476,233	\$ 1,237,738	\$ 198,081	\$ 1,941	\$ 1,437,760
Payroll taxes and employee benefits	155,971	97,543	253,514	40,571	398	294,483
Consultants	48,239	83,183	131,422	189,979	1,252	322,653
Consultants in-kind	-	-	-	126,729	-	126,729
Professional fees	-	-	-	33,898	-	33,898
Classroom supplies and instructional materials	125,795	43,175	168,970	-	-	168,970
Equipment rental	2,803	1,746	4,549	688	53	5,290
Insurance	10,157	6,325	16,482	2,492	192	19,166
Dues and subscriptions	2,543	5,158	7,701	-	-	7,701
Advertising and recruitment	38,283	16,385	54,668	2,923	121	57,712
Travel	2,126	1,324	3,450	522	40	4,012
Office expenses	13,838	8,617	22,455	3,397	261	26,113
Parent activities	4,104	1,408	5,512	-	-	5,512
Postage and delivery	3,714	2,312	6,026	911	70	7,007
Printing and photocopying	2,358	1,468	3,826	578	44	4,448
Occupancy/facility expense	137,932	85,882	223,814	33,832	2,602	260,248
Repairs and maintenance	52,647	32,780	85,427	12,913	993	99,333
Staff professional development	47,416	18,599	66,015	4,510	21	70,546
Student field trips and incentives	4,611	1,583	6,194	-	-	6,194
Student transportation	5,024	1,724	6,748	-	-	6,748
Telephone and internet	18,523	11,534	30,057	4,544	350	34,951
Technology, infrastructure and software	11,337	7,059	18,396	2,781	214	21,391
Furniture and fixtures - non-capitalizable	6,594	4,104	10,698	1,617	124	12,439
Depreciation	35,014	21,802	56,816	8,589	661	66,066
	\$ 1,490,534	\$ 929,944	\$ 2,420,478	\$ 669,555	\$ 9,337	\$ 3,099,370

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

NEIGHBORHOOD CHARTER SCHOOL OF HARLEM
CONSOLIDATED STATEMENT OF CASH FLOWS
PERIOD FROM SEPTEMBER 25, 2009 (DATE OF INCEPTION) TO JUNE 30, 2013

CASH FLOWS FROM OPERATING ACTIVITIES	
Change in net assets	\$ 796,467
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
Depreciation	66,066
Changes in operating assets and liabilities:	
Cash - restricted	(25,000)
Grants receivable	(185,285)
Due from NYCDOE	(11,593)
Prepaid expenses and other assets	(49,835)
Security deposit	(15,000)
Accounts payable and accrued expenses	134,176
Accrued salaries and other payroll related expenses	74,153
Deferred rent	54,500
	<u>838,649</u>
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>838,649</u>
CASH FLOWS FROM INVESTING ACTIVITIES	
Purchase of property and equipment	<u>(353,202)</u>
NET CASH USED IN INVESTING ACTIVITIES	<u>(353,202)</u>
NET INCREASE IN CASH	485,447
CASH - BEGINNING OF PERIOD	<u>-</u>
CASH - END OF PERIOD	<u>\$ 485,447</u>

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

NEIGHBORHOOD CHARTER SCHOOL OF HARLEM

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS JUNE 30, 2013

1. NATURE OF THE ORGANIZATION

Neighborhood Charter School of Harlem (the "School") is a New York State, not-for-profit educational corporation that was incorporated on September 13, 2011 to operate a charter school pursuant to Article 56 of the Educational Law of the State of New York. The School was granted a provisional charter on September 13, 2011, valid for a term of five years and renewable upon expiration by the Board of Regents of the University of the State of New York.

The School opened its doors in the Fall of 2012 in Harlem with a rigorous academic program and a highly structured and supportive school culture. The school serves a wide range of students, including students with disabilities and students whose native language is not English, drawn mostly from central Harlem, the community school district in which it is located. It offers a specialized inclusion program for students with high-functioning autism, who constitute approximately 15% of the student body.

The School is exempt from Federal income tax under section 501(a) of the Internal Revenue Code ("IRC") as an organization described in Section 501(c)(3) of the IRC and a similar provision under New York State income tax laws. The School has also been classified as an entity that is not a private foundation within the meaning of Section 509(a) of the IRC and qualifies for deductible contributions as provided in section 170(b)(1)(A)(ii) of the IRC.

The School started incurring startup costs on September 25, 2009, before they were granted their charter on September 13, 2011.

In fiscal year 2013, the School operated classes for students in kindergarten and first grades.

In fiscal year 2013, students received New York City Department of Education ("NYCDOE") School Food services. The School paid for students who were not eligible for free lunch.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Financial Statement Presentation

The School has a controlling financial interest in Friends of Neighborhood Charter School of Harlem. Accordingly, the accompanying consolidated financial statements include the accounts of the School and its controlled affiliate. All significant intercompany accounts and transactions have been eliminated.

The School's consolidated financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America ("U.S. GAAP").

The classification of the School's net assets and its support, revenues and expenses is based on the existence or absence of donor-imposed restrictions. It requires that the amounts for each of the three classes of net assets - permanently restricted, temporarily restricted, and unrestricted - be displayed in a statement of financial position and that the amounts of change in each of those classes of net assets be displayed in a statement of activities.

These classes are defined as follows:

Permanently Restricted – Net assets resulting from contributions and other inflows of assets whose use by the School is limited by donor-imposed stipulations that neither expire by passage of time nor can be fulfilled or otherwise removed by actions of the School.

Temporarily Restricted – Net assets resulting from contributions and other inflows of assets whose use by the School are limited by donor-imposed stipulations that either expire by passage of time or can be fulfilled and removed by actions of the School pursuant to those stipulations. When such stipulations end or are fulfilled, such temporarily restricted net assets are reclassified to unrestricted net assets and reported as such in the consolidated statement of activities.

Unrestricted – The part of net assets that is neither permanently nor temporarily restricted by donor-imposed stipulations.

NEIGHBORHOOD CHARTER SCHOOL OF HARLEM

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS JUNE 30, 2013

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Cash - Restricted

The School has an escrow account of \$25,000 which is held aside for contingency purposes as required by the NYCDOE.

Grants and Other Receivables

Grants and other receivables represent unconditional promises to give by grantors and donors. Grants and other receivables are expected to be collected within one year, are recorded at net realizable value, and amounts to \$185,285 at June 30, 2013. The School has determined that no allowance for uncollectible accounts for grants and other receivables is necessary as of June 30, 2013. Such estimate is based on management's assessments of the creditworthiness of its donors, the aged basis of its receivables, as well as current economic conditions and historical information.

Revenue Recognition

Revenue from the state and local government resulting from the School's charter status is based on the number of students enrolled and is recorded when services are performed in accordance with the charter agreement.

Revenue from federal, state and local government grants and contracts are recorded by the School when qualifying expenditures are incurred and billable. Funds received in advance for which qualifying expenditures have not been incurred would be reflected as deferred revenue in the accompanying consolidated statement of financial position.

Donated Goods and Services

The School occasionally receives contributed goods and services. Such goods and services are only recorded as in-kind contributions at their fair value, provided it meets the criteria for recognition. Such criteria includes contributions of services that (i) create or enhance non-financial assets or those that require specialized skills, (ii) are provided by individuals possessing those skills, and (iii) would typically need to be purchased if not provided by donation, and are recorded at their fair value in the period received. Professional services received are estimated at \$126,729 for the period ending June 30, 2013 and is reflected as both as income and expense in the accompanying consolidated financial statements. No goods were donated for the period ending June 30, 2013.

Property and Equipment

Property and equipment are stated at cost and are being depreciated on the straight-line method over the estimated useful lives of the assets. Leasehold improvements are depreciated over the estimated useful lives of the assets. The School has established a \$3,000 threshold above which assets are capitalized. Property and equipment acquired with certain government contract funds is recorded as an expense pursuant to the terms of the contract in which the government funding source retains ownership of the property. Maintenance and repairs are charged to expense as incurred; major renewals and betterments are capitalized.

Impairment

The School reviews long-lived assets to determine whether there has been any permanent impairment whenever events or circumstances indicate the carrying amount of an asset may not be recoverable. If the sum of the expected future undiscounted cash flows is less than the carrying amount of the assets, the School recognizes an impairment loss. No impairment losses were recognized for the period ended June 30, 2013.

Advertising

The School expenses advertising costs as incurred. The School incurred \$10,626 of advertising costs for the period ended June 30, 2013. Advertising expense is included in advertising and recruiting expense on the accompanying consolidated statement of functional expenses.

Deferred Rent

In accordance with U.S. GAAP, rent expense is recognized on a straight-line basis over the life of the lease, including future escalations of rent, rather than in accordance with lease payments. Deferred rent represents the adjustment to future rents as a result of using the straight-line method.

NEIGHBORHOOD CHARTER SCHOOL OF HARLEM

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS JUNE 30, 2013

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Functional Allocation of Expenses

Expenses that can be directly identified with the program or supporting service to which they relate are charged accordingly. Other expenses have been allocated by function among program and supporting service classifications using bases determined by management based upon benefits received.

Estimates

The preparation of financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Subsequent Events

The School has evaluated events through October 31, 2013, which is the date the financial statements were available to be issued.

Income Taxes

The School follows the accounting standard for uncertainty in income taxes. The standard prescribes a minimum recognition threshold and measurement methodology that a tax position taken or expected to be taken in a tax return is required to meet before being recognized in the financial statements. It also provides guidance for derecognition, classification, interest and penalties, accounting in interim periods, disclosure, and transition.

The School files informational returns in the federal jurisdiction. The School is subject to income tax examinations by the Internal Revenue Service for all tax years.

The School believes that it has appropriate support for the positions taken on its tax returns. Nonetheless, the amounts ultimately paid, if any, upon resolution of the issues raised by the taxing authorities may differ materially from the amounts filed. Management believes that its nonprofit status would be sustained upon examination.

Should there be interest on underpayments of income tax, the School would classify it as "Interest Expense." The School would classify penalties in connection with underpayments of tax as "Other Expense."

3. PROPERTY AND EQUIPMENT

Property and equipment consist of the following as of June 30:

	2013	Estimated Useful Lives
Furniture and fixtures	\$ 63,721	5 years
Computer hardware and software	93,008	3 years
Leasehold improvements	155,822	5 years
Equipment	<u>40,651</u>	3 years
	353,202	
Less: accumulated depreciation	<u>(66,066)</u>	
	<u>\$ 287,136</u>	

Depreciation expense for the period ended June 30, 2013 was \$66,066.

NEIGHBORHOOD CHARTER SCHOOL OF HARLEM

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS JUNE 30, 2013

4. AGREEMENT FOR SCHOOL FACILITY

In early 2012, the School entered into a lease with the Greater Refuge Temple for space at 132 124th Street for a period of two years from July 1, 2012 to June 30, 2014 at a rent of \$180,000 total for the first year and \$255,000 total for the second year.

The School subsequently entered into a lease for additional space for the second year of the term at an additional rent of \$34,000 for a total of \$289,000 for fiscal year 2014. For the period ending June 30, 2013, the rent expense was \$260,248, which is included in occupancy/facility expense in the accompanying consolidated statement of functional expenses.

The Greater Refuge Temple has agreed, in principle, to lease to the school all of the space currently leased plus some additional space for a year starting July 1, 2014 and ending June 30 2015. The rent will be a total of \$480,000 for the year. This agreement, in principle, is currently being incorporated into a formal lease.

5. PENSION PLAN

The School adopted a 401(k) profit sharing plan (the "Plan") which covers all full-time salaried employees and part-time employees who are scheduled to work at least 20 hours a week. The Plan is a defined contribution plan. The School will match 100% of employee contributions up to 3% of their annual salaries. Employees are eligible to enroll in the Plan on their first day of employment. The Plan allows participants to contribute to the Plan on a pre-tax basis, on a pre-arranged schedule. Participants vest in the employer contributions as follows:

- After one year of service: 0% vested
- After two years of service: 50%
- After three or more years of service: 100%

For the period ended June 30, 2013, pension expense was \$26,165, which is included in payroll taxes and employee benefits in the accompanying consolidated statement of functional expenses.

6. RISK MANAGEMENT

The School is exposed to various risks of loss related to torts; thefts of, damage to, and destruction of assets; injuries to employees; and natural disasters. The School maintains commercial insurance to help protect itself from such risks.

The School entered into contractual relationships with certain governmental funding sources. The governmental agencies may request return of funds as a result of noncompliance by the School, as well as additional funds for the use of facilities. The accompanying consolidated financial statements make no provision for the possible disallowance or refund.

7. CONCENTRATIONS

Financial instruments that potentially subject the School to a concentration of credit risk include cash accounts at a major financial institution that, at times, exceeded the Federal Deposit Insurance Corporation insured limit of \$250,000.

The School received approximately 77% of its total revenue from per pupil funding from the NYCDOE during the period ended June 30, 2013.

Four vendors accounted for approximately 49% of the School's accounts payable at June 30, 2013.

NEIGHBORHOOD CHARTER SCHOOL OF HARLEM

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2013

8. COMMITMENTS AND CONTINGENCIES

The School leases copiers under a non-cancelable operating lease which expires September 2015 and August 2016. Future minimum lease payments are as follows:

<u>June 30,</u>	
2014	\$ 13,073
2015	13,848
2016	10,058
2017	<u>775</u>
Total	<u>\$ 37,754</u>

9. TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets are purpose restricted and consist of the following at June 30, 2013:

Terry Kramer – IPADS	\$ 1,320
----------------------	----------



Independent Auditor’s Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With *Government Auditing Standards*

To the Board of Trustees
Neighborhood Charter School of Harlem

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the consolidated financial statements of Neighborhood Charter School of Harlem (the “School”) which comprise the consolidated statement of financial position as of June 30, 2013, and the related consolidated statements of activities, functional expenses, and cash flows for the period from September 25, 2009 (date of inception) to June 30, 2013, and the related notes to the consolidated financial statements, and have issued our report thereon dated October 31, 2013.

Internal Control Over Financial Reporting

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

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

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

Compliance and Other Matters

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

We noted certain matters that we reported to management of the School in a separate letter dated October 31, 2013.

