

# I. SCHOOL INFORMATION AND COVER PAGE

Created Monday, July 07, 2014

Updated Tuesday, July 29, 2014

## Page 1

### 1. SCHOOL NAME

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

140600860861 BUFFALO ACAD-SCI CS

### 2. CHARTER AUTHORIZER

Regents-Authorized Charter School

### 3. DISTRICT / CSD OF LOCATION

Buffalo

### 4. SCHOOL INFORMATION

PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
190 Franklin St. Buffalo NY - 14202	716-854-2490	716-854-5039	contact@bascs.org

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

Contact Name	Mustafa Ersoy
Title	Director
Emergency Phone Number (###-###-####)	

### 5. SCHOOL WEB ADDRESS (URL)

www.bascs.org

### 6. DATE OF INITIAL CHARTER

2004-01-01 00:00:00

### 7. DATE FIRST OPENED FOR INSTRUCTION

2004-09-01 00:00:00

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

(as reported on BEDS Day)

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

Check all that apply

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 7

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 8

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 9

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 10

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 11

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

Yes/No	Name of CMO/EMO
No	

## 11. FACILITIES

Will the School maintain or operate multiple sites?

No, just one site.

## 12. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	190 Franklin st.	716 854 2490	BUFFALO CITY SD	7-12	Yes	Rent/Lease

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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Mustafa Ersoy			

13. Are the School sites co-located?

No

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

Yes

15. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in code of conduct	Sequential discipline policy has been adopted. Students are scheduled to have meetings with guidance counselors, deans, principal when reached to certain number of write ups i.e. 8, 16, 24,32. If serious discipline problems persist, after all necessary interventions are provided, the school has a right to permanently suspend students who exceed 40+ disciplinary infractions.		
2	Change in schedule/calendar	All 7th,8th and 9th grade students are scheduled to stay at the school by 3:55pm M-F. This change was made to accommodate all students who need additional help but couldn't stay due to transportation restrictions by BPS.		

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 stylist on your mobile device to sign your name).

• Yes

Signature, Head of Charter School

Signature, President of the Board of Trustees

Thank you.

# Audited Financial Statement Checklist

Created Monday, October 27, 2014

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## Page 1

Charter School Name:

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

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

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

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

Thank you.

# Appendix A: Progress Toward Goals

Created Wednesday, July 30, 2014

Updated Friday, August 01, 2014

## Page 1

Charter School Name: 140600860861 BUFFALO ACAD-SCI CS

### 1. NEW YORK STATE REPORT CARD

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

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

<https://data.nysed.gov/reportcard.php?year=2013&instid=800000057454>

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

#### 2a. ACADEMIC STUDENT PERFORMANCE GOALS

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

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

	Academic Student Performance Goal	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Academic Goal 1	BASCS' absolute goals for student achievement beginning in 2009-2010. At least 90% of our students will score levels 2, 3 and 4.	These goals will be measured by two New York State Assessments: English Language Arts and Mathematics at grade 8.	As expected throughout the State, scores are dropped significantly with the new Common Core tests. BASCS could not achieve this goal but making progress towards meeting. 67 % of our students scored at levels 2,3 and 4 in 8th grade ELA test and 73 % in 8th grade Math test.	BASCS designed and implemented a summer bridge program for newly accepted students. BASCS updated most of the instructional materials and supported middle school classrooms with iPad and educational software. We also provide ongoing PD to our staff.
Academic Goal 2	BASCS' growth goals for student achievement are to raise student performance by at least 20% over the next four years starting at 2009-2010 school year.	These goals will be measured by two New York State Assessments: English Language Arts and Mathematics at grade 8. The student achievement goal for BASCS from the baseline scores established in 2008-2009 school year would be a 5% growth for the number of students at proficiency levels 3 and 4	As expected throughout the State, scores are dropped significantly with the new Common Core tests. BASCS could not achieve this goal but making progress towards meeting.	RTI and Benchmark systems revised and teachers and students are given more time during the week. The goals will be revised to accommodate changes brought by the new Common Core assessments.

		each year.		
Academic Goal 3	BASCS' comparative goals for student achievement are to outperform the BCSD (Buffalo City School District) with at least 5% higher achievement (5% more level 3 and level 4).	These goals will be measured by two New York State Assessments: English Language Arts and Mathematics at grade 8.	BASCS has outperformed the BCSD in 8th grade Math by 12% and ELA by 1%.	Summer reading program implemented, classroom libraries are updated, part time ESL support position opened.
Academic Goal 4	BASCS' absolute goals for student achievement beginning in 2009-2010 are 90% of our students will have completed the requirements of the Regents diploma within 4 years of their entrance in 9th grade in our school.	These goals will be measured by five required New York State Regents examinations and required number of credits.	BASCS achieved this goal with 91% of our 2009 cohort students have completed the requirements of the Regents diploma within 4 years.	
Academic Goal 5	BASCS' growth goals for student achievement are to raise student performance by at least 20% over the next four years starting at 2009-2010 school year.	These goals will be measured by the 5 required Regents examinations. Percentages will be calculated using the August, January, and June examination periods for the same reporting period. The student achievement goal for BASCS from the baseline scores established in 2008-2009 school year would be a 5% growth for the number of students scoring above 65% each year.	Data has not published on the School Report Card as of Jul 28.	
Academic Goal 6	BASCS' comparative goals for student achievement are to outperform the Buffalo City School District with at least 5% higher achievement (5% more students scoring above 65%).	These goals will be measured by the 5 required Regents examinations. Percentages will be calculated using the August, January, and June examination periods for the same reporting period.	Data has not published on the School Report Card as of Jul 28.	
Academic Goal 7	BASCS' goal for college placement is 90%.	This goal is measured by the number of seniors accepted by the colleges.	92% of our graduates are placed in a college	

2a1. Do have more academic goals to add?

No

2a2. Do have more academic goals to add?

No

## 2b. ORGANIZATIONAL GOALS

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

Organizational Goal	Measure Used to Evaluate Progress	2013-14 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
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#### 2b.1 Do you have more organizational goals to add?

(No response)

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

Organizational Goal	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
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## 2c. FINANCIAL GOALS

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

Financial Goals	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Financial Goal 1	School financially operates based on its budget.	BASCS has operated within its budget along with generating surplus at the end of the school year. There have been two independent audits take place since the charter renewal and there has not been any material findings or significant deficiencies reported in any of the audits.	
Financial Goal 2	Budget supports school's academic achievement.	We develop a budget that supports academic achievement by allocating funds for more instructional staff, supplies, instructional equipment, additional tutoring, summer school, AIS classes, enrichment program, club activities, and athletics.	

# Appendix I: Teacher and Administrator Attrition

Created Monday, July 07, 2014  
Updated Saturday, July 26, 2014

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## Page 1

Charter School Name: 140600860861 BUFFALO ACAD-SCI CS

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

### 2013-14 Teacher Attrition Table

FTE Teachers on June 30, 2013	FTE Teachers Additions 7/1/13 – 6/30/14	FTE Teacher Departures 7/1/13 – 6/30/14
42	5	5

### 2013-14 Administrator Position Attrition Table

FTE Administrator Positions On 6/30/2013	FTE Administrator Additions 7/1/13 – 6/30/14	FTE Administrator Departures 7/1/13 – 6/30/14
5	0	0

Thank you

# Appendix J: Uncertified Teachers

Created Tuesday, July 29, 2014

## Page 1

Charter School Name: 140600860861 BUFFALO ACAD-SCI CS

### Note Definition of FTE:

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

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

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

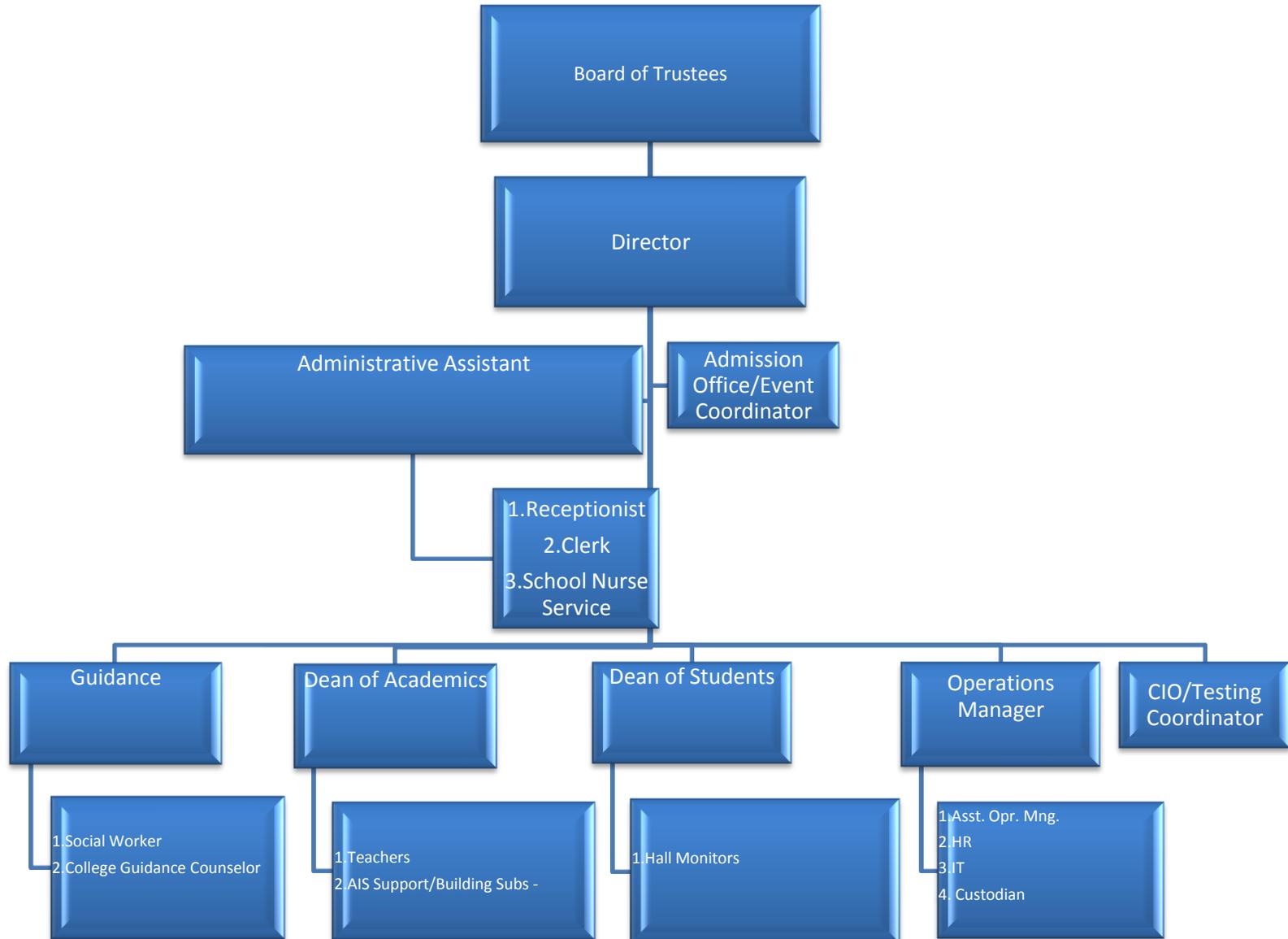
	FTE
(i) uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience	2
(ii) tenured or tenure track college faculty	0
(iii) individuals with two years satisfactory experience through Teach for America	0
(iv) individuals who possess exceptional business, professional, artistic, athletic, or military experience	0
Total FTE (Sum of all Uncertified Teaching Staff)	2

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

41

Thank you.

**BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL ORGANIZATIONAL CHART**



# Appendix B: Total Expenditures and Administrative Expenditures per Child

Created Monday, July 07, 2014  
Updated Saturday, July 26, 2014

## Page 1

Charter School Name: 140600860861 BUFFALO ACAD-SCI CS

### B. Financial Information

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

#### 1. Total Expenditures Per Child

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

1. Total Expenditures Per Child   Line 1: Total Expenditures Per Pupil	5160908
1. Total Expenditures Per Child   Line 2: BEDS Day Pupil Count	390
1. Total Expenditures Per Child   Line 3: Divide Line 1 by Line 2	13233

#### 2. Administrative Expenditures per Child

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

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

Please note the following:

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

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

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

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

To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas).   Line 1: Relevant Personnel Services Cost (Row)	208670
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas).   Line 2: Management and General Cost (Column)	242445
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas).   Line 3: Sum of Line 1 and Line 2	451115
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas).   Line 4: BEDS Day Pupil Count	390
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas).   Line 5: Divide Line 3 by the BEDS Day Pupil Count	1156

Thank you.



**Financial A**

**School Name:**

**Date:**

**School Fiscal Contact Name:**  
**School Fiscal Contact Email:**  
**School Fiscal Contact Phone:**  
**District of Location:**  
**Authorizer:**  
**Years of Operation:**  
**Facility:**  
**Grades Currently Served:**  
**Planned Grades at Full Capacity:**  
**Enrollment:**  
**Max Enrollment:**  
**Year of Most Recent Data**  
**School Fiscal Contact Phone:**

**School Audit Firm Name:**  
**School Audit Contact Name:**  
**School Audit Contact Email:**  
**School Audit Contact Phone:**

**Latest Audit Period (through June 30):**  
**Do Not Use this Box**





**udit Supplemental Data Request Form**

*for Regents-Authorized Charter Schools*

**Buffalo Academy of Science Charter School**

July 25, 2014

Yusuf Akyar

Buffalo City

SED

9

Private

7 thru 12

400

400

400

2014

716-854-2490 Ext:222

Freed Maxick CPAs, P.C.

Christopher Piedici

[Chris.Piedici@freedmaxick.com](mailto:Chris.Piedici@freedmaxick.com)

585-271-2300

2014

Buffalo Academy of Science Charter School2014



**AUDITED  
FINANCIAL STATEMENTS**

**BUFFALO ACADEMY OF SCIENCE  
CHARTER SCHOOL**

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**JUNE 30, 2014**

**BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL**

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## INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees  
Buffalo Academy of Science Charter School  
Buffalo, New York

### Report on the Financial Statements

We have audited the accompanying financial statements of Buffalo Academy of Science Charter School (the School), which comprise the statement of financial position as of June 30, 2014 and 2013, and related statements of activities and changes in net assets, functional expenses and cash flows for the years then ended, and the related notes to the financial statements.

