

I. SCHOOL INFORMATION AND COVER PAGE

Created Wednesday, July 30, 2014

Updated Thursday, July 31, 2014

Page 1

1. SCHOOL NAME

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

331900860880 ACHVMNT FIRST E NY CS

2. CHARTER AUTHORIZER

NYCDOE-Authorized Charter School

3. DISTRICT / CSD OF LOCATION

NYC CSD 19

4. SCHOOL INFORMATION

PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
557 Pennsylvania Avenue, Brooklyn, NY 11207	718-485-4924	718-342-5194	[REDACTED]

4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

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

5. SCHOOL WEB ADDRESS (URL)

www.achievementfirst.org

6. DATE OF INITIAL CHARTER

2005-01-01 00:00:00

7. DATE FIRST OPENED FOR INSTRUCTION

2005-08-01 00:00:00

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

(as reported on BEDS Day)

9. GRADES SERVED IN SCHOOL YEAR 2013-14

Check all that apply

• K

• 1

• 2

• 3

• 4

• 5

• 6

• 7

• 8

• 9

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

Yes/No	Name of CMO/EMO
Yes	Achievement First

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

	Name	Work Phone	Alternate Phone	Email Address	Contact this individual also in emergencies
CEO (e.g., network superintendent)	Dacia Toll	[REDACTED]		[REDACTED]	No
CFO (e.g., network CFO)	Max Polaner	[REDACTED]		[REDACTED]	No
Compliance Contact	Tony Siddall	[REDACTED]		[REDACTED]	Yes
Complaint Contact	Tony Siddall	[REDACTED]		[REDACTED]	No

11. FACILITIES

Will the School maintain or operate multiple sites?

Yes, 2 sites

12. SCHOOL SITES

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

	Physical Address	Phone Number	District/CS D	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	557 Pennsylvania Avenue	718-342-5194	CSD 19	K-4	Yes	DOE space
Site 2	158 Richmond Street, Brooklyn, NY 11208	347-471-2570	CSD 19	5-8	Yes	DOE space
Site 3	1485 Pacific Street, Brooklyn, NY 11216	718-363-2260	CSD 16	9-10	No	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	Injy Carpenter	[REDACTED]		[REDACTED]
Operational Leader	Melissa Zurlinden	[REDACTED]		[REDACTED]
Compliance Contact	Tony Siddall	[REDACTED]		[REDACTED]
Complaint Contact	Tony Siddall	[REDACTED]		[REDACTED]

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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Fatima Barker	[REDACTED]		[REDACTED]
Operational Leader	Yvonne Tou	[REDACTED]		[REDACTED]
Compliance Contact	Tony Siddall	[REDACTED]		[REDACTED]
Complaint Contact	Tony Siddall	[REDACTED]		[REDACTED]

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	2015-16	Yes	2015	Yes	The DOE has not yet proposed a space.	No

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

Yes

15. Summary of Charter Revisions

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

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

• Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees



Thank you.

Appendix A: Progress Toward Goals

Created Friday, August 01, 2014

Page 1

Charter School Name: 331900860880 ACHVMNT FIRST E NY CS

1. NEW YORK STATE REPORT CARD

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

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

<http://data.nysed.gov/profile.php?instid=800000058357>

2. APPENDIX A: PROGRESS TOWARD CHARTER GOALS

2a. ACADEMIC STUDENT PERFORMANCE GOALS

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

2013-14 Progress Toward Attainment of Academic Goals

Academic Student Performance Goal	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
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2a1. Do have more academic goals to add?

(No response)

2013-14 Progress Toward Attainment of Academic Goals

Academic Student Performance Goal	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
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2a2. Do have more academic goals to add?

