



I. SCHOOL INFORMATION AND COVER PAGE (To be Completed By All Charter Schools)

Created: 07/29/2015

Last updated: 08/03/2015

Please be advised that you will need to complete this task first (including signatures) before all of the other tasks assigned to you by your authorizer are visible on your task page. While completing this task, please ensure that you select the correct authorizer or you may not be assigned the correct tasks.

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1. SCHOOL NAME AND AUTHORIZER

(Select name from the drop down menu)

ACHIEVEMENT FIRST CROWN HEIGHTS CS (NYC CHANCELLOR) 331700860879

2. CHARTER AUTHORIZER

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

NYCDOE-Authorized Charter School

3. DISTRICT / CSD OF LOCATION

NYC CSD 17

4. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	790 East New York Avenue, Brooklyn, NY 11203	347-471-2580	718-774-0830	AFCrownheightsEXT@achievementfirst.org

4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Brett Leghom
Title	Regional Director of Operations
Emergency Phone Number (###-###-####)	██████████

5. SCHOOL WEB ADDRESS (URL)

www.achievementfirst.org

6. DATE OF INITIAL CHARTER

2005-03-01 00:00:00

7. DATE FIRST OPENED FOR INSTRUCTION

2005-08-01 00:00:00

8. FINAL VERIFIED BEDS ENROLLMENT FOR THE 2014-15 School Year as reported to Department's Office of Information and Reporting Services (via the NYC DOE for charter schools in NYC) in August.

964

9. GRADES SERVED IN SCHOOL YEAR 2014-15

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12
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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	Peter Cymrot	[REDACTED]		[REDACTED]	Yes
Complaint Contact	Peter Cymrot	[REDACTED]		[REDACTED]	Yes

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11. FACILITIES

Will the School maintain or operate multiple sites?

	Yes, 3 sites
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12. SCHOOL SITES

Please list the sites where the school will operate in 2015-16.

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	790 East New York Avenue, Brooklyn NY 11203	347-471-2580	CSD 17	K-4	Yes	DOE space
Site 2	790 East New York Avenue, Brooklyn NY 11203	347-471-2590	CSD 17	5-8	Yes	DOE space
Site 3	1485 Pacific Street, Brooklyn NY 11216	718-363-2260	CSD 17	9-12	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	Camilla Lopez	[REDACTED]		[REDACTED]
Operational Leader	Melissa Cantave	[REDACTED]		[REDACTED]
Compliance Contact	Peter Cymrot	[REDACTED]		[REDACTED]
Complaint Contact	Peter Cymrot	[REDACTED]		[REDACTED]

12b. Please provide the contact information for Site 2.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Kevin Anderle	[REDACTED]		[REDACTED]
Operational Leader	Petrina Hospedales	[REDACTED]		[REDACTED]
Compliance Contact	Peter Cymrot	[REDACTED]		[REDACTED]
Complaint Contact	Peter Cymrot	[REDACTED]		[REDACTED]

12c. Please provide the contact information for Site 3.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Chris Bostock	[REDACTED]		[REDACTED]
Operational Leader	Colin Unser	[REDACTED]		[REDACTED]
Compliance Contact	Peter Cymrot	[REDACTED]		[REDACTED]

Complaint Contact	Peter Cymrot		
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13. Are the School sites co-located?

Yes

13a. Please list the terms of your current co-location.

	Date School will leave current co-location	Is school working with NYCDOE to expand into current space?	If so, list year expansion will occur.	Is school working with NYCDOE to move to separate space?	If so, list the proposed space and year planned for move	School at Full Capacity at Site
Site 1 (primary site)	N/A	No		No		Yes
Site 2	N/A	No		No		Yes
Site 3	N/A					

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14. Were there any revisions to the school's charter during the 2014-2015 school year? (Please include both those that required authorizer approval and those that did not require authorizer approval).

Yes

14a. 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	Updated the admissions policy, including increasing the weighted preference for English Language Learners.	03/19/2015	
2				
3				
4				
5				

15. Name and Position of Individual(s) Who Completed the 2014-15 Annual Report.

Peter Cymrot, Senior Counsel

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).

Responses Selected:

Yes

Signature, Head of Charter School

CL

Signature, President of the Board of Trustees

DS

Thank you.



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

Last updated: 08/03/2015

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Charter School Name:

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/reportcard.php?year=2014&instid=800000058356>



Appendix A: Progress Toward Goals

Created: 08/03/2015

Last updated: 10/30/2015

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Charter School Name:

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/>) which captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State statute (8 NYCRR 119.3).

(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=800000058356>

2. APPENDIX A: PROGRESS TOWARD CHARTER GOALS

The following tables reflect formatting in the online portal required for Board of Regents-authorized charter schools and NYCDOE-authorized charter schools only. Schools should list Progress Toward Charter Goals by August 1, 2015. If the goals are based on student performance data that the school will not have access to before August 1, 2015 (e.g., the NYS Assessment results), explain this in the "2014-2015 Progress Toward Attainment of Goal" column. The information can be updated when available. Appendix A must be fully completed no later than November 1, 2015.

2a. ACADEMIC STUDENT PERFORMANCE GOALS

2014-15 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	2014-2015 Progress Toward Attainment of Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 1	75% of all tested students who are enrolled in at least their second year will perform at or above the Time Adjusted Level 3 cut score on the New York State ELA examination	State Test	Not Met	Continue to align our classroom objectives to Common Core Standards.
Academic Goal 2	75% of all tested students who are enrolled in at least their second year will perform at or above the Time Adjusted Level 3 cut score on the New York State Math examination	State Test	Not Met	Continue to align our classroom objectives to Common Core Standards.

Academic Goal 3	The percent of all tested students who are enrolled in at least their second year and performing at or above Level 3 on the New York State ELA examination will be greater than that of all students in the same tested grades in the local school district	State Test	Met	
Academic Goal 4	The percent of all tested students who are enrolled in at least their second year and performing at or above Level 3 on the New York State Math examination will be greater than that of all students in the same tested grades in the local school district	State Test	Met	
Academic Goal 5	On the New York State ELA examination, each grade-level cohort will reduce by one-half the gap between the percent at or above level 3 on the previous state exam and 75% at or above Level 3 on the current state exam.	State Test	Not Met	Continue to align our classroom objectives to Common Core Standards.
Academic Goal 6	On the New York State math examination, each grade-level cohort will reduce by one-half the gap between the percent at or above level 3 on the previous state exam and 75% at or above Level 3 on the current state exam.	State Test	Not Met	Continue to align our classroom objectives to Common Core Standards.
Academic Goal 7	75% of students enrolled in grades nine through twelve will accumulate ten or more credits toward graduation	Student Records	Met	
Academic Goal 8	By the end of year four in the charter, 75% of the graduating cohort will have scored at least 65 on the New York State Regents examinations in ELA and Math	Regents Data	Met	

2a1. Do have more academic goals to add?

No

2a2. Do have more academic goals to add?

No

2b. ORGANIZATIONAL GOALS**2014-15 Progress Toward Attainment of Organizational Goals**

	Organizational Goal	Measure Used to Evaluate Progress	2014-15 Progress Toward Attainment	If Not Met, Describe Efforts School Will Take
Org Goal 1	Each year, the school will have an average daily attendance rate of at least 95%.	Student Records	Met	
Org Goal 2	The school will provide an annual school report card to the Board of Trustees.		Met	
Org Goal 3	Each year, student enrollment will be within 15% of full enrollment as defined in the school's charter.	Student Records	Met	
Org Goal 4	The school will comply with all applicable laws, rules, regulations and contract terms, including, but not limited to, the New York Charter Schools Act, the New York Freedom of Information Law, the New York Open Meetings Law, the federal Individuals with Disabilities Education Act, and the federal Family Educational Rights and Privacy Act.		Met	
Org Goal 5	Each year, the school will be deemed "In Good Standing" on the NYS Report Card.	NYS Report Card	Met	

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

No

2c. FINANCIAL GOALS**2014-15 Progress Toward Attainment of Financial Goals**

	Financial Goals	Measure Used to Evaluate Progress	2014-2015 Progress Toward Attainment	If Not Met, Describe Efforts School Will Take
Financial Goal 1	Each year, the school will operate on a balanced budget.		Met	

Financial Goal 2	Each year, the school will undergo an independent financial audit that will result in an unqualified opinion and no major negative findings.	Audited Financial Statement	Met	
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				



Appendix B: Total Expenditures and Administrative Expenditures per Child

Last updated: 08/03/2015

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Charter School Name:

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 2014-15 Schedule of Functional Expenses) and divide by the year end per pupil count. (Integers Only. No dollar signs or commas).