### Management's Responsibility for the Financial Statements

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

### Auditor's Responsibility

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

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

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

### Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Buffalo Academy of Science Charter School, as of June 30, 2014 and 2013, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated October 23, 2014 on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is 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 internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

*Freed Maxick CPAs, P.C.*

Buffalo, New York  
October 23, 2014

**BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL**

**STATEMENTS OF FINANCIAL POSITION**

June 30,

<b>ASSETS</b>	<u>2014</u>	<u>2013</u>
<b>Current assets:</b>		
Cash	\$ 1,207,364	\$ 1,333,480
Restricted cash - board designated	75,402	75,288
Restricted cash - agency	4,581	17,120
State and federal aid receivable	73,463	37,444
Accounts receivable	53,551	8,914
Prepaid expenses	37,818	39,076
Inventory	10,653	17,879
Total current assets	<u>1,462,832</u>	<u>1,529,201</u>
<b>Property and equipment, net:</b>	853,814	847,146
<b>Other assets</b>	<u>62,184</u>	<u>62,184</u>
 Total assets	 \$ <u><u>2,378,830</u></u>	 \$ <u><u>2,438,531</u></u>
 <b>LIABILITIES AND NET ASSETS</b>		
<b>Current liabilities:</b>		
Accounts payable	\$ -	\$ 30,929
Accrued expenses	46,670	48,878
Accrued pension costs	395,175	310,972
Agency funds	4,581	17,120
Deferred revenue - current	19,091	19,091
Total current liabilities	<u>465,517</u>	<u>426,990</u>
<b>Long-term portion of deferred revenue</b>	<u>114,545</u>	<u>133,636</u>
<b>Total liabilities</b>	580,062	560,626
<b>Net assets:</b>		
Unrestricted net assets:		
Undesignated	1,098,768	1,377,905
Board designated	700,000	500,000
Total net assets	<u>1,798,768</u>	<u>1,877,905</u>
 Total liabilities and net assets	 \$ <u><u>2,378,830</u></u>	 \$ <u><u>2,438,531</u></u>

See accompanying notes.

**BUFFALO ACADEMY OF CHARTER SCHOOL**

**STATEMENTS OF ACTIVITIES AND CHANGES IN NET ASSETS**  
**For the Years Ended June 30,**

	<u>2014</u>	<u>2013</u>
<b>Revenue and Support</b>		
Public School District:		
Resident student enrollment	\$ 4,540,119	\$ 4,602,157
Students with disabilities	361,483	284,228
Grant Income	276,615	240,991
Other Income	13,014	6,311
<b>Total revenue and support</b>	<u>5,191,231</u>	<u>5,133,687</u>
<b>Expenses</b>		
Program services:		
Regular education	4,386,717	4,223,000
Special education	361,483	284,228
Total Program Services	<u>4,748,200</u>	<u>4,507,228</u>
Management and general	522,168	524,285
<b>Total expenses</b>	<u>5,270,368</u>	<u>5,031,513</u>
<b>Change in net assets</b>	<b>(79,137)</b>	102,174
<b>Net assets - beginning of year</b>	<u>1,877,905</u>	<u>1,775,731</u>
<b>Net assets - end of year</b>	<u>\$ 1,798,768</u>	<u>\$ 1,877,905</u>

See accompanying notes.

**BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL**

**STATEMENTS OF FUNCTIONAL EXPENSES**

For The Year Ended June 30, 2014 with Summarized Totals for 2013

	Program Services			Management and General	Total	2013
	Regular Education	Special Education	Total			
Salaries:						
Administrative staff personnel	\$ 348,926	\$ 37,353	\$ 386,279	\$ 185,922	\$ 572,201	485,786
Instructional personnel	1,784,888	136,733	1,921,621	-	1,921,621	1,940,731
Non-instructional personnel	197,091	-	197,091	-	197,091	138,792
Total salaries and staff	2,330,905	174,086	2,504,991	185,922	2,690,913	2,565,309
Fringe benefits and payroll taxes	540,186	40,291	580,477	74,600	655,077	684,186
Retirement	302,363	21,857	324,220	14,605	338,825	256,745
Total payroll and benefits	3,173,454	236,234	3,409,688	275,127	3,684,815	3,506,240
Accounting and legal services	-	-	-	40,577	40,577	36,099
Advertising	-	-	-	67,427	67,427	68,828
Building rent	393,769	29,457	423,226	46,191	469,417	466,641
Consulting services - education	64,576	6,913	71,489	-	71,489	98,305
Depreciation	172,031	-	172,031	18,776	190,807	160,778
Insurance	62,986	4,712	67,698	7,388	75,086	86,524
Meetings and travel	29,422	-	29,422	3,211	32,633	11,299
Occupancy	88,327	6,607	94,934	10,361	105,295	83,138
Office expense	27,760	2,972	30,732	3,354	34,086	29,494
Other	7,213	-	7,213	787	8,000	7,302
Repairs and maintenance	135,736	-	135,736	14,814	150,550	156,170
Staff development	53,822	4,026	57,848	6,314	64,162	57,678
Student services	54,032	-	54,032	-	54,032	47,773
Supplies and materials	57,436	63,480	120,916	27,841	148,757	146,963
Transportation	66,153	7,082	73,235	-	73,235	68,281
Total expenses	<u>\$ 4,386,717</u>	<u>\$ 361,483</u>	<u>\$ 4,748,200</u>	<u>\$ 522,168</u>	<u>\$ 5,270,368</u>	<u>5,031,513</u>

See accompanying notes.

**BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL**

**STATEMENTS OF CASH FLOWS**  
**For the Years Ended June 30,**

	<u>2014</u>	<u>2013</u>
<b>Cash flows from operating activities:</b>		
Change in net assets	\$ (79,137)	\$ 102,174
Adjustments to reconcile change in net assets to cash provided by operating activities:		
Depreciation	190,807	160,778
Recognition of deferred revenue	(19,091)	(19,091)
<b>(Increase) decrease in assets:</b>		
State and federal aid receivable	(36,019)	(3,894)
Accounts receivable	(44,637)	(4,593)
Prepaid expenses	1,258	(3,216)
Inventory	7,226	(1,750)
<b>Increase (decrease) in liabilities:</b>		
Accounts payable	(30,929)	(1,704)
Accrued expenses	(2,208)	(182,300)
Accrued pension	84,203	(33,041)
Agency funds	(12,539)	7,403
<b>Net cash provided by operating activities</b>	<b>58,934</b>	<b>20,766</b>
<b>Cash flows from investing activities:</b>		
Purchase of equipment	(197,475)	(336,020)
<b>Net cash used from investing activities</b>	<b>(197,475)</b>	<b>(336,020)</b>
<b>Net decrease in cash</b>	<b>(138,541)</b>	<b>(315,254)</b>
<b>Cash at the beginning of the year</b>	<b>1,425,888</b>	<b>1,741,142</b>
<b>Cash at the end of the year</b>	<b>\$ 1,287,347</b>	<b>\$ 1,425,888</b>

See accompanying notes.

## BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL

### NOTES TO THE FINANCIAL STATEMENTS

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#### NOTE 1. NATURE OF THE BUSINESS

Buffalo Academy of Science Charter School (the "School") was chartered by the Board of Regents of New York on January 12, 2004 for a term of five years to operate as an independent school covering Grades 7 through 12 pursuant of Article 56 of the New York State Education Law. The School's Charter was renewed on March 20, 2012 and extends through June 30, 2015. Revenues are derived principally from the New York State Education Department funded primarily through the Buffalo Board of Education, City of Buffalo, New York.

#### NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

**Basis of Accounting:** The School's policy is to prepare its financial statements on the accrual basis of accounting, which means that revenues are recorded when earned and expenditures are recorded when incurred. This basis of accounting conforms to accounting principles generally accepted in the United States of America.

**Display of Net Assets by Class:** The accompanying financial statements have been prepared in conformity with the requirements of Financial Accounting Standards Board that requires that resources be classified for reporting purposes into three net asset categories (unrestricted, temporarily restricted and permanently restricted) according to the existence or absence of donor-imposed restrictions. Temporarily restricted net assets are those whose use has been limited by donors to a specific purpose or time period. Permanently restricted net assets are those for which donors require the principal of the gift to be maintained in perpetuity. There were no temporarily or permanently restricted net assets as of June 30, 2014 or 2013.

**Revenue Recognition:** The School recognizes public school revenue on a per student basis at rates established by New York State for the school in which the student resides. Final determination of the revenue earned by the School is subject to review by New York State. Provision is made in the financial statements for anticipated adjustments that may result from such reviews. Differences between amounts provided and final settlements are included in the statement of activities and change in net assets in the year of settlement.

Grant awards accounted for as exchange transactions are recorded as revenue when expenditures have been incurred in compliance with grant restrictions. Amounts unspent are recorded in the statement of financial position as deferred revenue.

**Contributions:** Unconditional promises to give cash and other assets to the School are reported at fair value at the date the promise is received. Conditional promises to give and intentions to give are reported at fair value at the date the gift is received. The recorded value of gifts-in-kind approximates the fair value at date of receipt. The gifts are reported as either temporarily or permanently restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified as unrestricted net assets and reported in the statements of activities as net assets released from restrictions. Donor restricted contributions whose restrictions are met within the same year as received are reflected as unrestricted contributions. The School did not receive donor-restricted contributions during the years ended June 30, 2014 and 2013.

**Cash:** Cash, at times, may exceed federally insured limits. The School has not experienced any losses in these accounts and believes it is not exposed to any significant credit risk with respect to cash. Restricted cash at June 30, 2014 includes an escrow deposit of \$75,402 (\$75,288 - 2013). Pursuant to Section 5, *Fiscal Management Plan*, contained in the School's Charter Application and Section 2851.2.(t) of the NYS Education Law, it was determined that an escrow account of \$75,000 should be established and maintained.

# BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS

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### NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

**Accounts Receivables:** The School's policy is to present accounts receivable net of an allowance for uncollectible accounts. On a periodic basis, management evaluates accounts receivable and adjusts the allowance for uncollectible accounts. Customer balances are written off when amounts are deemed uncollectible. As of June 30, 2014 and 2013, all accounts receivable were deemed collectible.

**Inventory:** Inventory consists of uniforms on hand for sale to the students. The inventory is stated at the lower of identified cost or market. Purchases of other inventoriable items are recorded as expenses at the time of purchase.

**Property and Equipment:** Property and equipment are recorded at cost. Contributed assets are recorded at their fair market value at the date of contribution. Significant purchases and improvements that extend the useful life of an asset are capitalized. Repairs and maintenance are charged to expense in the period incurred. Depreciation is calculated using the straight-line method over the estimated useful lives of the assets. Estimated useful lives are five - seven years for furniture, fixtures and equipment and the lesser of the lease term or useful life for building improvements. The cost and related accumulated depreciation of fixed assets are removed from the accounts as they are retired or otherwise disposed of and gain or loss, if any, is reflected in operations of the period. Depreciation expense was \$189,489 for the year ended June 30, 2014 (\$160,778 - 2013).

**Impairment of Long-Lived Assets:** If facts and circumstances exist that indicate the carrying values of the School's fixed assets to be held and used exceed their recoverable value, an impairment analysis is performed. The School assesses the recoverability of its assets by comparing the projected undiscounted net cash flows associated with those assets to their respective carrying amounts. Impairment, if any, is based on the excess of the carrying amount over the fair value of those assets. Fair value is determined by available market valuations, if applicable, or by discounted cash flows. There was no impairment recorded on long-lived assets by the School for the years ended June 30, 2014 and 2013.

**Donated Services:** Volunteers have donated significant amounts of time in support of the School's activities. However, the value of these services is not reflected in the accompanying financial statements, as they do not meet the criteria for recognition as set forth under generally accepted accounting principles in the United States of America.

**Use of Estimates in Preparation of Financial Statements:** The preparation of financial statements in conformity with generally accepted accounting principles in the United States of America 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. Actual results could differ from those estimates.

**Functional Allocation of Expenses:** Costs of providing the various programs and activities have been summarized in the Statements of Functional Expenses and have been allocated among the programs and supporting services benefited. The costs incurred during the year ended June 30, 2013 have been summarized and included in the Statements of Functional Expenses for comparative purposes only; refer to the June 30, 2013 financial statements for a detail breakout of these expenses.

**Advertising:** The School expenses advertising costs as they are incurred. Advertising expenses for the year ended June 30, 2014 amounted to \$67,427 (\$68,828 - 2013).

**Income Taxes:** The School is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no provisions for federal income taxes are included in the financial statements. The School files its Return of Organization Exempt from Income Tax in the U.S. Federal Jurisdiction. The tax years from 2010 forward generally remain open to examination in taxing jurisdiction in which the School is subject to filing requirements of those jurisdictions.

**BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL**

**NOTES TO THE FINANCIAL STATEMENTS**

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**NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Subsequent Events:** These financial statements have not been updated for subsequent events occurring after October 23, 2014, which is the date these statements were available to be issued.

**NOTE 3. PROPERTY AND EQUIPMENT**

Property consists of the following at June 30,

	<u>2014</u>	<u>2013</u>
Leasehold improvements	\$ 751,844	\$ 706,978
Vehicles	33,982	-
Furniture, fixtures and equipment	<u>1,222,487</u>	<u>1,103,861</u>
Total	<u>2,008,313</u>	1,810,839
Less: accumulated depreciation	<u>(1,154,499)</u>	<u>(963,693)</u>
Property and equipment, net	<u>\$ 853,814</u>	<u>\$ 847,146</u>

**NOTE 4. LINE OF CREDIT**

The School has a line-of-credit with a maximum authorization of \$500,000. Borrowed amounts bear interest at the prime rate. The note is secured by all assets of the School. There was no outstanding balance as of June 30, 2014 or 2013. The line of credit requires the School to provide financial statements within 90 days from year end. The School did not meet this requirement and has elected not to obtain a wavier as there was no outstanding balance as of June 30, 2014.

**NOTE 5. COMMITMENTS AND CONTINGENCIES**

**Lease:** The School leases its facility under an operating lease that expires August 31, 2021. The lease can be terminated by the School if their charter is not renewed by New York State Department of Education. Rent expense under this operating lease amounted to \$469,417 for the year ended June 30, 2014 (\$466,641 - 2013). Future yearly and aggregate minimum lease payments under the facility lease agreement at June 30, 2014 are as follows:

2015	\$ 468,918
2016	481,813
2017	482,985
2018	482,985
2019	496,267
Thereafter	<u>538,932</u>
Total minimum lease payments	<u>\$ 2,951,900</u>

**Government Grants:** The School has received grants, which are subject to audit by agencies of the State and federal governments. Such audits may result in disallowances and a request for a return of funds. Based on prior years' experience, the School's administration believes disallowances, if any, will be immaterial.

**BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL**

**NOTES TO THE FINANCIAL STATEMENTS**

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**NOTE 6. PENSION AND RETIREMENT PLANS**

**Teachers' Retirement System (TRS):** The School participates in the New York State Teachers' Retirement System (TRS) which is a cost-sharing multiple employer, public employee retirement system. The System offers a wide range of plans and benefits which are related to years of service and final average salary, vesting of retirement benefits, death and disability.

The New York State Teachers' Retirement System is administered by the New York State Teachers' Retirement Board. The System provides retirement, disability, withdrawal and death benefits to plan members and beneficiaries as authorized by the Education Law and the Retirement and Social Security Law of the State of New York. The New York State TRS issues a publicly available financial report that contains financial statements and required supplementary information for the System. The report may be obtained by writing to the New York State Teachers' Retirement System, 10 Corporate Woods Drive, Albany, NY 12211-2395.

The System is noncontributory except for employees who joined the Systems after July 27, 1976 who contribute 3.0% to 3.5% of their salary. Employees in the system more than ten years are no longer required to contribute. For TRS, the Comptroller shall certify annually the rates expressed as proportions of payroll of members, which shall be used in computing the contributions required to be made by employers to the pension accumulated fund. Pursuant to Article 11 of the Education Law, rates are established annually for TRS by the New York State Teachers' Retirement Board. Required annual contributions by the School for the year ended June 30, 2014 amounted to \$340,938 (\$253,373 - 2013).

