

I. SCHOOL INFORMATION AND COVER PAGE

Created Wednesday, July 30, 2014

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1. SCHOOL NAME

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

310400860993 ACHVMNT FIRST ASPIRE CS

2. CHARTER AUTHORIZER

SUNY-Authorized Charter School

3. DISTRICT / CSD OF LOCATION

NYC CSD 19

4. SCHOOL INFORMATION

PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
982 Hegeman Avenue, Brooklyn, NY 11208	855-823-0903	718-228-8839	[REDACTED]

4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Analiza Wolf
Title	Regional Director of Operations
Emergency Phone Number (###-###-####)	[REDACTED]

5. SCHOOL WEB ADDRESS (URL)

www.achievementfirst.org

6. DATE OF INITIAL CHARTER

2011-10-01 00:00:00

7. DATE FIRST OPENED FOR INSTRUCTION

2013-08-01 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

• K

• 1

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

Yes/No	Name of CMO/EMO
Yes	Achievement First

10a. Please provide the name and contact information for each of the following individuals who are management level personnel associated with the CMO.

	Name	Work Phone	Alternate Phone	Email Address	Contact this individual also in emergencies
CEO (e.g., network superintendent)	Dacia Toll	[REDACTED]		[REDACTED]	No
CFO (e.g., network CFO)	Max Polaner	[REDACTED]		[REDACTED]	No
Compliance Contact	Tony Siddall	[REDACTED]		[REDACTED]	Yes
Complaint Contact	Tony Siddall	[REDACTED]		[REDACTED]	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)	982 Hegeman Avenue, Brooklyn, NY 11208	855.823.0903	CSD 19	K-1	No	DOE space

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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Sarah Iannucci	[REDACTED]		[REDACTED]
Operational Leader	Alina Yang	[REDACTED]		[REDACTED]
Compliance Contact	Tony Siddall	[REDACTED]		[REDACTED]
Complaint Contact	Tony Siddall	[REDACTED]		[REDACTED]

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

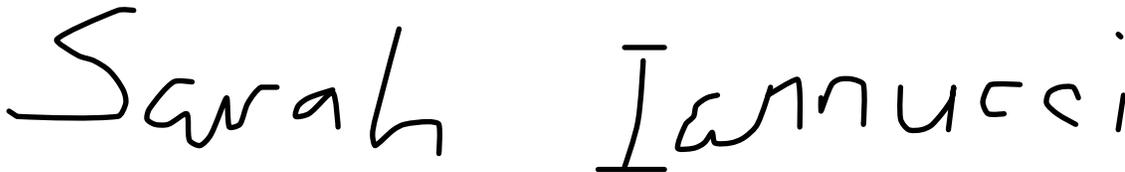
15. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in admissions/enrollment policy	Enrollment policy changed to include weighted at-risk preferences rather than absolute at-risk preferences, per federal guidance.	June 2014	June 2014

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

• Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees



Thank you.

Appendix A: Link to the New York State School Report Card

Created Wednesday, July 30, 2014

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Charter School Name: 310400860993 ACHVMNT FIRST ASPIRE 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).

<http://data.nysed.gov/profile.php?instid=800000070171>

Achievement First Aspire Charter School

**Financial Statements
and Independent Auditor's Report**

June 30, 2014

Achievement First Aspire Charter School

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Independent Auditor's Report

To the Board of Trustees
Achievement First Aspire Charter School

Report on the Financial Statements

We have audited the accompanying financial statements of Achievement First Aspire Charter 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 year 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 audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the 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 Achievement First Aspire Charter School as of June 30, 2014, and the changes in its net assets and its cash flows for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 30, 2014 on our consideration of Achievement First Aspire Charter 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 Achievement First Aspire Charter School's internal control over financial reporting and compliance.

A handwritten signature in black ink that reads "Cohn Reznick LLP". The signature is written in a cursive, flowing style.

