



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

Created: 07/20/2015

Last updated: 07/31/2015

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.

## Page 1

### 1. SCHOOL NAME AND AUTHORIZER

(Select name from the drop down menu)

DEMOCRACY PREP ENDURANCE CS (REGENTS) 310500861001

### 2. CHARTER AUTHORIZER

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

Regents-Authorized Charter School

### 3. DISTRICT / CSD OF LOCATION

NYC CSD 5

### 4. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	250 West 127th Street New York, NY 10027	212-316-7602	212-316-7022	<a href="mailto:info@democracyprep.org">info@democracyprep.org</a>

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

Contact Name	Benjamin Feit
Title	Chief of Staff
Emergency Phone Number (###-###-####)	████████

### 5. SCHOOL WEB ADDRESS (URL)

<http://dpems.democracyprep.org/>

### 6. DATE OF INITIAL CHARTER

2010-12-01 00:00:00

**7. DATE FIRST OPENED FOR INSTRUCTION**

2012-08-01 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.**

343

**9. GRADES SERVED IN SCHOOL YEAR 2014-15**

Check all that apply

Grades Served	6, 7, 8
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**10. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?**

	Yes/No	Name of CMO/EMO
	Yes	Democracy Prep Public Schools

**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)	Katie Duffy	[REDACTED]		[REDACTED]	No
CFO (e.g., network CFO)	Howard Schnidman	[REDACTED]		[REDACTED]	No
Compliance Contact	Carlos Mojica	[REDACTED]		[REDACTED]	No
Complaint Contact	Benjamin Feit	[REDACTED]		[REDACTED]	Yes

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**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 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)	250 West 127th Street New York, NY 10027	212-316-7602	CSD 5	6-8	Yes	DOE space
Site 2	240 East 123rd Street New York, NY 10035	212-316-7602	CSD 4	9	No	Rent/Lease
Site 3						

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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Margaret Marrer	[REDACTED]		[REDACTED]
Operational Leader	Latisa Hall	[REDACTED]		[REDACTED]
Compliance Contact	Carlos Mojica	[REDACTED]		[REDACTED] <a href="#">rg</a>
Complaint Contact	Benjamin Feit	[REDACTED]		[REDACTED]

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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Margaret Marrer	[REDACTED]		[REDACTED]
Operational Leader	Nina Goldsmith	[REDACTED]		[REDACTED]
Compliance Contact	Carlos Mojica	[REDACTED]		[REDACTED]
Complaint Contact	Benjamin Feit	[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)	Permanent Siting	No		No		Yes
Site 2	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 Grade Level Configuration	In 2014-15, Democracy Prep Endurance Charter School received authorization to amend its charter to include high-school grades and to increase its approved enrollment ceiling commensurately. The school will begin grade-level rollout in 2015-16 with Grade 9 and will add one grade level each year until it reaches scale as a fully grown 6-12 continuum.	May 1, 2014	March 9, 2015
2				
3				
4				
5				

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

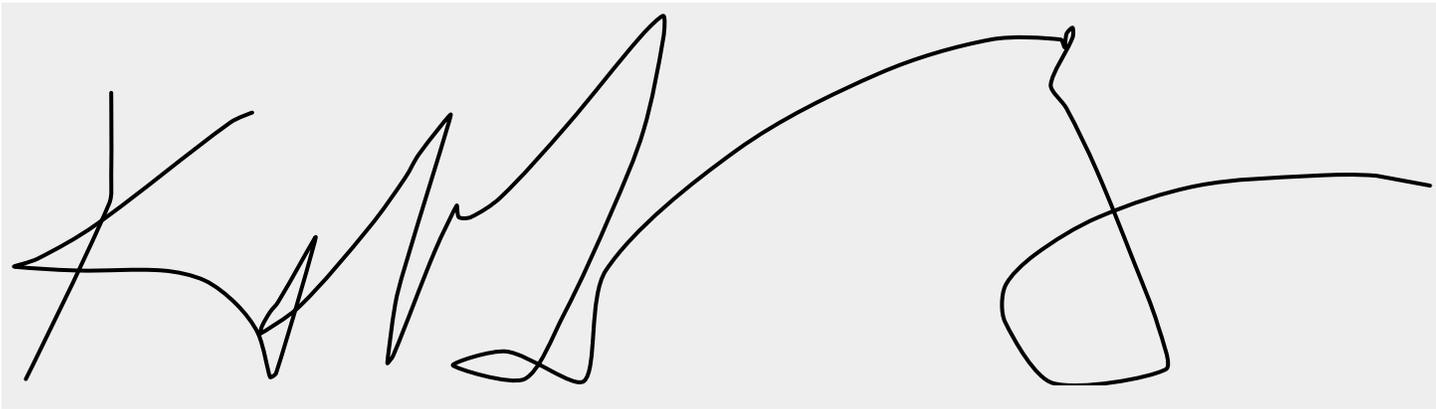
Benjamin Feit, Chief of Staff (Democracy Prep Public Schools)