Purpose of this Report

This report is intended solely for the information and use of the audit committee, board of trustees, management, the New York State Education Department and the Board of Regents of the University of the State of New York and is not intended to be and should not be used by anyone other than these specified parties.

MBAF CPAs, LLC

New York, NY
October 31, 2013



INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING
AGREED UPON PROCEDURES

To the Board of Trustees of Neighborhood Charter School of Harlem:

We have performed the procedures identified below, which were agreed to by the management of Neighborhood Charter School of Harlem (the "School") and the New York State Education Department ("NYSED") solely to assist the specified parties in evaluating the School's assertion to NYSED that it has maintained compliance with the requirements of the CSP grant and Federal and NYSED guidelines in managing the CSP grant.

This agreed-upon procedures engagement was performed in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the specific users of the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures we performed and our results are as follows:

Procedure #1: We will obtain the detail of expenditures incurred for the period under review relating to the CSP grant from the Charter School's accounting software and reconcile to the grant revenue recorded by the Charter School. If the CSP grant revenue does not equal the grant expenditures, we will investigate the differences.

Result: MBAF obtained detail of grant expenditures and reconciled to the grant revenue recorded without exception.

Procedure #2: We will obtain the NYSED approved CSP grant award information, including the budget and any amendments, to determine if the revenue and expenditures recorded for the period appear reasonable.

Result: MBAF obtained the NYSED approved CSP grant award information, including the budget and any amendments. MBAF noted the revenue and expenditures recorded for the period appear reasonable.

Procedure #3: We will select a sample of expenditures from the detail obtained in Procedure #1.

- a. Payroll – We will select 10 items or 10% of the total number of payroll items charged to the grant, whichever is less
- b. Other expenses – We will select 10 items or 10% of the total number of payroll items charged to the grant, whichever is less
- c. Using the above selected items, we will:

- i. Determine if the expenditure is in accordance with the purpose of the grant and that pre-opening expenditures are charged to pre-opening periods
- ii. Determine if the expenditure falls into an approved budget category
- iii. Determine if the expenditure was charged to the appropriate fiscal period

Result: MBAF selected a sample of 10 items of expenses charged to the grant (School does not charge payroll to the grant). MBAF then determined whether each expenditure was in accordance with the purpose of the grant, was included in an approved budget category, and was charged to the appropriate fiscal period, without exception.

Procedure #4: We will obtain FS25-25 form(s) submitted to NYSED during the period under review and perform the following.

- a. Trace expenditures selected in Procedure #3 to requests for reimbursement. Determine that items requested for reimbursement had previously been expended or were expended within a month following the request for reimbursement. If items have not yet been requested for reimbursement, inquire of the responsible charter school officials as to the plan for requesting reimbursement, and determine if a receivable is recorded, if appropriate.
- b. If FS-25 forms included amounts on Line 4 (Cash Expenditures Anticipated During Next Month), we will select one FS-25 and determine if funds were expended within 1 month following the date of the request.

Result: MBAF traced the sample expenditures mentioned above to requests for reimbursement, without exception. MBAF then selected one FS-25 and determined that the funds were expended within one month of the request date.

We were not engaged to, and did not, conduct an examination, the objective of which would be the expression of an opinion on Neighborhood Charter School of Harlem's compliance with the requirements of the CSP grant. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of Neighborhood Charter School of Harlem and the New York State Education Department, and it is not intended to be and should not be used by anyone other than the specified parties.

MBAF CPAs, LLC

MBAF CPAs, LLC
October 31, 2013

Neighborhood Charter School of Harlem

Communication With Those Charged With Governance

OCTOBER 31, 2013





October 31, 2013

To the Audit Committee
Neighborhood Charter School of Harlem

We have audited the financial statements of Neighborhood Charter School of Harlem (the "School") for the year ended June 30, 2013 and are prepared to issue our report thereon dated October 31, 2013. Professional standards require that we provide you with the following information related to our audit. This letter is divided into two sections: 1) required communications from the auditors to those with audit oversight responsibilities and 2) opportunities for strengthening internal controls or enhancing operating efficiency and our related recommendations.

REQUIRED COMMUNICATIONS

A. Our Responsibility under U.S. Generally Accepted Auditing Standards:

As stated in our engagement letter dated February 8, 2012, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your responsibilities. Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement. As part of our audit, we considered the internal control of Neighborhood Charter School of Harlem. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control. We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

B. Planned Scope and Timing of the Audit:

We performed the audit according to the planned scope and timing previously communicated to you in our meeting about planning matters on June 3, 2013.

C. Auditor Independence:

We affirm that MBAF CPAs, LLC is independent with respect to Neighborhood Charter School of Harlem.

An Equal Opportunity Member of Baker Tilly International

D. Qualitative Aspects of Accounting Practices:

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by Neighborhood Charter School of Harlem are described in Note 2 to the financial statements. As described therein, the School elected to implement the application of an accounting pronouncement pertaining to accounting for uncertain tax positions. We noted no transactions entered into by the School during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

E. Accounting Estimates Used in the Financial Statements:

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

1. Allowance for Doubtful Accounts:

As of June 30, 2013, Neighborhood Charter School of Harlem recorded grants and other receivables of \$196,878. Management concluded that no allowance for doubtful accounts was necessary. Management calculated based on the assessment of the credit-worthiness of the School's donors, the aged basis of the receivables, as well as economic conditions and historical information. Based on our audit procedures we concur with management's conclusion.

2. Functional Statement Allocation:

Management's estimate of the allocation of functional expenses is directly identified with the program or supporting service to which they relate. We evaluated the key factors and assumptions used to develop the estimate in determining that it is reasonable in relation to the financial statements taken as a whole.

3. Depreciation:

Management's estimate of depreciation is based on the shorter of the life of the lease or estimated useful lives of assets. We evaluated the estimated useful lives of assets in comparison to generally accepted accounting principles in determining that it is reasonable in relation to the financial statements taken as a whole.

F. Sensitive Disclosures Affecting the Financial Statements:

The disclosures in the financial statements are neutral, consistent, and clear. Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure(s) affecting the financial statements were:

The disclosure of Risk Management in Note 6 to the financial statements which describes various risks to which the School is exposed.

G. Corrected and Uncorrected Misstatements:

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Except as those made known to you, management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and uncorrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole. We will identify those adjustments proposed both corrected and uncorrected:

Proposed and Corrected:

There were 5 audit adjustments that decreased net assets by approximately \$109,000. The most significant adjustments were as follows:

1. To decrease net assets by approximately \$66,000 to record depreciation expense.
2. To decrease net assets by \$54,500 to straight-line rent over the two years of the lease.

Proposed and Uncorrected:

There were no audit adjustments not recorded due to immateriality.

H. Audit Difficulties and Disagreements with Management:

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report.

We are pleased to report that no such disagreements arose during the course of our audit.

I. Management Representations:

We have requested certain representations from management that are included in the management representation letter dated October 31, 2013.

J. Management Consultations with Other Independent Accountants:

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the School's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

K. Other Audit Findings or Issues:

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

**OPPORTUNITIES FOR STRENGTHENING INTERNAL CONTROLS OR
ENHANCING OPERATING EFFICIENCY**

Federal Grants:

We understand that the School was awarded various Federal and ARRA grants. While federal funds are a valuable source of revenue, the grants impose very specific and stringent reporting requirements and compliance. In addition, where expenditure of federal funds exceeds \$500,000, an additional audit is performed in accordance with OMB Circular A-133. We recommend that the School closely review its obligations under any programs in which federal funds are received.

We wish to thank management and personnel for their support and assistance during our audit. We would be pleased to further discuss the contents of this report with you at your convenience.

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

Very truly yours,

MBAF CPAs, LLC

MBAF CPAs, LLC

Neighborhood Charter School of Harlem	
GL Code	FY2014 Projected Budget
REVENUE	
4101 Per Pupil - General Education	2,434,860
4102 Per Pupil - Special Education	304,784
4103 Per Pupil - ASD	1,170,000
4110 NYSTL	10,485
4111 NYSSL	2,696
4112 NYSLIB	1,125
4120 Stimulus Fund Grant	-
4121 DYCD	-
4122 Food Service	165,747
TOTAL State Grants	4,089,697
4201 IDEA for Special Education	45,642
4202 Title I	62,256
4203 Title IIA	8,500
4210 CSP Grant	151,225
4211 E-Rate for Tech/Comm	58,824
4213 Food Service	
TOTAL Federal Grants	326,446
Contributions & Donations	
4310 Individual Contributions	
4320 Board Contributions	
4330 Restricted Contributions	
4350 Unrestricted Contributions	
4360 Contributions/Transfers from FONCS	
4370 Grants	
4371 Walton Family Foundation Grant	
4372 NYC Charter Center Grant	
TOTAL Contributions and Donations	-
Fundraising Income	
4401 Fundraising:Events	0
4402 Fundraising:Other	0
TOTAL Fundraising Income	-
4501 Interest Income - Banks	322
4560 InKind Goods/Services	
TOTAL Miscellaneous Income	322
TOTAL REVENUE	4,416,465

COMPENSATION	
5111, 5121, 5131, 513 Academic Leadership	376,000
5151, 5152, 5161, 532 Administration/Operations	258,760
5140 Finance	-
TOTAL Administrative Personnel	634,760
5210 General Education Teachers	528,160
5250, 5281, 5290 Specialty Instruction and Coaching	241,825
5220 Special Education Teachers	534,438
5240 Teaching Assistants	102,020
TOTAL Instructional Staff	1,406,443
5401 Summer Institute Per Diem	
5402 Incentive Bonus	61,236
5410 Medical Stipends	-
5411 Summer School Stipend	
5412 After School Stipends	
5413 Enrichment Stipend	-
TOTAL Compensation Incentives	61,236
TOTAL Salaries and Stipends	2,102,439
5501 Social Security - ER Expense	130,351
5503 Medicare - ER Expense	30,485
5510 FUTA	
5511 NY SUI	41,587
TOTAL Payroll Taxes	202,424
5611 Medical / Health	159,034
5612 Dental	14,036
5613 Vision	-
5614 Difference Card Healthcare Supplement	20,094
5620 Worker's Compensation	17,434
5621 Life and AD&D STD/LTD	9,775
5624 NYS Disability Insurance	412
5625 Transit Check Expenses	1,952
5627 Flex Spending Fees	-
5629 TFA Education	9,500
5652 401(K) / 403(B) Matching	61,236
5653 401(K) / 403(B) Fees	3,095
TOTAL Employee Benefits	296,568

6101 Accounting & Audit Services	24,720
6102 Legal Services - Paid	5,150
6105 Payroll Services	3,090
6106 Financial Management Services	125,000
6107 Nursing Services	
6108 Food Services	231,563
6109 Fingerprinting & Background Services	1,150
6112 Temporary Staffing Services	
6153 Art Consultants/Harlem School of the Arts	49,630
6154 Grant Writing/Consulting	
6155 E-Rate Consulting	6,268
6156 Enrichment Program Consultants	
6158 LITLIFE	-
6159 Architect Fees - Inkind	
6320 Fundraising Events	
TOTAL Professional Services/Contracted Expenses	446,571
Board Meeting Expenses	
6200 Board Development / Governance	5,000
Board Travel	
TOTAL Board Expenses	5,000
6401 Office Supplies - General	33,254
6402 Printing & Copying	7,600
6403 Copy Machine Lease	10,296
6404 Postage & Delivery	6,040
6406 Subscriptions & Dues	700
6407 Local Travel	-
6408 Food & Hospitality	
6409 Postage Machine	
<i>Insurance</i>	
6451 Insurance - General Liability	10,613
6452 Insurance - Directors & Officers	3,769
6453 Insurance - ERISA	750
6454 Insurance - Student Accident	630
TOTAL Administrative Expenses	73,651

6510 Staff Recruiting	4,150
6520 Student Recruiting	10,478
6550 Marketing - General / School-wide	15,000
TOTAL Marketing and Staff/Student Recruitment	29,628
6611 Instructional Staff Development	10,000
6616 Non-Instructional Staff Development	11,000
6620 Team Building/Staff Appreciation	22,881
6633 ASD Training (Staff Training)	33,240
TOTAL Professional Development	77,121
7001 Textbooks	40,000
7020 Instructional Equipment	5,700
7030 Class/Instructional Supplies & Materials	47,500
7031 Classroom Libraries & Leveled Book Room	28,500
7050 Student Testing - Materials/Assessment & Scoring	10,450
7060 Student Field Trips	4,750
7061 Student Assembles & Programs	6,650
7070 NYSTL Expense	10,485
7071 NYSSL Expense	2,696
7072 NYSLIB Expense	1,125
7080 In-Kind Donation	104
7095 Family Events	-
TOTAL Curriculum & Classroom Expenses	157,960
7101 Extended Day & Enrichment Programs	85,000
7102 Student Uniforms/Apparel	3,750
7103 Parent Outreach & Education Programs	1,500
7104 Student Transportation	6,785
TOTAL Student Services	97,035

<i>Will be consolidated in QBO as YAI Autism Screening</i>	
7203 Second Level Screening	10,200
7204 Psychiatrist Screening	7,200
7205 YAI Autism Center	4,200
TOTAL YAI Expenses	21,600
8101 Rent	289,000
Real Estate Taxes	
8102 Utilities	37,500
8103 Repairs & Maintenance	8,000
8104 Janitorial Services	52,500
8105 Janitorial Supplies	14,622
8106 Security Services	37,950
8107 Renovations	29,160
Total Facility Operations & Maintenance	468,732
8201 Telephone	7,200
8202 Mobile Phone Expense	40,800
8203 Mobile Devices Expense	1,000
8204 Internet Connectivity Expense	6,460
8205 Network Maintenance / Tech Support Services	10,900
8206 Database Development Services (SIS)	3,539
8207 Website Maintenance	3,800
8208 Technology Supplies	3,500
8209 Technology Consulting	-
8210 Other Repairs & Maintenance	-
8220 Software (non-capitalized)	-
TOTAL Technology/Communication Expense	77,199

8302 Equipment Purchases	4,000
8303 Furniture Purchases	4,000
TOTAL Non Capitalized Equipment & Furniture	8,000
8803 Membership Fee	4,950
TOTAL Miscellaneous Expense	4,950
9000 Loss on Disposal of Assets	
TOTAL OPERATING EXPENSES	4,068,878
NET INCOME BEFORE DEPRECIATION	347,588
Depreciation Expense	
8901 Depreciation Expense	32,400
TOTAL Depreciation Expense	32,400
NET INCOME AFTER DEPRECIATION	315,187
Capital Expenditure Budget	
1510 Computer (Office)	4,397
1511 Computers (Pupil)	5,974
1520 Furniture (Office)	4,000
1521 Furniture (Pupil)	37,000
1531 Equipment (Pupil)	15,204
1540 Servers	
1560 Leasehold Improvements	
1570 Construction in Progress	
Total Capital Expenditures	66,575
Net Cash after CAPEX - no carryover from year to year	281,013

Appendix E: Disclosure of Financial Interest Form

Created Wednesday, July 31, 2013

Updated Thursday, August 01, 2013

Page 1

310500861015 NEIGHBORHOOD CS OF HARLEM

An Appendix E: Disclosure of Financial Interest Form must be completed for each active Trustee who served on the charter school's Board of Trustees during the 2012-13 school year. Trustees are at times difficult to track down in the summer months. Trustees may complete and submit at their leisure (but before the deadline) their individual form at: <http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/>.