**NOTE 7. CONTRACT**

**Buffalo Public Schools:** The School's food services are substantially provided under contract with the Buffalo Public Schools. Buffalo Public Schools administers the School's food services and claims the funding available through New York State's National School Lunch and School Breakfast Programs to pay for these operations.

**NOTE 8. BOARD DESIGNATED NET ASSETS**

The Board has designated unrestricted net assets for future expansion of the school to grades K - 6.



**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND  
OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENT PERFORMED IN  
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

**INDEPENDENT AUDITOR'S REPORT**

October 23, 2014

To the Board of Trustees  
Buffalo Academy of Science  
Charter School  
Buffalo, New York

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Buffalo Academy of Science Charter School (the "School"), which comprise the statement of financial position as of June 30, 2014 and the related statements of activities and changes in net assets, functional expenses and cash flows for the years then ended, and the related notes to the financial statements and have issued our report thereon dated October 23, 2014.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the School's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion of the effectiveness of the School's internal control. Accordingly, we do not express an opinion of 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 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 combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charges 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 that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the School's financial statements are free 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*.

### **Purpose of this Report**

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

*Freed Maxick CPAs, P.C.*

Buffalo, New York  
October 23, 2014

**BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL**

**SCHEDULE OF FINDINGS AND RESPONSES  
FOR THE YEAR ENDED JUNE 30, 2014**

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**I. SUMMARY OF AUDITOR'S RESULTS**

***Financial Statements***

Type of auditor's opinion(s) issued: Unmodified

Internal control over financial reporting:

Material weakness(es) identified?                    \_\_\_ Yes                     X  No

Significant deficiency(ies)                            \_\_\_ Yes                     X  None reported

Noncompliance material to financial statements noted?                    \_\_\_ Yes                     X  No

**II. FINDINGS - FINANCIAL STATEMENT AUDIT**

**There were no findings for the year ended June 30, 2014.**

**BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL**

**SCHEDULE OF PRIOR YEAR FINDINGS AND RESPONSES  
FOR THE YEAR ENDED JUNE 30, 2014**

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**FINDINGS – FINANCIAL STATEMENT AUDIT**

There were no findings in the year ended June 30, 2013.

**REPORT TO THE BOARD OF TRUSTEES OF**

**BUFFALO ACADEMY OF SCIENCE  
CHARTER SCHOOL**

**JUNE 30, 2014**



October 23, 2014

To the Board of Trustees of  
Buffalo Academy of Science Charter School

We are pleased to present this report related to our audit of the financial statements of Buffalo Academy of Science Charter School (the "School") for the year ended June 30, 2014. This report summarizes certain matters required by professional standards to be communicated to you in your oversight responsibility for Buffalo Academy of Science Charter School's financial reporting process.

This report is intended solely for the information and use of the Board of Trustees and is not intended to be and should not be used by anyone other than these specified parties. It will be our pleasure to respond to any questions you have about this report. We appreciate the opportunity to continue to be of service to Buffalo Academy of Science Charter School.

*Freed Maxick CPAs, P.C.*

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# Required Communications

Generally accepted auditing standards require the auditor to promote effective two-way communication between the auditor and those charged with governance. Consistent with this requirement, the following summarizes our responsibilities regarding the financial statement audit as well as observations arising from our audit that are significant and relevant to your responsibility to oversee the financial reporting process.

Area	Comments
<b>Our Responsibilities with regard to the Financial Statement Audit</b>	Our responsibilities under auditing standards generally accepted in the United States of America and <i>Government Auditing Standards</i> issued by the Comptroller General of the United States have been described to you in our arrangement letter dated June 9, 2014.
<b>Overview of the Planned Scope and Timing of the Financial Statement Audit</b>	We have issued a separate communication regarding the planned scope and timing of our audit and have discussed with you our identification of and planned audit response to significant risks of material misstatement.
<b>Accounting Policies and Practices</b>	<b>Preferability of Accounting Policies and Practices</b> Under generally accepted principles, in certain circumstances, management may select among alternative accounting practices. In our view, in such circumstances, management has selected the preferable accounting practice. <b>Adoption of, or Change in, Accounting Policies</b> Management has the ultimate responsibility for the appropriateness of the accounting policies used by the School. The School did not adopt any significant new accounting policies nor have there been any changes in existing significant accounting policies during the current period. <b>Significant or Unusual Transactions</b> We did not identify any significant or unusual transactions or significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus. <b>Management's Judgments and Accounting Estimates</b> Summary information about the process used by management in formulating particularly sensitive accounting estimates and about our conclusions regarding the reasonableness of those estimates is included in the attached "Summary of Accounting Estimates."
<b>Basis of Accounting</b>	The financial statements were prepared on assumption that the School will continue as a going concern.

Area	Comments
<b>Audit Adjustments</b>	Audit adjustments proposed by us and recorded by the School are shown on the attached "Summary of Recorded Audit Adjustments."
<b>Uncorrected Misstatements</b>	There were no uncorrected misstatements identified during the audit.
<b>Disagreements with Management</b>	We encountered no disagreements with management over the application of significant accounting principles, the basis for management's judgments on any significant matters, the scope of the audit, or significant disclosures to be included in the financial statements.
<b>Consultations with Other Accountants</b>	We are not aware of any consultations management had with other accountants about accounting or auditing matters.
<b>Significant Issues Discussed with Management</b>	No significant issues arising from the audit were discussed with or the subject of correspondence with management.
<b>Significant Difficulties Encountered in Performing the Audit</b>	We did not encounter any significant difficulties in dealing with management during the audit.
<b>Letter Communicating Control Deficiencies in Internal Control over Financial Reporting</b>	We have separately communicated the control deficiencies in internal control over financial reporting identified during our audit of the financial statements, and this communication is attached as Exhibit A.
<b>Certain Written Communications Between Management and Our Firm</b>	Copies of certain written communications between our firm and the management of the School, including the representation letter provided to us by management, are attached as Exhibit B.

# Buffalo Academy of Science Charter School

## Summary of Accounting Estimates

### Year Ended June 30, 2014

Accounting estimates are an integral part of the preparation of financial statements and are based upon management's current judgment. The process used by management encompasses their knowledge and experience about past and current events and certain assumptions about future events. You may wish to monitor throughout the year the process used to determine and record these accounting estimates. The following describes the significant accounting estimates reflected in the School's June 30, 2014, financial statements.

<b>Area</b>	<b>Accounting Policy</b>	<b>Management's Estimation Process</b>	<b>Basis for Our Conclusions on Reasonableness of Estimate</b>
<b>Functional Allocation of Expenses</b>	The School allocates expenses between program services and supporting services.	Management reviews the expense allocations on an annual basis and adjusts allocations as needed. Allocations are based on the number of employees at year end.	Management's process to evaluate the allocation of functional expenses appears reasonable.
<b>Accounts Receivable and Allowance for Doubtful Accounts</b>	The School considers the collectability of accounts receivable on an individual basis. A provision for doubtful accounts is recorded based upon experience of delinquencies and write-offs, and current market conditions.	The school reviews the collectability of its receivables periodically during the year and makes a determination as to the sufficiency of its allowance for doubtful accounts at year end.	We have reviewed the School's estimate of its allowance for uncollectible accounts as of June 30, 2014 and have determined that the absence of an allowance appears reasonable.
<b>Land, Buildings, Equipment and Improvements, and Depreciation</b>	Depreciation is provided for on the basis of the lesser of the estimated useful life of the asset or the length of the lease terms, which range from one to ten years, on a straight-line basis.	Management has been consistent in estimating the lives used for each class of asset.	The methods and useful lives used to estimate depreciation appears proper for the year ended June 30, 2014

Area	Accounting Policy	Management's Estimation Process	Basis for Our Conclusions on Reasonableness of Estimate
<b>Inventory Valuation</b>	The School assesses the carrying value of its inventory whenever events or changes in circumstances indicate that the carrying amount may not be recoverable.	The School estimates the net realizable value of the inventory based on its estimated economic value. When the School determines that the carrying amount of the inventory may not be recoverable, an adjustment is made to reduce inventory to its net realizable value.	The process to evaluate the carrying value of inventory appears proper.

# Buffalo Academy of Science Charter School

## Summary of Recorded Audit Adjustments

### Year Ended June 30, 2014

Number	Date	Name	Account No	Reference	Debit	Credit	Net Income (Loss)	Amount Chg	Recurrence	
Net Income (Loss) Before Adjustments							(29,314.00)			
AJE 1	6/30/2014	NYSTRS Employer Liability	3530.05	6002	16,203.00					
AJE 1	6/30/2014	G&A Pension	6250.06	6002		16,203.00				
To accrue for the TRS expense bill based on estimated 2013 - 2014 bill.					16,203.00	16,203.00	(13,111.00)	16,203.00		
AJE 2	6/30/2014	Payroll payable	3530.02	6005		7,606.00				
AJE 2	6/30/2014	Instructional staff	5210.05	6005	309.00					
AJE 2	6/30/2014	Ins. Payroll taxes	5210.06	6005	24.00					
AJE 2	6/30/2014	Ins. Pension expense	5210.14	6005		33.00				
AJE 2	6/30/2014	Pupil services payroll expenses	5220.01	6005	241.00					
AJE 2	6/30/2014	Pupil services payroll taxes	5220.02	6005	18.00					
AJE 2	6/30/2014	Pupil services pension	5220.05	6005		58.00				
AJE 2	6/30/2014	Title I payroll expenses	5230.01	6005	1,543.00					
AJE 2	6/30/2014	Title I payroll taxes	5230.02	6005	118.00					
AJE 2	6/30/2014	Title I pension	5230.05	6005	84.00					
AJE 2	6/30/2014	Ins. Supervision payroll exp.	5240.01	6005	784.00					
AJE 2	6/30/2014	Ins. Supervision payroll taxes	5240.02	6005	60.00					
AJE 2	6/30/2014	Ins. Supervision pension	5240.05	6005	200.00					
AJE 2	6/30/2014	G&A payroll expense	6250.01	6005	2,292.00					
AJE 2	6/30/2014	Office EE salary	6250.02	6005	802.00					
AJE 2	6/30/2014	G&A payroll taxes	6250.03	6005	237.00					
AJE 2	6/30/2014	G&A Pension	6250.06	6005	459.00					
AJE 2	6/30/2014	Opr. & Main. Payroll exp.	6260.01	6005	404.00					
AJE 2	6/30/2014	Opr. & Main. Payroll tax	6260.02	6005	31.00					
AJE 2	6/30/2014	Opr. & Main. Pension	6260.05	6005	91.00					
FM to accrue for payroll in CY.					7,697.00	7,697.00	(20,717.00)	(7,606.00)		
AJE 3	6/30/2014	Supplies and Materials	5120			394.00				
AJE 3	6/30/2014	Supplies and Materials	5120			2,022.00				
AJE 3	6/30/2014	Membership dues for org.	5190			30.00				
AJE 3	6/30/2014	G&A Supplies and Materials	6120			478.00				
AJE 3	6/30/2014	G&A Staff Rec. and Dev.	6270			1,046.00				
AJE 3	6/30/2014	G&A Travel	6280			113.00				
AJE 3	6/30/2014	G&A Travel	6280			900.00				
AJE 3	6/30/2014	Retained Earnings	9910		4,983.00					
To correct ending net asset balance due to quickbooks closing issues.					4,983.00	4,983.00	(15,734.00)	4,983.00		
AJE 4	6/30/2014	Grants Receivable - Title I Receivab	1120.01		25,317.00					
AJE 4	6/30/2014	Grant Income - Title I	4010.04			25,317.00				
To adjust the grant receivable to what was actually spent in the expense categories./CAK					25,317.00	25,317.00	9,583.00	25,317.00		
AJE 8	6/30/2014	G&A Maintenance and rep.	6170			14,385.00				
AJE 8	6/30/2014	Equipment	1550.02		14,385.00					
To add assets originally expensed as repairs and maintenance costs./ky					14,385.00	14,385.00	23,968.00	14,385.00		
							<b>88,686.00</b>	<b>88,686.00</b>	<b>23,968.00</b>	<b>63,282.00</b>

## Exhibit A - Letter Communicating Control Deficiencies in Internal Control Over Financial Reporting

To the Board of Trustees of  
Buffalo Academy of Science Charter School:

In planning and performing our audit of the financial statements of Buffalo Academy of Science Charter School (the "School") as of and for the year ended June 30, 2014, in accordance with auditing standards generally accepted in the United States of America, we considered the School's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

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 deficiency in design exists when (a) a control necessary to meet the control objective is missing, or (b) an existing control is not properly designed so that, even if the control operates as designed, the control objective would not be met. A deficiency in operation exists when a properly designed control does not operate as designed or when the person performing the control does not possess the necessary authority or competence to perform the control effectively.

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.

Certain deficiencies in internal control that have been previously communicated to you, in writing, by us or by others within your organization are not repeated herein.

Following are descriptions of other identified deficiencies in internal control that we determined did not constitute significant deficiencies or material weaknesses:

### Net assets

During our planning and testing procedures of our audit, we noted the beginning net asset balance did not agree to the prior year's post closing net asset balance as reported in the June 30, 2013 financial statement due to the processing of a credit card bill within the Quickbooks system. This error occurred as a result of the accounting system allowing transactions to cross between different periods. As a result of this error, the unrestricted net asset balance was overstated at June 30, 2014. We are aware a new accounting system was implemented in July 2014. We recommend that the School ensure the new system has a monthly close feature that does not allow transactions to be back dated into prior periods that have been closed. In addition, we recommend the School implement a procedure to review year end net asset balances for accuracy.

## Accrual Adjustments

During our testing of accrued liabilities, we identified errors in the calculation of the accrued balances with regards to payroll, vacation, and pension expenses. This appears to be the result of year end accrued liabilities being calculated without using all pertinent information available. We recommend that the School implement a monthly closing checklist to review all liability accounts to ensure amounts are being recognized in the proper period.

This communication is intended solely for the information and use of management, the Board and others within the School and is not intended to be, and should not be, used by anyone other than these specified parties.

*Freed Maxick CPAs, P.C.*

Buffalo, NY  
October 23, 2014

# Exhibit B - Certain Written Communications Between Management and Our Firm

Representation Letter – see attached

# New York State Education Department

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

### 2014-15 Budget & Cash Flow Template

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

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

# Appendix E: Disclosure of Financial Interest Form

Created Monday, July 07, 2014

Updated Sunday, July 27, 2014

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## Page 1

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

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

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

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

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

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

Yes

Thank you.

# Appendix F: BOT Membership Table

Created Monday, July 07, 2014

Updated Thursday, July 10, 2014

## Page 1

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### 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	Dr. Murat Demirbas	Chair/President	Yes	Computer Science at University at Buffalo Collaboration	4th 3-yr. term, expiring September 2016; elected 09/2005	Governance & Strategic Planning; Finance
2	Dr. Mustafa Gokcek	Secretary	Yes	Social Sciences at Niagara University, Legal Issues	4th 3-yr. term, expiring October 2017; elected 10/2006	Governance & Strategic Planning
3	Dr. Tevfik Kosar	Treasurer	Yes	Computer Science at University at Buffalo, Charter School Law	2nd 3-yr. term, expiring July 2017; elected 07/2012	Finance
4	Dr. Selcuk Acar	Member	Yes	Educational Leadership at Buffalo State College, Creative Studies	1st 3-yr. term, expiring January 2017; elected 01/2014	Curriculum & Instruction
5	Dr. David Banks	Member	Yes	Professor of Anthropology, University at Buffalo	2nd 3-yr. term, expiring November 2017; elected 11/2011	Curriculum & Instruction
6	Ms. Kameylah Hakim	Member	Yes	Higher Education, Personnel and Academics	3rd 3-yr. term, expiring September 2016; elected 09/2008	Curriculum & Instruction
7	Mrs. Louise Schoene	Member	Yes	New York State Sister Cities Board of Directors, Finance	1st 3-yr. term, expiring December 2016; elected 12/2013	Governance & Strategic Planning

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

2

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

1

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

9

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

12

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

12

Thank you.



## BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL

### Board of Trustees Regular Meeting Minutes

January 18, 2014

**Attending Members:** Dr. Murat Demirbas, Dr. Tevfik Kosar, Dr. Mustafa Gokcek, Dr. David Banks, Ms. Louise Schoene, and Ms. Kameylah Hakim

**Others Present:** Mr. Mustafa Ersoy.

**A quorum being present, Dr. Demirbas called the meeting to order at 11:30 am.**

**BOARD RECRUITMENT** process was discussed. Dr. Yilmaz has not been in regular attendance and therefore Dr. Demirbas asked his resignation if he will not be able to make a higher level of commitment. Dr. Yilmaz's written resignation is received.

#### **EXECUTIVE COMMITTEE**

**M.1.18.2014.1** Dr. Demirbas moved, seconded by Dr. Gokcek to commence Executive Session to discuss the recommendation and nomination of prospective members to the Board of Trustees.

**M.1.18.2014.2** Dr. Demirbas moved, seconded by Dr. Gokcek, to accept Dr. Selcuk Acar as a full member of the Board of Trustees of the Buffalo Academy of Science Charter School, pending state approval. Motion carried unanimously.

**BOARD COMMITTEES** were decided to be established.

**M.1.18.2014.3** Dr. Demirbas moved, seconded by Dr. Gokcek to establish committees and their memberships as:

- Academic Policies: Dr. Acar, Dr. Banks, Ms. Hakim;
- Finance: Dr. Demirbas, Dr. Kosar, Dr. Banks, Ms. Shoene;
- Governance and Strategic Planning: Dr. Demirbas, Dr. Gokcek, Ms. Schoene.

Motion carried unanimously.

**EFFECTIVE BOARD GOVERNANCE** was discussed among the attending members. The High Bar software recommended by the CSO and other schools that implement it is reviewed in detail. The program allows the BoT to be better organized, prepared for meetings such that the workload is carried beyond the meetings and therefore the BoT meetings are more efficient. It also enables easy access to related documents, such as the Charter, bylaws, legal documents, past minutes, and pending issues, as well as providing

readily available Board training. Committee work is also conducted with great effectiveness since committees can upload their work on the program so that all the other BoT members are able to follow each committee's work. A webinar introducing the software was examined by the BoT.

**M.1.18.2014.4** Dr. Demirbas moved, seconded by Ms. Louise, that the principal is authorized to purchase the High Bar membership for BoT activities.

#### **ADJOURNMENT**

**M.1.18.2014.5** There being no further business of the Board, Dr. Demirbas moved, seconded by Ms. Hakim, to adjourn at 12:00 pm. Motion carried unanimously.

Respectfully submitted,

Dr. Mustafa Gokcek  
Board of Trustees Secretary



## BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL

### Board of Trustees Regular Meeting Minutes

January 27, 2014

**Attending Members:** Dr. Murat Demirbas, Dr. Tevfik Kosar, Dr. Mustafa Gokcek, Ms. Kameylah Hakim and Dr. Selcuk Acar

**Excused Members:** Mrs. Louise Schoene

**Absent Members:** Dr. David Banks

**Others Present:** Mr. Mustafa Ersoy, Mr. Mucahit Polat, Mr. Yusuf Akyar and Mrs. Staci Cameron

**A quorum being present, Dr. Demirbas called the meeting to order at 6:15 pm.**

**MINUTES** from the 01.18.2013 Special meeting and the 12.16.2013 Regular meeting of the Board of Trustees were presented and reviewed. Minor grammatical and formatting errors were cited. Content should be amended to correct errors.

**M.01.27.2014.1** Dr. Demirbas moved, seconded by Ms. Hakim, that the minutes of the January 18, 2013 Special Board meeting be approved, with all corrections as stated. Motion carried unanimously.

**M.01.27.2014.2** Ms. Hakim moved, seconded by Dr. Demirbas, to accept the formal resignation of Dr. Ali Yilmaz from the Board of Trustees. Motion passed unanimously.

**M.01.27.2014.3** Dr. Demirbas moved, seconded by Ms. Hakim, that the minutes of the December 16, 2013 Regular Board meeting be approved as presented. Motion carried unanimously.

**FINANCIAL REPORT** was given by the Operations Manager. There are currently 375 students; FTE is 376. Nine students enrolled from outside of Buffalo District brings total enrolled to 385. Current number for Students with Disabilities is higher; therefore, more money will be received for providing those services. Mr. Akyar proposed a budget revision based on the current student numbers. Revision addresses specific line items based on usage, but the overall balance is not impacted.

**M.01.27.2014.4** Dr. Demirbas moved, seconded by Dr. Gokcek, that the proposed budget revisions be enacted as presented. Motion carried unanimously.

**M.01.27.2014.5** Dr. Gokcek moved, seconded by Dr. Demirbas, that the financial report for the month of December 2013 be approved as presented. Motion carried unanimously.

**ACADEMIC UPDATES** were presented by the District Data and Testing Coordinator. 1) Draft of the 2013-2014 Portfolio was reviewed. Portfolio will remain a live document so that information is always current; however, it will be printed and bound to be presented to interested parties. In addition to portfolio, documentation will be prepared to illustrate how data is used to drive building-wide classroom instruction. 2) Data analysis on students' progress will be conducted after all testing is concluded. 3) ELA Camp will occur over Mid-Winter Recess (February 17-19) for students who need extra assistance; student list for camp attendance will be generated after the data analysis is completed. 4) Admin Team will begin mentoring students in small groups (3-4 students each) to offer social-emotional supports in addition to academic support.

**DIRECTOR'S REPORT** was presented.

- Expectations for external site visit from State Charter School Office were reviewed. State evaluators will visit classrooms and meet with individual focus groups: students, faculty, parents, admin and BoT.
- As previously discussed, drafting of multi-year contract proposal for current and future hires is in progress; upon completion, template will be presented to BoT for review and approval.
- Reflections of external evaluation conducted by Howard Smith and team were shared with all staff; Professional Learning Committee teams have been formed to address and implement action items in report as part of planning for the upcoming year.
- Buffalo News article by Deidre Williams appeared in paper on Saturday, January 25<sup>th</sup>. Article featured Ms. Nangle and students implementing the MindUP™ curriculum.
- Mr. Ersoy met with Howard Rich, VP for Corporate Relations of Rich Products Corporation, to discuss collaboration. Mr. Rich is interested in forming a partnership and has extended an invitation for students to tour Rich's facility.
- John Scannell, CEO of Moog, Inc. has responded that they are already engaged with other schools and do not wish to overextend their capacity. Collaboration is not possible at the present time.
- DuPont and Praxair will be contacted to discuss potential partnership opportunities.
- Response from school attorney regarding Open Meeting Law as pertains to subcommittees was discussed; virtual environment meetings are legally permissible if there is no conflict with written by-laws of organization. Dr. Demirbas suggested the Board Members review and amend language in the subcommittee section of

written by-laws to allow for subcommittees of the Board of Trustees to conduct virtual environment meetings.

**HIGH BAR ORIENTATION** was discussed. The High Bar provides software tools, training and consulting for charter school boards nation-wide. Price quote came in at \$10K per year, which is significantly higher than the figures shared by colleagues at RASC. This price is not cost effective for the school. Alternative options will be explored if this price is not negotiable.

**BOARD COMMITTEE TASKS** were discussed among members present.

- **Finance Committee** must oversee proposal to convert pool area into useable space for the school.
  - Action items: 1) Contact landlord to discuss terms of including pool area in lease agreement; 2) Seek proposals for contract work to convert space to open classroom spaces.
- **Government & Strategic Planning Committee** must oversee the facility search for BASCS Elementary. Consensus is to seek a location that can house elementary, middle and high school campus, as this is cost effective for staffing, and benefits school community.
  - Action items: 1) Contact Carl Paladino regarding potential sites for new school. Mr. Paladino owns many buildings and may have a feasible option for new school campus. Invite Mr. Paladino to school with BoT members for lunch, school tour and possible talk with students.

**MEETING DATES** were discussed. Next regular meeting of the BoT is February 24<sup>th</sup> at 5:30 pm. Note: Dr. Gokcek will be excused, as he will be overseas.

#### **ADJOURNMENT**

**M.01.27.2014.6** There being no further business of the Board, Dr. Demirbas moved, seconded by Dr. Gokcek, to adjourn at 7:46 pm. Motion carried unanimously.

Minutes recorded by Mrs. Staci A. Cameron.

Respectfully submitted,

Dr. Mustafa Gokcek  
Board of Trustees Secretary



## BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL

### Board of Trustees Regular Meeting Minutes

February 24, 2014

**Attending Members:** Dr. Murat Demirbas, Dr. Tevfik Kosar, Ms. Kameylah Hakim, Dr. David Banks, Mrs. Louise Schoene and Dr. Selcuk Acar

**Excused Members:** Dr. Mustafa Gokcek

**Others Present:** Mr. Mustafa Ersoy, Mr. Mucahit Polat, Mr. Yusuf Akyar and Mrs. Staci Cameron

**Guests:** Mr. Bob Carr, Carr Marketing Communications, Inc.

**A quorum being present, Dr. Demirbas called the meeting to order at 6:10 pm.**

**MINUTES** from the 01.27.2014 regular meeting of the Board of Trustees were presented and reviewed. Minor formatting errors were noted. Minutes will be saved and forwarded in .pdf format in the future to eliminate such errors.

**M.02.24.2014.1** Dr. Demirbas moved, seconded by Dr. Kosar, that the minutes of the January 27, 2014 Regular Board meeting be approved with content as presented and with formatting corrections as stated. Motion carried unanimously.

**FINANCIAL REPORT** was given by the Operations Manager. The current FTE is 371. As previously stated, the budget is based on an FTE of 380. The current trend shows numbers falling below 380 which will cause a year-end deficit. Numbers will balance if budget is revised to reflect the actual FTE for Students with Disabilities.

Research on appropriate accounting software is in process. Several choices have been eliminated to date; however, \$20,000 has been allocated in the budget to purchase a standardized online system which will allow appropriate internal controls for breakdown of budget lines by department, which will make monitoring more efficient.

All Title grants have been submitted with budget requests of \$120,000. Funds for E-rates technology grant are being expended in accordance to the guidelines of the contract.

There have been no unusual expenses since last month's reporting.

**M.02.24.2014.2** Dr. Kosar moved, seconded by Dr. Demirbas, that the financial report for the month of January 2014 be approved as presented. Motion carried unanimously.

**ACADEMIC UPDATES** were presented by the Data Coordinator. A report on the practice tests and intervention plans from the last semester were discussed.

- Based on the evaluations, students on cusp of level 2 and 3 will be assigned 9<sup>th</sup> period classes and will begin pull-out classes for additional support in ELA and Math – to start immediately.
- Additional support teachers will work with target groups to boost preparation for exams. Four new long-term building subs will be hired – two each for Math and ELA.
- Both Huntington and Sylvan learning centers have been contacted to discuss options for providing additional support for students. Huntington will not outsource, so students would have to receive services at their location. Sylvan has their own curriculum, which may be better for long-term, overall success of students; however, does not focus on preparation for exams specifically.
- The Admin Team has begun working with their individual mentor groups.
- There was low overall attendance for the camp held during mid-winter break but various attempts were made to contact and remind students and parents: phone calls, flyers sent home, teacher reminders in class, follow-up calls. No clear explanation for low attendance, but efforts will continue to boost for camp during spring break.

**DIRECTOR'S REPORT** was presented.

- External site visit from State Charter School Office was discussed. No specific details were shared by evaluators; however, overall feedback was positive. Final report from evaluators will be given to admin in March.
- Director attended February meeting in Albany regarding the Regents. There was a lot of discussion on the Common Core and the issues of how to proceed adapting the new standards. BASCS will continue to adapt & adopt CCLS for the rest of the year as well as next year.
- To date, there are over 120 new applicants to BASCS for the 2014-2015 academic year. Outreach activities continue and include:
  - Commercials on CW-23/WIVB-TV
  - Billboards
  - School and Community Site literature drops and presentations
- BoT is invited to attend several upcoming school events:
  - Black History Month Program, February 28<sup>th</sup> at 2:00 pm
  - Science Fair, March 1<sup>st</sup> at 10:00 am
  - Open House Showcase, March 1<sup>st</sup> at 10:00 am

**PRESENTATION** was given by Bob Carr of Carr Marketing and Communications, Inc. Mr. Carr gave a recap of progress and current status update of work on the Community Awareness/Media Outreach Initiative.

- Focus was to increase STEM brand of school and make connections to higher education. Goals have been accomplished with multiple Buffalo News articles and coverage in Business First. Because of op-ed piece in Buffalo News, Mr. Ersoy was contacted directly by WNY STEM Hub for membership and UB partnership working with students has begun.
- Beginning relationship with Rich Products to provide opportunities for students and have Rich's as a resource for the school.
- Mr. Carr will draft a next-steps proposal to present to the BoT at the next regular meeting.

**HIGH BAR PROGRAM** and alternatives were discussed. BASCS was originally given a quote of \$3,000 per month for the basic tier; however, this package has been cancelled. The new price is \$7,000 per month plus the annual fixed cost. The services will provide customized support to facilitate effective communications among the BoT members.

**M.02.24.2014.3** Ms. Hakim moved, seconded by Dr. Kosar, to purchase High Bar services for 1 year. Motion passed unanimously.

**CONFLICT OF INTEREST** matter presented to Susan Gibbons from the Charter School Office was discussed. The matter involving the approval of a new BoT member who is married to a staff member is not a conflict if the BoT agrees to recuse himself from all voting matters which may impact the employment of his spouse. Dr. Acar, the BoT member in question, attests to abide by this stipulation for all such related matters that come in front of the BoT.

**BOARD COMMITTEE TASKS** were discussed among members present.

- **Finance Committee** must oversee proposal to convert pool area into useable space for the school.
  - Action items: 1) Contact landlord to discuss terms of including pool area in lease agreement; 2) Seek proposals for contract work to convert space to open classroom spaces.

Operations manager informed the BoT members that the building currently housing South Buffalo Charter School is available for viewing. Bids are being accepted because SBCS is relocating to a new facility at the end of the school year. Discussion ensued and BoT members agreed that several sites must be researched and documentation of such must be kept. Also, a list of needs specifications must be drafted so that proper action can be taken to research potential locations for a BASCS elementary site.

- **Government & Strategic Planning Committee** must begin planning Spring Retreat. Tentative date is May 3, 2014 at Beaver Hollow. Mr. Bennett will be invited to join BoT.