Line 1: Total Expenditures	15790887
Line 2: Year End Per Pupil Count	953
Line 3: Divide Line 1 by Line 2	16570

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 2014-15 Schedule of Functional Expenses) and divide by the year end 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 20 of the 2014-15 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 2014-15 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 2014-15 Schedule of Functional Expenses) and divide by the year end per pupil count. (Integers Only. No dollar signs or commas).

Line 1: Relevant Personnel Services Cost (Row)	970350
Line 2: Management and General Cost (Column)	970350
Line 3: Sum of Line 1 and Line 2	1940700
Line 4: Year End Per Pupil Count	953
Line 5: Divide Line 3 by the Year End Per Pupil Count	2036

Thank you.

Achievement First Crown Heights Charter School

**Financial Statements,
Federal Awards in Accordance
with OMB Circular A-133
and Independent Auditor's Reports**

June 30, 2015

Achievement First Crown Heights Charter School

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Independent Auditor's Report

To the Board of Trustees
Achievement First Crown Heights Charter School

Report on the Financial Statements

We have audited the accompanying financial statements of Achievement First Crown Heights Charter School, which comprise the statement of financial position as of June 30, 2015, 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 Crown Heights Charter School as of June 30, 2015, 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

Report on Summarized Comparative Information

We have previously audited the Achievement First Crown Heights Charter School's 2014 financial statements and we expressed an unmodified audit opinion on those audited financial statements in our report dated October 30, 2014. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2014, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of Federal awards is presented for purposes of additional analysis as required by the U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 28, 2015 on our consideration of Achievement First Crown Heights 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 Crown Heights Charter School's internal control over financial reporting and compliance.



Hartford, Connecticut
October 28, 2015

Achievement First Crown Heights Charter School

**Statement of Financial Position
June 30, 2015
(With Comparative Totals for 2014)**

	2015	2014
<u>Assets</u>		
Cash	\$ 3,111	\$ 65,105
Restricted cash	70,657	70,481
Grants and other receivables	1,120,760	1,092,094
Prepaid expenses and other assets	131,141	286,344
Due from related party	518,083	287,197
Due from other schools	451,811	435,998
Due from NYC Department of Education	25,144	-
Property and equipment, net	376,431	253,835
Total assets	\$ 2,697,138	\$ 2,491,054
<u>Liabilities and Net Assets</u>		
Liabilities:		
Cash overdraft	\$ 270,516	\$ 197,092
Accounts payable and accrued expenses	408,404	159,243
Accrued salaries and other payroll related expenses	368,819	322,460
Due to other schools	19,442	23,670
Prepaid revenue	11,170	14,240
Due to NYC Department of Education	-	4,588
Loan payable	200,000	-
Total liabilities	1,278,351	721,293
Commitments and contingencies		
Net assets:		
Unrestricted:		
Undesignated	447,088	324,316
Board designated	971,699	1,445,445
Total net assets	1,418,787	1,769,761
Total liabilities and net assets	\$ 2,697,138	\$ 2,491,054

See Notes to Financial Statements.

Achievement First Crown Heights Charter School

**Statement of Activities and Changes in Net Assets
Year Ended June 30, 2015
(With Comparative Totals for 2014)**

	<u>2015</u>	<u>2014</u>
Operating revenue:		
State and local per pupil operating revenue	\$ 13,192,097	\$ 12,353,167
Federal, state and local grants	681,270	879,907
Special education revenue	<u>1,975,217</u>	<u>1,663,789</u>
Total operating revenue	<u>15,848,584</u>	<u>14,896,863</u>
Expenses:		
Program services	14,144,562	12,336,562
General and administrative	1,753,730	2,110,895
Fundraising	<u>347,005</u>	<u>327,892</u>
Total expenses	<u>16,245,297</u>	<u>14,775,349</u>
Surplus (deficit) on school operations from government funding	<u>(396,713)</u>	<u>121,514</u>
Support and other revenue:		
Contributions	2,715	5,420
Interest income	<u>43,024</u>	<u>1,814</u>
Total support and other revenue	<u>45,739</u>	<u>7,234</u>
Change in net assets	(350,974)	128,748
Net assets, beginning of year	<u>1,769,761</u>	<u>1,641,013</u>
Net assets, end of year	<u><u>\$ 1,418,787</u></u>	<u><u>\$ 1,769,761</u></u>

See Notes to Financial Statements.

Achievement First Crown Heights Charter School

Statement of Functional Expenses Year Ended June 30, 2015 (With Comparative Totals for 2014)

	Program Services			General and Administrative	Fundraising	2015 Total	2014 Total
	Regular Education	Special Education	Total Program Services				
Personnel services costs:							
Administrative staff personnel	\$ -	\$ -	\$ -	\$ 1,172,091	\$ -	\$ 1,172,091	\$ 1,113,649
Instructional personnel	7,308,950	1,012,537	8,321,487	-	-	8,321,487	7,654,299
Total personnel services costs	7,308,950	1,012,537	8,321,487	1,172,091	-	9,493,578	8,767,948
Fringe benefits and payroll taxes	1,197,210	164,029	1,361,239	191,732	-	1,552,971	1,512,062
Retirement	141,940	19,447	161,387	22,732	-	184,119	195,117
Management company fees	1,144,465	156,803	1,301,268	86,751	347,005	1,735,024	1,639,461
Legal services	-	-	-	16,639	-	16,639	2,805
Accounting/audit services	-	-	-	22,825	-	22,825	36,900
Other purchased/professional/ consulting services	-	198,141	198,141	13,067	-	211,208	177,567
Building and land rent/lease	4,332	594	4,926	694	-	5,620	-
Repairs and maintenance	22,424	3,072	25,496	3,591	-	29,087	257,184
Insurance	44,761	6,133	50,894	7,169	-	58,063	69,347
Utilities	197,072	27,001	224,073	31,561	-	255,634	193,819
Supplies/materials	679,149	93,050	772,199	-	-	772,199	312,878
Equipment/furnishings	100,036	13,706	113,742	16,021	-	129,763	81,436
Staff development	231,528	35,791	267,319	15,681	-	283,000	210,077
Marketing/recruitment	15,608	2,139	17,747	-	-	17,747	39,662
Technology	373,180	51,129	424,309	19,599	-	443,908	290,948
Food service	88,742	12,158	100,900	-	-	100,900	77,179
Student services	291,312	39,912	331,224	-	-	331,224	264,034
Office expense	242,476	33,222	275,698	89,993	-	365,691	408,530
Depreciation and amortization	91,223	12,498	103,721	25,930	-	129,651	146,562
Other	65,194	8,933	74,127	17,654	-	91,781	84,118
Parental activities	12,898	1,767	14,665	-	-	14,665	7,715
Total expenses	<u>\$ 12,252,500</u>	<u>\$ 1,892,062</u>	<u>\$ 14,144,562</u>	<u>\$ 1,753,730</u>	<u>\$ 347,005</u>	<u>\$ 16,245,297</u>	<u>\$ 14,775,349</u>

See Notes to Financial Statements.