Farmington, Connecticut
October 30, 2014

Achievement First Aspire Charter School

**Statement of Financial Position
June 30, 2014**

Assets

Cash	\$ 340,453
Grants receivable	77,684
Due from other schools	26,800
Prepaid expenses and other assets	2,880
Property and equipment, net	<u>189,777</u>
 Total assets	 <u><u>\$ 637,594</u></u>

Liabilities and Net Assets

Liabilities:	
Accounts payable and accrued expenses	\$ 43,280
Accrued salary and other payroll related expenses	60,256
Due to related party	34,596
Due to other schools	396
Loan payable	<u>200,000</u>
 Total liabilities	 <u>338,528</u>
 Commitments and contingencies	
Net assets:	
Unrestricted:	
Board designated	<u>299,066</u>
 Total net assets	 <u>299,066</u>
 Total liabilities and net assets	 <u><u>\$ 637,594</u></u>

See Notes to Financial Statements.

Achievement First Aspire Charter School

**Statement of Activities and Changes in Net Assets
Year Ended June 30, 2014**

Operating revenue:	
State and local per pupil operating revenue	\$ 2,479,756
Federal, state and local grants	430,443
Special education revenue	<u>236,017</u>
Total operating revenue	<u>3,146,216</u>
Expenses:	
Program services	2,971,468
General and administrative	555,759
Fundraising	<u>70,492</u>
Total expenses	<u>3,597,719</u>
Deficit on school operations from government funding	<u>(451,503)</u>
Support and other revenue:	
Contributions	750,000
Interest income	<u>569</u>
Total support and other revenue	<u>750,569</u>
Change in net assets	299,066
Net assets, beginning of year	<u>-</u>
Net assets, end of year	<u><u>\$ 299,066</u></u>

See Notes to Financial Statements.

Achievement First Aspire Charter School

**Statement of Functional Expenses
Year Ended June 30, 2014**

	Program Services	General and Administrative	Fundraising	Total
Salaries and wages	\$ 1,416,640	\$ 337,116	\$ -	\$ 1,753,756
Payroll taxes and employee benefits	296,436	70,543	-	366,979
Accounting fees	-	18,500	-	18,500
After school/tutoring program	7,526	-	-	7,526
Classroom supplies and instructional materials	457,977	-	-	457,977
Furniture and equipment - noncapitalizable	99,934	23,781	-	123,715
Insurance	8,385	1,995	-	10,380
Interest expense	-	-	-	-
Bank service charges	-	1,284	-	1,284
Legal	-	-	-	-
Management fee	264,343	17,623	70,492	352,458
Office expense	106,458	34,864	-	141,322
Parent activities	1,544	-	-	1,544
Postage and delivery	1,882	471	-	2,353
Printing and photocopying	20,650	5,163	-	25,813
Rent	-	-	-	-
Repairs and maintenance	42,467	10,106	-	52,573
Scholarship programs	-	-	-	-
Staff professional development	12,659	-	-	12,659
Student field trips and incentive programs	4,448	-	-	4,448
Student food services	14,414	-	-	14,414
Student transportation	3,582	-	-	3,582
Student uniforms	2,377	-	-	2,377
Technology infrastructure and software	128,918	15,079	-	143,997
Telephone and internet	44,924	10,690	-	55,614
Utilities	-	-	-	-
Depreciation and amortization	35,904	8,544	-	44,448
	<u>\$ 2,971,468</u>	<u>\$ 555,759</u>	<u>\$ 70,492</u>	<u>\$ 3,597,719</u>

See Notes to Financial Statements.

Achievement First Aspire Charter School

**Statement of Cash Flows
Year Ended June 30, 2014**

Operating activities:	
Change in net assets	\$ 299,066
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
Depreciation and amortization	44,448
Changes in operating assets and liabilities:	
Grants receivable	(77,684)
Due from other schools	(26,800)
Prepaid expenses and other assets	(2,880)
Accounts payable and accrued expenses	43,280
Accrued salary and other payroll related expenses	60,256
Due to related party	34,596
Due to other schools	396
	<hr/>
Net cash provided by operating activities	374,678
	<hr/>
Investing activities:	
Purchase of property and equipment	(234,225)
	<hr/>
Financing activities:	
Proceeds from loan payable	200,000
	<hr/>
Net increase in cash	340,453
Cash - beginning of year	-
	<hr/>
Cash - end of year	\$ 340,453
	<hr/> <hr/>

See Notes to Financial Statements.