**AMENDMENT OF BY-LAWS** was discussed.

**Article VI, Actions by the Board**, Section B.3 shall be amended to read as follows:

B.3 *Board Participation by Other Means:* In all events, a quorum of Trustees must be physically present to lawfully conduct a Board Meeting of the charter school. Once a quorum is physically present, additional Trustees may participate in a Board meeting through use of phone, internet or video-conferencing equipment to the extent permitted by Article 7 of the Public Officer's Law (the Open Meetings Law), so long as all Trustees participating in such meeting can hear one another and there is no objection from any Trustee or any person in the public audience. Trustees may not vote unless they are physically present at the meeting. Participation in a meeting pursuant to this section constitutes presence in person at such meeting.

**Article VI, Actions by the Board**, Section C.3 shall be amended to read as follows:

C.3 *Procedures of Committees:* The Board may prescribe the manner in which the proceedings of any Board Committee are to be conducted. In the absence of such prescription, a Board Committee may prescribe the manner of conducting its proceedings, except that the regular and special meetings of the Committee are governed by the provisions of these Bylaws with respect to the calling of meetings including compliance with the Open Meetings Law.

In addition, whereas there is currently no Section 4 under Article VI, Part C, the following language shall be added to the Bylaws:

**Article VI, Actions by the Board**, Section C.4 shall be added to the Bylaws which shall read as follows:

C.4 *Participation in Committee Meetings:* The *executive committee* meetings shall follow the same provisions as the regular Board meetings (Article VI, Section B.3) in compliance with the Open Meetings Law. The participation in *standing committee* meetings does not have to be in person, and all committee members can participate through use of phone, internet or video-conferencing equipment so long as all committee members participating in such meeting can hear one another and there is no objection from any Trustee or any person in the public audience.

**M. 02.24.2014.4** Dr. Banks moved, seconded by Ms. Hakim, to amend the Bylaws, Article VI, Sections B.3, C.3 and C.4 as discussed. Motion passed unanimously.

**MEETING DATES** were discussed. Next regular meeting of the BoT is March 24<sup>th</sup> at 5:30 pm.

**ADJOURNMENT**

**M.02.24.2014.5** There being no further business of the Board, Dr. Demirbas moved, seconded by Dr. Kosar, to adjourn at 8:13 pm. Motion carried unanimously.

Minutes recorded by Mrs. Staci A. Cameron.

Respectfully submitted,

Dr. Mustafa Gokcek  
Board of Trustees Secretary



## BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL

### Board of Trustees Regular Meeting Minutes

April 28, 2014

**Attending Members:** Dr. Murat Demirbas, Dr. Tevfik Kosar, Dr. Mustafa Gokcek, Dr. David Banks, Mrs. Louise Schoene, Dr. Selcuk Acar and Ms. Kameylah Hakim

**Others Present:** Mr. Mustafa Ersoy, Mr. Yusuf Akyar and Mrs. Staci Cameron

**A quorum being present, Dr. Demirbas called the meeting to order at 6:13 pm.**

**MINUTES** from the 02.24.2014 regular meeting of the Board of Trustees were presented and reviewed. Minor grammatical errors were noted. Correct the Student Discipline Case to summarize the resulting action.

**M.04.28.2014.1** Dr. Demirbas moved, seconded by Dr. Gokcek, that the minutes of the March 24, 2014 Regular Board meeting be approved with corrections as stated. Motion carried unanimously.

**FINANCIAL REPORT** was given by the Operations Manager. The current FTE is 375. The Revenue and Expenditures account detail shows that all expenses are in-line with budget and there should be a positive balance at year-end. More revenue than anticipated has been received for special education services due to the high number of enrolled identified as students with disabilities.

E-rate grant application has been submitted for 2014-2015 school year. Amount requested is \$180,000 for 200 iPad Air devices.

The budget for 2014-2015 is being drafted for BoT approval in May meeting. SWOT Analysis feedback is being used to guide aspects of budgeting to direct funds more efficiently.

There have been no unusual expenses since last month's reporting.

**M.04.28.2014.2** Dr. Kosar moved, seconded by Mrs. Schoene, that the financial report for the month of March 2014 be approved as presented. Motion carried unanimously.

**DIRECTOR'S REPORT** was presented.

- Most of the major events for the year have passed. Upcoming events include the Spelling Bee and the Honors Breakfast.

- NYS Assessments for Math and ELA are coming up. A special breakfast will be provided for students prior to testing. We have experienced no resistance at all from BASCS parents about their students participating in the state assessments.
- Lottery: Enrollments are in progress. Parents of accepted students are being notified by letter, which is sent along with the enrollment package for them to complete and return. Follow-up phone calls are being made to remind parents of due dates and deadlines. A record of contacts and attempts is being maintained through shared Google spreadsheet.
- Elementary School Application: We are working with Bob Carr to create a survey to build justification for the charter application. Survey will be given to existing parents, parents of newly enrolled students and community parents to gauge interest in STEM-focus elementary. BoT must document any buildings looked at as potential location for elementary expansion.

**SPRING RETREAT** is Saturday, May 3<sup>rd</sup> at Beaver Hollow Conference Center. The Agenda has been shared with all BoT members.

**CHARTER RENEWAL APPLICATION** was discussed. Charter Renewal is due in summer Aug 2014. Contact Susan Gibbons to confirm actual submission deadline. Documents must be prepared for submission to include:

- Elementary Addition plan
- Community Surveys
- Community Support Letters
- Facilities researched as potential sites for elementary addition

Format of application is a required 35-page narrative, excluding appendices, the long-term strategic plan and signed certification statement.

**BASCS STEM CONNECTION WITH BOB CARR** was discussed. Bob is helping to put together a sponsorship package to be presented to key STEM companies. Draft of the package has been reviewed and final version should be ready to go within the next week.

**BOARD COMMITTEE TASKS** were discussed among members present.

- **Finance & Facilities Committee** must oversee document efforts being made to research sites for potential location for elementary school expansion. A letter of inquiry can be drafted to development companies to document contacts made to research facilities.
- **Academic Committee** must meet to outline the parameters of curriculum for the elementary school expansion. The overall mission and program of the school and methodology of programs should be outlined.
- **Governance & Long-Term Strategic Planning Committee** to meet Friday, May 2<sup>nd</sup> to create discussion outline for Saturday retreat.

**MOVE TO EXECUTIVE SESSION** at 7:45 pm. Executive session ended at 7:53 pm.

**ADJOURNMENT**

**M.04.28.2014.3** There being no further business of the Board, Dr. Demirbas moved, seconded by Ms. Hakim, to adjourn at 7:54 pm. Motion carried unanimously.

Minutes recorded by Mrs. Staci A. Cameron.

Respectfully submitted,  
Dr. Mustafa Gokcek  
Board of Trustees Secretary



## BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL

### Board of Trustees Regular Meeting Minutes

May 27, 2014

**Attending Members:** Dr. Murat Demirbas, Dr. Mustafa Gokcek, Dr. Tevfik Kosar, Dr. David Banks, Dr. Selcuk Acar and Mrs. Louise Schoene

**Excused Members:** Ms. Kameylah Hakim

**Others Present:** Mr. Mustafa Ersoy, Mr. Mucahit Polat, Mr. Yusuf Akyar and Mrs. Staci Cameron

A quorum being present, Dr. Demirbas called the meeting to order at 6:19 pm.

MINUTES from the 04.28.2014 regular meeting of the Board of Trustees were presented and reviewed. Amend Director's Report to include specific language about student participation within "NYS State Assessments" section. Correct the Elementary School Application section to detail the current progress. Amend the action item listed under the "Charter Renewal Application" section.

M.05.27.2014.1 Dr. Demirbas moved, seconded by Mrs. Schoene, that the minutes of the April 28, 2014 Regular Board meeting be approved with corrections as stated. Motion carried unanimously.

**FINANCIAL REPORT** was given by the Operations Manager. The current FTE is 375. The Revenue and Expenditures account detail shows that should be a surplus balance at year-end barring any unforeseen expenses.

E-rate grant funds for the current year should be received by year-end. No updates for application that was submitted for 2014-2015 school year.

Title grant reimbursements for YTD spending have been received.

Blackbaud accounting software system has been purchased to use for reporting and budgeting purposes. Training is required for transition from current systems and will be scheduled.

There have been no unusual expenses since last month's reporting. Projected major expenses within the next year:

- Renovations to student bathrooms
- Upgrades and repairs to internet infrastructure - Board suggested that Director of IT Services attend appropriate trainings which will allow for updates and maintenance of school technology without having to outsource labor.

- Energy-saving program with National Grid (will require upgrades to lights and fixtures)

M.05.27.2014.2 Dr. Demirbas moved, seconded by Dr. Kosar, that the financial report for the month of March 2014 be approved as presented. Motion carried unanimously.

Proposed Operational Budget for the 2014-2015 academic year was presented for review and discussion. An approved budget proposal must be submitted to NYS by June 30, 2014. Proposed budget amounts are derived from projected revenue from all renewed and anticipated new funding and actual expenses from the current year budget adjustments.

M.05.27.2014.3 Dr. Gokcek moved, seconded by Dr. Demirbas, that the 2014-2015 Operational Budget be approved as proposed. Motion carried unanimously.

**DIRECTOR'S REPORT** was presented.

- NYS Regents Exams: Data/testing Coordinator is reviewing procedures and updates for proper facilitation of exams with teachers.
- Student Enrollment Updates: Enrollments in process and ongoing until capacity is reached; STAR Assessments have been administered to incoming students and data is being processed to create list of Summer Bridge attendees.
- Policy Updates are in progress. Policies for social media use, emergency procedures and wellness protocols are being reviewed and amended as needed.
- STEM Business Connection: Initial meetings with Buffalo Museum of Science have taken place. Memorandum of Understanding for scope of collaboration is being drafted.
- Middle School students won 1<sup>st</sup> Place in the ECC Tech Wars competitive event.
- Employee Contracts: Renewals and non-renewals for all current faculty and staff were presented for review, discussion and approval.

M.05.27.2014.4 Dr. Demirbas moved, seconded by Mrs. Schoene, that the employee contract renewals and non-renewals be approved as presented. Motion carried unanimously.

**CHARTER RENEWAL APPLICATION** was discussed. The report from the State's external site visit has been received. Overall, the report is very positive. Areas in which the state had formerly cited deficits are reported with noticeable improvements and corrections.

Board and Admin Team are in the process of compiling all of the required documents for renewal application submission. Community survey data and support letters regarding expansion are being requested and collected to be included with application.

**BOARD COMMITTEE TASKS** were discussed among members present.

- **Governance & Long-Term Strategic Planning Committee** must contact Charter School Office to schedule a meeting to discuss intent for expansion.
- **Finance & Facilities Committee** must continue documenting efforts being made to research sites for potential location for elementary school expansion.
- **Academic Committee** must update goals.

**OTHER BUSINESS** to review Board member term renewals. Three current members have terms expiring by November 2014. Vote needed to renew terms.

Dr. Tevfik Kosar, term expiring July 2014.

M.05.27.2014.5 Dr. Demirbas moved, seconded by Dr. Banks, to renew the membership of Dr. Tevfik Kosar to the Board of Trustees of the Buffalo Academy of Science for an additional three-year term to expire July 2017. Motion passed unanimously.

Dr. Mustafa Gokcek, term expiring October 2014.

M.05.27.2014.6 Mrs. Schoene moved, seconded by Dr. Demirbas, to renew the membership of Dr. Mustafa Gokcek to the Board of Trustees of the Buffalo Academy of Science for an additional three-year term to expire October 2017. Motion passed unanimously.

Dr. David Banks, term expiring November 2014.

M.05.27.2014.7 Dr. Gokcek moved, seconded by Dr. Demirbas, to renew the membership of Dr. David Banks to the Board of Trustees of the Buffalo Academy of Science for an additional three-year term to expire November 2017. Motion passed unanimously.

#### **ADJOURNMENT**

M.05.27.2014.8 There being no further business of the Board, Dr. Demirbas moved, seconded by Dr. Gokcek, to adjourn at 8:17 pm. Motion carried unanimously.

Minutes recorded by Mrs. Staci A. Cameron.

Respectfully submitted,  
Dr. Mustafa Gokcek  
Board of Trustees Secretary



## BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL

### Board of Trustees Regular Meeting Minutes

September 4, 2013

**Attending Members:** Dr. Tevfik Kosar, Dr. Mustafa Gokcek, Dr. David Banks, Ms. Kameylah Hakim, Dr. Ali Yilmaz

**Excused Members:** Dr. Murat Demirbaş

**Others Present:** Mr. Mustafa Ersoy, Mr. Mucahit Polat, Mr. Yusuf Akyar, Mrs. Staci Cameron

**Guest:** Mr. Robert Carr, Carr Marketing Communications, Inc.

A quorum being present, Dr. Kosar called the meeting to order at 6:24 pm.

PRESENTATION was given by Mr. Carr who presented a work plan for the Board's consideration. Mr. Carr's proposal highlighted building brand awareness for BASCS and positioning the school to be the premier choice for information on STEM education in the region. The proposal outlined a three-prong approach.

M.09.04.2013.1 Dr. Kosar moved, seconded by Dr. Gokcek, that the proposal by Mr. Carr be revised to: a) remove sections containing plans to create collaborations with Business and Academic communities, b) amend quoted fee-for-services accordingly and c) include language that states that percentage of payments for services rendered will be contingent on percentage of successful goals attainment. Motion carried unanimously.

MINUTES from the previous meeting of the Board of Trustees were presented and reviewed. Minor grammatical corrections were cited. No corrections were cited for content.

M.09.04.2013.2 Dr. Kosar moved, seconded by Dr. Banks, that the minutes of the June 24, 2013 Board meeting be approved as corrected. Motion carried unanimously.

FINANCIAL REPORT was given by Mr. Akyar. Mr. Akyar stated that the final audited numbers will be available at the end of October. Since July is the first month of the new fiscal year, the actual presented are an overestimation based on an equal distribution over a 12-month period. The FTE is 380.

M.09.04.2013.3 Dr. Gokcek moved, seconded by Dr. Kosar, that the financial report for the month of July be approved as presented. Motion carried unanimously.

NEW HIRES were presented for approval by Mr. Akyar. Most of the staff and faculty remained unchanged; additions were added to the Guidance, ELA, Science and Mathematics departments.

M.09.04.2013.4 Dr. Gokcek moved, seconded by Ms. Hakim, that the new hires be approved as presented. Motion carried unanimously.

ESTIMATES FOR PURCHASE OF A SCHOOL MINIVAN were presented to the Board. Three 7-passenger vans of comparable price and quality were presented for review: Honda, Nissan and Toyota makes. Mr. Akyar stated that the purchase of a minivan is a reasonable investment, given the annual costs of renting vehicles for small field trips.

M.09.04.2013.5 Dr. Banks moved, seconded by Dr. Kosar, to purchase minivan for school as proposed. Motion carried unanimously.

ACADEMIC PLAN FOR 2013-2014 was presented by Mr. Ersoy. Updates have been emailed to Susan Gibbons at the Charter School Office. Updates detailed: remodeling throughout building; the increase to 10 hours per week in math and ELA per student; extended school day to 3:55 pm dismissal; 2 teachers in math and ELA for 7<sup>th</sup> – 9<sup>th</sup> grades; Professional Development sessions highlighting training using *Teach Like a Champion* by Doug Lemov; evaluation of state assessment results and preparation for upcoming exams and; Common Core nights for parents to explain meaning of changes and how parents can help at home.