(No response)

2013-14 Progress Toward Attainment of Academic Goals

Academic Student Performance Goal	Measure Used to Evaluate Progress	2013-14 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
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2b. ORGANIZATIONAL GOALS

2013-14 Progress Toward Attainment of Organizational Goals

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

(No response)

2013-14 Progress Toward Attainment of Organizational Goals

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

2013-14 Progress Toward Attainment of Financial Goals

Financial Goals	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
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Appendix I: Teacher and Administrator Attrition

Created Friday, August 01, 2014

Page 1

Charter School Name: 331900860880 ACHVMNT FIRST E NY CS

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

2013-14 Teacher Attrition Table

FTE Teachers on June 30, 2013	FTE Teachers Additions 7/1/13 – 6/30/14	FTE Teacher Departures 7/1/13 – 6/30/14
113	4	3

2013-14 Administrator Position Attrition Table

FTE Administrator Positions On 6/30/2013	FTE Administrator Additions 7/1/13 – 6/30/14	FTE Administrator Departures 7/1/13 – 6/30/14
134	4	3

Thank you

Appendix J: Uncertified Teachers

Created Thursday, July 31, 2014

Page 1

Charter School Name: 331900860880 ACHVMNT FIRST E NY CS

Note Definition of FTE:

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

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

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

	FTE
(i) uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience	4
(iv) individuals who possess exceptional business, professional, artistic, athletic, or military experience	4
Total FTE (Sum of all Uncertified Teaching Staff)	8

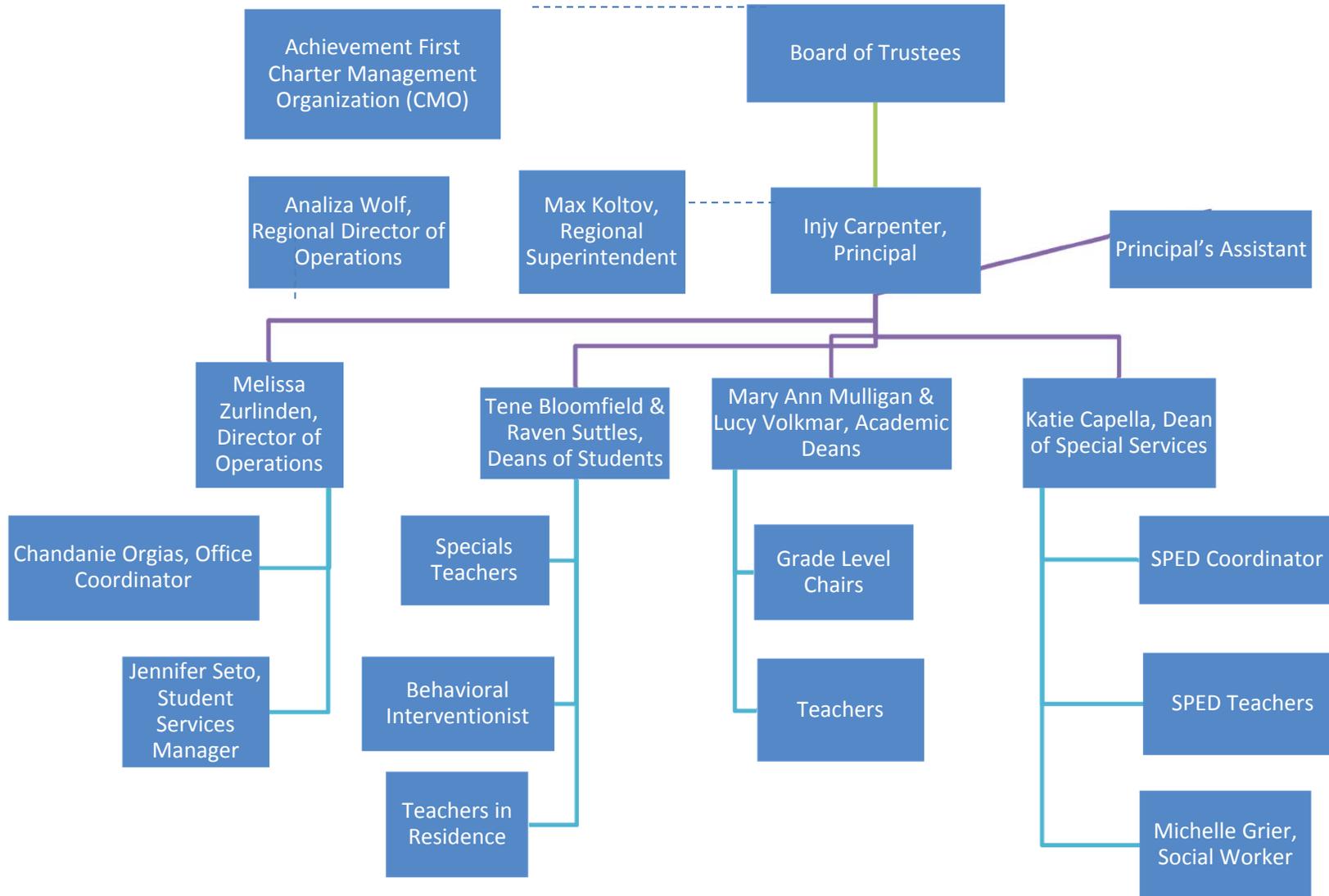
How many CERTIFIED Full-Time Equivalent Teachers were employed in the charter school as of the last day of school in 2013-14?