Achievement First Aspire Charter School

Notes to Financial Statements June 30, 2014

Note 1 - Nature of operations

Achievement First Aspire Charter School (the "School") was incorporated to focus on strengthening the academic and character skills needed for all students to excel in top-tier colleges, to achieve success in a competitive world, and to serve as the next generation of leaders in their communities. On December 14, 2010, the Board of Regents of the University of the State of New York granted the School a provisional charter valid for a term of five years and renewable upon expiration. The School serves students from low income households in Brooklyn, New York.

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

In fiscal year 2014, the School operated classes for students in kindergarten and first grade. The School shares space with a New York City public school and is not responsible for rent, utilities, custodial services, maintenance, or school safety. Approximately 20,000 feet of square footage is allocated to the School.

Note 2 - Summary of significant accounting policies

Basis of presentation

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America. Net assets and revenues, expenses, gains and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets of the School and changes therein are classified and reported as follows:

Unrestricted - Net assets that are not subject to donor-imposed stipulations.

Temporarily restricted - Net assets resulting from contributions and other inflows of assets whose use by the School are limited by donor-imposed stipulations that either expire by passage of time or can be fulfilled and removed by actions of the School pursuant to those stipulations. When such stipulations end or are fulfilled, such temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities and changes in net assets. However, if a restriction is fulfilled in the same period in which the contribution is received, the School reports the support as unrestricted.

Achievement First Aspire Charter School

Notes to Financial Statements June 30, 2014

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

The Board of Trustees (the "Board") enacted a Board Designated Reserve Policy (the "Reserve") in which unrestricted net assets are set aside to be used only with the approval of the Board. The Reserve is calculated by netting the current year's current assets against the current year's current liabilities and reducing that difference by any assets whose use is contractually limited. The Reserve at June 30, 2014 is \$299,066.

Statement of cash flows

For purposes of reporting cash flows, the School considers all highly liquid debt instruments purchased with an original maturity of three months or less to be cash equivalents. There were no cash equivalents at June 30, 2014.

Grant receivables

The School evaluates the collectability of the grants receivables and employs the direct-write off method which approximates the allowance method under accounting principles generally accepted in the United States of America.

Revenue recognition

Revenue from Federal, state and local government grants and contracts are recorded by the School when qualifying expenditures are incurred and billable. Funds received in advance for which qualifying expenditures have not been incurred are reflected as refundable advances from state and local government grants in the accompanying statement of financial position. Receivables are recognized to the extent costs have been incurred, but not reimbursed.

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

Contributions are recognized by the School when a donor makes a promise to give that is, in substance, unconditional. Contributions that are restricted by the donor, but whose restrictions are met in the same period, are reported as increases to unrestricted net assets. All other donor-restricted contributions are reported as increases to temporarily restricted net assets. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets.

Achievement First Aspire Charter School

Notes to Financial Statements June 30, 2014

Donated goods and services

The School occasionally receives contributed goods and services. Such goods and services are only recorded as in-kind contributions at their fair value, provided it meets the criteria for recognition. Such criteria includes contributions of services that (i) create or enhance non-financial assets or those that require specialized skills, (ii) are provided by individuals possessing those skills, and (iii) would typically need to be purchased if not provided by donation, and are recorded at their fair value in the period received.

Contributed services received from Board Members and volunteers are not recorded in the financial statements since these services do not meet the criteria for recognition as contributed services.

The School does not record any in-kind contributions and related costs with respect to dedicated and shared space provided to it by the NYCDOE as the premises are temporary in nature, is excess shared space whereby a fair value cannot be determined, and is industry practice.

Property and equipment

Property and equipment are stated at cost. The School has established a \$1,000 threshold above which assets are capitalized. Property and equipment acquired with certain government contract funds is recorded as an expense pursuant to the terms of the contract in which the government funding source retains ownership of the property.

Depreciation and amortization is provided on a straight-line basis over the estimated useful lives or lease terms as follows:

Leasehold improvements	5 years
Equipment	5 years
Software	5 years

Long-lived assets

The School recognizes an impairment loss when the carrying amount of a long-lived asset exceeds its fair value. In the event that facts and circumstance indicate that the carrying amounts of long-lived assets may be impaired, an evaluation of recoverability would be performed. The evaluation process consists of comparing the estimated future undiscounted cash flows associated with the asset to the asset's carrying amount to determine if a write down is required. If the review indicates that the asset will not be recoverable, the carrying value of the asset would be reduced to its estimated realizable value. There was no impairment loss recognized for the year ended June 30, 2014.