STUDENT EXPULSION APPEAL was presented to Board. Student was given due process according to policies in student handbook. Board agreed unanimously to uphold the decision of expulsion given by the school administration.

TABLED – Item 6 on the meeting agenda because Dr. Demirbaş was needed to present information for review.

AUDIT REPORT to be discussed with full Board at next regular meeting, as action items will still be within the 90 day time limit for execution.

M.09.04.2013.6 There being no further business of the Board, Ms. Hakim moved, seconded by Dr. Gokcek, to adjourn at 8:07 pm. Motion carried unanimously.

Minutes recorded by Mrs. Staci A. Cameron.

Respectfully submitted,

Dr. Mustafa Gokcek  
Board of Trustees Secretary



## BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL

### Board of Trustees Regular Meeting Minutes

September 30, 2013

**Attending Members:** Dr. Tevfik Kosar, Dr. Mustafa Gokcek, Dr. David Banks, Ms. Kameylah

Hakim

**Excused Members:** Dr. Murat Demirbas

Absent Members: Dr. Ali Yilmaz

**Others Present:** Mr. Mustafa Ersoy, Mr. Yusuf Akyar, Mrs. Staci Cameron

**Dr. Kosar called the meeting to order at 6:05 pm.**

**MINUTES** from the previous meeting of the Board of Trustees were presented and reviewed. No corrections were cited.

**M.09.30.2013.1** Dr. Kosar moved, seconded by Dr. Banks, that the minutes of the

September 4, 2013 Board meeting be approved as corrected. Motion carried unanimously.

**FINANCIAL REPORT** was given by Mr. Akyar. Mr. Akyar reported that from current report forward, Profit & Loss report would be given to members. Profit & Loss sheet compiles "snapshot" of the approved budget, YTD expenses in each budget line and YTD percentage of approved budget expended. Unlike the monthly reconciliation, the P&L sheet gives accurate, cumulative data for the entire year. P&L report includes figures for depreciation of fixed assets (e.g. technology equipment) over the course of the year.

**M.09.30.2013.2** Dr. Kosar moved, seconded by Dr. Banks that the financial report for the month of September be approved as presented. Motion carried unanimously.

**TITLE I & II PROPOSED BUDGETS** were presented for approval by Mr. Akyar. Budgets were drafted for submission to the state Grant Finance Department. Request for Title I funds includes support the Summer Academy program, additional support teachers in Middle School classrooms, ESL teacher, SPED position and hall monitors.

**M.09.30.2013.3** Dr. Kosar moved, seconded by Dr. Gokcek, that the proposed budgets for Title I and Title II applications be approved for submission as presented. Motion carried unanimously.

**DIRECTOR'S REPORT** was presented by Mr. Ersoy. UPDATES: Window blinds scheduled to be delivered by the middle of the week for installation in classrooms, cafeteria, etc.; Last of the new windows scheduled to be completely installed within the next two weeks; New student ID cards will have photo of school with new windows as background; New student IDs are scannable to keep automatic attendance data; New layout in atrium after removal of the wall is a change from the original plan for the space because the design drafted came in far over budgeted estimate for the project – new layout with tables and chairs is attractive and gives room for more students to use space as a study area.

1) NYSED distributed enrollment and retention targets for Regents authorized charter schools. Targets are individualized by school, set against local district averages for high-needs students: Students with Disabilities (SWD), English Language Learners (ELL) and students eligible for the Free and Reduced Price Lunch Program (FRPL).

- BASCS current SWD enrolled is 11%; target is 15.6%
- BASCS current ELL enrolled is 6.1%; target is 8.5%
- BASCS current FRPL enrolled is ~91%; target is 85%
- To be in compliance, recruitment efforts to increase numbers of special student populations to reach targets must be documented
  - Current documentation includes:
    - Literature drops and presentations (where possible) to human service agencies with significant ELL populations
    - Literature drops and presentations (where possible) to health service agencies within known ELL communities
    - Literature drops and presentations (where possible) to health service agencies to reach parents of SWD
    - Distribution of BASCS literature translated into Spanish language
    - Advertisements translated into Spanish for publication in local Spanish-language newspapers
    - Outreach binder kept to organize documents for recruitment efforts

Board Recommendations for further documentation of recruitment efforts:

- Outreach Coordinator to keep signed log for literature drops, presentations, visits and tablings
- Monthly progress reports to BoT as regular agenda item

2) ACADEMIC PLAN for 2013-2014 includes:

a. ATLAS Curriculum Mapping

*i. Atlas is a customizable, web-based curriculum management tool that electronically incorporates curriculum mapping, tracks gaps and repetition in instruction... Curriculum mapping is a knowledge transfer system for teaching and learning.*

b. *Teach Like a Champion* training for faculty

*i. DOUG LEMOV'S highly influential first book, Teach Like a Champion, was based on his study of top teachers in high-poverty public schools. He uses what he learned watching great teachers work their magic to*

*train educators as part of his work at Uncommon Schools, the nonprofit school management organization he helped found.*

- c. Danielson Teacher's Rubric for evaluation
    - i. *The Framework for Teaching identifies those aspects of a teacher's responsibilities that have been documented through empirical studies and theoretical research as promoting improved student learning. While the Framework is not the only possible description of practice, these responsibilities seek to define what teachers should know and be able to do in the exercise of their profession.*
  - d. Character Education
    - i. *Character education seeks to develop virtue—human excellence—as the foundation of a purposeful, productive, and fulfilling life and a just, compassionate, and flourishing society. Character education takes deliberate steps to cultivate moral and intellectual virtues through every phase of school life—the example of adults, the relationships among peers, the handling of discipline, the resolution of conflict, the content of the curriculum, the process of instruction, the rigor of academic standards, the environment of the school, the conduct of extracurricular activities, and the involvement of parents. Everything that happens in the life of the school is character education, because everything affects character.*
  - e. Freshmen Academy
    - i. *Freshmen Academy works with students to provide additional academic and social supports to prepare students for high school*
  - f. Flipped Classroom model
    - i. *Two teachers who received training over the summer will pilot flipped Classroom Model in their classes.*
  - g. STAR Reading and Math assessments given to all students to show current status of student proficiency levels; will be administered quarterly to track student progress
  - h. STEM (*Science, Technology, Engineering & Math*) to STEAM (*STEM + Arts*): BASCS curricula is inclusive of expanded arts programs when many public schools are eliminating arts from the curricula
  - i. Informal walk-through totals over 100 to date; Peer observations being scheduled.
- 3) DISCIPLINE: Last year attendance was an issue due to excessive unexcused student absences. To date, only 7 students exceed 5 unexcused absences. Only 1 student exceeds 15 unexcused absences but there are special circumstances. Reduction in unexcused absences may be contributed to progression module, individual calls to parents and mandatory parent meetings for students who exceed 5 unexcused absences.
- 4) LONG TERM STRATEGIC PLAN: Bob Bennett requested specifically to meet again with the BoT as a follow-up to the survey administered at the retreat in June.
- 5) STEM CONNECTIONS: Collaborations need to be formed with local companies for workforce development initiatives; University connections are vital to involve

students in opportunities for higher education – strong connections for programs such as STEP and BEAM need to be explored to benefit students

**COMPTROLLER'S AUDIT REPORT** was discussed. Several action items have been implemented (e.g. personnel added to BoT meetings to record minutes); however, response letter signed by BoT President must be submitted to address BoT concerns with comptroller's findings. Rebuttal letter has been drafted by Jim Evans and submitted for BoT review.

**TENTATIVE MEETING DATES** were reviewed for the rest of the year. Schedule includes major school events and BoT meeting dates. No revisions were cited.

**RETAINER LETTER AGREEMENT** for Hiscock & Barclay, LLP was reviewed. No concerns were cited.

**M.09.30.2013.4** Ms. Hakim moved, seconded by Dr. Gokcek, that the retainer letter for Hiscock & Barclay be approved as presented. Motion carried unanimously.

#### **ADJOURNMENT**

**M.09.30.2013.5** There being no further business of the Board, Dr. Gokcek moved, seconded by Dr. Banks, to adjourn at 8:15 pm. Motion carried unanimously.

Minutes recorded by Mrs. Staci A. Cameron.

Respectfully submitted,

Dr. Mustafa Gokcek  
Board of Trustees Secretary



## BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL

### Board of Trustees Regular Meeting Minutes

October 28, 2013

**Attending Members:** Dr. Murat Demirbas, Dr. Tevfik Kosar, Dr. Mustafa Gokcek, Dr. David Banks, Ms. Kameylah Hakim

**Excused Members:** Dr. Ali Yilmaz

**Others Present:** Mr. Mustafa Ersoy, Mr. Yusuf Akyar, Mrs. Staci Cameron

**Guests:** Mr. Robert Bennett, NYS Board of Regents Chancellor Emeritus  
Mr. Chris Piedici, Freed Maxick CPAs, P.C.

**A quorum being present, Dr. Demirbas called the meeting to order at 5:10 pm.**

**PRESENTATION** was given by Mr. Bennett, who presented an outline for a follow-up plan in regards to the long-term strategic plan, for the Board's consideration. Mr. Bennett made recommendations to the Board members to:

- 1) Cultivate relationships with local agencies to access and respond to the needs of incoming and existing students to provide support for the entire family:
  - a. Contact local literacy agencies to understand the severity of the impact of adult illiteracy and its impact on the family and community – increase literacy in the entire household
  - b. Create opportunities for parents to take advantage of services – make services more easily accessible for families
  - c. Create awareness among the parents regarding their role in their children's education – parents and students should understand the importance of investment by all parties to assure the success of the students
  - d. Collaborate with agencies to understand the impact of poverty in our local community and create solutions to combat the problem
  - e. Research successful family support models in other districts to form a plan of action to create a network of providers
- 2) Increase community awareness of BASCS
  - a. Identify public relations contacts in local media to increase coverage of newsworthy stories from the school
  - b. Highlight the science and robotics programs to gain community interest and support
- 3) Address issues that affect charter schools, specifically regarding:

- a. Adding grade levels
  - b. Increasing term lengths of renewal licenses
  - c. Expediting renewal and RFP processes
  - d. Training and best practices for CCLS implementation
  - e. Position paper for requests for aid
  - f. School Choice vouchers
- 4) Invite key stakeholders to become involved with the school to provide stronger network of community supporters.

Board Members discussed Mr. Bennett's recommendations. The general consensus of the Members was to begin work on a plan of action to implement the long term strategic plan.

**MINUTES** from the 09.30.2013 meeting of the Board of Trustees were presented and reviewed. Minor grammatical corrections were cited. Content should be amended to include explanation or supporting documents for points in the report on the academic plan.

**M.10.28.2013.1** Dr. Gokcek moved, seconded by Ms. Hakim, that the minutes of the September 30, 2013 Board meeting be approved, with corrections as stated. Motion carried unanimously.

**FINANCIAL REPORT** was given by Mr. Akyar. 1) Updated FTE is 393.3. Increase in special education student numbers has resulted in increase in aid. 2) E-rate funding commitment was released. BASCS awarded \$90K for high speed internet, 100 mobile internet devices (iPads and Chromebooks) and telecommunication services. 3) Review of Profit & Loss Summary. 5) Outside Classroom is now obsolete. BASCS will seek proposals to repurpose space to expand the garden. Board members expressed their support and are excited to review proposal submissions. 6) School minivan was purchased. Travel policy will be reviewed to identify if changes are necessary.

**M.10.28.2013.2** Dr. Gokcek moved, seconded by Dr. Demirbas, that the financial report for the month of September be approved as presented. Motion carried unanimously.

**ANNUAL FINANCIAL AUDIT** was presented for approval by Freed Maxick, CPAs. Report was made by Chris Piedici. The report summarized certain matters required by professional standards to be communicated about oversight responsibility in BASCS' financial reporting process. Three minor recommendations were made; however, these recommendations do not constitute significant deficiencies or material weaknesses for the agency and therefore, are not high magnitude. Auditor reports no findings of noncompliance, material weakness or significant deficiency for the fiscal year ended June 30, 2013.

To address the issue of commingled cash accounts, it was recommended that a separate bank account be opened for maintenance of fundraising income.

**M.10.28.2013.3** Dr. Gokcek moved, seconded by Dr. Kosar, that a second bank account be opened to maintain funds for school events and fundraisers, as recommended. Motion carried unanimously.

**DIRECTOR'S REPORT** was presented by Mr. Ersoy.

- To date, 18 teachers have been formally evaluated. There have been 63 walk-throughs. Administration now using a new online evaluation system, Teachscape, to provide more efficient and beneficial feedback to teachers on their performance.
- To date, there have been 10 out-of school suspensions and only 5 students exceed 15 day absences, which is very low in comparison to previous year.
- Students will take the PSAT and Readistep exams. (PSAT is for 10<sup>th</sup>& 11<sup>th</sup> grades; Readistep is for 7<sup>th</sup> -9<sup>th</sup> grades.) These exams will be benchmarks to gauge students' readiness for college and careers. Results can be reported to NYS as verifiable data.
- Benchmark exams have begun in the middle school; high school benchmarks already started. Students have been divided to gauge level of interventions needed and will work accordingly in Saturday School sessions. Saturday school is by invitation only.
- B-CCC groups are working with top tier students (85% and above averages) in small groups to mentor towards top colleges. Academic Talent Search tutors are working with students, especially the seniors to help them be ready for next level.
- Howard Smith and his team will visit BASCS next month (December 3<sup>rd</sup>) to do a comprehensive review of the school. He will send feedback to help us make improvements, where necessary. New website will be up and running by the end of next week.

**UPDATES: LONG-TERM STRATEGIC PLAN REFLECTIONS** were discussed. Dr. Demirbas and Mr. Ersoy will work together to create a plan of action and present to the Board for approval.

**STEM CONNECTIONS** were discussed. Consensus of the Board is that there need to be more organic connections made; Board will continue developing options. As a STEM-focus school, there needs to be as much emphasis on math components as science. Board recommends hiring a full time Math Coach to develop programs and bring focus to organizing math competitions and programs so as not to overload the STEM Coordinator. Dr. Kosar proposed to start preparing a few students for the Math Counts Competition and hire a part-time coach to work with students.

#### **ADJOURNMENT**

**M.10.28.2013.4** There being no further business of the Board, Dr. Demirbas moved, seconded by Ms. Hakim, to adjourn at 8:10 pm. Motion carried unanimously.

Minutes recorded by Mrs. Staci A. Cameron.

Respectfully submitted,

Dr. Mustafa Gokcek  
Board of Trustees Secretary



## BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL

### Board of Trustees Regular Meeting Minutes

November 25, 2013

**Attending Members:** Dr. Murat Demirbas, Dr. Mustafa Gokcek, Dr. David Banks, Ms. Kameylah Hakim

**Excused Members:** Dr. Tevfik Kosar, Dr. Ali Yilmaz

**Others Present:** Mr. Mustafa Ersoy, Mrs. Staci Cameron

**Guest:** Mrs. Joy Blake, Program Manager

**Dr. Demirbaş called the meeting to order at 6:15 pm.**

**PRESENTATION** was given by Joy Blake who presented a comprehensive overview of the new afterschool, community service and college tours programs. Mrs. Blake reported that nearly 1/3 of BASCS total student body enrolled and participated in the first quarter afterschool clubs; all students in every grade level attend community service outings, volunteering approximately 3 hours each visit, at sites all throughout the City of Buffalo and all students will have the opportunity to participate in college tours where they have to do a pre-, during and post-questionnaire about the visit.