66

Thank you.



AF East NY Charter School (Elementary Academy)



Appendix B: Total Expenditures and Administrative Expenditures per Child

Created Thursday, July 31, 2014

Page 1

Charter School Name: 331900860880 ACHVMNT FIRST E NY CS

B. Financial Information

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

1. Total Expenditures Per Child

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

1. Total Expenditures Per Child Line 1: Total Expenditures	12280758
1. Total Expenditures Per Child Line 2: BEDS Day Pupil Count	781
1. Total Expenditures Per Child Line 3: Divide Line 1 by Line 2	15928

2. Administrative Expenditures per Child

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

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

Please note the following:

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

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

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

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

To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 1: Relevant Personnel Services Cost (Row)	620269
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 2: Management and General Cost (Column)	620269
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 3: Sum of Line 1 and Line 2	1240539
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 4: BEDS Day Pupil Count	771
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 5: Divide Line 3 by the BEDS Day Pupil Count	1609

Thank you.

Achievement First East New York Budget / Operating Plan 2014-15														
		3,382,917		3,382,917		3,382,917		3,382,917		3,382,917		3,382,917		
Total Revenue		-		-		-		-		-		-		
Total Expenses		3,381,451		3,381,451		3,381,451		3,381,451		3,381,451		3,381,451		
Net Income		1,466		1,466		1,466		1,466		1,466		1,466		
Actual Student Enrollment		-		-		-		-		-		-		
Total Paid Student Enrollment		764		764		764		764		764		764		
		Prior Year Actual	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
		2013-14	Original	Current	Variance	Original	Current	Variance	Original	Current	Variance	Original	Current	Variance
EXPENSES														
ADMINISTRATIVE STAFF PERSONNEL COSTS														
	No. of Positions													
69	Executive Management	-	-	-	-	-	-	-	-	-	-	-	-	-
70	Instructional Management	-	-	-	-	-	-	-	-	-	-	-	-	-
71	Deans, Directors & Coordinators	13.00	344,835	-	-	344,835	-	-	344,835	-	-	344,835	-	-
72	CFD / Director of Finance	-	-	-	-	-	-	-	-	-	-	-	-	-
73	Operation / Business Manager	8.00	142,192	-	-	142,192	-	-	142,192	-	-	142,192	-	-
74	Administrative Staff	-	-	-	-	-	-	-	-	-	-	-	-	-
75	TOTAL ADMINISTRATIVE STAFF	21.00	487,027	-	-	487,027	-	-	487,027	-	-	487,027	-	-
76														
77														
78	INSTRUCTIONAL PERSONNEL COSTS													
79	Teachers - Regular	65.00	1,280,210	-	-	1,280,210	-	-	1,280,210	-	-	1,280,210	-	-
80	Teachers - SPED	-	-	-	-	-	-	-	-	-	-	-	-	-
81	Substitute Teachers	-	1,000	-	-	1,000	-	-	1,000	-	-	1,000	-	-
82	Teaching Assistants	-	-	-	-	-	-	-	-	-	-	-	-	-
83	Specialty Teachers	-	-	-	-	-	-	-	-	-	-	-	-	-
84	Aides	-	-	-	-	-	-	-	-	-	-	-	-	-
85	Therapists & Counselors	4.00	76,402	-	-	76,402	-	-	76,402	-	-	76,402	-	-
86	Other	-	116,816	-	-	116,816	-	-	116,816	-	-	116,816	-	-
87	TOTAL INSTRUCTIONAL	69.00	1,474,427	-	-	1,474,427	-	-	1,474,427	-	-	1,474,427	-	-
88														
89	NON-INSTRUCTIONAL PERSONNEL COSTS													
90	Nurse	-	-	-	-	-	-	-	-	-	-	-	-	-
91	Librarian	-	-	-	-	-	-	-	-	-	-	-	-	-
92	Custodian	-	2,104	-	-	2,104	-	-	2,104	-	-	2,104	-	-
93	Security	-	15,913	-	-	15,913	-	-	15,913	-	-	15,913	-	-
94	Other	-	12,355	-	-	12,355	-	-	12,355	-	-	12,355	-	-
95	TOTAL NON-INSTRUCTIONAL	-	30,371	-	-	30,371	-	-	30,371	-	-	30,371	-	-
96														