Achievement First Aspire Charter School

Notes to Financial Statements June 30, 2014

Functional allocation of expenses

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

Income taxes

The School is classified by the Internal Revenue Service as exempt from income tax under Section 501(a) of the Internal Revenue Code as a public education academy described in Section 501(c)(3).

The School has no unrecognized tax benefits at June 30, 2014.

If applicable, the School would recognize interest and penalties associated with tax matters as part of general and administrative expenses in the statement of activities and changes in net assets and include accrued interest and penalties in accrued expenses in the statement of financial position. The School did not recognize any interest or penalties associated with tax matters for the year ended June 30, 2014.

Use of estimates

The preparation of financial statements in conformity with accounting principles generally accepted 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 and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Concentrations of credit risk

The School maintains cash and cash equivalent balances in several financial institutions. Accounts at each institution are insured by the Federal Deposit Insurance Corporation. From time to time, the School's balances may exceed these limits. At June 30, 2014, the School's uninsured bank balances totaled \$202,931. The School limits its credit risk by selecting financial institutions considered to be highly creditworthy.

Subsequent events

Management has reviewed subsequent events through October 30, 2014, which is the date the financial statements were approved and available for issuance.

Achievement First Aspire Charter School

Notes to Financial Statements June 30, 2014

Note 3 - Agreement for school facility

The School has entered into a verbal agreement (the Agreement) with the NYCDOE for dedicated and shared space at P.S. 213, a New York City public school located at 982 Hegeman Avenue, Brooklyn, New York. The Agreement commenced on July 1, 2013 at a cost of \$1 per year. In accordance with industry standards, the fair value of the rent has not been recorded. This facility houses the elementary academy (grades kindergarten through first). The School will be responsible for any overtime-related costs for services provided beyond the regular opening hours. For the year ended June 30, 2014, the School incurred no overtime permit fees.

Note 4 - Concentrations

The School currently receives approximately 79% of its operating revenue, which is subject to specific requirements, from per pupil funding from the NYCDOE during the year ended June 30, 2014. Additionally, the School's grants receivable consist of approximately 67% from the Federal and State Departments of Education.

Note 5 - Property and equipment

The following is a summary of property and equipment at June 30, 2014:

Leasehold improvements	\$ 167,401
Equipment	55,714
Software	<u>11,110</u>
	234,225
Less accumulated depreciation and amortization	<u>44,448</u>
Net property and equipment	<u>\$ 189,777</u>

Depreciation and amortization expense was \$44,448 for the year ended June 30, 2014.

Note 6 - Related party transactions

The School entered into an Academic and Business Services Agreement (the "Agreement") with Achievement First, Inc. ("AF, Inc."), a not-for-profit organization dedicated to helping start and run charter schools. The Agreement provides management and other administrative support services to the School. Pursuant to the terms of the Agreement, the School shall pay a service fee equivalent to 10% of all public revenues received by the School during or for that school year. Public revenues include all sources of revenue from a public source, but specifically exclude in-kind contributions such as student transportation, start-up funding, funding for student meals and funding from competitive grants. The term of the Agreement is for five years ending on June 30, 2016. The terms of the agreement were modified to incorporate additional services provided to the School by AF, Inc.

Achievement First Aspire Charter School

Notes to Financial Statements June 30, 2014

These services include bookkeeping, facilities acquisition and management, special education services support, data management and analysis support and tutoring program recruitment and support. The School is to pay AF, Inc. an ancillary services fee that is mutually negotiated by the School and AF, Inc. For the year ended June 30, 2014, the School incurred management fees and ancillary services of \$352,458, which is included in the accompanying statement of functional expenses. The amount due to AF, Inc. at June 30, 2014 was \$34,596.

AF, Inc. pledged \$750,000 in operating funding for the year ended June 30, 2014. At June 30, 2014, there was no amount due from AF, Inc.