Achievement First Crown Heights Charter School

**Statement of Cash Flows
Year Ended June 30, 2015
(With Comparative Totals for 2014)**

	2015	2014
Operating activities:		
Change in net assets	\$ (350,974)	\$ 128,748
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation and amortization	129,651	146,562
Bad debt expense	-	667
Changes in operating assets and liabilities:		
Grants and other receivables	(28,666)	(628,715)
Prepaid expenses and other assets	155,203	(280,037)
Due from related party	(230,886)	(287,197)
Due from other schools	(15,813)	2,106,805
Cash overdraft	73,424	(104,644)
Accounts payable and accrued expenses	249,161	(378,433)
Accrued salaries and other payroll related expenses	46,359	13,314
Due to related party	-	(255,990)
Due to other schools	(4,228)	(226,248)
Due from/to NYC Department of Education	(29,732)	(3,394)
Prepaid revenue	(3,070)	14,240
	<u>(9,571)</u>	<u>245,678</u>
Investing activities:		
Purchase of property and equipment	(252,247)	(180,397)
Cash restricted by the state for dissolution costs	(176)	(176)
	<u>(252,423)</u>	<u>(180,573)</u>
Financing activities:		
Proceeds from loan payable	200,000	-
Net increase (decrease) in cash	(61,994)	65,105
Cash - beginning of year	65,105	-
Cash - end of year	<u>\$ 3,111</u>	<u>\$ 65,105</u>

See Notes to Financial Statements.

Achievement First Crown Heights Charter School

Notes to Financial Statements June 30, 2015

Note 1 - Nature of operations

Achievement First Crown Heights 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 February 10, 2015, the Board of Regents of the University of the State of New York renewed the School charter for a term of three and one half years and renewable upon expiration.

The School, as determined by the Internal Revenue Service (the "IRS"), was approved for Federal income tax exemption under Section 501(a) of the Internal Revenue Code (the "IRC") as an organization described in Section 501(c)(3) of the IRC. It is also currently exempt under a similar provision under New York State income tax laws. The School has also been classified as an entity that is not a private foundation within the meaning of Section 509(a) of the IRC and qualifies for deductible contributions as provided in Section 170(b)(1)(A)(ii) of the IRC. The School's primary sources of income are per pupil and other government funding.

In fiscal year 2015, the School operated classes for students in grades K-12. The School space is provided by New York City for grades K-8, and the School is not responsible for rent, utilities, custodial services, maintenance or school safety. Approximately 60,000 feet of square footage is allocated to the School. For grades 9-12, the School has an Administrative Cost Management Agreement that requires the School to pay Uncommon Crown Heights, LLC for its share of building costs for the facilities located at 1485 Pacific Street, Brooklyn, New York.

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 Crown Heights Charter School

Notes to Financial Statements June 30, 2015

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.

During the fiscal year ended June 30, 2009, 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, 2015 is \$971,699.

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, 2015.

Restricted cash

The School has an escrow account of \$70,657, which is held aside for contingency purposes as required by the New York City Department of Education (NYCDOE).

Grants and other receivables

Grants and other receivables represent unconditional promises to give. Grants receivable that are expected to be collected within one year, and recorded at net realizable value, are \$1,105,660 at June 30, 2015. The School has determined that no allowance for uncollectible accounts for grants receivable is necessary as of June 30, 2015. Such estimate is based on management's assessments of the creditworthiness of its donors, the aging of its receivables as well as current economic conditions and historical information.

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 Crown Heights Charter School

Notes to Financial Statements June 30, 2015

The School receives a substantial portion of its support and revenue from the NYCDOE. If the charter school laws were modified, reducing or eliminating these revenues, the School's finances could be materially adversely affected.

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 they meet 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 lesser of estimated useful lives or lease terms as follows:

Leasehold improvements	5 - 10 years
Furniture and fixtures	5 - 8 years
Equipment	5 - 7 years
Computers and hardware	3 - 5 years
Software	3 - 5 years

Achievement First Crown Heights Charter School

Notes to Financial Statements June 30, 2015

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, 2015.

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 IRS as exempt from income tax under Section 501(a) of the IRC as a public education academy described in Section 501(c)(3).

The School has no unrecognized tax benefits at June 30, 2015. The School's Federal income tax returns prior to fiscal year 2011 are closed and management continually evaluates expiring statutes of limitations, audits, proposed settlements, changes in tax law and new authoritative rulings.

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, 2015.

Prior year summarized information

The financial statements include certain prior year summarized comparative information in total, but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the School's financial statements for the year ended June 30, 2014, from which the summarized information was derived.

Achievement First Crown Heights Charter School

Notes to Financial Statements June 30, 2015

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, 2015, the School had no uninsured bank balances. The School limits its credit risk by selecting financial institutions considered to be highly creditworthy.

Reclassifications

Certain reclassifications have been made to the 2014 financial statement presentation to correspond to the current year's format. Net assets and changes in net assets are unchanged due to these reclassifications.

Subsequent events

Management has reviewed subsequent events through October 28, 2015, which is the date the financial statements were approved and available for issuance.

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 the Mahalia Jackson Building, a New York City school located at 790 East New York Avenue, Brooklyn, New York. The Agreement commenced on July 1, 2005 at a cost of \$1 per year. The School also entered into an Administrative Cost Management Agreement that requires the School to pay Uncommon Crown Heights, LLC for its share of building costs for the facilities located at 1485 Pacific Street, Brooklyn, New York. The fair value of the rent has not been included in the accompanying financial statements as the Agreement is non-binding, the promises are temporary in nature, is excess shared space whereby a fair value cannot be determined and is industry practice.

The School has entered into a verbal agreement with Achievement First East New York Charter School to house approximately 18% of the space at 1485 Pacific Street, Brooklyn, New York, to operate the first and second years of its high school comprised of 9th and 10th graders respectively. The Achievement First East New York Charter School contributed to the cost of operating the building which included but was not limited to site improvements, facility management, utilities, security, and maintenance and repairs. For the year ended June 30, 2015, the School received payment of \$118,224.

Achievement First Crown Heights Charter School

**Notes to Financial Statements
June 30, 2015**

Note 4 - Concentrations

The School received approximately 83% of its operating revenue, which is subject to specific requirements, from per pupil funding from the New York State Education Department for the year ended June 30, 2015. Additionally, two grantors accounted for approximately 90% of grants and other receivables at June 30, 2015.

Note 5 - Property and equipment

Property and equipment consist of the following as of June 30, 2015:

Furniture and fixtures	\$ 125,072
Computer hardware and software	288,458
Equipment	300,945
Leasehold improvements	<u>271,516</u>
	985,991
Less accumulated depreciation	<u>609,560</u>
	<u>\$ 376,431</u>

Depreciation and amortization expense was \$129,651 for the year ended June 30, 2015.

Note 6 - Related party transactions

The School entered into an Academic and Business Services Agreement (the "Agreement") with Achievement First, Inc. ("AF"), 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 pays a service fee equivalent to 10% of all public revenues received by the School during the school year. Public revenues include all sources of revenue from a public source, but specifically exclude in-kind contributions such as student transportation and food services, start-up funding, funding for student meals, and funding for competitive public grants. The Agreement is renewed automatically each year ending on the expiration of the Charter Contract, which expires on June 30, 2018. The Agreement was also modified to incorporate additional services provided to the School by AF. These services include bookkeeping, facilities acquisition and management, special education delivery support, data analysis management support, and tutoring program support. The School is to pay AF an ancillary service fee that is mutually negotiated by the School and AF. For the year ended June 30, 2015, the School incurred management and ancillary service fees of \$1,735,024, which is included in the accompanying statement of functional expenses. The amount due from AF at June 30, 2015 was \$518,083.

The loan payable to AF at June 30, 2015 in the amount of \$200,000 was repaid in July 2015.

Achievement First Crown Heights Charter School

Notes to Financial Statements June 30, 2015

Note 7 - Due to/from other schools

Throughout the school year the School may share staff with another school and occasionally purchase equipment from another school. These costs are included on the statement of financial position and consist of the following as of June 30, 2015:

Achievement First East New York Charter School	\$ 158,675
Achievement First Bushwick Charter School	29,422
Achievement First Endeavor Charter School	263,714
Amistad Academy, Inc.	(15,402)
Achievement First Apollo Charter School	(1,621)
Achievement First Brownsville Charter School	(1,964)
Achievement First Providence Charter School	(255)
Achievement First Aspire Charter School	<u>(200)</u>
	<u>\$ 432,369</u>

Note 8 - Due from NYC Department of Education

The NYCDOE paid the School per-pupil grant funds in six installments, based on estimates from the School. At the end of each fiscal year, the NYCDOE reconciles the total amount paid against the full-time equivalent enrollment for the year and determines if an overpayment or underpayment has been made. As of June 30, 2015, the School is owed a cumulative underpayment totaling \$25,144. An adjustment for this amount will be reflected in the succeeding year's third payment.