97	SUBTOTAL PERSONNEL SERVICE COSTS													
98		90.00	1,991,825	-	-	1,991,825	-	-	1,991,825	-	-	1,991,825	-	-
99														
100	PAYROLL TAXES AND BENEFITS													
101	Payroll Taxes	-	175,889	-	-	175,889	-	-	175,889	-	-	175,889	-	-
102	Fringe / Employee Benefits	-	240,219	-	-	240,219	-	-	240,219	-	-	240,219	-	-
103	Retirement / Pension	-	34,563	-	-	34,563	-	-	34,563	-	-	34,563	-	-
104	TOTAL PAYROLL TAXES AND BENEFITS	-	450,670	-	-	450,670	-	-	450,670	-	-	450,670	-	-
105														
106	TOTAL PERSONNEL SERVICE COSTS													
107		90.00	2,442,496	-	-	2,442,496	-	-	2,442,496	-	-	2,442,496	-	-
108														
109	CONTRACTED SERVICES													
110	Accounting / Audit	-	8,918	-	-	8,918	-	-	8,918	-	-	8,918	-	-
111	Legal	-	3,025	-	-	3,025	-	-	3,025	-	-	3,025	-	-
112	Management Company Fee	-	320,590	-	-	320,590	-	-	320,590	-	-	320,590	-	-
113	Nurse Services	-	-	-	-	-	-	-	-	-	-	-	-	-
114	Food Service / School Lunch	-	-	-	-	-	-	-	-	-	-	-	-	-
115	Payroll Services	-	5,973	-	-	5,973	-	-	5,973	-	-	5,973	-	-
116	Special Ed Services	-	-	-	-	-	-	-	-	-	-	-	-	-
117	Talentment Services (i.e. Title I)	-	-	-	-	-	-	-	-	-	-	-	-	-
118	Other Purchased / Professional / Consulting	-	72,912	-	-	72,912	-	-	72,912	-	-	72,912	-	-
119	TOTAL CONTRACTED SERVICES	-	411,418	-	-	411,418	-	-	411,418	-	-	411,418	-	-
120														
121	SCHOOL OPERATIONS													
122	Board Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-
123	Classroom / Teaching Supplies & Materials	-	35,339	-	-	35,339	-	-	35,339	-	-	35,339	-	-
124	Special Ed Supplies & Materials	-	3,960	-	-	3,960	-	-	3,960	-	-	3,960	-	-
125	Textbooks / Workbooks	-	23,270	-	-	23,270	-	-	23,270	-	-	23,270	-	-
126	Supplies & Materials other	-	4,305	-	-	4,305	-	-	4,305	-	-	4,305	-	-
127	Equipment / Furniture	-	6,675	-	-	6,675	-	-	6,675	-	-	6,675	-	-
128	Telephone	-	4,150	-	-	4,150	-	-	4,150	-	-	4,150	-	-
129	Technology	-	129,642	-	-	129,642	-	-	129,642	-	-	129,642	-	-
130	Student Testing & Assessment	-	13,648	-	-	13,648	-	-	13,648	-	-	13,648	-	-
131	Field Trips	-	24,359	-	-	24,359	-	-	24,359	-	-	24,359	-	-
132	Transportation (student)	-	10,730	-	-	10,730	-	-	10,730	-	-	10,730	-	-
133	Student Services - other	-	15,991	-	-	15,991	-	-	15,991	-	-	15,991	-	-
134	Office Expense	-	39,252	-	-	39,252	-	-	39,252	-	-	39,252	-	-
135	Staff Development	-	23,126	-	-	23,126	-	-	23,126	-	-	23,126	-	-
136	Staff Recruitment	-	12,250	-	-	12,250	-	-	12,250	-	-	12,250	-	-
137	Student Recruitment / Marketing	-	525	-	-	525	-	-	525	-	-	525	-	-
138	School Meals / Lunch	-	19,349	-	-	19,349	-	-	19,349	-	-	19,349	-	-
139	Travel (Staff)	-	730	-	-	730	-	-	730	-	-	730	-	-
140	Fundraising	-	-	-	-	-	-	-	-	-	-	-	-	-
141	Other	-	35,340	-	-	35,340	-	-	35,340	-	-	35,340	-	-
142	TOTAL SCHOOL OPERATIONS	-	402,641	-	-	402,641	-	-	402,641	-	-	402,641	-	-
143														
144	FACILITY OPERATION & MAINTENANCE													
145	Insurance	-	15,608	-	-	15,608	-	-	15,608	-	-	15,608	-	-
146	Janitorial	-	6,038	-	-	6,038	-	-	6,038	-	-	6,038	-	-
147	Building and Land Rent / Lease	-	29,435	-	-	29,435	-	-	29,435	-	-	29,435	-	-
148	Repairs & Maintenance	-	21,412	-	-	21,412	-	-	21,412	-	-	21,412	-	-
149	Equipment / Furniture	-	-	-	-	-	-	-	-	-	-	-	-	-
150	Security	-	-	-	-	-	-	-	-	-	-	-	-	-
151	Utilities	-	10,659	-	-	10,659	-	-	10,659	-	-	10,659	-	-
152	TOTAL FACILITY OPERATION & MAINTENANCE	-	83,150	-	-	83,150	-	-	83,150	-	-	83,150	-	-
153														
154	DEPRECIATION & AMORTIZATION													
155		-	41,746	-	-	41,746	-	-	41,746	-	-	41,746	-	-
156	RESERVES / CONTINGENCY													
157		-	-	-	-	-	-	-	-	-	-	-	-	-
158	TOTAL EXPENSES	-	3,381,451	-	-	3,381,451	-	-	3,381,451	-	-	3,381,451	-	-
159														
160	NET INCOME	-	1,466	-	-	1,466	-	-	1,466	-	-	1,466	-	-