Note 7 - Due to/from other schools

Throughout the school year, the School shares various costs with other schools. At June 30, 2014, the following amounts are outstanding:

Achievement First Endeavor Charter School	\$	11,842
Achievement First East New York Charter School		14,658
Achievement First Crown Heights Charter School		200
Achievement First Brownsville Charter School		100
Achievement First Bushwick Charter School		(396)

Note 8 - Due to NYC Department of Education

The NYCDOE paid the School per-pupil grant funds in six installments based upon estimates from the School. At the end of the fiscal year, the NYCDOE reconciles the total amount paid against the full-time-equivalent enrollment for the year and determines if an overpayment or an underpayment has been made. At June 30, 2014, an overpayment totaling \$6,601 was made and is included in accrued expenses. An adjustment for this amount will be reflected in the succeeding year's third payment.

Note 9 - Loan payable

Loan payable to Achievement First Inc. in the amount of \$200,000 accrues interest at 1% per annum. No payments are required until maturity on June 30, 2019. Accrued interest at June 30, 2014 was \$1,260.

Achievement First Aspire Charter School

Notes to Financial Statements June 30, 2014

Note 10 - Pension plan

The School adopted a 403(b) profit sharing plan (the "Plan") which covers most of the employees. The Plan is a defined contribution plan. Employees are eligible to enroll in the Plan upon employment. Those employees who have completed at least 1 full year of service are also eligible for employer contributions. The Plan provides for the School to contribute up to 4% of an employee's salary, up to a maximum match of \$2,500 per year, per employee. The School contribution is not vested until the employee's third year, when they become fully vested. Plan contributions for the year ended June 30, 2014 were approximately \$53,000, which is included in payroll taxes and employee benefits in the accompanying statement of functional expenses.

Note 11 - Risk management

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

The School entered into contractual relationships with certain governmental funding sources. The governmental agencies may request return of funds as a result of noncompliance by the School, as well as additional funds for the use of facilities. The accompanying financial statements make no provision for the possible disallowance or refund, because management does not believe that there are any liabilities to be recorded.

Independent Auditor's Report on Internal Control over Financial Reporting
and on Compliance and Other Matters Based on an Audit
of Financial Statements Performed in Accordance with
Government Auditing Standards

To the Board of Trustees
Achievement First Aspire Charter School

We have audited, 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, the financial statements of Achievement First Aspire Charter 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 year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 30, 2014.

Internal Control over Financial Reporting

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

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

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

Compliance and Other Matters

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

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the entity'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 entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Cohn Reznick LLP". The signature is written in a cursive, flowing style.

Farmington, Connecticut
October 30, 2014

Appendix B: Total Expenditures and Administrative Expenditures per Child

Created Wednesday, July 30, 2014

Page 1

Charter School Name: 310400860993 ACHVMNT FIRST ASPIRE 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	3632715
1. Total Expenditures Per Child Line 2: BEDS Day Pupil Count	185
1. Total Expenditures Per Child Line 3: Divide Line 1 by Line 2	19636

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)	148555
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)	148555
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	538010
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	185
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	1606

Thank you.

Achievement First Aspire Budget / Operating Plan 2014-15						DESCRIPTION OF ASSUMPTIONS
6	Total Revenue	4,453,697	4,453,697	-	4,453,697	4,453,697
7	Total Expenses	4,425,256	4,425,256	-	(4,425,256)	(4,425,256)
8	Net Income	28,442	28,442	-	28,442	28,442
9	Actual Student Enrollment					
10	Total Paid Student Enrollment					
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Achievement First Aspire Budget / Operating Plan 2014-15						DESCRIPTION OF ASSUMPTIONS
	Original	Total Year Current	Variance	Original vs. PY	Current vs. PY	
6	Total Revenue					
7	4,453,697	4,453,697	-	4,453,697	4,453,697	
8	Total Expenses					
9	4,425,256	4,425,256	-	(4,425,256)	(4,425,256)	
10	Net Income					
11	28,442	28,442	-	28,442	28,442	
12	Actual Student Enrollment					
13	Total Paid Student Enrollment					
14						
15						
16	ENROLLMENT - *School Districts Are Linked To Above Entries*					
161	School District 1 (Enter Name)					
162	School District 2 (Enter Name)					
163	School District 3 (Enter Name)					
164	School District 4 (Enter Name)					
165	School District 5 (Enter Name)					
166	School District 6 (Enter Name)					
167	School District 7 (Enter Name)					
168	School District 8 (Enter Name)					
169	School District 9 (Enter Name)					
170	School District 10 (Enter Name)					
171	School District 11 (Enter Name)					
172	School District 12 (Enter Name)					
173	School District 13 (Enter Name)					
174	School District 14 (Enter Name)					
175	School District 15 (Enter Name)					
176	School District - ALL OTHER					
177	TOTAL ENROLLMENT					
178						
179	REVENUE PER PUPIL					
180						
181	EXPENSES PER PUPIL					