Note 9 - Line of credit

The School has a revolving line of credit agreement with a financial institution in which it can borrow up to \$50,000. The line of credit carries an interest rate at the bank's prime rate plus one percent (4.25% as of June 30, 2015) and is secured by the School's working capital. As of June 30, 2015, the School did not have an outstanding balance. The line of credit expired on April 30, 2015, and was renewed through April 30, 2016.

Achievement First Crown Heights Charter School

Notes to Financial Statements June 30, 2015

Note 10 - Operating leases

The School leases office equipment under non-cancelable operating lease agreements expiring through March 2019. The future minimum payments are approximately as follows:

<u>June 30,</u>	
2016	\$ 98,000
2017	87,500
2018	87,500
2019	<u>45,300</u>
Total	<u>\$ 318,300</u>

The lease expense for the year ended June 30, 2015 was \$96,662.

Note 11 - Pension plan

Effective September 1, 2006, 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, 2015 were approximately \$184,119, which is included in retirement in the accompanying statement of functional expenses.

Note 12 - 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 Crown Heights 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 Crown Heights Charter School, which comprise the statement of financial position as of Tuesday, June 30, 2015, 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 28, 2015.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Achievement First Crown Heights 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 Crown Heights Charter School's internal control. Accordingly, we do not express an opinion on the effectiveness of Achievement First Crown Heights 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 Crown Heights 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*.

We noted certain matters that we reported to management of Achievement First Crown Heights Charter School in a separate letter dated October 28, 2015.

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 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.

Hartford, Connecticut
October 28, 2015

Independent Auditor's Report on Compliance for Each Major Federal Program and
Report on Internal Control over Compliance Required by OMB Circular A-133

To the Board of Trustees
Achievement First Crown Heights Charter School

Report on Compliance for Each Major Federal Program

We have audited Achievement First Crown Heights Charter School's compliance with the types of compliance requirements described in the OMB Circular A-133 *Compliance Supplement* that could have a direct and material effect on each of Achievement First Crown Heights Charter School's major Federal programs for the year ended Tuesday, June 30, 2015. Achievement First Crown Heights Charter School's major Federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts and grants applicable to its Federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of Achievement First Crown Heights Charter School's major Federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major Federal program occurred. An audit includes examining, on a test basis, evidence about Achievement First Crown Heights Charter School's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major Federal program. However, our audit does not provide a legal determination of Achievement First Crown Heights Charter School's compliance.

Opinion on Each Major Federal Program

In our opinion, Achievement First Crown Heights Charter School complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major Federal programs for the year ended June 30, 2015.

Report on Internal Control over Compliance

Management of Achievement First Crown Heights Charter School is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Achievement First Crown Heights Charter School's internal control over compliance with the types of requirements that could have a direct and material effect on each major Federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major Federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Achievement First Crown Heights Charter School's internal control over compliance.

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

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

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.



Hartford, Connecticut
October 28, 2015

Achievement First Crown Heights Charter School

**Schedule of Expenditures of Federal Awards
Year Ended June 30, 2015**

Federal Grantor / Pass-Through Grantor/Program or Cluster Title	Federal CFDA Number	Pass-Through ID Number	Federal Expenditures
U.S. Department of Education:			
Passed through New York State Education Department:			
Title I Grants to Local Educational Agencies (LEAs)	84.010	0021-14-4304	\$ 432,642
Improving Teacher Quality State Grants	84.367	0147-11-4304	25,313
Special Education - Grants to States (IDEA, Part B)	84.027		62,810
Passed through Achievement First, Inc.:			
Charter Schools	84.282		26,263
Teacher Incentive Fund – ARRA	84.374A		81,995
Total U.S. Department of Education			<u>629,023</u>
Total Expenditures of Federal Awards			<u>\$ 629,023</u>

See Notes to Schedule of Expenditures of Federal Awards.

Achievement First Crown Heights Charter School

Notes to Schedule of Expenditures of Federal Awards June 30, 2015

Note 1 - Basis of presentation

The accompanying schedule of expenditures of Federal awards includes the Federal grant activity of Achievement First Crown Heights Charter School and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

Note 2 - Summary of significant accounting policies

The accounting policies of Achievement First Crown Heights Charter School conform to accounting principles generally accepted in the United States of America as applicable to not-for-profit agencies.

Achievement First Crown Heights Charter School

**Schedule of Findings and Questioned Costs
Year Ended June 30, 2015**

I. Summary of Auditor's Results:

Financial Statements:

Type of auditor's report issued:

Unmodified

Internal control over financial reporting:

Material weakness(es) identified?

yes no

Significant deficiency(ies) identified?

yes none reported

Noncompliance material to financial statements noted?

yes no

Federal Awards:

Internal control over major programs:

Material weakness(es) identified?

yes no

Significant deficiency(ies) identified?

yes none reported

Type of auditor's report issued on compliance for major programs:

Unmodified

Any audit findings disclosed that are required to be reported in accordance with section 510(a) of OMB Circular A-133?

yes no

Identification of major programs:

CFDA Number(s)

Name of Federal Program or Cluster

84.010

Title I Grants to Local Educational Agencies (LEAs)

Dollar threshold used to distinguish between type A and type B programs:

\$300,000

Auditee qualified as low-risk auditee?

yes no

II. Financial Statement Findings:

None

III. Federal Awards Findings and Questioned Costs:

None

Achievement First Crown Heights Charter School

**Summary Schedule of Prior Audit Findings
Year Ended June 30, 2015**

None noted.

New York State Education Department

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

2015-16 Budget & Cash Flow Template

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

1	Complete ALL SIX columns in BLUE
2	Enter information into the GRAY cells
3	Cells containing RED 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 https://stateaid.nysed.gov/charter/ . Refer to this website for per-pupil tuition funding for all school districts. Rows may be inserted in the worksheet to accomodate additional districts if necessary.
5	The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, please reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