Achievement First East New York Budget / Operating Plan 2014-15						DESCRIPTION OF ASSUMPTIONS
		Total Year	Variance	VARIANCE		
		Original	Current	Original vs. PY	Current vs. PY	
6	Total Revenue	13,531,670	13,531,670	-	13,531,670	13,531,670
7	Total Expenses	13,525,805	13,525,805	-	(13,525,805)	(13,525,805)
8	Net Income	5,864	5,864	-	5,864	5,864
9	Actual Student Enrollment					
10	Total Paid Student Enrollment					
11						
12						
13						
67	EXPENSES					
68	ADMINISTRATIVE STAFF PERSONNEL COSTS	No. of Positions				
69	Executive Management	-	-	-	-	-
70	Instructional Management	13.00	1,379,340	1,379,340	-	(1,379,340)
71	Deans, Directors & Coordinators	-	-	-	-	-
72	CFO / Director of Finance	-	-	-	-	-
73	Operation / Business Manager	8.00	568,767	568,767	-	(568,767)
74	Administrative Staff	-	-	-	-	-
75	TOTAL ADMINISTRATIVE STAFF	21.00	1,948,107	1,948,107	-	(1,948,107)
76						
77	INSTRUCTIONAL PERSONNEL COSTS					
78	Teachers - Regular	65.00	5,120,840	5,120,840	-	(5,120,840)
79	Teachers - SPED	-	-	-	-	-
80	Substitute Teachers	-	4,000	4,000	-	(4,000)
81	Teaching Assistants	-	-	-	-	-
82	Specialty Teachers	-	-	-	-	-
83	Aides	-	-	-	-	-
84	Therapists & Counselors	4.00	305,608	305,608	-	(305,608)
85	Other	-	467,262	467,262	-	(467,262)
86	TOTAL INSTRUCTIONAL	69.00	5,897,710	5,897,710	-	(5,897,710)
87						
88	NON-INSTRUCTIONAL PERSONNEL COSTS					
89	Nurse	-	-	-	-	-
90	Librarian	-	-	-	-	-
91	Custodian	-	8,414	8,414	-	(8,414)
92	Security	-	63,650	63,650	-	(63,650)
93	Other	-	49,421	49,421	-	(49,421)
94	TOTAL NON-INSTRUCTIONAL	-	121,485	121,485	-	(121,485)
95						
96	SUBTOTAL PERSONNEL SERVICE COSTS	90.00	7,967,301	7,967,301	-	(7,967,301)
97						
98	PAYROLL TAXES AND BENEFITS					
99	Payroll Taxes	-	703,554	703,554	-	(703,554)
100	Fringe / Employee Benefits	-	960,875	960,875	-	(960,875)
101	Retirement / Pension	-	138,253	138,253	-	(138,253)
102	TOTAL PAYROLL TAXES AND BENEFITS	-	1,802,681	1,802,681	-	(1,802,681)
103						
104	TOTAL PERSONNEL SERVICE COSTS	90.00	9,769,983	9,769,983	-	(9,769,983)
105						
106	CONTRACTED SERVICES					
107	Accounting / Audit	-	35,674	35,674	-	(35,674)
108	Legal	-	12,100	12,100	-	(12,100)