**MINUTES** from the previous meeting of the Board of Trustees were presented and reviewed. Minor formatting corrections were cited.

**M.11.25.2013.1** Dr. Demirbaş moved, seconded by Dr. Gokcek, that the minutes of the October 28, 2013 Board meeting be approved as corrected. Motion carried unanimously.

**FINANCIAL REPORT** was given by Mr. Ersoy. Current enrollment numbers remain steady. Mass mailing has been sent targeted group of approximately 5,000 addresses to recruit for vacancies in the 9<sup>th</sup> grade class. Dr. Demirbas suggested another retreat should be planned for such a workshop and review of SWOT Analysis results. Board consented. Further, Board members consented to form a committee to review the financial reports prior to the full meeting. Committee can present a streamlined financial report to the full body.

**M.11.25.2013.2** Dr. Gokcek moved, seconded by Ms. Hakim, that the financial report for the month of October be approved as presented. Motion carried unanimously.

**UPDATES** for the long-term strategic plan were presented by Dr. Demirbas. 1) SWOT Analysis questionnaires will be collected from staff members via Google Docs. Once all responses are collected, they will be presented to the full Board for review. 2) The Elementary School Project was discussed. Potential space for housing the elementary school must be identified. Mr. Ersoy suggested forming a subcommittee to accept and assess bids for construction, etc. to alleviate the burden to a single member. Plans for elementary school creation need to be included in the renewal documents for NYS. 3) State Assessment Plans were discussed. Mr. Ersoy stated that NYS sets and evaluates overall proficiency levels; however, we must set benchmark goals and track gains made by students accordingly. 4) SWOT Analysis will be given to teachers. Board suggested also giving to parents and a random sampling of students to complete for a more complete picture of school's standing. 5) New STEM Connections are being explored. Robotics students have begun working on programming android phones through collaboration with UB Computer Science Department. A paper will be submitted to Yale Conference program for high school students. Board must follow up on contact suggested by Mr. Bennett during his presentation at the last meeting. 6) Corrective action plan was submitted to NYS Comptroller's office. Further follow-up will be completed with legal counsel.

**DIRECTOR'S REPORT** was presented by Mr. Ersoy.

- 1) FIRST Lego League Competition was held on November 23<sup>rd</sup>. There were 5 teams that participated. BASCS students placed third. There was a write-up in the Buffalo News and a short story about the competition on Channel 7 News.
- 2) Business First news magazine will interview Mr. Ersoy in the first week of December.
- 3) Buffalo News will be in to interview Ms. Nangle and observe classrooms about the MindUp curriculum.
- 4) Harris Beach firm will be in to conduct an external site visit. They will observe, evaluate and submit a report to school administration and Board in January.
- 5) Literacy Night was held on November 21<sup>st</sup>. There were 150 parents and students in attendance. It was a successful night of sharing information about our new afterschool programming and Common Core Learning Standards. Common Core vocabulary was shared with parents in fun literacy games.
- 6) ELA consultant, Jeanne Tribuzzi, is scheduled to come in on November 26<sup>th</sup> to do a professional development session with teachers. She will observe classes and have workshops sessions.
- 7) Middle School students will take their second benchmark exams December 6<sup>th</sup> - 10<sup>th</sup>.
- 8) Mrs. Bundy has arranged a "pajama night" for the 9<sup>th</sup> grade girls with Planned Parenthood scheduled to come in and work with the group.

**NEW BOARD MEMBER RECRUITMENT** was discussed. Board agreed that new members should be fully vetted to ensure they can fulfill the time commitment required for

full participation. Ms. Hakim is still trying to connect with Letitia Thomas, who works at UB, to set a meeting time with Board members. Dr. Seluck Acar, who works at Buffalo State College, has also been contacted to meet with Board. Board discussed inviting Louise Schoene to lunch after the holidays to recruit her from the Advisory Board to membership of the Board of Trustees.

#### **ADJOURNMENT**

M.11.25.2013.3

Hakim moved,  
pm. Motion carried

There being no further business of the Board, Ms.  
seconded by Dr. Banks, to adjourn at 7:56  
unanimously.

Minutes recorded by Mrs. Staci A. Cameron.

Respectfully submitted,

Dr. Mustafa Gokcek  
Board of Trustees Secretary



## BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL

### Board of Trustees Regular Meeting Minutes

December 16, 2013

**Attending Members:** Dr. Murat Demirbas, Dr. Tevfik Kosar, Dr. Mustafa Gokcek and Ms. Kameylah Hakim

**Absent Members:** Dr. David Banks, Dr. Ali Yilmaz

**Others Present:** Mr. Mustafa Ersoy, Mr. Mucahit Polat, Mr. Yusuf Akyar and Mrs. Staci Cameron

A quorum being present, Dr. Demirbas called the meeting to order at 6:00 pm.

MINUTES from the 11.25.2013 meeting of the Board of Trustees were presented and reviewed. Minor grammatical and formatting errors were cited. Content should be amended to correct errors.

M.12.16.2013.1 Dr. Demirbas moved, seconded by Ms. Hakim, that the minutes of the November 25, 2013 Board meeting be approved, with corrections as stated. Motion carried unanimously.

FINANCIAL REPORT was given by Mr. Akyar. 1) Updated FTE is 385; current student number is 384. 2) Business Office is continuing to research accounting software to identify an appropriate system for BASCS needs per the recommendation from the recent audit report. 3) Software and hardware items have been purchased in compliance with the E-rate grant. Expenditures are detailed in the Profit & Loss report. 4) Repurposing of Outside Classroom will be a focus in 2014. BASCS will move forward to seek proposals for contractors to expand the garden. 5) In response to inquiry about expenses for outreach to prospective students, Mr. Ersoy shared that a package was being finalized for mass mailing in mid-January. In addition, advertisements will run on WIVB stations beginning mid-January leading up to the Open House Showcase in March. 6) No major projects requiring significant expense are scheduled for the rest of the year.

M.12.16.2013.2 Dr. Gokcek moved, seconded by Dr. Demirbas, that the financial report for the month of November be approved as presented. Motion carried unanimously.

TITLE I & IIA GRANTS report was given by Mr. Akyar. These annual grants are in the renewal process. Budget will be submitted for \$209,000 based on student numbers.

M.12.16.2013.3 Dr. Gokcek moved, seconded by Dr. Kosar, that the Title I and IIA grants applications be submitted as proposed. Motion carried unanimously.

**NEW HIRES & TERMINATIONS** was presented for approval by Mr. Akyar and reviewed by the Board members. There are a total of 3 new hires. Two hires fulfill positions recently vacated by individuals due to the relocation out of the city of Buffalo by one and a redirection in career by another. The third hire adds another staff member for Saturday School sessions.

M.12.16.2013.4Dr. Kosar moved, seconded by Ms. Hakim, that the new hires be approved as presented. Motion carried unanimously.

**DIRECTOR'S REPORT** was presented by Mr. Ersoy.

- Howard Smith and team came for the external site visit on December 3<sup>rd</sup>. They visited 30 classrooms, focused mainly on ELA and Math. They will submit final report to Board in January; however, initial feedback is that BASCS day is very orderly, level of rigor has some room to increase, and the overall culture of the school is good – parents, teachers and students were interviewed and spoke highly of the school.
- This week (12.18.2013), Deidre Williams from the Buffalo News is scheduled to come interview several staff members and observe classes for a story about the MindUp curriculum being implemented at BASCS.
- Outreach efforts for student recruitment are underway. WIVB commercial ads have been finalized and scheduled to run in January and February. Mass mailing campaign containing BASCS booklet and brand-recognition items are being finalized for distribution in mid-January.
- U.S. Attorney William Hochul and Judge Magistrate (Oneida County) Jawwaad Rasheed recently visited students as guests of the Leadership Speaker Series. Details of the visits are posted on our website and social media pages.
- Buffalo Business First article about BASCS is available now. The article mentions BASCS' desire to expand to include an elementary school, our summer bridge program and double English and math classes.

**BOARD RETREAT** was discussed among members present. Unanimous consensus was made to hold an all-day retreat on January 18<sup>th</sup>. Howard Smith will be invited to attend to present in-depth report about his team's external site visit. The retreat itinerary is to include session to begin preparing Board submissions for the charter renewal package to be submitted in June 2014.

**UPDATES: LONG-TERM STRATEGIC PLAN REFLECTIONS** were discussed. SWOT Analysis questionnaire will be distributed on the following schedule: 12/17 – Parents will receive at Parent-Teacher Conferences and via email; 12/17 – Teachers responses due; 12/18 – Students will responses will be obtained. The raw data from the questionnaire will be presented at the Board Retreat.

**SCHOLARSHIP POLICY** was discussed. A resolution was presented by Mr. Ersoy to honor the request of a 2013 graduate who submitted documentation to receive the BASCS Scholarship. Consensus of the Board was to review and update scholarship guidelines and award tiers for future graduates. Drs. Demirbas and Kosar will review, revise and present to full Board for approval.

M.12.16.2013.5 Dr. Demirbas moved, seconded by Ms. Hakim, that the resolution to grant the BASCS Scholarship for the 2012-2013 academic year be approved as presented. Motion passed unanimously.

**BY-LAWS & TRUSTEE TERMS** were discussed. Consensus of the Board is that the By-laws need to be reviewed and updated. It needs to be verified whether the Charter School Office requires simple notification of changes or is required to approve changes before they can be implemented.

Standing Board of Trustees terms of service were reviewed. It was determined that Ms. Hakim's membership is due for reinstatement.

M.12.16.2013.6 Dr. Demirbas moved, seconded by Dr. Kosar, that Ms. Hakim's membership to the Board of Trustees of the Buffalo Academy of Science Charter School be renewed. Motion carried unanimously.

**GOALS** updates were presented by Mr. Polat. 1) Presentation included PowerPoint which shared current student achievement levels based on preliminary 1<sup>st</sup> quarter data. Additional data from the STAR and Readistep assessments, benchmark exams and 1<sup>st</sup> quarter report cards will be combined for deeper analysis. Compiled data for a comprehensive view of student standings will be prepared by week's end. 2) Social and academic interventions (e.g. Saturday school, 9<sup>th</sup> period assignments, double ELA and Math periods) are in place to help students improve their overall performance. 3) ELA camp will be held in February as an additional support to help students prepare for NYS spring assessments.

#### **EXECUTIVE COMMITTEE**

M.12.16.2013.7 Dr. Demirbas moved, seconded by Dr. Gokcek to commence Executive Session to discuss the recommendation and nomination of prospective members to the Board of Trustees was discussed in Executive Committee.

M.12.16.2013.8 Dr. Gokcek moved, seconded by Dr. Kosar, to accept Mrs. Louise Schoene as a full member of the Board of Trustees of the Buffalo Academy of Science Charter School, pending state approval. Motion carried unanimously.

#### **ADJOURNMENT**

M.12.16.2013.9 There being no further business of the Board, Dr. Demirbas moved, seconded by Ms. Hakim, to adjourn at 8:30 pm. Motion carried unanimously.

Minutes recorded by Mrs. Staci A. Cameron.

Respectfully submitted,

Dr. Mustafa Gokcek  
Board of Trustees Secretary



## BASCS Enrollment Retention Efforts 2013-2014

In keeping with the mission of preparing students for college from a community who are not served successfully, outreach is an instrumental element to overall success of the Buffalo Academy of Science. By definition, outreach provides services to populations who might not otherwise have access to those services. In the performance of outreach services, BASCS makes efforts to reach populations who are unaware of our school and the benefits we have to offer. Outreach efforts consist of visits to area community sites where presentations can be made to students and parents (whenever possible) of diverse socioeconomic, religious and cultural backgrounds. Outreach is directed at sharing information about BASCS' academic achievements, student population, extra-curricular activities and curriculum. Emphasis is placed on the fact that BASCS has a rigorous curriculum focused on promoting STEM, college preparedness and literacy, smaller class sizes than other area schools, free tuition and many opportunities for students to engage in supplemental activities (e.g. field trips, after-school clubs, Saturday school, sports, etc.). Special emphasis is placed on the diversity of the school, including services for high-needs students – specifically, SWD and ELL populations.

In efforts to reach students all throughout the City of Buffalo, school literature is left at many community sites for people to peruse at will. Frequent literature drops are made to more than 40 local community organizations – including community/recreation centers, drop-in centers, health clinics, faith-based organizations and library branches. Literature is delivered to at least 15 organizations which specifically serve clients belonging to SWD and/or ELL populations.

Literature drop community agencies include: *Lt. Col. Matt Urban Hope Center; Baird Boys & Girls Club; Beecher Boys & Girls Club; Butler Mitchell Boys & Girls Club; Concerned Ecumenical Ministry; Father Belle Community Center; Grant Street Neighborhood Center; North Buffalo Community Center; Northwest Community Center; West Side Community Services; C.R.U.C.I.A.L. Human Services, Inc.; Delevan Grider Community Center; Pratt-Willard Community Center; Edward Saunders Community Center; Martha Mitchell Community Center; Schiller Park Community Services, Inc.; Seneca Babcock Community Association; University Heights CDC; TJ Dulski Community Center; Native American Community Services of Erie & Niagara Counties; Community Action Organization (Abbott Rd. & Harvard Place); South Buffalo Community Association; F.L.A.R.E.; William Emslie YMCA; Ken-Ton Community Centers; Jewish Community Center; Catholic Charities; Buffalo & Erie County Libraries – Niagara, Kenmore, North Park, Dudley, Frank E. Merriweather and Central Branches; Buffalo Municipal Housing Authority; Buffalo City Mission Cornerstone Manor; Ontario Street Church; UB Educational Opportunity Center; EPIC; Buffalo Museum of Science; Catholic Academy of West Buffalo.*

Literature drop community agencies with SWD and/or ELL specific populations: *Child & Family Services, Burmese Community Support Center; Concerned Ecumenical Ministry; Father Belle Community Center; Grant Street Neighborhood Center; Hispanics United of Buffalo; International Institute; Gateway-Longview, Inc.; Native American Community Services of Erie & Niagara Counties; Somali Bantu Community Organization; Sabah; Jericho Road Ministries; Catholic Charities; Jericho Road Ministries Community Health Clinic; VIVE, Inc.; Crisis Services; Ontario Street Church; Compass House; Journey's End Refugee Services; Buffalo FLY Afterschool Program.*

In addition to literature drops, tabling and presentations are made to students, school administrators and parents (when available) to inform them of the benefits of the school. Presentations are made in schools and community centers or community-wide events and enable targeted audiences to ask questions. School and community center tabling and presentations serve as a way to recruit students to complete the application process.