**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**

A highly stylized, cursive handwritten signature in black ink on a light gray background. The signature is composed of several large, sweeping loops and sharp angles, making it difficult to decipher as a specific name.

**Signature, President of the Board of Trustees**

A second handwritten signature in black ink on a light gray background. This signature is also highly stylized and cursive, featuring a prominent vertical stroke on the right side and a series of smaller loops on the left. It is similar in style to the first signature but distinct in its specific flourishes.

**Thank you.**



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

Last updated: 07/06/2015

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Page 1

**Charter School Name: 310500861001 DEMOCRACY PREP ENDURANCE CS**

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## 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=800000070174>



# Appendix A: Progress Toward Goals

Created: 10/01/2015

Last updated: 10/26/2015

## Page 1

Charter School Name: 310500861001 DEMOCRACY PREP ENDURANCE 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/>) 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=800000070174>

### 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	Each year, 75% of 6th- 8th graders who have been at the School on BEDS say for at the least two consecutive years will perform at or above Level 3 on the New York State English Language Arts Exam.	Measured by New York State English Language Arts Exam	Goal not met.	DPE continues to refine its curriculum to align with Common Core State Standards (CCSS), with a focus on student growth throughout the school year. DPPS has provided each of the schools with lesson plans created by experienced master teachers under the supervision of DPPS curriculum specialists.

Academic Goal 2	Each year, 75% of 6th- 8th graders who have been at the School on BEDS day for at least two consecutive years will perform at or above Level 3 on the New York State Math Exam.	Measured by New York State Math Exam	Goal not met.	DPE continues to refine its curriculum to align with Common Core State Standards (CCSS), with a focus on student growth throughout the school year. DPPS has provided each of the schools with lesson plans created by experienced master teachers under the supervision of DPPS curriculum specialists. DPPS has also taken the step of incorporating Engage NY's math modules in its elementary school curriculum moving forward, investing in CCSS in its earlier grades.
Academic Goal 3	Each year, the percent of students performing at or above Level 3 on the New York State ELA Exam in each tested grade will, in the majority of grades, exceed the average performance of students tested in the same grades of Community School District 5.	Measured by an analysis of performance of CSD 5 conducted by the Department of Education.	Goal met.	
Academic Goal 4	Each year, the percent of students performing at or above Level 3 on the New York State Math Exam in each tested grade will, in the majority of grades, exceed the average performance of students tested in the same grades of Community School District 5.	Measured by an analysis of performance of CSD 5 conducted by the Department of Education.	Goal met.	
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				

**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	Democracy Prep Endurance will prepare students for success in college and citizenship.	We measure our progress based in academic metrics, earned visits to colleges, demonstration of mastery in all areas of Democracy Prep curriculum, required public service, advocacy efforts, summer internships, and a College Preparation Portfolio (CPP) required for promotion to the high school, among other civic activities. The CPP includes a transcript, a complete college application with essays, interviews, extra-curricular activities, recommendations, and an academic honors thesis.	Goal met.	
Org Goal 2	Each year. Democracy Prep will maintain waiting list of at least 40% of available seats.	Internal enrollment data.	Goal met.	
Org Goal 3	Each year, Democracy Prep will have a negative attrition rate of 10% or less.	Internal enrollment data.	Goal met.	
Org Goal 4				
Org Goal 5				