109	Management Company Fee	-	1,282,360	1,282,360	-	(1,282,360)
110	Nurse Services	-	-	-	-	-
111	Food Service / School Lunch	-	-	-	-	-
112	Payroll Services	-	23,891	23,891	-	(23,891)
113	Special Ed Services	-	-	-	-	-
114	Tilement Services (i.e. Title I)	-	-	-	-	-
115	Other Purchased / Professional / Consulting	-	291,647	291,647	-	(291,647)
116	TOTAL CONTRACTED SERVICES	-	1,645,672	1,645,672	-	(1,645,672)
117						
118	SCHOOL OPERATIONS					
119	Board Expenses	-	-	-	-	-
120	Classroom / Teaching Supplies & Materials	-	141,357	141,357	-	(141,357)
121	Special Ed Supplies & Materials	-	15,840	15,840	-	(15,840)
122	Textbooks / Workbooks	-	93,081	93,081	-	(93,081)
123	Supplies & Materials other	-	17,220	17,220	-	(17,220)
124	Equipment / Furniture	-	26,700	26,700	-	(26,700)
125	Telephone	-	16,602	16,602	-	(16,602)
126	Technology	-	518,566	518,566	-	(518,566)
127	Student Testing & Assessment	-	54,593	54,593	-	(54,593)
128	Field Trips	-	97,434	97,434	-	(97,434)
129	Transportation (student)	-	42,920	42,920	-	(42,920)
130	Student Services - other	-	63,963	63,963	-	(63,963)
131	Office Expense	-	157,010	157,010	-	(157,010)
132	Staff Development	-	92,505	92,505	-	(92,505)
133	Staff Recruitment	-	49,000	49,000	-	(49,000)
134	Student Recruitment / Marketing	-	2,100	2,100	-	(2,100)
135	School Meals / Lunch	-	77,396	77,396	-	(77,396)
136	Travel (Staff)	-	2,919	2,919	-	(2,919)
137	Fundraising	-	-	-	-	-
138	Other	-	141,359	141,359	-	(141,359)
139	TOTAL SCHOOL OPERATIONS	-	1,610,564	1,610,564	-	(1,610,564)
140						
141	FACILITY OPERATION & MAINTENANCE					
142	Insurance	-	62,430	62,430	-	(62,430)
143	Janitorial	-	24,150	24,150	-	(24,150)
144	Building and Land Rent / Lease	-	117,740	117,740	-	(117,740)
145	Repairs & Maintenance	-	85,647	85,647	-	(85,647)
146	Equipment / Furniture	-	-	-	-	-
147	Security	-	-	-	-	-
148	Utilities	-	42,634	42,634	-	(42,634)
149	TOTAL FACILITY OPERATION & MAINTENANCE	-	332,602	332,602	-	(332,602)
150						
151	DEPRECIATION & AMORTIZATION	-	-	-	-	-
152	RESERVES / CONTINGENCY	-	166,985	166,985	-	(166,985)
153						
154	TOTAL EXPENSES		13,525,805	13,525,805	-	(13,525,805)
155						
156	NET INCOME		5,864	5,864	-	5,864
157						
158						