Trustees who are technologically advanced may complete the survey using their smartphones or other mobile devices by downloading the this bar code link to the survey <http://fluidsurveys.com/account/surveys/210748/publish/qrcode/>. (Make sure you have the bar code application reader on your phone).

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

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

Thank you.

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

Yes

Thank you.

Appendix F: BOT Membership Table

Created Tuesday, July 30, 2013

Updated Thursday, August 01, 2013

Page 1

310500861015 NEIGHBORHOOD CS OF HARLEM

1. Current Board Member Information

	Full Name of Individual Trustees	Position on Board (Officer or Rep).	Voting Member	Area of Expertise &/or Additional Role	Terms Served & Length (include date of election and expiration)	Committee affiliations
1	Gail Brousal	Member	Yes	Education	Elected 9/20/11 for a one-year term. Re-elected 6/7/12 for a three year term.	Education and Accountability Executive
2	Derek Fleming	Member	Yes	Development	Elected 9/20/11 for a two-year term. Re-elected 6/26/13 for a three year term.	Development Task Force
3	Brian Hamilton	Member	Yes	Legal	Elected 1/30/13 for a three-year term	Accountability and Facility Task Force
4	Jefferson Hughes	Member	Yes	Finance	Elected 3/1/12 for a three-year term	Finance
5	Justena Kavanagh	Member	Yes	Development	Elected 11/29/12 for a three-year term	Development Task Force
6	Ruth Meyler	Chair/President	Yes	Governance, Legal	Elected 9/20/11 for a two-year term. Re-elected 6/26/13 for a three year term.	Executive Governance
7	Andrew Popper	Member	Yes	Governance, Marketing	Elected 9/20/11 for a three-year term	Governance
8	Adam Rashid	Treasurer	Yes	Finance	Elected 9/20/11 for a three-year term	Executive Finance
9	Jessica Reid	Member	Yes	Education	Elected 7/17/12 for a three year term	Accountability
10	Katy Saintil	Parent Rep	Yes	President of Parent Association	Elected 2/27/13 ex officio	Accountability/Governance
11	Patricia Soussloff	Vice Chair/Vice President	Yes	Governance, Legal	Elected 9/20/11 for a three-year term	Executive Governance, Education and Accountability
12	Nicole Scanlin	Member	Yes	Development	Elected 6/26/2013 for a three-year term	Not yet assigned
13						
14						
15						

16

17

18

19

20

2. Total Number of Members Joining Board during the 2012-13 school year

5

3. Total Number of Members Departing the Board during the 2012-13 school year

3

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

15

5. How many times did the Board meet during the 2012-13 school year?

10

6. How many times will the Board meet during the 2013-14 school year?

12

Thank you.

MINUTES OF A MEETING OF
THE BOARD OF TRUSTEES OF THE
NEIGHBORHOOD CHARTER SCHOOL OF HARLEM

July 17, 2012

A regularly scheduled meeting of the Board of Trustees (the "Board") of The Neighborhood Charter School of Harlem (the "School"), was held at 132 West 124th Street, New York, New York on July 17, 2012 beginning at 6:00 p.m. local time pursuant to notice duly given.

The following Trustees were present in person at the meeting: Ruth Meyler, Patricia Soussoff, Derek Fleming, Sharon Joseph, Adam Rashid, Erik Dowling, Andrew Popper, Everardo Jefferson and Jeff Hughes. The Head of School, Brett Gallini, the Director of Special Education, Deyvis Salazar and Advisory Board member Loretta Kleinberg were also present, as was Jessica Reid, a prospective new Board member.

Gail Brousal was absent.

Ms. Meyler presided as Chair of the meeting and Ms. Soussoff recorded the minutes as Secretary. Ms. Meyler called the meeting to order at 6:00 p.m.

Public Comment. The Chair opened the floor for public comment. No members of the public were present.

Approval of Minutes. Ms. Soussoff asked for a motion to approve the minutes of the June 7 meeting, circulated in advance of the meeting. The motion was made, seconded and unanimously approved.

Board Chair Report. Ms. Meyler announced that the School is fully enrolled and fully staffed. We have a new website which will go live soon.

Ms. Soussoff organized a book drive resulting in over 1,000 books for a family lending library.

We received good news that the NYC Department of Education is providing our requested supplemental funding for our ASD students.

The State Education Department will visit the School, probably in late July. They must verify our compliance with a checklist of items before the School can open.

Our "Ribbon Cutting" party for our First Friends and others friends and supporters will take place September 20 6-8pm at the School.

The September 18 Board meeting will longer than usual, 5:00-9:00pm, to allow time to provide Board training.

Nominating Committee. Ms. Soussloff asked Jessica Reid to step out of the meeting. After her departure, Ms. Soussloff referred to her resume circulated in advance of the meeting. Members of the Nominating Committee met with Ms. Reid, were very impressed with her knowledge and experience as an educator and enthusiastically recommend her for election to the Board., A motion was made to elect Ms. Reid pursuant to the Resolution in the attached Exhibit A, was seconded and unanimously approved. Ms. Reid returned to the meeting.

Approval of Board Policies. The following documents were circulated in advance of the meeting:

- Admissions procedures from our Charter, marked with proposed changes
- Proposed Changes to the Personnel Manual
- Amendment to the Financial Policies and Procedures manual
- Family Handbook
- Wellness Policy

A motion was made to approve these policies and changes, seconded and unanimously approved pursuant to the Resolutions contained in the attached Exhibit A.

Finance Committee. Mr. Gallini presented the financial report for the period ended June 30, 2012. He also presented a draft of monthly projected cash flow for our first year of operations.

Head of School Update. Mr. Gallini updated the Board in the following areas:

Student Enrollment – The School is fully enrolled with general education students. We have a long waitlist in Kindergarten and are starting to build a 1st grade waitlist. We are fully enrolled with ASD students in 1st grade and have 7 ASD students enrolled in kindergarten. We will continue to try to find at least one more kindergarten ASD student. We have 10 students with other special needs who will receive special education funding as well.

Staff – All staff is hired except for a lunch aide.

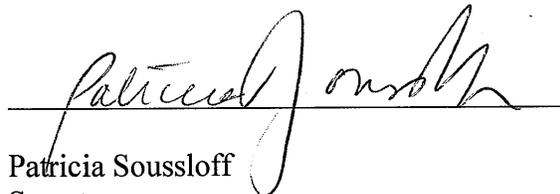
Adjournment. There being no further business to come before the Board, the meeting was adjourned at 8:00 pm

Respectfully submitted,


Patricia Soussloff
Secretary

I, Patricia Soussloff, do hereby certify that I am the duly qualified and acting Secretary of Neighborhood Charter School of Harlem, a New York education corporation and that the above is a true and complete copy of the Minutes of the meeting of the Board of Trustees of the said corporation held on July 17, 2012 at which a quorum was present throughout.

Dated: 2012


Patricia Soussloff
Secretary

Resolutions of the
Board of Trustees (the "**Board**")
of the
Neighborhood Charter School of Harlem (the "**School**")

July 17, 2012

RESOLVED, that The Neighborhood Charter School of Harlem Board of Trustees vote to select Jessica Reid as the final candidate to its Board of Trustees, with a term expiring on at the conclusion of the 2015 Annual Meeting, pending approval by the State Education Department. This resolution approving Jessica Reid is formally adopted upon SED's approval;

FURTHER RESOLVED, that the proposed changes to the School's admissions procedures, in substantially the form attached hereto as **Exhibit B**, be and hereby are, authorized and approved;

FURTHER RESOLVED, that the proposed changes to the School's Personnel Manual, in substantially the form attached hereto as **Exhibit C**, be and hereby are, authorized and approved;

FURTHER RESOLVED, that the proposed changes to the School's Financial Policies and Procedures Manual, in substantially the form attached hereto as **Exhibit D**, be and hereby are, authorized and approved;

FURTHER RESOLVED, that the Code of Conduct and Parents' Grievance Procedures contained in the School's Family Handbook, in substantially the form attached hereto as **Exhibit E**, be and hereby are, authorized and approved; and

FURTHER RESOLVED, that the School's Wellness Policy, in substantially the form attached hereto as **Exhibit F**, be and hereby is, authorized and approved.

MINUTES OF A MEETING OF
THE BOARD OF TRUSTEES OF THE
NEIGHBORHOOD CHARTER SCHOOL OF HARLEM

August 21 2012

A regularly scheduled meeting of the Board of Trustees (the "Board") of The Neighborhood Charter School of Harlem (the "School"), was held at 132 West 124th Street, New York, New York on August 21 2012 beginning at 6:00 p.m. local time pursuant to notice duly given.

The following Trustees were present in person at the meeting: Ruth Meyler, Gail Brousal, Derek Fleming, Sharon Joseph, Adam Rashid, Jessica Reid and Everardo Jefferson. The Head of School, Brett Gallini, and Advisory Board member Loretta Kleinberg were also present.

Erik Dowling, Andrew Popper, Jeff Hughes and Patricia Soussloff were absent.

Ms. Meyler presided as Chair of the meeting and recorded the minutes in the absence of the Secretary, Ms Soussloff. Ms. Meyler called the meeting to order at 6:00 p.m.

Public Comment. The Chair opened the floor for public comment. No members of the public were present.

Approval of Minutes. Ms. Meyler asked for a motion to approve the minutes of the July 17 meeting, circulated in advance of the meeting. The motion was made, seconded and unanimously approved.

Head of School Report. Mr. Gallini reported on summer teacher professional development and the opening of the school. The school is over-enrolled which gives us some flexibility to accommodate the inevitable attrition during the school year. The first two days went well and most students are adapting to the routines of school although a few are still having problems.

The Board asked Mr. Gallini to present a proposal at the next meeting to mitigate teacher burnout.

Finance Committee Report. Mr. Gallini and Mr. Rashid briefly presented the July Financial Report.

Emergency Conditional Appointment. Ms. Meyler reported to the Board that several trustees and other friends of the school have volunteered to work with students in the after school program and that these volunteers must receive an emergency conditional appointment until they can complete the procedure for being fingerprinted.

A motion was made, seconded and unanimously approved to adopt the Emergency Conditional Appointment Resolution contained in the attached Exhibit A.

Code of Ethics and Conflict of Interest Policy. Ms. Meyler presented the Code of Ethics and Conflict of Interest policies previously adopted by the Board and asked trustees to review them and to sign a copy of each to acknowledge receipt.

Adjournment. There being no further business to come before the Board, the meeting was adjourned at 8:00 pm

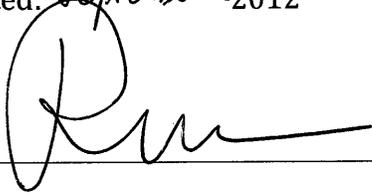
Respectfully submitted,



Ruth Meyler, President on behalf of
Patricia Soussloff
Secretary

I, Ruth Meyler, do hereby certify that I am the duly qualified and acting President of Neighborhood Charter School of Harlem, a New York education corporation and that the above is a true and complete copy of the Minutes of the meeting of the Board of Trustees of the said corporation held on August 21, 2012 at which a quorum was present throughout.

Dated: ~~September 10~~ 2012



Ruth Meyler, President on behalf of Patricia Soussloff
Secretary

Resolution of the
Board of Trustees (the "**Board**")
of the
Neighborhood Charter School of Harlem (the "**School**")

August 21 , 2012

**Neighborhood Charter School of Harlem
Emergency Conditional Appointment Resolution
August 21 2012**

WHEREAS: the School has decided to offer an after school program for 90 minutes after end of each school day, starting August 27 2012.

WHEREAS: the School wishes to use volunteers and contracted assistants to assist with this program

WHEREAS: the School is in the process of working with the New York City Department of Education ("DOE") to arrange for full clearance for these volunteers through the DOE's Go Pass system and one of the assistants is in the process of receiving full clearance through the TEACH system.

WHEREAS: the Board Chair has recommended the below-listed volunteers and assistant for an Emergency Conditional Appointment ("ECA"); now, therefore, be it:

RESOLVED: that the Board hereby finds that the volunteers and assistant listed below are necessary for the successful operation of the after school program:

RESOLVED: that Brett Gallini is hereby appointed as the designee of the Board to take any action required in connection with these or appointments, including, without limitation, to renew said ECAs after expiration, if necessary and if permitted by law; and be it further

RESOLVED: that Brett Gallini is hereby directed to obtain from the said volunteers and assistant the signed statement required by New York State Education Law subdivision 2854(3)(a-2)(iii) prior to the start of the after school program; and be it further

RESOLVED: that the following Safety Policy is hereby adopted to ensure the safety of children having contact with volunteers holding ECAs:

1. Volunteers and the assistant holding ECAs will be supervised at all times while children are present by personnel holding full clearances.
2. No volunteer or assistant holding an ECA may be left alone with an individual student or with a group of students without the presence of a person holding full clearance.
3. Volunteers and the assistant holding ECAs will be subject to additional administrative supervision including unannounced visits to the after school program by the Head of School.

and be it further

RESOLVED: that the ECA of the following volunteers is hereby approved:

Ruth Meyler
Patricia Soussloff
Adam Rashid
Gail Brousal
Susan Buckley

Alessandra Devine
Carol McNierney
Bonnie Pope
Tena Kavanagh
Sharon Joseph
Derek Fleming
Celia Choy

and that the ECA of the following assistant is hereby approved:

Maria Martins

And be it further

RESOLVED: that Brett Gallini shall report to the Board regarding the above ECAs, and take steps to bar any employee from the School premises who does not receive an appropriate clearance from the State Education Department.