### 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	We will continue to operate with a surplus each year and maintain the highest standards of financial controls, management, and auditing.	External Audit	Goal met.	
Financial Goal 2				
Financial Goal 3				

Financial Goal 4				
Financial Goal 5				



# Appendix B: Total Expenditures and Administrative Expenditures per Child

Last updated: 07/14/2015

## Page 1

Charter School Name: 310500861001 DEMOCRACY PREP ENDURANCE 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 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	5787000
Line 2: Year End Per Pupil Count	335
Line 3: Divide Line 1 by Line 2	17274

#### 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)	0
Line 2: Management and General Cost (Column)	889000
Line 3: Sum of Line 1 and Line 2	889000
Line 4: Year End Per Pupil Count	335
Line 5: Divide Line 3 by the Year End Per Pupil Count	2654

***Thank you.***



**Financial A**

**School Name:**

**Date:**

**School Fiscal Contact Name:**

**School Fiscal Contact Email:**

**School Fiscal Contact Phone:**

**District of Location:**

**Authorizer:**

**Years of Operation:**

**Facility:**

**Grades Currently Served:**

**Planned Grades at Full Capacity:**

**Enrollment:**

**Max Enrollment:**

**Year of Most Recent Data**

**School Fiscal Contact Phone:**

**School Audit Firm Name:**

**School Audit Contact Name:**

**School Audit Contact Email:**

**School Audit Contact Phone:**

**Latest Audit Period (through June 30):**

**Do Not Use this Box**



## Audit Supplemental Data Request Form

*for Regents-Authorized Charter Schools*

**Democracy Prep Endurance Charter School**

July 31, 2015

Howard Schnidman

Harlem

SED

FY 2015

Public / shared space

6,7,8

6,7,8,9,10,11,12

337

2015

917 831 7979

Fruchter Rosen & Co

Gus Saliba

[gsaliba@fcrpas.com](mailto:gsaliba@fcrpas.com)

212 957 3600

2014

Democracy Prep Endurance Charter School2014

**FILL IN GRAY CELLS**

**Democracy Prep Endurance Charter School**

**STATEMENTS OF FINANCIAL POSITION**

FOR THE YEARS ENDED JUNE 30,

	<u>2015</u>	<u>2014</u>
	<u>Unaudited</u>	<u>Audited</u>
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	\$2,027,140	\$925,249
Grants and contracts receivable	-	270,134
Accounts receivables	51,491	-
Inventory	-	-
Prepaid Expenses	-	155,643
Contributions and other receivables	-	-
Other	379,708	-
<b>TOTAL CURRENT ASSETS</b>	<b>\$2,458,339</b>	<b>\$1,351,026</b>
<b>OTHER ASSETS</b>		
Investments	\$-	\$-
Property, Plant and Equipment, Net	167,937	96,200
Restricted Cash	-	50,083
<b>OTHER ASSETS</b>	<b>\$167,937</b>	<b>\$146,283</b>
<b>TOTAL ASSETS</b>	<b>\$2,626,276</b>	<b>\$1,497,309</b>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT LIABILITIES</b>		
Accounts payable and accrued expenses	\$268,141	\$301,484
Accrued payroll and benefits	-	134,310
Refundable Advances	-	-
Dreferred Revenue	-	-
Current maturities of long-term debt	-	-
Short Term Debt - Bonds, Notes Payable	-	-
Other	937,154	140,533
<b>TOTAL CURRENT LIABILITIES</b>	<b>\$1,205,295</b>	<b>\$576,327</b>
<b>LONG-TERM DEBT, net current maturities</b>	<b>\$-</b>	<b>\$-</b>
<b>TOTAL LIABILITIES</b>	<b>\$1,205,295</b>	<b>\$576,327</b>
<b>NET ASSETS</b>		
Unrestricted	\$1,420,981	\$920,982
Temporarily restricted	-	-
<b>TOTAL NET ASSETS</b>	<b>\$1,420,981</b>	<b>\$920,982</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$2,626,276</b>	<b>\$1,497,309</b>
	<i>Check</i>	-