Achievement First East New York Budget / Operating Plan 2014-15						DESCRIPTION OF ASSUMPTIONS	
	Original	Total Year Current	Variance	Original vs. PY	Current vs. PY		
6	Total Revenue					13,531,670	13,531,670
7	Total Expenses					13,525,805	13,525,805
8	Net Income					5,864	5,864
9	Actual Student Enrollment						
10	Total Paid Student Enrollment						
11							
12							
13							
139	ENROLLMENT - *School Districts Are Linked To Above Entries*						
161	School District 1 (Enter Name)						
162	School District 2 (Enter Name)						
163	School District 3 (Enter Name)						
164	School District 4 (Enter Name)						
165	School District 5 (Enter Name)						
166	School District 6 (Enter Name)						
167	School District 7 (Enter Name)						
168	School District 8 (Enter Name)						
169	School District 9 (Enter Name)						
170	School District 10 (Enter Name)						
171	School District 11 (Enter Name)						
172	School District 12 (Enter Name)						
173	School District 13 (Enter Name)						
174	School District 14 (Enter Name)						
175	School District 15 (Enter Name)						
176	School District - ALL OTHER						
177	TOTAL ENROLLMENT						
178	REVENUE PER PUPIL						
179	EXPENSES PER PUPIL						

Appendix E: Disclosure of Financial Interest Form

Created Thursday, July 31, 2014

Page 1

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

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

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

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

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

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

Yes

Thank you.

Appendix F: BOT Membership Table

Created Monday, July 21, 2014

Page 1

1. Current Board Member Information

	Full Name of Individual Trustees	Position on Board (Officer or Rep).	Voting Member	Area of Expertise &/or Additional Role	Terms Served & Length (include date of election and expiration)	Committee affiliations
1	Jonathan Atkeson	Chair/President	Yes			
2	Matt Tartaglia	Treasurer	Yes			
3	Angela Tucker	Parent Rep	Yes			
4	Sarah Coon	Member	Yes			
5	Lee Gause	Member	Yes			
6	Melanie Mullan	Member	Yes			
7	Aaron Koffman	Member	Yes			

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

1

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

1

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

5

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

6

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

6

Thank you.

Enrollment and Retention Targets

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

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

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

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

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

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

Created Tuesday, November 18, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/0112>

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:

Lee Gause

2. Charter School Name:

Achievement First East New York Charter School

3. Charter Authorizer:

NYC Department of Education

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

(No response)

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

No

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

No

Page 2

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

No

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

No

Signature of Trustee