MINUTES OF A MEETING OF
THE BOARD OF TRUSTEES OF THE
NEIGHBORHOOD CHARTER SCHOOL OF HARLEM

September 18, 2012

A regularly scheduled meeting of the Board of Trustees (the "Board") of The Neighborhood Charter School of Harlem (the "School"), was held at 132 West 124th Street, New York, New York on September 18, 2012 beginning at 5:00 p.m. local time pursuant to notice duly given.

The following Trustees were present in person at the start of the meeting: Ruth Meyler, Patricia Soussloff, Gail Brousal, Sharon Joseph, Andrew Popper, Jeff Hughes, Adam Rashid, Jessica Reid and Everardo Jefferson. The Head of School, Brett Gallini, and Director of Special Education, Deyvis Salazar, were also present.

Erik Dowling joined the meeting at 6:00 pm. Derek Fleming was absent.

Ms. Meyler presided as Chair of the meeting and Ms Soussloff, as Secretary, recorded the minutes. Ms. Meyler called the meeting to order at 5:00 p.m.

Public Comment. The Chair opened the floor for public comment. No members of the public were present.

Approval of Minutes. Ms. Meyler asked for a motion to approve the minutes of the August 21 meeting, circulated in advance of the meeting. The motion was made, seconded and unanimously approved.

Finance Committee Report. Mr. Gallini and Mr. Rashid briefly presented the August Financial Report. Mr. Rashid stated that CSBM is having trouble preparing the budget in a timely fashion for the Board meetings. He will discuss this further with them.

Mr. Gallini asked the Board to approve the hiring of two School Culture Associates whose jobs will include helping in classrooms as needed, creating awards assemblies and incentive programs for good behavior, weekly student meetings on character education, and helping supervise lunch, recess and the after-school program. Following discussion, a motion to approve the hiring of two School Culture Associates was made, seconded and unanimously approved.

Accountability Committee Report. Ms. Soussloff presented Mr. Gallini's goals for the year and the evaluation rubric that the Accountability Committee proposed to use to evaluate his performance. After discussion, a motion was made and seconded to approve the goals and evaluation rubric, and was unanimously approved.

Ribbon Cutting. Ms. Soussloff explained to the Board of the details of the school's Ribbon Cutting party to take place September 20.

Head of School Report. Mr. Gallini reported on the first few weeks of school. The students are deep into curriculum and adjusting to the routine and behavior expectations. We held a parent workshop on the School's approach to teaching reading and math and how parents can help with homework. We also held our first open house at which about 75 parents observed the first period of their child's school day. Representatives from the SED visited the school and said they very pleased with the way things look at this stage in the year. Approximately half our students are participating in the After School Program.

Mr. Gallini is putting in place some measures to show our appreciation to our teachers for the hard work they are doing. These will include drinks and snacks in the teacher resource room, monthly staff appreciation lunches and gift cards for teachers.

Board Training. The business portion of the meeting having been completed at 6:00pm, the following three hours of the meeting was devoted to presentations on board governance, accountability and special education.

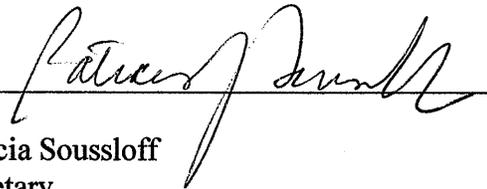
Adjournment. There being no further business to come before the Board, the meeting was adjourned at 9:00 pm.

Respectfully submitted,


Patricia Soussloff
Secretary

I, Patricia Soussloff, do hereby certify that I am the duly qualified and acting Secretary of Neighborhood Charter School of Harlem, a New York education corporation and that the above is a true and complete copy of the Minutes of the meeting of the Board of Trustees of the said corporation held on September 20, 2012 at which a quorum was present throughout.

Dated: *Dec* 2012



Patricia Soussloff
Secretary

MINUTES OF A MEETING OF
THE BOARD OF TRUSTEES OF THE
NEIGHBORHOOD CHARTER SCHOOL OF HARLEM

October 16, 2012

A regularly scheduled meeting of the Board of Trustees (the "Board") of The Neighborhood Charter School of Harlem (the "School"), was held at 132 West 124th Street, New York, New York on October 16, 2012 beginning at 6:00 p.m. local time pursuant to notice duly given.

The following Trustees were present in person at the start of the meeting: Patricia Soussloff, Gail Brousal, Andrew Popper, Jeff Hughes, Adam Rashid, Jessica Reid and Everardo Jefferson. The Head of School, Brett Gallini, the Director of Operations, Sherita Smith and Director of Special Education, Deyvis Salazar, were also present.

Sharon Joseph joined the meeting at 7:00pm.

Ruth Meyler, Erik Dowling and Derek Fleming were absent.

Ms. Soussloff presided as Chair of the meeting in Ms. Meyler's absence and Ms. Reid recorded the minutes. Ms. Soussloff called the meeting to order at 6:05 p.m.

Public Comment. The Chair opened the floor for public comment. No members of the public were present.

Approval of Minutes. Ms. Soussloff asked for a motion to approve the minutes of the September 18 meeting, circulated in advance of the meeting. The motion was made, seconded and unanimously approved.

Finger Printing Policy. NCSH offers an after school program each day from 4:00 - 5:30 pm. Ms. Soussloff asked for a motion to approve a policy regarding volunteers in the School's after-school program, in the form attached as Exhibit A, which was circulated in advance of the meeting. After discussion, a motion was made to approve the policy, was seconded and unanimously approved.

Change of Meeting Date. CSBM has indicated they need more time to prepare monthly financial reports in advance of the Board meeting. After discussion, it was agreed to move Board meetings to the last Wednesday of the month. The Board President will circulate a revised calendar.

Head of School Report. Mr. Gallini reported on enrollment, attendance, homework completion, discipline issues, new staff hires and initial assessment data for our students. He is pleased with the choice of curriculum and level of academic

rigor he sees in classrooms. Students struggling with reading are receiving pull-out intervention and support.

Finance Committee Report. Mr. Gallini and Mr. Rashid presented the September Financial Report, highlighting enrollment numbers (higher than budgeted) on revenue side and additional personnel (school culture associates) as an added expense.

Real Estate Task Force. Ms. Soussloff reported that the Real Estate Task Force has begun exploring options for a long-term facility. The group is looking at several possibilities. Once they have narrowed the choices they will present the most promising proposals and make a recommendation to the Board.

Development Committee. Representatives of The Robin Hood Foundation visited the School on October 10 and met with Brett, Deyvis and Patti.

Adjournment. There being no further business to come before the Board, the meeting was adjourned at 7:30 pm.

Respectfully submitted,



Patricia Soussloff
Secretary

I, Patricia Soussloff, do hereby certify that I am the duly qualified and acting Secretary of Neighborhood Charter School of Harlem, a New York education corporation and that the above is a true and complete copy of the Minutes of the meeting of the Board of Trustees of the said corporation held on October 16, 2012 at which a quorum was present throughout.

Dated: Dec 2 2012



Patricia Sbusloff
Secretary

Exhibit A

Resolutions of the
Board of Trustees (the "**Board**")
of the
Neighborhood Charter School of Harlem (the "**School**")

October 16, 2012

RESOLVED, that the School adopt the following policy for volunteers in its after-school program:

VOLUNTEER CATEGORIES

1. All members of the regular school staff will receive full security clearance before being hired.
2. Additional paid staff working in the after school program will apply for full security clearance and will be supervised as described below while awaiting clearance.
3. Adult volunteers who volunteer regularly will apply for full security clearance through the Go Pass System and will be supervised as described below while they are awaiting clearance.
4. Adult volunteers who do not volunteer regularly and all high school volunteers will not be required to obtain full security clearance. All such volunteers will be supervised as described below.

SUPERVISION

1. Except in cases of emergency, at least two members of the regular school staff who hold full clearances will be present at all times while children are present during the after school program.

2. **Volunteers who do not hold a full clearance will be supervised at all times by holders of full clearances.**
3. **A volunteer who does not hold a full clearance will not be permitted to be alone with an individual student or group of students. A person holding a full clearance must always be present in the same room.**
4. **Members of the school's administrative staff will make unannounced visits to the after school program to verify compliance with this policy.**

MINUTES OF A MEETING OF
THE BOARD OF TRUSTEES OF THE
NEIGHBORHOOD CHARTER SCHOOL OF HARLEM

November 28, 2012

A regularly scheduled meeting of the Board of Trustees (the "Board") of The Neighborhood Charter School of Harlem (the "School"), was held at 132 West 124th Street, New York, New York on October 16, 2012 beginning at 6:00 p.m. local time pursuant to notice duly given.

The following Trustees were present in person at the start of the meeting: Patricia Soussloff, Gail Brousal, Andrew Popper, Jeff Hughes, Adam Rashid, Ruth Meyler, Derek Fleming, Erik Dowling and Everardo Jefferson. Jessica Reid joined the meeting late. The Head of School, Brett Gallini, the Director of Operations, Sherita Smith and Director of Special Education, Deyvis Salazar, were also present.

Sharon Joseph was absent.

Ms. Meyler presided as Chair of the meeting and Ms. Soussloff recorded the minutes. Ms. Meyler called the meeting to order at 6:05 p.m.

Welcome. Ms. Meyler introduced potential new Board members Tena Kavanagh and Katy Saintil.

She then announced a special presentation. In appreciation for the tremendously hard work on the part of Mr. Gallini, Ms. Smith and Mr. Salazar to get the school up and running and off to a successful start, the Board decided to award them start-up bonuses. She presented them with checks. A motion of formal thanks on behalf of the Board was made, seconded and unanimously approved.

Public Comment. The Chair opened the floor for public comment. No members of the public were present.

Trustees. Ms. Meyler announced that Sharon Joseph has resigned from the Board because personal circumstances currently prevent her from attending meetings regularly. However, we hope and expect she will remain involved with the school through service on the Advisory Board. A motion was made, seconded and unanimously approved thanking Sharon for her valuable service on the Board.

Ms. Meyler presented Tena Kavanagh for election to the Board of Trustees. Ms. Kavanagh's resume was circulated in advance of the meeting. She has been a dedicated volunteer for a year, helping with student recruitment, donation of library books and shelves, and recruitment of volunteers for the after-school program. A motion was made to elect Ms. Kavanagh pursuant to the Resolution attached as Exhibit A was made, seconded and unanimously approved.

Ms. Meyler explained that Katy Saintil is expected to be elected as head of the School's Parents' Association in January. Once she is elected she will be presented for election to serve on the Board of Trustees in that capacity. Ms. Saintil said a few words of introduction and was welcomed to the meeting.

Approval of Minutes. Ms. Soussloff asked for a motion to approve the minutes of the October 16 meeting, circulated in advance of the meeting. The motion was made, seconded and unanimously approved.

Finance Committee Report. Mr. Gallini and Mr. Rashid presented the October Financial Report and a draft of a 5-year budget. There was discussion about the number of students to include for planning purposes in the 5-year budget.

Accountability Committee. Mr. Gallini presented a dashboard of data showing student enrollment, attendance and achievement, a draft of which was circulated in advance of the meeting.

Head of School Report. Mr. Gallini announced that NYC Department of Education Deputy Chancellor Corinne Rello-Anselmi will visit the school. This is an important visit in that Ms. Rello-Anselmi oversees 1700 schools and is focused on Special Education and English Language Learners.

Bubble, a non-profit organization focused on healthy eating and exercise, will provide healthy eating classes to the first grade and a physical education class to the kindergarten once a week next semester. They will also organize healthy eating classes for parents and a family-style dinner for all families that they prepare.

We will hold our first school-wide spelling bee in January.

Mr. Salazar and the speech pathologist worked together to create a rubric to measure the social and emotional development of our students. The Accountability Committee will review the draft with Mr. Gallini and Mr. Salazar and will present it at a later meeting.

The entire school will take a field trip to see a live theatre production of *Big Annie Saves Christmas*. Kindergarten students went to the Bronx Zoo and participated in a day of hands-on experiments.

The school has had a number of visitors, including journalists from *The Epoch Times*, who wrote a nice article about the School. There is a link to the article on our website.

Development Committee. Ms Soussloff presented information about our recent email newsletter sent via Mail Chimp. A year-end appeal will be sent soon by the same method. Board members are encouraged to forward the email to their contacts with a personal note encouraging them to donate to the school.

Real Estate Task Force. Ms. Soussloff updated the Board on the properties the RETF is exploring for our long-term facility.

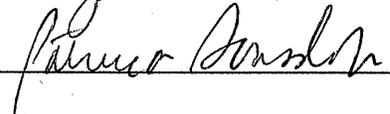
Adjournment. There being no further business to come before the Board, the meeting was adjourned at 8:00 pm.

Respectfully submitted,


Patricia Soussloff
Secretary

I, Patricia Soussloff, do hereby certify that I am the duly qualified and acting Secretary of Neighborhood Charter School of Harlem, a New York education corporation and that the above is a true and complete copy of the Minutes of the meeting of the Board of Trustees of the said corporation held on November 28, 2012 at which a quorum was present throughout.