Achievement First Crown Heights Charter School

PROJECTED BUDGET FOR 2015-2016

July 1, 2015 to June 30, 2016

Assumptions
DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL																																																
Total Revenue	13,969,098	2,574,002	-	-	369,364	16,912,463																																																
Total Expenses	12,514,504	2,467,098	-	-	1,923,543	16,905,145																																																
Net Income	1,454,594	106,904	-	-	(1,554,179)	7,319																																																
Actual Student Enrollment	966	126	-	-	-	-																																																
Total Paid Student Enrollment	966	126	-	-	-	966																																																
<p>CSi: This line should show how many students a school intends to be paid for.</p> <p>For Example: If a school plans an enrollment of 100 students however is budgeted for 95 students, 95 should be entered in the Per Pupil Rate (PPR) for the Current Year (CY). For Example: If this application is being submitted in 2009-10 for a school opening in 2011-12, enter in the 2009-10 PPR for that district in the cells below. If a higher PPR is assumed indicate that % increase in the ASSUMPTION column. Refer to the State Aid website for the tuition rates. https://stateaid.nysed.gov/charter/</p>																																																						
<p>SUPPORT SERVICES</p> <table border="1"> <thead> <tr> <th></th> <th>FUNDRAISING</th> <th>MANAGEMENT & GENERAL</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>Per Pupil Revenue</td> <td>-</td> <td>-</td> <td>14,107,840</td> </tr> <tr> <td>District of Location</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>School District 2 (Enter Name)</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>School District 3 (Enter Name)</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>School District 4 (Enter Name)</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>School District 5 (Enter Name)</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>Special Education Revenue</td> <td>-</td> <td>-</td> <td>1,761,797</td> </tr> <tr> <td>Grants</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>Stimulus</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>Other</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>Other State Revenue</td> <td>-</td> <td>-</td> <td>-</td> </tr> </tbody> </table>								FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	Per Pupil Revenue	-	-	14,107,840	District of Location	-	-	-	School District 2 (Enter Name)	-	-	-	School District 3 (Enter Name)	-	-	-	School District 4 (Enter Name)	-	-	-	School District 5 (Enter Name)	-	-	-	Special Education Revenue	-	-	1,761,797	Grants	-	-	-	Stimulus	-	-	-	Other	-	-	-	Other State Revenue	-	-	-
	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL																																																			
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Other	-	-	-																																																			
Other State Revenue	-	-	-																																																			
<p>REVENUE</p> <p>REVENUES FROM STATE SOURCES</p> <p>Per Pupil Rate: \$13,677.00</p> <p>CY Per Pupil Rate: \$13,677.00</p> <p>TOTAL REVENUE FROM STATE SOURCES 13,405,182 2,464,455 - - - 15,869,637</p> <p>REVENUE FROM FEDERAL FUNDING</p> <p>IDEA Special Needs 109,547 - - - - 109,547</p> <p>Title I 441,600 - - - - 441,600</p> <p>Title Funding - Other 20,020 - - - - 20,020</p> <p>School Food Service (Free Lunch) - - - - -</p> <p>Grants</p> <p>Charter School Program (CSP) Planning & Implementation 7,225 - - - - 7,225</p> <p>Other - - - - -</p> <p>Other Federal Revenue - - - - -</p> <p>TOTAL REVENUE FROM FEDERAL SOURCES 468,845 109,547 - - - 578,392</p> <p>LOCAL and OTHER REVENUE</p> <p>Contributions and Donations, Fundraising - - - - 346,500 346,500</p> <p>Estate Reimbursement 95,071 - - - - 18,777 113,848</p> <p>Interest Income, Earnings on Investments - - - - 6,087 6,087</p> <p>NYC-DYCD (Department of Youth and Community Developmt.) - - - - -</p> <p>Food Service (Income from meals) - - - - -</p> <p>Text Book - - - - -</p> <p>Other Local Revenue - - - - -</p> <p>TOTAL REVENUE FROM LOCAL and OTHER SOURCES 95,071 - - - 369,364 464,435</p> <p>TOTAL REVENUE 13,969,098 2,574,002 - - - 369,364 16,912,463</p>																																																						
<p>EXPENSES</p> <p>ADMINISTRATIVE STAFF PERSONNEL COSTS</p> <p>Executive Management - - - - -</p> <p>Instructional Management - - - - -</p> <p>Deans, Directors & Coordinators - - - - -</p> <p>CFO / Director of Finance - - - - -</p> <p>Operation / Business Manager - - - - -</p> <p>Administrative Staff - - - - -</p> <p>TOTAL ADMINISTRATIVE STAFF 91 - - - 998,665 2,262,221</p> <p>INSTRUCTIONAL PERSONNEL COSTS</p> <p>Teachers - Regular - - - - -</p> <p>Teachers - SPED - - - - -</p> <p>Substitute Teachers - - - - -</p> <p>Teaching Assistants - - - - -</p> <p>Specialty Teachers - - - - -</p> <p>Aides - - - - -</p> <p>Therapists & Counselors - - - - -</p> <p>Other - - - - -</p> <p>TOTAL INSTRUCTIONAL 60 - - - 10,529 7,747,754</p> <p>NON-INSTRUCTIONAL PERSONNEL COSTS</p> <p>Nurse - - - - -</p> <p>Librarian - - - - -</p> <p>Custodian - - - - -</p> <p>Security - - - - -</p> <p>Other - - - - -</p> <p>TOTAL NON-INSTRUCTIONAL 166 - - - 63,674 63,674</p> <p>SUBTOTAL PERSONNEL SERVICE COSTS 166 7,451,460 1,549,421 - - 1,072,769 10,073,649</p> <p>PAYROLL TAXES AND BENEFITS</p> <p>Payroll Taxes - - - - -</p> <p>Fringe / Employee Benefits - - - - -</p> <p>Retirement / Pension - - - - -</p> <p>Unemployment - - - - -</p> <p>Other - - - - -</p> <p>TOTAL PAYROLL TAXES AND BENEFITS 1,428,450 272,011 - - 196,585 1,897,046</p> <p>TOTAL PERSONNEL SERVICE COSTS 8,879,910 1,821,432 - - 1,269,354 11,970,696</p> <p>CONTRACTED SERVICES</p> <p>Accounting / Audit - - - - -</p> <p>Legal - - - - -</p> <p>Management Company Fee - - - - -</p> <p>Nurse Services - - - - -</p> <p>Food Service / School Lunch - - - - -</p> <p>Payroll Services - - - - -</p> <p>Special Ed Services - - - - -</p> <p>Titelment Services (i.e. Title I) - - - - -</p> <p>Other Purchased / Professional / Consulting - - - - -</p> <p>TOTAL CONTRACTED SERVICES 33,617 270,282 - - 233,780 1,907,679</p> <p>SCHOOL OPERATIONS</p> <p>Board Expenses - - - - -</p> <p>Classroom / Teaching Supplies & Materials - - - - -</p> <p>Special Ed Supplies & Materials - - - - -</p> <p>Textbooks / Workbooks - - - - -</p> <p>Supplies & Materials other - - - - -</p> <p>Equipment / Furniture - - - - -</p> <p>Telephone - - - - -</p> <p>Technology - - - - -</p> <p>Student Testing & Assessment - - - - -</p> <p>Field Trips - - - - -</p> <p>Transportation (student) - - - - -</p> <p>Student Services - other - - - - -</p> <p>Office Expense - - - - -</p> <p>Staff Development - - - - -</p> <p>Staff Recruitment - - - - -</p> <p>Student Recruitment / Marketing - - - - -</p> <p>School Meals / Lunch - - - - -</p> <p>Travel (Staff) - - - - -</p> <p>Fundraising - - - - -</p> <p>Other - - - - -</p> <p>TOTAL SCHOOL OPERATIONS 426,987 81,286 - - 58,746 566,899</p> <p>FACILITY OPERATION & MAINTENANCE</p> <p>Insurance - - - - -</p> <p>Janitorial - - - - -</p> <p>Building and Land Rent / Lease - - - - -</p> <p>Repairs & Maintenance - - - - -</p> <p>Equipment / Furniture - - - - -</p> <p>Security - - - - -</p> <p>Utilities - - - - -</p> <p>TOTAL FACILITY OPERATION & MAINTENANCE 426,987 81,286 - - 58,746 566,899</p> <p>DEPRECIATION & AMORTIZATION - - - - -</p> <p>DISSOLUTION ESCROW & RESERVES / CONTINGENCY - - - - -</p> <p>TOTAL EXPENSES 12,514,504 2,467,098 - - - 1,923,543 16,905,145</p> <p>NET INCOME 1,454,594 106,904 - - - (1,554,179) 7,319</p>																																																						

List exact titles and staff FTE's (Full time equivalent)

CSi:

Sample titles that fall under this line:

34 Director, Deans, Coordinators of Curriculum

CSi:

Sample titles that fall under this line:

27 - Secretary

35,044

CSi:

Sample titles that fall under this line:

91 Content/Subject Area Teachers:

79 - ELA

70 - Math

72 - Social Studies

CSi:

Sample titles that fall under this line:

77 -

9,349

CSi:

Sample titles that fall under this line:

31 -

621,192

CSi:

Sample titles that fall under this line:

37 -

10,529

200,854

CSi:

Sample titles that fall under this line:

60 - Foreign Languages

Photography

Ceramics

10,529

7,747,754

CSi:

Sample titles that fall under this line:

63,674

63,674

63,674

63,674

CSi:

Sample titles that fall under this line:

624,674

118,953

85,968

829,595

681,590

129,791

93,801

905,182

122,186

23,267

16,815

162,269

1,428,450

272,011

196,585

1,897,046

CSi:

Sample titles that fall under this line:

3,000

3,000

CSi:

Sample titles that fall under this line:

2,377

2,377

CSi:

Sample titles that fall under this line:

213,565

213,565

CSi:

Sample titles that fall under this line:

209,290

209,290

CSi:

Sample titles that fall under this line:

80,383

80,383

CSi:

Sample titles that fall under this line:

195,261

195,261

CSi:

Sample titles that fall under this line:

29,194

29,194

CSi:

Sample titles that fall under this line:

444,826

444,826

CSi:

Sample titles that fall under this line:

73,944

73,944

CSi:

Sample titles that fall under this line:

141,008

141,008

CSi:

Sample titles that fall under this line:

20,687

20,687

CSi:

Sample titles that fall under this line:

59,038

59,038

CSi:

Sample titles that fall under this line:

380,715

380,715

CSi:

Sample titles that fall under this line:

134,879

134,879

CSi:

Sample titles that fall under this line:

25,687

25,687

CSi:

Sample titles that fall under this line:

103,544

103,544

CSi:

Sample titles that fall under this line:

4,335

4,335

CSi:

Sample titles that fall under this line:

343,556

343,556

CSi:

Sample titles that fall under this line:

2,459,871

2,459,871

CSi:

Sample titles that fall under this line:

62,303

62,303

CSi:

Sample titles that fall under this line:

127,881

127,881

CSi:

Sample titles that fall under this line:

35,000

35,000

CSi:

Sample titles that fall under this line:

161,106

161,106

CSi:

Sample titles that fall under this line:

52,187

52,187

CSi:

Sample titles that fall under this line:

128,423

128,423

CSi:

Sample titles that fall under this line:

566,899

566,899

CSi:

Sample titles that fall under this line:

16,905,145

16,905,145

CSi:

Sample titles that fall under this line:

7,319

7,319



Audited Financial Statement Checklist

Created: 10/12/2015

Last updated: 10/30/2015

Page 1

Charter School Name:

1. Please check each item that is included in the 2014-15 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)	Yes
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 2014-15 Audited Financial Statement.

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

Thank you.



Appendix E: Disclosure of Financial Interest Form

Last updated: 10/30/2015

Page 1

All trustees who served on an education corporation governing one or more charter schools during the 2014-2015 school year must complete the form in Appendix E (Disclosure of Financial Interest Form). [The Disclosure of Financial Interest Forms are due on November 1, 2015. A link to a safe and secure form that each Trustee must complete by the November 1, 2015 deadline will be provide here by September 1, 2015 or sooner.](#)

ALL charter schools or merged education corporations must complete the Board of Trustees Membership Table within the online portal in Appendix F (Board of Trustees Membership Table). The Board of Trustees Membership Table must be submitted by August 1, 2015.

Regents-authorized charter schools must upload a complete set of board of trustee Meeting Minutes from July 2014-June 2015 into Appendix G (Board Minutes). Board of Trustee Meeting Minutes must be submitted by August 1, 2015.

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

Yes

Thank you.



Appendix F: BOT Membership Table

Last updated: 08/03/2015

Page 1

1. Current Board Member Information

	Trustee Name	Email Address	Committee Affiliation(s)	Voting Member? (Y/N)	Area of Expertise, and/or Additional Role and School (parent, staff member, etc.)	Number of Terms Served and Length of Each (Include election date and term expiration)
1	Adrienne Loiseau	[REDACTED]		Yes	Parent Representative	
2	Ambrose Wooden, Jr.	[REDACTED]		Yes		
3	Amy Arthur Samuels	[REDACTED]		Yes		
4	Andy Hubbard	[REDACTED]		Yes		
5	Angela Tucker	[REDACTED]		Yes	Parent Representative	
6	Claire Robinson	[REDACTED]		Yes		
7	Deborah Shanley	[REDACTED]	Chair/Board President	Yes		
8	Jon Atkeson	[REDACTED]	Treasurer	Yes		
9	Judith Jenkins	[REDACTED]		Yes		
10	Justin Cohen	[REDACTED]		Yes		
11	Kelly Wachowicz	[REDACTED]		Yes		
12	L. Priscilla Hall	[REDACTED]		Yes		

13	Lee Gause	[REDACTED]		Yes		
14	Lee Gelernt	[REDACTED]		Yes		
15	Matt Tartaglia	[REDACTED]		Yes		
16	Ted Coons	[REDACTED]		Yes		
17						
18						
19						
20						

2. Total Number of Members Joining Board during the 2014-15 school year

0

3. Total Number of Members Departing the Board during the 2014-15 school year

1

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

19

5. How many times did the Board meet during the 2014-15 school year?

12

6. How many times will the Board meet during the 2015-16 school year?

12

Thank you.

Enrollment and Retention

The schools partner with the Achievement First recruitment team to carry out a comprehensive recruitment strategy consisting of direct outreach, information sessions, school-based open houses, presentations at community based organizations, targeted mailings, and both online and outdoor advertising. These techniques have been successful in generating applications and in sharing the opportunity to apply with low-income families. In 2009, all Achievement First (AF) schools implemented an at-risk preference for low-income families, and as a result the vast majority of all entering families 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 is bilingual and 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. In 2014-15, direct, bilingual recruiting materials reached more than 15,000 families throughout Brooklyn. Additionally, Spanish-speaking members of the recruitment team have presented in Spanish at head start daycares and community organizations (e.g., The Coalition for Hispanic Family Services and Nueva Vida Daycare Center), and multiple members of the parent-led “street teams” that recruited directly in the community were Spanish speakers. While these techniques may change year to year, these are representative of recent recruitment methods. The lottery also uses a weighted preference for English Language Learners, which the schools doubled this year in an effort to both admit and enroll more English Language Learners.

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. Achievement First has reached out specifically to community organizations that serve at risk families with social and health services. One such organization previously 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. The lottery also uses a weighted preference for students with disabilities.

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. While reliable mobility statistics for New York City are difficult to ascertain, we believe that a mobility rate of 5% is significantly below the average annual turnover of urban students. 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—will be disaggregated and shared with the school leadership team, so that early warning signs can be identified and appropriate interventions identified. Achievement First school leaders and regional superintendents regularly share student retention strategies.

Retaining Low Income Students An example of a best practice that AF schools utilize is early identification and intervention with families considering leaving. This approach uses historical data on attrition to identify risk factors that predict future attrition. In many cases, student attrition is the result of families disagreeing with a decision to retain a student in grade. The likelihood of attrition increases when there is a possibility of retention in grade combined with a family member who does not fully support the expectations of the school. AF schools use this information to develop specific family engagement and support strategies for scholars who are at risk of leaving. Experience across the network has shown that strong relationships and thoughtful discussions with families are often what make the difference when having a difficult discussion with family members. AF regional superintendents will specifically coach principals on how to have effective conversations with families regarding retention in grade. The principals and regional superintendents will also establish a spring calendar of data review meetings to look at students who have “promotion in doubt” status, to target specific families who are at higher risk of leaving due to disagreements with school expectations. Tailored family-specific strategies will be developed to ensure that do everything possible to keep these students with us.

Retaining English Language Learners – We believe that the factors above also apply to English Language Learners, with at least one additional complication. Because parents of English Language Learners often do not speak English fluently themselves, the nuanced conversations about academic performance can be more difficult. As a result, the structure for building family relationships will be somewhat different for these families. The ESL teacher or intervention coordinator (depending on the number of ELL students enrolled) will be primarily responsible for proactively developing relationships and trust with families of English Language Learners as soon as the student is identified as limited English proficient, regardless of academic performance. We believe that these proactive relationship-building practices will establish the trust necessary to identify families early who are at risk for leaving, and to intervene effectively to persuade them to stay with us.

Retaining Students with Disabilities – We believe that strong Tier 2 and Tier 3 interventions, complemented by strong family relationships, are the most effective approach for prevention the attrition of students with disabilities. In addition to the attrition risk factors described above, we believe there are at least two additional factors for families of students with disabilities. First, families of students with disabilities are more likely to leave if they believe that we hold lower expectations for their children than for their regular education peers. Second, these families are at risk for leaving if they do not understand the services being provided for their children, or if they perceive that more extensive services might be available at another school. As described above, our communication with families about the high expectations we hold for EVERY child, and the differentiated supports we provide to make sure each child meets these expectations, will begin with our student recruitment process. These messages will be reinforced in family chats (which are requested of all incoming families), family conferences, and all other communication with families of students with disabilities. Additionally, the network support data team and regional director of special services will provide disaggregated *academic* and *behavioral* data for students with disabilities directly to the principals on a monthly basis, to flag

any student for whom additional support is needed. Our experience has been that when students with disabilities make strong academic progress, their families' bond with the school strengthens and they are more likely to stay with us.