Recent presentations, literature dissemination and/or tablings have been made at the following sites: *Enterprise Charter School; South Buffalo Charter School; Westminster Community Charter School; Buffalo United Charter School; Community Charter School; King Community Charter School; Lt. Col. Matt Urban Hope Center; Community Action Organization Parent Fair (at BPS #6); Baird Boys & Girls Club; Beecher Boys & Girls Club; Butler Mitchell Boys & Girls Club; Concerned Ecumenical Ministry; Father Belle Community Center; Grant Street Neighborhood Center; Jericho Road Ministries (Buffalo FLY Afterschool Program); Buffalo Juneteenth Festival (MLK Park); Taste of Buffalo Festival; Buffalo & Erie County Library (Central Branch, Dudley Branch, Niagara Branch) and Matt Urban Hope Center.*

In order to further recruitment and retention, local agencies serving high-needs populations will be contacted to arrange presentations. In addition, new brochures, pamphlets and flyers designed and translated to highlight services for high-needs populations will be created and disseminated throughout the City of Buffalo. [High-needs languages include, but are not limited to, Spanish, Somali, Nepali, Burmese, Karen and Bengali.] Continuous efforts will be made to increase the number of community sites which will display BASCS literature. Scheduling of presentations will continue in order to provide information to potential students and their parents about BASCS so that we are considered as a viable, accessible, quality alternative to traditional public school education.

Tools of Outreach are varied. Outreach consists of in-person visits, phone calls, leaflet/flyers, newsletters (hard copy and viral), print publications and social media sites. The common location of Outreach efforts are community institutions such as libraries, religious organizations, community centers and stores.

The various media utilized are:

- BASCS Brochures/Catalogs/Flyers/Advertisements
- BASCS Website/Social Media Pages
  - [www.bascs.org](http://www.bascs.org)
  - Blog
  - Twitter
  - Facebook
- LED Display Sign (Sidewalk advertising in front of school)
- Local Newspapers/Publications
  - Buffalo News – Today’s Education
  - Panorama Hispana (Bi-lingual publication)
  - The Challenger Community News
  - Journey’s End Refugee Services Program
  - Local Media Online Community Pages
- E-Newsletters
  - *BASCS Pride* (monthly dissemination)
  - *BASCS Parent Page* (monthly dissemination)
  - United Way of Buffalo & Erie County (weekly dissemination)
- Television
  - WIVB Ch. 4/CW – Winging It! Spots, Commercials
- Billboards
- Media Advisories

**Buffalo Academy**  
of Science Charter School

**¡El futuro empieza ahora en la Academia de las Ciencias de Búfalo!**

Escuela Charter con énfasis gratuita  
Ahora inscripción en los grados 7-12

Manténte Cíete ...  
Escuela Preparatoria Matemáticas, Ciencias y Enfoque en Tecnología ...  
Tutoría Intensiva y Escuela los Sábados ...  
Comunidad Diversa ...

¿Buscamos profesores y apoyo?...  
La Academia de las Ciencias de Búfalo (BASCS) ofrece un plan de estudios riguroso, basado en un mayor énfasis en las matemáticas, la ciencia y la tecnología al mismo tiempo proporciona la oportunidad a los estudiantes a estudiar en cualquier campo de estudio.  
El programa académico BASCS ofrece instrucción basada en la tecnología de datos, ofrece material extendido y oportunidades de escuela los sábados.

**LA VIDA EN BASCS**

<b>CLUBES</b>	Sociedad Nacional de Honor Comité de Estudiantes Club de Fútbol Club de Computación	Editorial Escolar Deportes Internacionales Club de Instrumentos Club de Ajedrez	Club de Cocina Trop. Club Club de Fútbol
---------------	--	--	--

**ACTIVIDADES** Taller de Escritura Día de Actividad Día de Juego en Familia Olimpíadas Tecnológicas Programa de la Herencia Hispana | Lectura de Poesía Campaña "Nuestro Futuro" Competencia de Ficción Exposición de Ciencias Debate de la escuela | Taller de cine Escuela de Música Taller de BASCS |

**Para más información, por favor llame a la Oficina de Admisiones**  
Teléfono: 716-654-2490

**BASCS Plan de Sete Puntos de Estudios**

- 1.- La certificación de una cultura de excelencia: los estudiantes BASCS muestran altas expectativas por el personal y los estudiantes. Equipo BASCS no acepta el fracaso como una opción. Creamos una conciencia académica a partir de 7º grado la cultura del colegio, las ferias de la escuela universitaria, las visitas a las universidades, La Sociedad Nacional de Honor y la preparación para los exámenes SAT, durante los fines de semana.
- 2.- La actualización de los planes de estudio: Es muy importante identificar lo que los estudiantes deben aprender, y el contenido, así como las habilidades y conceptos que se espera en cada curso. El equipo BASCS desarrolla planes de estudio y los revisa periódicamente con este propósito.
- 3.- Asegurar la Mejor Práctica Docente de determinar qué contenido de las clases, también es necesario examinar cómo enseñarlo mejor. Garantizar la mejor práctica es una prioridad continua.
- 4.-El desarrollo de la evaluación continúa para mejorar los datos. La utilización de las evaluaciones comunes alineadas con los estándares y el currículo básico nos permite comparar y responder adecuadamente a los datos a través del tiempo.
- 5.-La Optimización Intervenciones: Con los datos detallados acerca del rendimiento de las evaluaciones comunes, el equipo BASCS escoge de intervenir proactivamente y con eficacia con el grupo adecuado. La mejor práctica de la escuela y el programa de la escuela los sábados está diseñado para ofrecer este apoyo.
- 6.-El cumplimiento del Programa: Los datos ayudan a determinar las fortalezas, debilidades y hábitos de nuestros estudiantes y nos proporcionan información crítica para mejorar tanto nuestra prácticas educativas y planes de intervención.

**Buffalo Academy**  
of Science Charter School

**LA MATRÍCULA GRATUITA  
EL COLEGIO PREPARATORIO  
LOS GRADOS 7<sup>o</sup> AL 12<sup>o</sup>**

**BEST HIGH SCHOOLS USNEWS BRONZE**

**BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL**

**www.bascs.org**

**Buffalo Academy**  
of Science Charter School

**BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL**

**TUITION FREE COLLEGE PREP GRADES 7-12**

**BEST HIGH SCHOOLS USNEWS BRONZE**

**www.bascs.org**

**To start the application process, visit [www.bascs.org](http://www.bascs.org) or call 716-654-2490 TODAY!**

Dedicated teaching staff  
Small class size  
College Prep  
Tutoring  
Saturday School  
Educational Enrichment  
Technology in classrooms

**The Future Starts Now**

Grades 7-12  
**COME IN OR APPLY ONLINE**

**Buffalo Academy of Science Charter School**  
190 Franklin Street  
Buffalo, New York 14202  
Phone: 716.654.2490  
www.bascs.org

**Buffalo Academy of Science Charter School**  
Tutoring, College Preparatory

Tel: 716.654.2490  
www.bascs.org

**Now Enrolling Grades 7 through 12...**

The Buffalo Academy of Science is a tuition free, college preparatory charter school. Students learn how to be successful in a global, ever-changing environment.

**BASCS uses innovative and dynamic teaching methods with a small teacher to student ratio.**

**At BASCS, students succeed.**

**BASCS offers for our students...**

- Full-Time Special Education Teachers
- Full-Time English as Second Language
- Tutoring
- Technology enabled
- Integrated curriculum
- Diverse community

**OUR STUDENTS**

We believe that learning is a social, high academic achievement. Includes providing opportunities for individualized and access to develop to higher levels, the give high priority to motivational and leadership activities. We offer opportunities, view, extendable day and Saturday programs and are opportunity for parent involvement.

**Buffalo Academy of Science Charter School**  
190 Franklin Street  
Buffalo, New York 14202  
Phone: 716.654.2490  
www.bascs.org

**Buffalo Academy**  
of Science Charter School

190 Franklin Street  
Buffalo, NY 14202  
Ph: 716.654.2490

**ADMISSIONS OPEN HOUSE**

Accepting applications for 7<sup>th</sup> – 12<sup>th</sup> grades for the 2013-2014 school year.

**SATURDAY, JANUARY 26, 2013**  
11 am To 1 pm  
Sat., February 23 – 11 am to 1 pm  
Sat., March 23 – 10 am to 2 pm

*We hope to see you there!!!*

Come and take a tour of the school...  
Learn about our college prep curriculum and STEM courses...  
Applications will be available...

**Buffalo Academy**  
of Science Charter School

**ENTRADA CASA ABIERTA**

Acceptando aplicaciones para los grados 7<sup>o</sup> – 12<sup>o</sup> para el año escolar 2013-2014.

**EL SÁBADO, 26° DE ENERO 2013**  
11 am a 1 pm  
El SÁbado, 23° de febrero – 11 am a 1 pm  
El SÁbado, 23° de marzo – 10 am a 2 pm

*Esperamos a verles aquí!*

Ven y tome un recorrido de nuestra escuela...  
Aprenda acerca de nuestro currículo de preparación universitaria y sobre los cursos académicos...  
Aplicaciones estarán disponibles...

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

Created Thursday, July 10, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/7c6035303168ee2926e8aed4a51a09fa4717b12e/>

## 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:

*Selcuk Acar*

2. Charter School Name:

*Buffalo Academy of Science Charter School*

3. Charter Authorizer:

*Board of Regents*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

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

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

---

• Other, please specify...: Member

---

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

No

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

No

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

Yes

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

	Date(s) of Transactions	Nature of Financial Interest/Transaction	Steps Taken to Avoid Conflict of Interest (e.g., did not vote, did not participate in discussion)	Name of Person Holding Interest and Relationship to You
1	09/05/2013-06/26/2014	Worked as part-time counselor	Did not vote nor participated in discussion	Nur Cayirdag Acar
2				
3				
4				
5				

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

No

Signature of Trustee



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

Created Wednesday, July 16, 2014

Updated Friday, November 21, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/13332a3c23b5103b53794ba5bedfdf182529e852>

## Page 1

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

1. Trustee Name:

*David J. Banks*

2. Charter School Name:

*Buffalo Academy of Science Charter School*

3. Charter Authorizer:

*Board of Regents*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

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

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

*(No response)*

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

*No*

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

*No*

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

(No response)

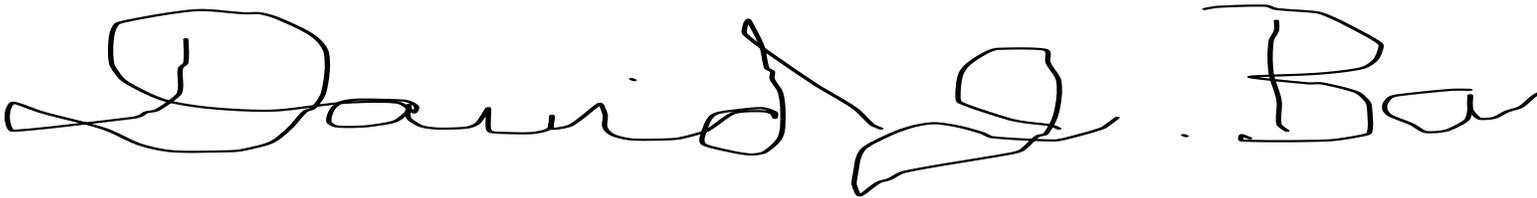
13a. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to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

	Date(s) of Transactions	Nature of Financial Interest/Transaction	Steps Taken to Avoid Conflict of Interest (e.g., did not vote, did not participate in discussion)	Name of Person Holding Interest and Relationship to You
1				
2				
3				
4				
5				

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

No

Signature of Trustee



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

Created Wednesday, July 16, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/922f9a4715a83c870e7fdff134afa5b265cc1a61/>

## 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:

*Mustafa Gokcek*

2. Charter School Name:

*Buffalo Academy of Science Charter School*

3. Charter Authorizer:

*Board of Regents*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

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

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- 
- Secretary
- 

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

*No*

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

*No*

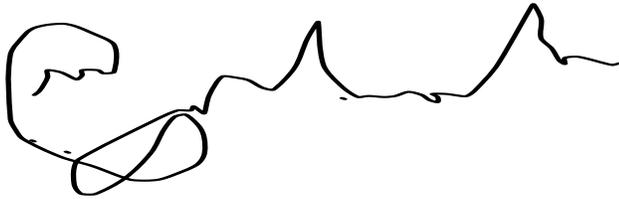
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink, consisting of a large, stylized initial 'C' followed by a series of connected, somewhat jagged lines that form the rest of the name.

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

Created Thursday, July 17, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/37b4a599cc5fe46341091af9583e08f03ce9f0fd/>

## 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:

*Louise Schoene*

2. Charter School Name:

*Buffalo Academy of Science Charter School*

3. Charter Authorizer:

*Board of Regents*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

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

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

*(No response)*

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

*No*

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

*No*

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

Created Friday, July 18, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/e3e3e19c072d5343995700e1c30b98d4494b6db1>

## 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:

*Tevfik Kosar*

2. Charter School Name:

*Buffalo Academy of Science Charter School*

3. Charter Authorizer:

*Board of Regents*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

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

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- 
- Treasurer
- 

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

*No*

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

*No*

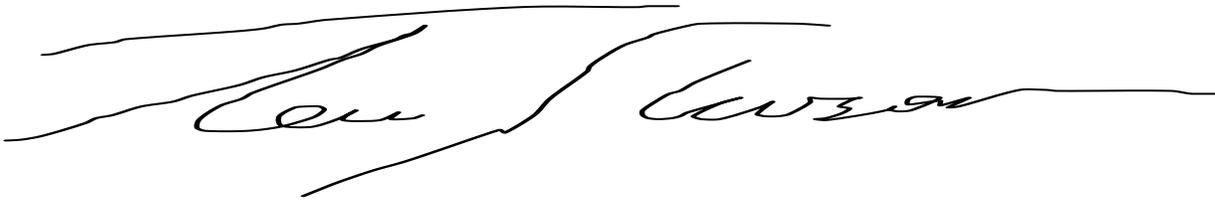
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink, appearing to read "Ken Wilson", written over a horizontal line.

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

Created Friday, July 18, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/07730de51bc731facea2939ef5dad22fe74294bc/>

## 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:

*Kameylah A. Hakim*

2. Charter School Name:

*Buffalo Academy of Science Charter School*

3. Charter Authorizer:

*Board of Regents*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

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

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

[REDACTED]

7. \*E-mail Address:

[REDACTED]

8. Select all positions you held on Board:

(check all that apply)

---

• Other, please specify...: member

---

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

No

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

No

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

No

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

No

Signature of Trustee

Kameyiah A. Hakim

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

Created Thursday, July 24, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/64a17fce9affecb3b0a53059b7249461d5932b4/>

## 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:

*Murat Demirbas*

2. Charter School Name:

*Buffalo Academy of Science Charter School*

3. Charter Authorizer:

*Board of Regents*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

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

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- 
- Chair/President
- 

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*

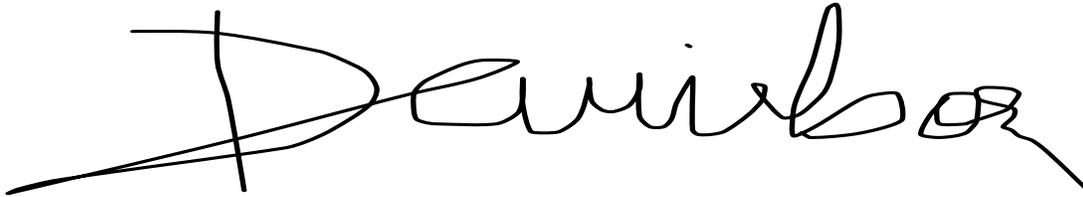
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

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 "Dennis". The signature is written in a cursive style with a large, prominent initial "D".