Dated: Jan 30 2012³



Patricia Soussloff
Secretary

EXHIBIT A

Resolutions of the
Board of Trustees (the "**Board**")
of the
Neighborhood Charter School of Harlem (the "**School**")

November 28, 2012

RESOLVED, that The Neighborhood Charter School of Harlem Board of Trustees vote to select Tena Kavanagh as the final candidate to its Board of Trustees, with a term expiring on at the conclusion of the third Annual Meeting, pending approval by the State Education Department. This resolution approving Tena Kavanagh is formally adopted upon SED's approval.



The Board of Trustees did not convene for a meeting in December 2012.

MINUTES OF A MEETING OF
THE BOARD OF TRUSTEES OF THE
NEIGHBORHOOD CHARTER SCHOOL OF HARLEM

January 30, 2013

A regularly scheduled meeting of the Board of Trustees (the "Board") of The Neighborhood Charter School of Harlem (the "School"), was held at 132 West 124th Street, New York, New York on January 30, 2013 beginning at 6:00 p.m. local time pursuant to notice duly given.

The following Trustees were present: Patricia Soussloff, Gail Brousal, Andrew Popper, Adam Rashid, Ruth Meyler, Derek Fleming, Jessica Reid, Tena Kavanagh and Everardo Jefferson.

The Head of School, Brett Gallini, the Director of Special Education, Deyvis Salazar, kindergarten teacher Sydney Pender, proposed Trustee Brian Hamilton and parent Katy Saintil were also present.

Jefferson Hughes and Erik Dowling were absent.

Ms. Meyler presided as Chair of the meeting. Ms. Reid recorded notes and Ms. Soussloff prepared the minutes. Ms. Meyler called the meeting to order at 6:05 p.m.

Welcome. Ms. Meyler introduced potential new Board member Brian Hamilton. Brian's resume was circulated in advance of the meeting. Brian said a few words about his professional background and interest in the School. Trustees asked questions. Ms. Meyler suggested that the Board postpone the vote to elect Brian at the end of the meeting.

Public Comment. The Chair opened the floor for public comment. No members of the public were present.

Approval of Minutes. Ms. Soussloff asked for a motion to approve the minutes of the November 28 meeting, circulated in advance of the meeting. The motion was made, seconded and unanimously approved.

Revised Enrollment Policy. Ms. Meyler explained proposed changes to the School's Enrollment Policy, circulated in advance of the meeting. After discussion, a motion was made to adopt the revised Enrollment Policy in the form attached as Exhibit A. The motion was seconded and unanimously approved. The revised policy will be submitted to the SED for approval.

Finance Committee Report. Mr. Gallini and Mr. Rashid presented the December Financial Report. We are ahead of budget on revenues because we have more students than originally budgeted and expenses are under budget.

Accountability Committee. Ms. Soussloff announced that the Accountability Committee conducted a mid-year review of Brett, consisting of the Committee's and the Board President's evaluation of his performance using a rubric developed at the beginning of the year. Brett also completed a self-evaluation using the same rubric and his progress on his performance goals. The Committee will conduct a brief staff survey soon.

Mr. Gallini presented a dashboard of data showing student enrollment, attendance and achievement, a draft of which was circulated in advance of the meeting.

Real Estate Task Force. Ms. Soussloff updated the Board on the properties the RETF is exploring for our long-term facility.

Development Committee. The Development Committee met recently to plan a May fundraising event: a night of Harlem Jazz at the Red Rooster. Nicole Scanlin, a friend of Ms. Reid's who is a development professional, is serving on the committee.

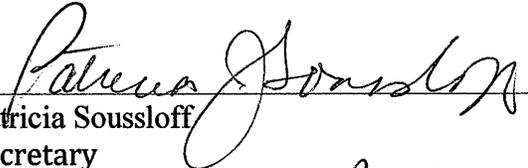
Head of School Report. Mr. Gallini announced that he and Mr. Salazar made a trip to North Carolina to visit an autism inclusion school, two high performing charter schools and the offices of TEACCH. TEACCH has been providing autism consulting work for 45 years and is interested in making a proposal to train our staff in ASD strategies and best practices.

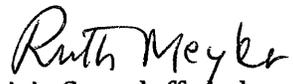
NYC Department of Education Deputy Chancellor Corinne Rello-Anselmi visited the school and was very complimentary. Liz Feld, President of Autism Speaks, also visited the school and loved it. We are following up with Autism Speaks on possible joint initiatives and will be applying for a community grant.

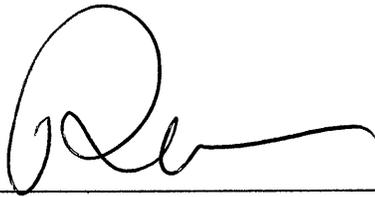
Election of Trustee. Ms. Meyler presented Brian Hamilton for election to the Board of Trustees. A motion to elect Mr. Hamilton pursuant to the Resolution attached as Exhibit A was made, seconded and unanimously approved.

Adjournment. There being no further business to come before the Board, the meeting was adjourned at 7:45 pm.

Respectfully submitted,


Patricia Soussloff
Secretary


I, ~~Patricia Soussloff~~, do hereby certify that I am the duly qualified and acting ~~Secretary~~  of Neighborhood Charter School of Harlem, a New York education corporation and that the above is a true and complete copy of the Minutes of the meeting of the Board of Trustees of the said corporation held on January 30, 2013 at which a quorum was present throughout.
Dated: *February 27* 2013



~~Patricia Soussloff~~
~~Secretary~~

Ruth Meyer
Secretary

EXHIBIT A

Resolutions of the
Board of Trustees (the "**Board**")
of the
Neighborhood Charter School of Harlem (the "**School**")

January 30, 2013

RESOLVED, that The Neighborhood Charter School of Harlem Board of Trustees adopt the revised Enrollment Policy attached as Exhibit B.

RESOLVED, that The Neighborhood Charter School of Harlem Board of Trustees vote to select Brian Hamilton as the final candidate to its Board of Trustees, with a term expiring on at the conclusion of the third Annual Meeting, pending approval by the State Education Department. This resolution approving Brian Hamilton is formally adopted upon SED's approval

MINUTES OF A MEETING OF
THE BOARD OF TRUSTEES OF THE
NEIGHBORHOOD CHARTER SCHOOL OF HARLEM

February 27, 2013

A regularly scheduled meeting of the Board of Trustees (the "Board") of The Neighborhood Charter School of Harlem (the "School"), was held at 132 West 124th Street, New York, New York on February 27, 2013 beginning at 6:00 p.m. local time pursuant to notice duly given.

The following Trustees were present: Patricia Soussloff, Gail Brousal, Andrew Popper, Adam Rashid, Ruth Meyler, Jeff Hughes, Jessica Reid, Tena Kavanagh, Brian Hamilton and Everardo Jefferson.

Director of Operations Sherita Smith, Parent Association President Katy Saintil and Nicole Scanlin, a development professional who is helping plan the spring gala, were also present.

Derek Fleming and Erik Dowling were absent.

Ms. Meyler presided as Chair of the meeting. Ms. Reid recorded notes and Ms. Soussloff prepared the minutes. Ms. Meyler called the meeting to order at 6:05 p.m.

Welcome. Ms. Meyler explained that Ms. Saintil had been elected as President of the Parents' Association and, as such, will serve on the Board. The Board welcomed her to the Board with a unanimous vote of approval. Ms. Saintil introduced herself and spoke briefly about some of the projects the parents are considering.

Public Comment. The Chair opened the floor for public comment. No members of the public were present.

Approval of Minutes. Ms. Meyler asked for a motion to approve the minutes of the January 30 meeting, circulated in advance of the meeting. The motion was made, seconded and unanimously approved.

Finance Committee Report. Mr. Rashid presented the January Financial Report. The school is in good financial condition and cash flow is adequate.

Ms. Smith recommended some minor changes to the School's Financial Policies and Procedures manual. These changes do not affect our financial reporting. A motion was made, seconded and unanimously approved to adopt the Resolution attached as Exhibit A.

Accountability Committee. Ms. Soussloff presented the monthly data dashboard showing student enrollment, attendance and achievement, a draft of which was circulated in advance of the meeting.

Real Estate Task Force. Ms. Soussloff updated the Board on the properties the RETF is exploring for our long-term facility. The RETF has been expanded to include two additional Board members, Mr. Hughes and Mr. Hamilton.

Development Committee. Ms. Soussloff introduced Nicole Scanlin, a development professional, who is helping plan the May 14 Gala at The Red Rooster. Ms. Soussloff encouraged Board members to reach out to their contacts to sponsor the event and to help solicit items for the silent auction.

Head of School Report. Mr. Gallini was in California attending a conference and visiting schools. In his absence, Ms. Smith gave his report. The New York State Education Department visited the school to check whether we are in compliance with our charter. They will send a written report in a couple of weeks. We have 394 applications to date for next year, including 303 for kindergarten, 59 for first grade and 43 for the ASD Program. The lottery will be held on April 10 at the School. Mr. Gallini is in the process of interviewing teachers for second grade and one open first grade position. Ms. Smith announced the hiring of a new second grade teacher and Math Coach for next year. In addition, Ms. Walsh is being promoted to Achievement Coach. Mr. Gallini is changing the schedule for next year to allow more time for literacy centers, math and art.

Adjournment. There being no further business to come before the Board, the meeting was adjourned at 7:35 pm.

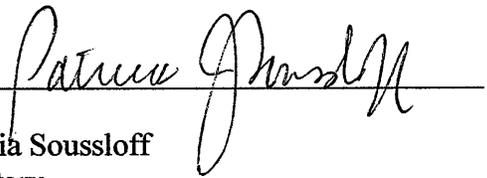
Respectfully submitted,



Patricia Soussloff
Secretary

I, Patricia Soussloff, do hereby certify that I am the duly qualified and acting Secretary of Neighborhood Charter School of Harlem, a New York education corporation and that the above is a true and complete copy of the Minutes of the meeting of the Board of Trustees of the said corporation held on February 27, 2013 at which a quorum was present throughout.

Dated: *June 10* 2013



Patricia Soussloff
Secretary

EXHIBIT A

Resolutions of the
Board of Trustees (the "**Board**")
of the
Neighborhood Charter School of Harlem (the "**School**")

February 27, 2013

RESOLVED, that The Neighborhood Charter School of Harlem Board of Trustees approve the revision of the School's Financial Policies and Procedures in accordance with the attached document entitled "Changes to FP&P" dated 2/27/13.

AND, RESOLVED, that The Neighborhood Charter School of Harlem Board of Trustees vote to select Katy Saintil as the final candidate to its Board of Trustees, with a term expiring on at the conclusion of the third Annual Meeting after her election, pending approval by the State Education Department. This resolution approving Katy Saintil is formally adopted upon SED's approval



The Board of Trustees did
not convene for a meeting
in March 2013.

MINUTES OF A MEETING OF
THE BOARD OF TRUSTEES OF THE
NEIGHBORHOOD CHARTER SCHOOL OF HARLEM

April 24, 2013

A regularly scheduled meeting of the Board of Trustees (the "Board") of The Neighborhood Charter School of Harlem (the "School"), was held at 132 West 124th Street, New York, New York on April 24, 2013 beginning at 6:00 p.m. local time pursuant to notice duly given.

The following Trustees were present: Patricia Soussloff, Andrew Popper, Adam Rashid, Ruth Meyler, Brian Hamilton and Justena Kavanagh.

The Head of School, Brett Gallini, the Director of Operations, Sherita Smith, and proposed Trustee and parent Katy Saintil were also present.

Gail Brousal, Jessica Reid, Derek Fleming, Jefferson Hughes, Everardo Jefferson and Erik Dowling were absent.

Ms. Meyler presided as Chair of the meeting. Ms. Soussloff recorded the minutes. Ms. Meyler called the meeting to order at 6:05 p.m.

Welcome. Ms. Meyler welcomed everyone present and noted that, as there was not a quorum of Trustees present, no formal actions of the Board would be taken unless and until additional members arrived. Ms. Meyler reported that the NY State Education Department issued its report following its visit to the School. The purpose of the visit was to verify that the school was operating in conformance with its charter and the report indicates that the School is in compliance. A copy of the report was circulated in advance of the meeting. Ms. Meyler further announced a change in the leadership of the Accountability Committee. Ms. Soussloff has resigned as chair and Mr. Hamilton has replaced her. For the first few months of his tenure, Ms. Meyler will act as Mr. Hamilton's co-chair of the committee.

Public Comment. The Chair opened the floor for public comment. No members of the public were present.

Approval of Minutes. There being no quorum present, approval of the minutes was postponed until the next meeting.

Head of School Report. Mr. Gallini described changes to the school's organizational chart. Next he presented a summary performance dashboard showing student demographics, enrollment, attendance and achievement as of April 19.

The School has entered a contract with TEACCH to provide staff professional development in working with students with autism spectrum disorders for school year

2013-14. In addition, four staff members will be trained at a four-day workshop in the fall in the Social Thinking methods and strategies of Michelle Garcia Winner.

Ms. Smith and Mr. Gallini reported on the results of an employee satisfaction survey. Discussion ensued. They also reported on the results of the School's lottery on April 10. We had approximately 750 applications for 70 openings.

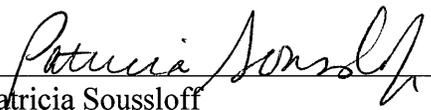
Real Estate Task Force. Ms. Soussloff updated the Board on the properties the RETF is exploring for our long-term space needs.

Finance Committee Report. Mr. Gallini and Mr. Rashid presented the February and March Financial Reports.

Development Committee. Ms. Soussloff updated the Board on ticket sales and the program planned for the May 14 gala at the Red Rooster.

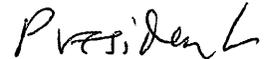
Adjournment. There being no further business to come before the Board, the meeting was adjourned at 7:30 pm.

Respectfully submitted,

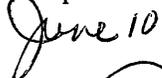


Patricia Soussloff
Secretary





I, ~~Patricia Soussloff~~, do hereby certify that I am the duly qualified and acting ~~Secretary of~~ Neighborhood Charter School of Harlem, a New York education corporation and that the above is a true and complete copy of the Minutes of the meeting of the Board of Trustees of the said corporation held on April 24, 2013

Dated:  2013



MINUTES OF A MEETING OF
THE BOARD OF TRUSTEES OF THE
NEIGHBORHOOD CHARTER SCHOOL OF HARLEM

May 29, 2013

A regularly scheduled meeting of the Board of Trustees (the "Board") of The Neighborhood Charter School of Harlem (the "School"), was held at 132 West 124th Street, New York, New York on May 29, 2013 beginning at 6:00 p.m. local time pursuant to notice duly given.