Appendix I: Teacher and Administrator Attrition

Last updated: 08/03/2015

Report changes in teacher and administrator staffing.

Page 1

Charter School Name:

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, 2014, the FTE for added staff from July 1, 2014 through June 30, 2015, and the FTE for any departed staff from July 1, 2014 through June 30, 2015 using the two tables provided.

2013-14 Teacher Attrition Table

	FTE Teachers on June 30, 2014	FTE Teachers Additions 7/1/14 – 6/30/15	FTE Teacher Departures 7/1/14 – 6/30/15
	99	31	26

2013-14 Administrator Position Attrition Table

	FTE Administrator Positions On 6/30/2014	FTE Administrator Additions 7/1/14 – 6/30/15	FTE Administrator Departures 7/1/14 – 6/30/15
	19	4	1

Thank you



Appendix J: Uncertified Teachers

Created: 08/03/2015

Last updated: 10/30/2015

"thirty per centum or 5 teachers, whichever is less"

To comply with NYS Education Law Section 2854(3)(a-1), please report the (FTE) count of uncertified and certified teaching staff as of the last day of school for the 2014-15 school year.

Page 1

Charter School Name:

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)

How many **UNCERTIFIED** Full-Time Equivalent Teachers were employed in the charter school as of last day of school in 2014-15?

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

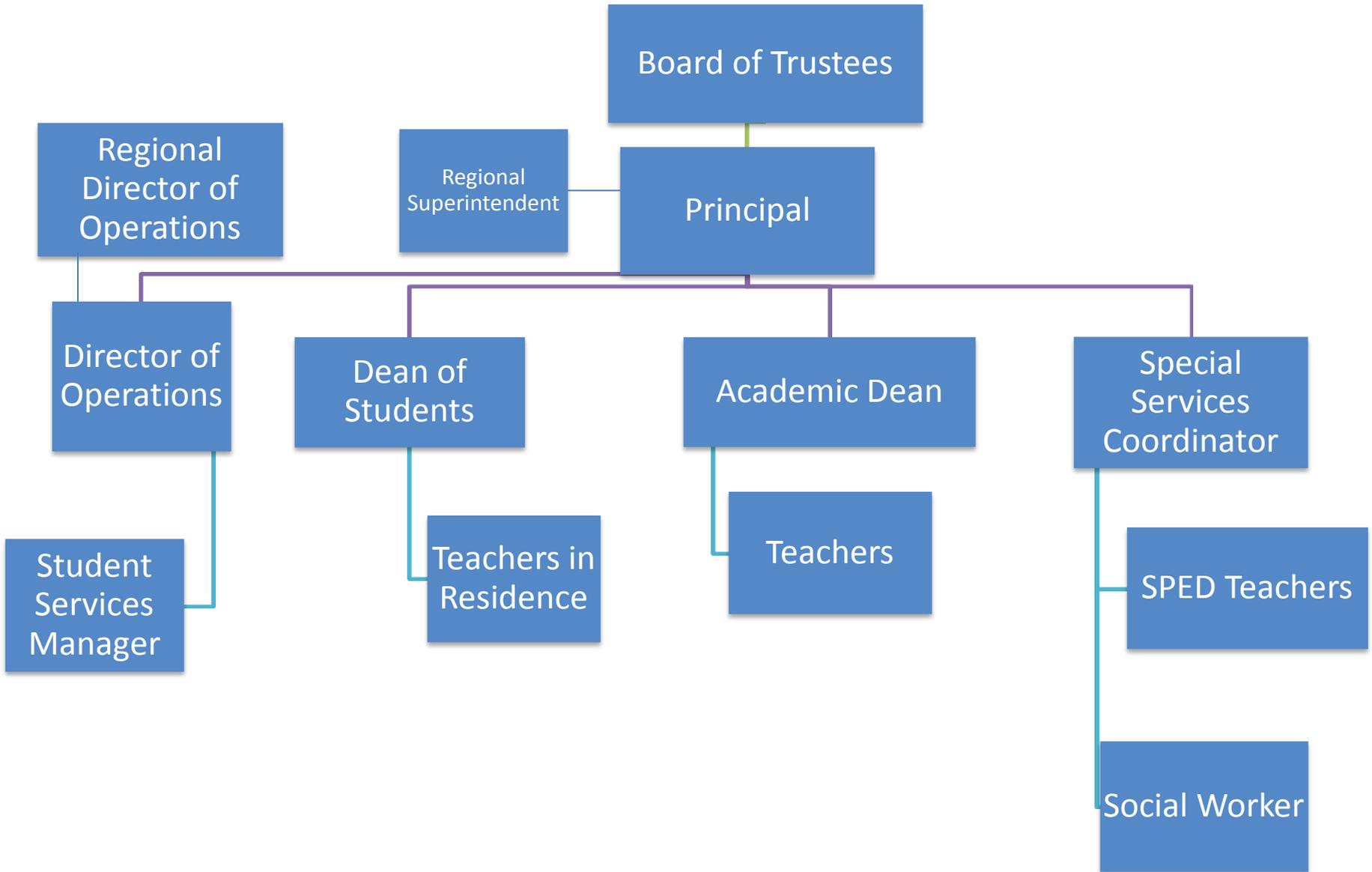
	FTE - (June 30, 2015)
(i) uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience	15
(ii) individuals who are tenured or tenure track college faculty	
(iii) individuals with two years satisfactory experience through Teach for America	1
(iv) individuals who possess exceptional business, professional, artistic, athletic, or military experience	6
FTE count of uncertified teachers who do not fit into any of the four statutory categories	
Total	22.0

How many **CERTIFIED** Full-Time Equivalent Teachers were employed in the charter school as of the last day of school in 2014-15?