Appendix E: Disclosure of Financial Interest Form

Created Wednesday, July 30, 2014

Page 1

310400860993 ACHVMNT FIRST ASPIRE CS

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 21, 2014

Updated Friday, August 01, 2014

Page 1

310400860993 ACHVMNT FIRST ASPIRE CS

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	Jon Atkeson	Chair/President	Yes			
2	Matt Tartaglia	Treasurer	Yes			
3	Angela Tucker	Parent Rep	Yes			
4	Sarah Coon	Member	Yes			
5	Lee Gause	Member	Yes			
6	Aaron Koffman	Member	Yes			
7	Melanie Mullan	Member	Yes			

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

0

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

0

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

15

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

6

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

6

Thank you.

Enrollment and Retention Targets

The schools partner with the Achievement First Network Support recruitment team to carry out a comprehensive recruitment strategy consisting of direct outreach, school-based open houses, presentations at community based organizations, targeted mailings, and both online and outdoor advertising. As the demand numbers above suggest, these techniques have been successful in generating applications. The efforts have also been very effective in sharing the opportunity to apply with low-income families. In 2009, all Achievement First schools implemented an at-risk preference for low-income families, and as a result virtually all entering families (with the exception of a few siblings of families that enrolled before the preferences were in place) have qualified for free or reduced-price lunch. As a result of extensive presentations to community organizations that serve low-income families, particularly Head Start and NYCHA daycare centers, the pool of free and reduced-price applicants has been large, and the preference has been effective at substantially matching the district percentages of low-income students for the incoming classes.

The AF student recruitment team has made extensive efforts to reach out to families who speak languages other than English. All outdoor signs are in both English and Spanish, as are all brochures and other marketing materials, including the Achievement First website page for student enrollment. Additionally, Spanish-speaking members of the recruitment team have presented in Spanish at head start daycares and community organizations (including The Coalition for Hispanic Family Services, El Puente Bushwick Center, and the Hispanic Service Society), and two members of the parent-led “street teams” that recruited directly in the community were Spanish speakers (in addition to one speaker of Haitian Creole). Collectively, these street teams logged nearly 240 person-hours of direct community outreach.

Efforts to recruit students with disabilities have focused primarily on making clear in promotional materials and presentations that the Achievement First is highly effective for special education students, and that we offer services in accordance with IEPs. In addition, the recruitment team reaches out annually to day care centers that are identified by the NYC Department of Education as serving students with disabilities. The AF student recruitment team has partnered with the network special services team to ensure that marketing materials capture the range of services available. We expect that in the 2012-13 recruiting season the network special services team will participate actively in student recruitment efforts. The AF External Relations team has reached out specifically to community organizations that serve at risk families with social and health services. One such organization, The Family Center, agreed to partner with the community outreach team to conduct a family focus group on how AF schools could best meet their needs. During this focus group, the mother of a student with a disability said that her greatest struggle was finding a public school option that held the highest academic standards for her child, despite his disability. The school is just such an option, committed to getting every scholar who walks through our doors to and through college. We believe that this sending this message to families with students who have special needs will be a powerful recruiting technique, and will help us meet the enrollment target for this population.

Retention of students at Achievement First schools is a network wide priority. The Achievement First report card sets a target of 5% loss attrition for each school, meaning if a school exceeds this level of student attrition the financial bonus of the leadership team is jeopardized. We believe that retention of students within at-risk populations depends primarily on the academic progress these students are making. As such, the most important retention efforts for at-risk populations will be great instruction, and regular review of data that ensures that students in these populations are receiving the supports

and services they need in order to be successful. Data—including academic performance, attendance, and behavior data—is disaggregated and shared with the school leadership team (by the network data team), so that early warning signs can be identified and appropriate interventions identified.

Appendix I: Teacher and Administrator Attrition

Created Wednesday, July 30, 2014

Updated Friday, August 01, 2014

Page 1

Charter School Name: 310400860993 ACHVMNT FIRST ASPIRE 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
18	1	4

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
4	0	0

Thank you