The following Trustees were present: Patricia Soussoff, Andrew Popper, Jessica Reid, Adam Rashid, Ruth Meyler, Brian Hamilton, Katy Saintil and Jefferson Hughes.

The Head of School, Brett Gallini and the Director of Operations, Sherita Smith were also present. A parent of an incoming kindergarten student, Dexter Brooms, joined the meeting late.

Gail Brousal, Derek Fleming, and Justena Kavanagh were absent.

Ms. Meyler presided as Chair of the meeting. Ms. Reid recorded notes and Ms. Soussoff prepared the minutes. Ms. Meyler called the meeting to order at 6:05 p.m.

Welcome. Ms. Meyler reported that the School received a final report from the NY State Education Department following its annual visit. The report was favorable. Two trustees have resigned from the Board: Erik Dowling and Everardo Jefferson. Ms. Saintil has been approved by the SED and is now an official trustee.

Public Comment. The Chair opened the floor for public comment. No members of the public were present.

Approval of Minutes. Ms. Soussoff asked for a motion to approve the minutes of the February 27 and April 24 meetings, circulated in advance of the meeting. The motion was made, seconded and unanimously approved.

Head of School Report. Mr. Gallini presented a summary performance dashboard showing student demographics, enrollment, attendance and achievement as of May 15. He also presented results of the nationally normed *Terra Nova* math and reading assessments administered to our students in April.

Most teaching positions are filled for next year. In addition, the School will have an Achievement Coach focused on ELA and a part-time math coach. Next year the After School program will be run by an outside organization called Fit4Life that will supervise homework completion and run a sports and fitness program. Also, we have engaged an outside vendor, Revolution Foods, to provide nutritious and appealing food for our students for breakfast, lunch and snacks next year.

Finance Committee Report. Mr. Gallini and Mr. Rashid presented the April Financial Report and a draft budget for FY 2014.

Executive Session. The staff and visitor left the meeting and the Board went into Executive session to discussion compensation issues and approve bonuses and raises.

Real Estate Task Force. The staff returned to the meeting. Ms. Soussloff updated the Board on negotiations for our long-term space needs, including meetings with the landlord, a draft term sheet and conversations with lawyers.

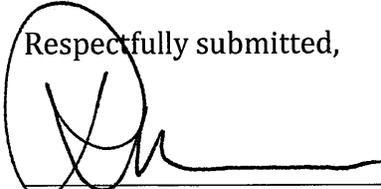
Development Committee. Ms. Soussloff presented results from the April fundraising gala at the Red Rooster.

Approval of Resolutions. Ms. Meyler requested a motion to approve resolutions in the form attached as Exhibit A regarding the filing of the School's Form 990 and negotiations for the lease of 160 West 124th Street. The motion was made, seconded and unanimously approved

Adjournment. There being no further business to come before the Board, the meeting was adjourned at 8:00 pm.

I, Ruth Meyler, do hereby certify that I am the duly qualified and acting President of the Board of Trustees of Neighborhood Charter School of Harlem, a New York education corporation and that the above is a true and complete copy of the Minutes of the meeting of the Board of Trustees of the said corporation held on May 29, 2013.

Dated: July 31 2013

Respectfully submitted,


Ruth Meyler
President of the Board of Trustees

EXHIBIT A

Resolutions of the
Board of Trustees (the "**Board**")
of the
Neighborhood Charter School of Harlem (the "**School**")

May 29, 2013

RESOLVED, that the Board Treasurer, Adam Rashid, is hereby authorized to approve the draft form 990 tax return prepared by the School's accountants, MBAF, in the form attached hereto and to authorize MBAF to file the Form 990 electronically.

WHEREAS, the School will be obliged to move into new premises in 2014 as the School grows, and whereas the School has submitted a term sheet, a copy of which is attached, for the lease of part of a building at 160 West 132nd Street, New York:

RESOLVED, that Ruth Meyler, President, and Patricia Soussloff, Vice-President, are hereby authorized to negotiate a lease substantially on the terms set out in the attached term sheet, in consultation with such other trustees as they think fit:

FURTHER RESOLVED, that because of the short period of time within which the lease must be negotiated, Ruth Meyler is authorized to execute the lease on behalf of the school, PROVIDED that the draft lease must be submitted to the full board for review before it is executed if possible and, if not possible, to the members of the Real Estate Task Force;

FURTHER RESOLVED, that Patricia Soussloff is hereby authorized to engage the law firm of Cohen Schneider and O'Neill LLP to advise the School in the negotiation of the lease;

AND FURTHER RESOLVED, that Ruth and Meyler and Patricia Soussloff are hereby authorized to request bids from at least three architectural firms for the work required to build out 160 West 132nd Street for the School's use and to select and engage a firm.

MINUTES OF THE ANNUAL MEETING OF
THE BOARD OF TRUSTEES OF THE
NEIGHBORHOOD CHARTER SCHOOL OF HARLEM

June 26, 2013

A regularly scheduled meeting of the Board of Trustees (the "Board") of The Neighborhood Charter School of Harlem (the "School"), was held at 132 West 124th Street, New York, New York on May 29, 2013 beginning at 6:00 p.m. local time pursuant to notice duly given.

The following Trustees were present: Andrew Popper, Gail Brousal, Derek Fleming, Jessica Reid, Justena Kavanagh, Adam Rashid, Ruth Meyler, Brian Hamilton, and Jefferson Hughes.

The Head of School, Brett Gallini, Nicole Scanlin, a trustee candidate, and Dr Arthur Sadoff were also present.

Patricia Soussoff, Kati Saintil, and Jessica Reid were absent.

Ms. Meyler presided as Chair of the meeting and recorded the minutes in the absence of the Secretary. Ms. Meyler called the meeting to order at 6:05 p.m.

Welcome. Ms. Meyler introduced Nicole Scanlin, a trustee candidate, and Dr Arthur Sadoff. Ms Scanlin spoke about her visit to the school and her reasons for wishing to be elected as a trustee. After a short discussion a motion to elect Ms Scanlin was made, seconded and unanimously approved. Dr Sadoff also introduced himself and spoke about his interest in the school.

Public Comment. The Chair opened the floor for public comment. No requests for comment were received.

Approval of Minutes. Ms. Meyler asked for a motion to approve the minutes of the May 29 2013 meeting, circulated in advance of the meeting. The motion was made, seconded and unanimously approved.

Annual Meeting. Ms Meyler, on behalf of the Governance Committee, informed the Board that her term of office and that of trustee Derek Fleming had expired and asked the Board to re-elect both. She also presented a slate of Officers for the 2013/2014 school year as follows:

President: Ruth Meyler

Vice-President and Secretary: Patricia Soussoff

Treasurer: Adam Rashid.

A motion was made, seconded and unanimously approved to re-elect Ruth Meyler and Derek Fleming and to approve the slate of Officers.

Ms Meyler also presented the Board Calendar for next year.

Finally, Ms Meyler presented a list of Committees and committee members. After some discussion, the membership of the Committees was finalized and approved by resolution made, seconded and unanimously approved.

Head of School Report. Mr. Gallini presented a summary performance dashboard showing student demographics, enrollment, attendance and achievement as of June 15. He also reported on staff hiring and presented the Organization Chart for next year.

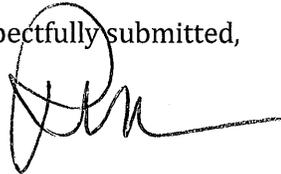
Finance Committee Report. Mr. Rashid presented the May Financial Report and the draft budget for FY 2014, revised to reflect changes since the May Board meeting and circulated in advance of the meeting. The budget was approved by resolution duly made, seconded and unanimously approved.

Facilities Update. Ms Meyler updated the Board on negotiations for a permanent facility, in the absence of Ms Soussloff.

Executive Session. Upon motion duly made, seconded and unanimously approved, the Board went into Executive session to discuss the evaluation of the Head of School, and staff and visitors left the meeting.

Adjournment. There being no further business to come before the Board, the meeting was adjourned at 7:30 pm.

Respectfully submitted,



Ruth Meyler, on behalf of Patricia Soussloff
Secretary

I, Ruth Meyler, on behalf of Patricia Soussloff, do hereby certify that I am the duly qualified and acting President of Neighborhood Charter School of Harlem, a New York education corporation and that the above is a true and complete copy of the Minutes of the meeting of the Board of Trustees of the said corporation held on June 26, 2013.

Dated: July 31 2013



EXHIBIT A

Resolutions of the
Board of Trustees (the "**Board**")
of the
Neighborhood Charter School of Harlem (the "**School**")

June 26, 2013

RESOLVED, that The Neighborhood Charter School of Harlem Board of Trustees vote to select Nicole Scanlin as the final candidate to its Board of Trustees, with a term expiring on at the conclusion of the third Annual Meeting after her election, pending approval by the State Education Department. This resolution approving Nicole Scanlin is formally adopted upon SED's approval

AND FURTHER RESOLVED, that Derek Fleming and Ruth Meyler are hereby re-elected to the Board of Trustees each for a term expiring at the conclusion of the third Annual Meeting after the date of this resolution.

AND FURTHER RESOLVED, that the following are hereby elected to the Offices shown for the 2013/2014 school year:

President: Ruth Meyler, Vice-President and Secretary: Patricia Soussloff, Treasurer: Adam Rashid

AND FURTHER RESOLVED, that the Chairs and members of the Committees for the 2013/2014 school year shall be as set out in the attached list.



2012-2013 ANNUAL REPORT

Appendix H: Enrollment and Retention Efforts

1. Introduction

The Neighborhood Charter School of Harlem (NCSH) has made very substantial efforts to attract and retain a greater enrollment of students with disabilities (SPED students), English language learners (ELLs) and students who are eligible for free or reduced price lunch (FRPL students). Efforts include mass mailings to families with students of the appropriate age in districts with high proportions of FRPL students, targeted mailings to organizations serving targeted groups, distribution of brochures in English, Spanish and French in the streets of CSD 5, our district of residence, which includes a high proportion of FRPL students, visits to local community organizations serving students in the targeted groups, visits to Head Start programs and school tours and informational meetings presented in English and Spanish. These efforts are described in more detail below.

Examples of our recruitment brochures in English, Spanish and French and our brochure describing our specialized program for students with high-functioning autism spectrum disorders (ASD students) are attached.

2. Recruitment Efforts in 2012 for the 2012-2013 school year

Recruitment took place over a period of three months from early January to the beginning of April. During this time:

- We sent a mass mailing to all families with kindergarten or first grade age children in CSDs 4, 5 and 6. Each of these districts has a high proportion of FRPL students and CSD 6 has a high proportion of Spanish-speaking families. The mailing included copies of the attached brochure in English and Spanish. The brochures describe the symptoms of ASD and invite families who believe that their children may have ASD to contact us. (Vanguard mailing)
- We sent a second mailing to all families in CSD 5, our local district, in March.
- We distributed brochures in English and Spanish on the streets of Central Harlem and left them in the lobbies of public housing on three weekends.
- We hired members of a local church to distribute door hangers in English and Spanish to households in CSDs 3, 4 and 5 on two weekends.
- We mailed a letter describing our ASD program and other special education programs, together with brochures in English and Spanish and applications to all DOE and charter school social workers and psychologists in 12 CSEs.
- We mailed brochures in English and Spanish to 75 local religious organizations and to local Head Start programs and other pre-school programs.
- We made a presentation in Spanish at Alianza Dominicana, an important local Spanish-speaking community organization.

- A French-speaking board member distributed brochures in French and discussed the school with members of the West African community at the African Market in Harlem and in businesses and community organizations serving this community.
- We mailed brochures in English and Spanish to community organizations serving students with disabilities.
- We visited two organizations serving people with developmental disorders and asked them to distribute brochures in English and Spanish.
- We conducted school tours, with Spanish language speakers available to help families.
- Information about the school on our website and all our application materials were translated into Spanish.

3. Recruitment efforts in 2013 for the 2013-2014 school year

Recruitment efforts again took place over a period of three months from early January to the end of March. During this time:

- We sent a Vanguard mailing as above.
- We distributed brochures in English and Spanish on the streets of CSDs 4 and 5 and left them in the lobbies of public housing on two weekends.
- We mailed a letter describing our ASD program and other special education programs, together with brochures in English, French and Spanish and applications to all DOE and charter school social workers and psychologists in 12 CSEs.
- We conducted five school tours and information sessions. One was conducted entirely in Spanish and Spanish-speaking members of the school staff were available to help Spanish-speaking families at all of them.
- A French-speaking board member and the French-speaking President of the Parent Association distributed brochures in French and discussed the school with members of the West African community at the African Market in CSD 5 and in businesses and community organizations serving this community.
- We visited a local pre-school serving children with disabilities and asked them to distribute brochures in English and Spanish
- We visited two organizations serving children with ASD and asked them to distribute brochures in English and Spanish.
- We attended a Harlem Street Fair and distributed brochures in English, Spanish and French
- We made a presentation at a large local Head Start program and distributed brochures in English and Spanish.

4. Recruitment efforts planned for 2014

In 2014, NCSH will make additional efforts to recruit ELLs. We believe that these families respond best to face-to-face interactions and we plan to work with French and Spanish speaking parents of existing students to talk with parents in various venues. Several parents have already volunteered to help with this plan. We will also continue with the bilingual outreach described above.

5. Retention

We have had minimal student attrition during our first year. Our retention efforts are primarily directed at meeting the individual needs of our students and at creating strong bonds with families. We have also hired several employees who speak fluent Spanish and French so that someone is always available to work with Spanish and French speaking parents.