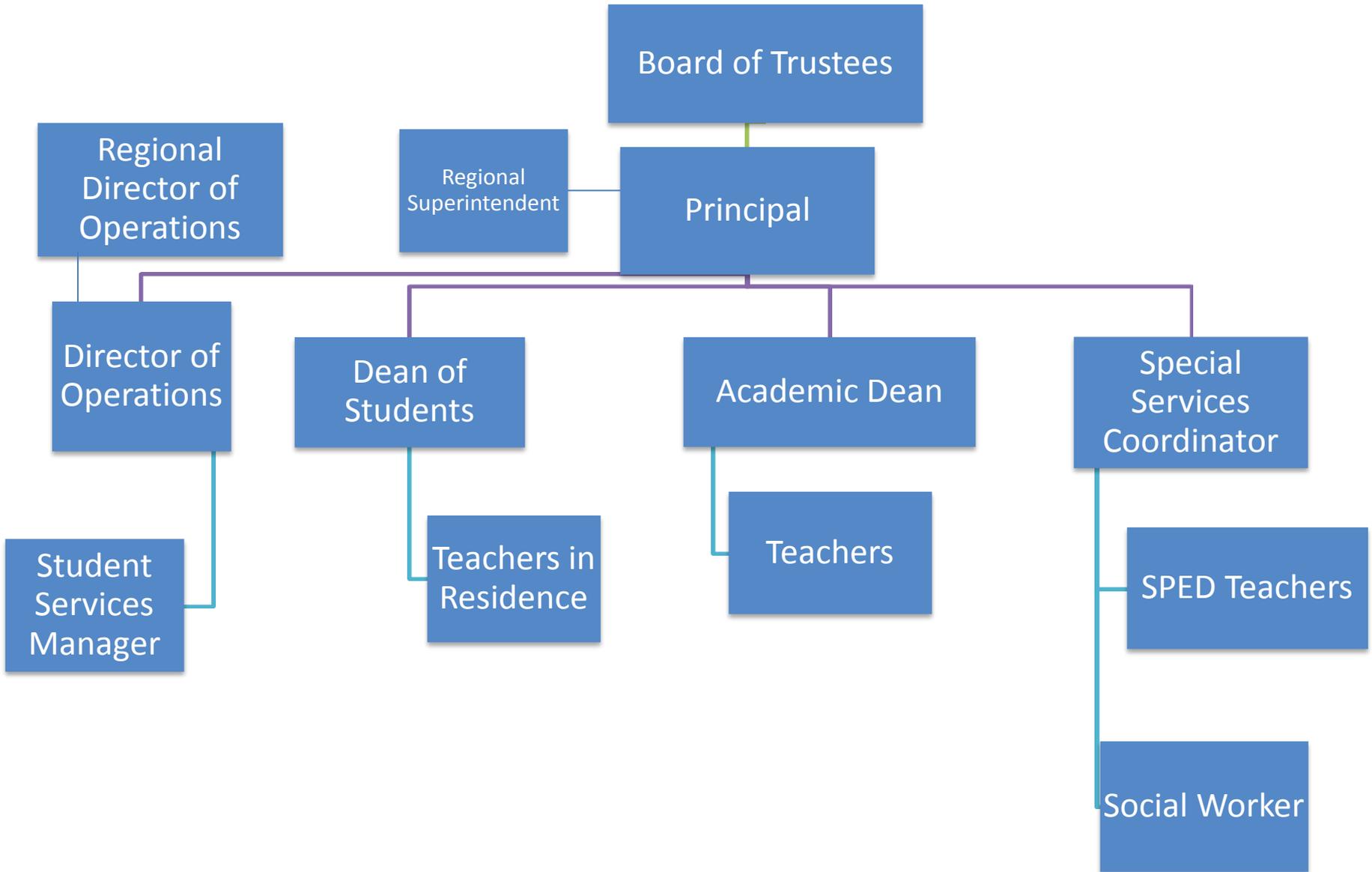
85

Thank you.

AF Crown Heights Elementary School Organizational Chart



AF Crown Heights Middle School Organizational Chart



The mission of Achievement First is to deliver on the promise of equal educational opportunity for all of America's children. We believe that all children, regardless of race or economic status, can succeed if they have access to a great education. Achievement First schools will provide all of our students with the academic and character skills they need to graduate from top colleges, to succeed in a competitive world and to serve as the next generation of leaders for our communities.

The key design elements can be found in the school's charter application.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Monday, October 12, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/303df1737d6e553224>

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

	First Name	Last Name
Trustee Name	Matt	Tartaglia

2. *Your Home Address:

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

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

ACHIEVEMENT FIRST CROWN HEIGHTS CS (NYC CHANCELLOR) 331700860879

8. Select all positions you have held on the 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

11. 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

12. Are you a member, director, officer or employee of an organization formally partnered with a 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 consisting of the letters 'M' and 'T' separated by a period. The 'M' is written with a single continuous stroke, and the 'T' is also written with a single continuous stroke.

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Monday, October 12, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/ea68c06c0439aae381>

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

	First Name	Last Name
Trustee Name	Ambrose	Wooden, Jr.

2. *Your Home Address:

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

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

ACHIEVEMENT FIRST CROWN HEIGHTS CS (NYC CHANCELLOR) 331700860879

8. Select all positions you have held on the 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

11. 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

12. Are you a member, director, officer or employee of an organization formally partnered with a 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 consisting of the letters 'A' and 'W' separated by a period, written in black ink.

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Tuesday, October 13, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/4c844e54ef67170f8c>

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

	First Name	Last Name
Trustee Name	Adrienne	Loiseau

2. *Your Home Address:

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

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

ACHIEVEMENT FIRST CROWN HEIGHTS CS (NYC CHANCELLOR) 331700860879

8. Select all positions you have held on the 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

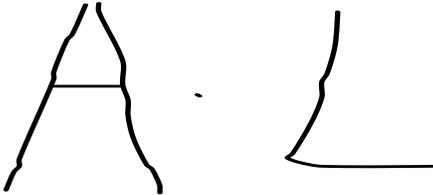
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

12. Are you a member, director, officer or employee of an organization formally partnered with a 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 consisting of a large, stylized capital letter 'A' followed by a period and a cursive flourish that extends to the right.

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Tuesday, October 13, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/3513234b902f207aa7>

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

	First Name	Last Name
Trustee Name	Justin	Cohen

2. *Your Home Address:

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

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

ACHIEVEMENT FIRST CROWN HEIGHTS CS (NYC CHANCELLOR) 331700860879

8. Select all positions you have held on the 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

11. 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

12. Are you a member, director, officer or employee of an organization formally partnered with a 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

J. C.

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Tuesday, October 13, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/26812958a34acd453>

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

	First Name	Last Name
Trustee Name	Judith	Jenkins

2. *Your Home Address:

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

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

ACHIEVEMENT FIRST CROWN HEIGHTS CS (NYC CHANCELLOR) 331700860879

8. Select all positions you have held on the 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

11. 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

12. Are you a member, director, officer or employee of an organization formally partnered with a 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

Handwritten signature consisting of two capital letters 'J' separated by a period. The first 'J' has a horizontal top bar and a curved bottom. The second 'J' is similar but lacks the top bar.

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Tuesday, October 13, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/362535b9270093a09>

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

	First Name	Last Name
Trustee Name	Andrew	Hubbard

2. *Your Home Address:

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

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

ACHIEVEMENT FIRST CROWN HEIGHTS CS (NYC CHANCELLOR) 331700860879

8. Select all positions you have held on the 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

11. 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

12. Are you a member, director, officer or employee of an organization formally partnered with a 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

Handwritten signature consisting of the letters 'A' and 'H' separated by a period, written in black ink.

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Tuesday, October 13, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/6bf9b411c1450e3dc7>

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

	First Name	Last Name
Trustee Name	Claire	Robinson

2. *Your Home Address:

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

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

ACHIEVEMENT FIRST CROWN HEIGHTS CS (NYC CHANCELLOR) 331700860879

8. Select all positions you have held on the 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

11. 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

12. Are you a member, director, officer or employee of an organization formally partnered with a 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 consisting of the letters 'C' and 'R' with a period between them. The 'C' is a simple, slightly irregular outline. The 'R' is also simple, with a vertical stem and a curved top.

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Monday, October 19, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/7136a484267824b21>

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

	First Name	Last Name
Trustee Name	Lee	Gelernt

2. *Your Home Address:

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

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

ACHIEVEMENT FIRST CROWN HEIGHTS CS (NYC CHANCELLOR) 331700860879

8. Select all positions you have held on the 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

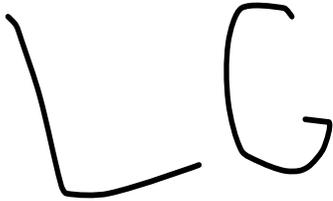
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

12. Are you a member, director, officer or employee of an organization formally partnered with a 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 consisting of the letters 'L' and 'G' in a cursive, blocky style.

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Monday, October 19, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/a9db0dca646f1ca455>

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

	First Name	Last Name
Trustee Name	Amy	Samuels

2. *Your Home Address:

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

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

ACHIEVEMENT FIRST CROWN HEIGHTS CS (NYC CHANCELLOR) 331700860879

8. Select all positions you have held on the 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

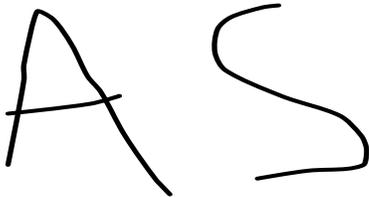
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

12. Are you a member, director, officer or employee of an organization formally partnered with a 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

Handwritten signature consisting of the letters 'A' and 'S' in a cursive, stylized font.

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Monday, October 26, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/15ae4dfc9910521b29>

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

	First Name	Last Name
Trustee Name	Lee	Gause

2. *Your Home Address:

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

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

ACHIEVEMENT FIRST CROWN HEIGHTS CS (NYC CHANCELLOR) 331700860879

8. Select all positions you have held on the 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

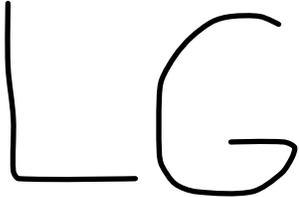
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

12. Are you a member, director, officer or employee of an organization formally partnered with a 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 consisting of the letters 'L' and 'G' in a simple, bold, black font. The 'L' is a vertical line with a horizontal base, and the 'G' is a large, rounded letter with a horizontal base.

Thank you.