Our ASD Program

Eight seats in each grade are set aside for children with high-functioning autism spectrum disorders (ASD). We will admit eight students in kindergarten this year and seats may also be available in first and second grade. Our students participate in the same grade level academic curriculum as their classmates and are fully included in all aspects of the program. Teachers who work with these students have a professional certificate in Special Education and receive training in strategies and supports designed especially for children with ASD. ASD students are fully integrated into all aspects of the school but also provided with specialized supports that will allow them to achieve their full potential. These students participate in special classes taught by a speech pathologist designed to help them with the social understanding and communication deficits and difficulties with self-regulation that often present challenges for them.

If you are interested in our ASD Program please contact us as soon as possible.

Contact:
Deyvis Salazar
Director of Special Education
Phone: 646-701-7117
Email: info@ncsharlem.org

Our Mission

Our mission is to provide the children of Harlem with new educational opportunities through a rigorous, comprehensive K–8 program that cultivates the intellectual, social, and emotional development of each child. Our students, who include children with high-functioning autism spectrum disorders, will become independent learners and critical thinkers, will acquire the academic skills that they need to succeed in college-preparatory high schools, and will exhibit the social and emotional skills that will allow them to reach their full potential.

Our School Leader

Thank you for your interest in NCSH. As Head of School, it is my responsibility to oversee all of the academic and social/emotional programs in the school and to ensure that all of our students are progressing toward excellence. I am honored to lead NCSH and work to create a world-class academic atmosphere where children graduate proud and college bound!

—BRETT GALLINI

Do you know a child who may have a high-functioning autism spectrum disorder?

Here are some of the signs:

- ▶ Engages in one-sided, long-winded conversations, without noticing if the listener is paying attention or trying to change the subject.
- ▶ Lack of eye contact, few facial expressions, or awkward body postures and gestures.
- ▶ An intense obsession with one or two specific, narrow subjects, such as baseball statistics, train schedules, weather, or snakes.
- ▶ Appears not to understand, empathize with, or be sensitive to others' feelings.
- ▶ Has a hard time "reading" other people or understanding humor.
- ▶ Speaks in a voice that is monotonous, rigid, or unusually fast.
- ▶ Moves clumsily, with poor coordination. Has poor motor skills, such as walking, catching a ball or playing on playground equipment.
- ▶ Has difficulties holding normal conversations.
- ▶ Seems not to have an interest in friendships.

All kids have their quirks, and it's natural for small children to be egocentric or to show a strong interest in a particular topic, such as dinosaurs or a favorite fictional character.

However, if a child has frequent problems in daycare or school, or seems unable to make friends, developmental disorders such as autism should be considered.

132 West 124th Street
New York, NY 10027
Phone: 646-701-7117, Fax: 646-484-6652
NCSHarlem.org

The
Neighborhood
Charter School
of Harlem



**A rigorous,
K–8 school
in Harlem,
currently serving
Kindergarten – 2nd
grade.**

Emphasis on reading,
writing, and math

A rich arts program

Inquiry-based science
and social studies

Two teachers in
every classroom

A focus on the social
and emotional development
of all students

About Our School



OUR RIGOROUS ACADEMIC PROGRAM combines intensive direct instruction in math and literacy skills with ample opportunities for independent work, creativity, and problem solving. Our students also study science and social studies starting in kindergarten, using engaging curricula that build on their natural curiosity, giving them a firm foundation in these subjects, and reinforce independent learning and critical thinking skills.

We believe that the arts are an essential part of a great education. Our students have the opportunity to act, sing, dance, play instruments, and create their own works of art using a variety of materials.

We also believe that social and emotional skills are just as important as academic skills for success in school and in life. These skills will be taught, modeled and reinforced throughout the school day. As a result our school culture is warm, respectful, challenging, and joyful.

There are two teachers in each of our classrooms. Our high teacher-to-student ratio and emphasis on small group instruction allows us to give all our students the individualized attention and support that they need to maximize their academic potential.

Our students are independent learners and critical thinkers and have the academic skills they need to be on their way to college.

How to Apply

NCSHarlem is a free public charter school open to all New York City children and giving preference to children living in Community School District 5 (Central Harlem).

Applications are available on our website at www.NCSHarlem.org.

Applications are due April 3, 2013. Applications received after the deadline will be placed on the waiting list in the order in which they were received.

For more information, please call 646-701-7117 or email info@ncsharlem.org

Mail, Fax, or Bring Completed Applications to:
132 West 124th Street, New York, NY 10027
Phone: 646-701-7117, Fax: 646-484-6652
info@nscharlem.org

We know that parents play an important role in their children's academic success. NCSH creates a partnership with parents through a parents association, workshops, family celebrations and outings, and frequent communication between teachers and families.

Our specialized inclusion program for children with high-functioning autism spectrum disorders is described on the reverse side of this brochure.

What is the ASD Program?

Our ASD program is a classroom based inclusion program for high functioning children with autism spectrum disorders (ASD). Our program at NCSH is designed to help children reach their full potential—academically, behaviorally and socially—in their school and community.

Our ASD Program

Eight seats in each grade are set aside for high functioning students with ASD. We will admit eight students in kindergarten this year and seats may also be available in first and second grade. Our ASD students participate in the same grade level curriculum as all other students, in small inclusive classrooms. There are two teachers in each class, one of whom has a professional certificate in Special Education. All of our teachers receive training in strategies and supports designed especially for children with ASD. Students also participate in a specialized social skills program taught by a staff speech pathologist. These classes are designed to help students with the social understanding and communication deficits and difficulties with self-regulation that often present challenges for them.

ncsharlem.org

132 West 124th St
New York, NY 10027

Office: 646-701-7117

Fax: 646-484-6652

info@ncsharlem.org

Like Us on Facebook:

www.facebook.com/HCSHarlem

The
Neighborhood
Charter School
of Harlem



The Neighborhood
Charter School of
Harlem is proud to
offer a specialized
inclusion program
for high-functioning
students with autism
spectrum disorders

ncsharlem.org

The ASD Program Model

The ASD classroom is a fully inclusive classroom. It offers a rigorous academic curriculum, integrated therapeutic services, specialized instructional strategies designed to enhance socialization, adaptive skills, language and communication, and an emphasis on reducing problem behaviors. The ASD classroom is an integrated co-teaching (ICT) classroom, a model used to integrate children with special needs with their typically developing peers. However, our ASD classes are significantly smaller than typical ICT classes. The table below shows the structure of a typical ASD classroom.

Grade Level	Children with ASD	Typically developing children
K	4	8-10
1st - 3rd	4	12-14



Social Skills Program (SSP)

Our Social Skills Program (SSP) is a social and language development curriculum designed by and for our ASD program. SSP is a therapeutic curriculum taught in conjunction with the academic program. It is based on relationship development and social cognitive theories and is used to remediate the social and pragmatic language skills of children with ASD. Kindergarten students participate in five periods per week of SSP to improve social and relational development, develop pragmatic language skills, and learn how to problem-solve. Students in higher grades participate in SSP three times a week. All staff members who work with ASD students, including all teachers, receive training in social development strategies and integrate these strategies throughout the school day. The SSP curriculum expands upon six elements:

- Experience Sharing
- Language Comprehension
- Problem Solving
- Social Cognition
- Flexibility/Self Regulation
- Incorporating strengths and preferred interests

ncsharlem.org

How to Apply

The Neighborhood Charter School of Harlem is a free public charter school open to all New York City children and giving preference to students living in Community School District 5 (Central Harlem).

Applications are available on our website at ncsharlem.org/apply-now and are due April 1, 2013.

If you are interested in our ASD Program, please contact us as soon as possible and not later than March 1, 2013 so that your child can be evaluated to determine eligibility for the ASD Program. We will be happy to tell you more about this program.

For more information please contact Deyvis Salazar, Director of Special Education at 646-249-0314 or dsalazar@ncsharlem.org.





Est-ce que vous cherchez une école pour votre enfant ? Nous avons des places disponibles en maternelle, 1st and 2nd grade.

Notre école propose un **programme académique rigoureux** qui combine une instruction intensive en mathématique et en anglais avec un respect pour le travail individuel, la créativité, et la résolution de problèmes. Nos élèves étudient également les sciences et études sociales depuis l'école maternelle à travers un curriculum engageant, qui suscite la curiosité, et qui leur donne les bases requises dans ces disciplines tout en renforçant leur esprit critique et leur faculté d'apprendre d'une façon indépendante.

Nous sommes convaincus que **les arts** font partie d'une bonne éducation. Nos élèves ont l'occasion de faire du théâtre, de chanter, de jouer d'un instrument, et de créer eux-mêmes des œuvres en utilisant des ressources variées.

Nous sommes également convaincus que les **compétences sociales et émotionnelles** sont aussi importantes que les compétences scolaire pour réussir à l'école et dans la vie. Ces compétences sont enseignées avec un suivi quotidien. Ainsi, l'école bénéficie d'une culture chaleureuse, respectueuse, stimulante, et joyeuse.

Il y a **deux instituteurs** par classe. Le nombre d'élèves par enseignant ainsi que le travail en petit groupe nous permet de donner l'**attention individuelle** nécessaire au succès scolaire.

Les **parents** jouent un rôle important dans le succès scolaire de leurs enfants. Pour cette raison nous tissons des liens forts avec eux à travers des associations, des réunions, des fêtes, et des communications fréquentes entre les instituteurs et les familles.

Le Program ASD Huit places dans chaque niveau scolaire sont réservées aux enfants qui présentent un autisme de haut niveau (ASD) ou le syndrome d'Asperger. Ces élèves suivent le même niveau de cursus que leurs camarades de classe et sont inclus dans tous les aspects du programme. Les éducateurs qui travaillent avec ces enfants reçoivent une formation spéciale au soutien des enfants concernés par l'ASD. Les élèves dans ce programme participent également à une classe enseignée par un orthophoniste destinée à développer leurs compétences sociales et compenser leurs difficultés à communiquer et à s'autoréguler.

Comment faire la demande

NCSHarlem est une école à charte gratuite ouverte à tous les enfants de New York et qui donne la priorité aux élèves du Community School District 5 (Central Harlem).

Les demandes d'inscription sont disponibles sur notre site internet www.NCSHarlem.org et doivent être rendues au plus tard le 1 Avril 2013. Si vous êtes intéressés par notre programme ASD nous vous prions de nous contacter le plus tôt possible et pas plus tard que le 1er Mars 2013.

Information

646-701-7117

info@NCSHarlem.org

www.NCSHarlem.org

132 West 124th Street

New York, 10027

Nuestro Programa para AAR

Ocho cupos en cada grado serán reservados para estudiantes con Autismo de Alto Rendimiento (AAR) o Síndrome de Asperger. Estos estudiantes participarán al mismo nivel académico que sus compañeros, y tomarán parte en todos los aspectos y actividades del programa. Los profesores que trabajan con estos estudiantes han sido capacitados con las estrategias y el apoyo necesario, diseñados específicamente para niños con AAR. Los estudiantes en el programa participarán además en clases especializadas con Patólogos del Habla quienes les ayudarán con los déficits que tienen en las áreas de comunicación y las dificultades que puedan tener con problemas de autoregulación.

Si usted está interesado en nuestro programa para AAR, por favor contáctenos lo antes posible, y con seguridad antes del rffl de Marzo de 2012.

Por favor contacte a Julie Milner
Teléfono: 646-701-7117
Email: info@NCSHarlem.org

Nuestra Misión

Nuestra Misión es la de proveer a los niños de Harlem con nuevas oportunidades de educación a través de un programa de K-8 que es riguroso, completo y que ayuda a cultivar el desarrollo intelectual, social y emocional de cada niño. Nuestros estudiantes, que incluyen niños que padecen de formas de autismo de alto rendimiento, se transformarán en estudiantes independientes y pensantes, y obtendrán las habilidades académicas necesarias para tener éxito en escuelas que los prepararán para un futuro universitario. Además, estos estudiantes tendrán habilidades en las áreas sociales y emocionales que les permitirán lograr todo su potencial.

Nuestro Líder Escolar

Gracias por su interés en NCSH. Como director de la escuela es mi responsabilidad velar por todos los programas académicos y socio-emocionales de la escuela y asegurar que todos nuestros estudiantes vayan en progreso hacia la excelencia. Me siento honrado de dirigir NCSH y trabajar para crear una atmósfera académica de clase mundial donde los niños se gradúen orgullosos y encaminados a la universidad.

—BRETT GALLINI

Conoces algún niño que pueda tener desorden de espectro de autismo de alto rendimiento?

Estas son algunas señales:

- ▶ **Toma parte en conversaciones, sin preocuparse si quien le escucha le está prestando atención o tratando de cambiar el tema.**
- ▶ **Falta de contacto visual, poca expresión facial o posturas corporales y gestos extraños.**
- ▶ **Preocupación excesiva por uno o dos focos de interés, tales como estadísticas de béisbol, horarios del tren, el tiempo o las culebras.**
- ▶ **Aparenta no entender, tener empatía o ser sensible a los sentimientos de los demás.**
- ▶ **Se le hace difícil entender otras personas o el sentido del humor.**
- ▶ **Habla de manera monótona, rígida o inusualmente rápida.**
- ▶ **Se mueve de manera torpe o con poca coordinación. Tiene pocas destrezas motoras, tales como caminar, atrapar una bola o al jugar en el patio de recreo.**
- ▶ **Tiene dificultades para sostener una conversación normal.**
- ▶ **Aparenta no tener interés en las amistades.**

Todos los niños tienen sus peculiaridades y es natural en un niño pequeño ser egocéntrico o que muestre un fuerte interés por un tópico en particular, tal como los dinosaurios o su personaje de ficción favorito. Sin embargo, si un niño tiene problemas frecuentes en el lugar de cuidado o la escuela, o parece que no puede hacer amigos, se debe considerar desórdenes de desarrollo tales como autismo o Asperger.

Si usted piensa que su niño cualifica para nuestro programa ASD, por favor contáctenos lo antes posible, y no más tarde del 1 de marzo de 2012. Llamar a Julie Milner al 646-701-7117, o envíe un correo electrónico a info@NCSHarlem.org.



Una nueva escuela para grados K-8 abrirá sus puertas en Harlem en el 2012 comenzando con el kínder y primer grado.

Énfasis en lectura, escritura y aritmética

Un programa amplio de arte

Un programa de ciencias y estudios sociales basado en la investigación

Dos profesores por salón

Enfoque en el desarrollo social y emocional de todos los estudiantes

Nuestra Escuela



Como Solicitar

NCSHarlem es una escuela charter gratuita, que está abierta a todos los niños de la ciudad de Nueva York, y que le da preferencia a los niños que viven en el Community School District 5 (Central Harlem).

Puede encontrar el formulario de solicitud en www.NCSHarlem.org.

Los formularios de solicitud deben ser completados a más tardar el 15 de Abril de 2012.

Para mayor información, favor contactar a Julie Milner al teléfono 646-701-7117, o por email a info@NCSHarlem.org

NUESTRO PROGRAMA ACADÉMICO es riguroso, y combina fases de enseñanza intensiva en matemáticas y lectura, con periodos de estudios independientes y oportunidades para el uso de creatividad y resolución de problemas. Comenzando en kinder y utilizando atractivos planes de estudio, nuestros estudiantes también tomarán ciencias y estudios sociales, de forma tal que su curiosidad innata les sea satisfecha, y que les darán una base fuerte en estos temas, reforzando al mismo tiempo su capacidad de aprender y pensar de forma crítica e independiente.

Nosotros creemos que el arte es una parte esencial de una educación completa. Nuestros estudiantes tendrán la oportunidad de actuar, cantar, bailar, tocar instrumentos y crear sus propias obras de arte utilizando una variedad de materiales.

Creemos además que las habilidades sociales y emocionales son igual de importantes que las habilidades académicas para lograr tener éxito tanto en la escuela como en la vida. Estas habilidades les serán enseñadas reforzadas durante su rutina diaria. Esto tendrá como resultado una cultura escolar cálida, respetuosa, con retos apropiados y llena de alegría.

Cada uno de nuestros salones de clase tendrá dos profesores. Esta alta proporción entre profesores y estudiantes nos permite enfatizar pequeños grupos de enseñanza, lo cual nos permite proveer a cada estudiante con la atención individual y el apoyo que cada uno necesita para maximizar su potencial académico.

Nuestros estudiantes se transformarán en alumnos independientes y pensantes, adquiriendo las habilidades académicas que necesitan para encaminarse hacia la universidad.

Nosotros sabemos que los padres desempeñan un papel importante en el éxito escolar de sus hijos. A través de la Asociación de Padres de Familia, NCSH creará una serie de talleres, festejos familiares y paseos, por medio de los cuales se podrán llevar a cabo comunicaciones frecuentes y fluidas entre profesores y padres de familia.

Al reverso de este panfleto puede encontrar la descripción de cómo nuestro programa incluirá a los niños que padecen de AAR o Síndrome de Asperger.

Required Form: Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 02, 2013

Updated Monday, February 10, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/676c53970874dacc73f7af49585ba4>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Gail Brousal

2. Charter School Name:

Neighborhood Charter School of Harlem (The)

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

4. *Your Home Address: Street Address	████████████████████
4. *Your Home Address: City/State	████████
4. *Your Home Address: Zip	██████

5. *Your Business Address

5. *Your Business Address Street Address	n/a
5. *Your Business Address City/State	NY
5. *Your Business Address Zip	(No response)

6. *Daytime Phone Number:

██████████

7. *E-mail Address:

████████████████████

8. Select all positions you held on Board:

(check all that apply)

- Other, please specify...: executive committee, accountability committee

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

No

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

No

Page 2

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

No

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

No

Signature of Trustee

.

.

Required Form: Appendix E - Disclosure of Financial Interest Form

Created Sunday, July 07, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/3605864f7d1c259e7035697f43ffe9>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Jessica Reid

2. Charter School Name:

Neighborhood Charter School of Harlem (The)

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- Other, please specify...: Member, Accountability Committee

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

No

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

No

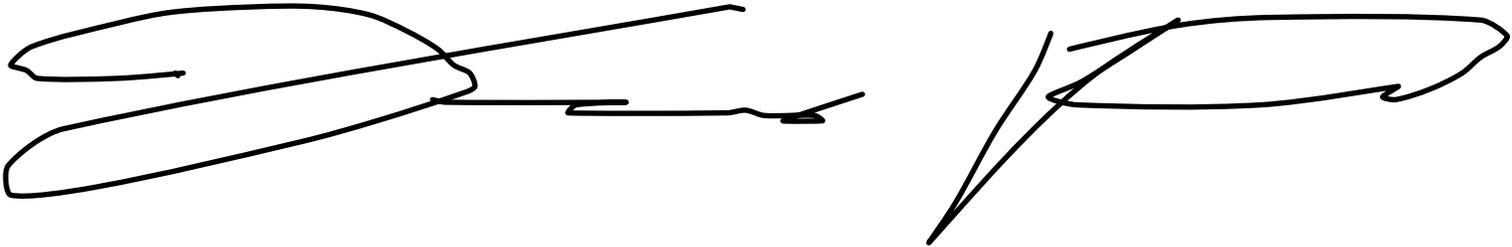
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

Two handwritten signatures in black ink. The signature on the left is a long, horizontal, somewhat cursive scribble. The signature on the right is a shorter, more compact scribble with a sharp downward stroke on the left side.

Required Form: Appendix E - Disclosure of Financial Interest Form

Created Monday, July 08, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/b3ea3ad3640ef6767fdac22acbd3b0>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Jefferson E. Hughes

2. Charter School Name:

Neighborhood Charter School of Harlem (The)

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- Other, please specify...: Trustee

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

No

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

No

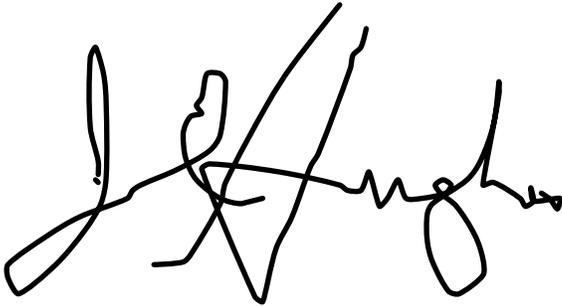
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink, appearing to read "J. King". The signature is written in a cursive style with a large initial "J" and a long horizontal stroke.

Required Form: Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 09, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/c38274923912b5894f0f3d0b901cf4>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Patricia Soussloff

2. Charter School Name:

Neighborhood Charter School of Harlem (The)

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- Vice Chair/Vice President

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

No

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

No

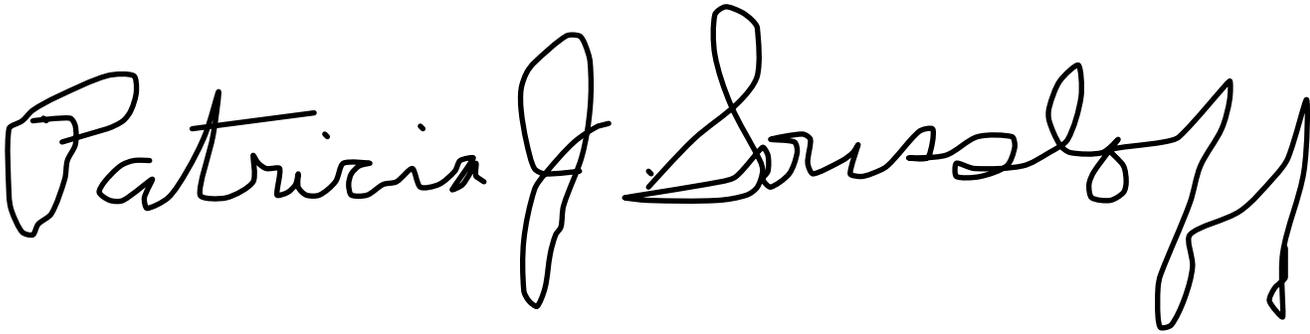
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink that reads "Patricia J. Sussloff". The signature is written in a cursive style with a large initial "P" and a distinct "J" before the last name.

Required Form: Appendix E - Disclosure of Financial Interest Form

Created Wednesday, July 10, 2013

Updated Monday, February 10, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/d9f4b5281676cb853a44d31490a2a>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Brian E. Hamilton

2. Charter School Name:

Neighborhood Charter School of Harlem (The)

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

(No response)

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

No

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

No

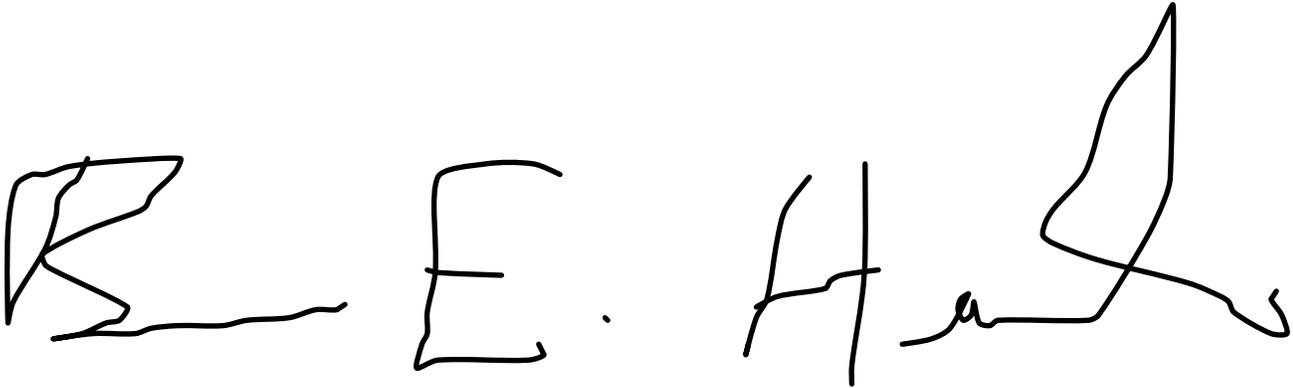
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink, reading "R. E. Harris". The letters are stylized and connected, with a large, sweeping flourish at the end of the name.

Required Form: Appendix E - Disclosure of Financial Interest Form

Created Wednesday, July 10, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/0c05bcdffe727fb134618453f19f8a>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Andrew J. Popper

2. Charter School Name:

Neighborhood Charter School of Harlem (The)

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- Other, please specify...: Trustee

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

No

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

No

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

No

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

No

Signature of Trustee

Andrew J. Popper

Required Form: Appendix E - Disclosure of Financial Interest Form

Created Saturday, July 20, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/33aa70573d7435c05eadf023d46db8>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

adam rashid

2. Charter School Name:

Neighborhood Charter School of Harlem (The)

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- Treasurer

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

No

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

No

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

No

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

No

Signature of Trustee

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke, written on a white background.

Required Form: Appendix E - Disclosure of Financial Interest Form

Created Saturday, July 20, 2013

Updated Monday, February 10, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/2597665a5b97138d45c8abd8dac76>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Derek Fleming

2. Charter School Name:

Neighborhood Charter School of Harlem (The)

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- Other, please specify...

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

No

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

No

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

No

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

No

Signature of Trustee

A handwritten signature in black ink, appearing to read "D. L. [unclear]", written over the printed text "Signature of Trustee". The signature is cursive and somewhat stylized.

Required Form: Appendix E - Disclosure of Financial Interest Form

Created Saturday, July 20, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/293e2cfda9721437e01a21406e3eb9>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Ruth Meyler

2. Charter School Name:

Neighborhood Charter School of Harlem (The)

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

4. *Your Home Address: Street Address	[REDACTED]
4. *Your Home Address: City/State	[REDACTED]
4. *Your Home Address: Zip	[REDACTED]

5. *Your Business Address

5. *Your Business Address Street Address	N/A
5. *Your Business Address City/State	(No response)
5. *Your Business Address Zip	(No response)

6. *Daytime Phone Number:

[REDACTED]

7. *E-mail Address:

(No response)

8. Select all positions you held on Board:

(check all that apply)

- Chair/President

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

No

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

No

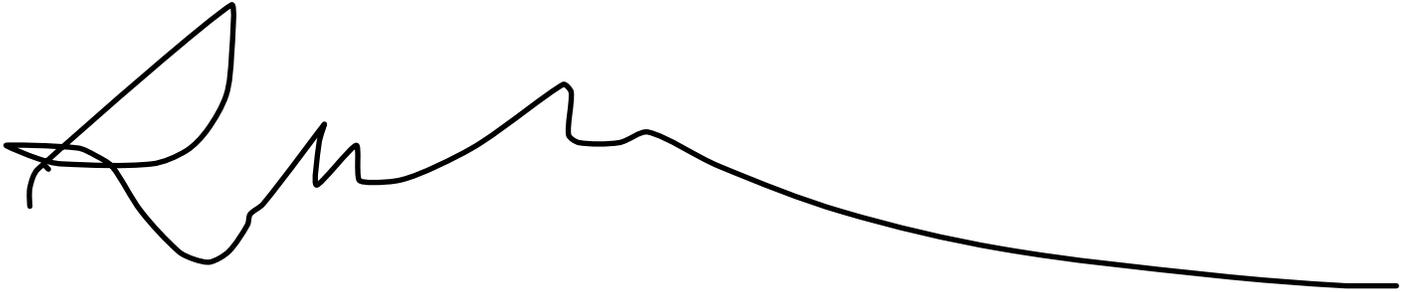
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink, consisting of a series of connected loops and a long horizontal tail extending to the right.

Required Form: Appendix E - Disclosure of Financial Interest Form

Created Monday, July 29, 2013

Updated Monday, February 10, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/cc3b214a62551964bd5c1b975edf34>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Justena Kavanagh

2. Charter School Name:

Neighborhood Charter School of Harlem (The)

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

4. *Your Home Address: Street Address	██████████
4. *Your Home Address: City/State	██████████
4. *Your Home Address: Zip	██████

5. *Your Business Address

5. *Your Business Address Street Address	None
5. *Your Business Address City/State	(No response)
5. *Your Business Address Zip	(No response)

6. *Daytime Phone Number:

██████████

7. *E-mail Address|

██████████

8. Select all positions you held on Board:

(check all that apply)

(No response)

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

No

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

No

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

No

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

No

Signature of Trustee

Justina Kavanagh