**FILL IN GRAY CELLS**

**Democracy Prep Endurance Charter School**

STATEMENTS OF ACTIVITIES  
FOR THE YEARS ENDED JUNE 30,

	2015			2014
	Unrestricted	Temporarily Restricted	Total	Total
<b>REVENUE, GAINS AND OTHER SUPPORT</b>				
State & Local Operating Revenue	\$5,380,177	\$-	\$5,380,177	\$3,512,384
Federal - Title and IDEA	288,390	-	288,390	569,331
Federal - Other	87,704	-	87,704	65,683
State and City Grants	-	-	-	18,067
Contributions and private grants	21,995	-	21,995	14,931
After school revenue	-	-	-	-
Other	13,598	-	13,598	892
Food Service/Child Nutrition Program	<u>231,000</u>	<u>-</u>	<u>231,000</u>	<u>-</u>
<b>TOTAL REVENUE, GAINS AND OTHER SUPPORT</b>	<u>\$6,022,864</u>	<u>\$-</u>	<u>\$6,022,864</u>	<u>\$4,181,288</u>
<b>EXPENSES</b>				
Program Services				
Regular Education	\$3,708,548	\$-	\$3,708,548	\$2,619,726
Special Education	860,420	-	860,420	607,802
Other Programs	-	-	-	-
Total Program Services	\$4,568,968	\$-	\$4,568,968	\$3,227,528
Supporting Services				
Management and general	\$953,896	\$-	\$953,896	\$563,401
Fundraising	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<u>\$5,522,864</u>	<u>\$-</u>	<u>\$5,522,864</u>	<u>\$3,790,929</u>
<b>SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS</b>	<u>\$500,000</u>	<u>\$-</u>	<u>\$500,000</u>	<u>\$390,359</u>
Contributions				
Foundations	\$-	\$-	\$-	\$-
Individuals	-	-	-	-
Corporations	-	-	-	-
Fundraising	-	-	-	-
Interest income	-	-	-	-
Miscellaneous income	-	-	-	-
Net assets released from restriction	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL SUPPORT AND OTHER REVENUE</b>	<u>\$-</u>	<u>\$-</u>	<u>\$-</u>	<u>\$-</u>
<b>CHANGE IN NET ASSETS</b>	<u>\$500,000</u>	<u>\$-</u>	<u>\$500,000</u>	<u>\$390,359</u>
NET ASSETS BEGINNING OF YEAR	\$920,982	\$-	\$920,982	\$530,623
PRIOR YEAR/PERIOD ADJUSTMENTS	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>NET ASSETS - END OF YEAR</b>	<u>\$1,420,982</u>	<u>\$-</u>	<u>\$1,420,982</u>	<u>\$920,982</u>

DEMOCRACY PREP  
ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)

FINANCIAL STATEMENTS

JUNE 30, 2015 AND 2014

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
FINANCIAL STATEMENTS  
JUNE 30, 2015 AND 2014

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FRUCHTER ROSEN & COMPANY, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

156 WEST 56<sup>TH</sup> STREET

NEW YORK, NEW YORK 10019

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TEL: (212) 957-3600

FAX: (212) 957-3696

INDEPENDENT AUDITORS' REPORT

TO THE BOARD OF TRUSTEES OF  
DEMOCRACY PREP ENDURANCE CHARTER SCHOOL

***Report on the Financial Statements***

We have audited the accompanying financial statements of Democracy Prep Endurance Charter School (the "School") (a not-for-profit corporation), which comprise the statement of financial position as of June 30, 2015, and the related statements of activities, 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 School'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 School's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

## ***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the 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 School's 2014 financial statements, and our report dated October 30, 2014, expressed an unmodified opinion on those audited financial statements. 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, as required by Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, is presented for purposes of additional analysis 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 20, 2015, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

  
FRUCHTER ROSEN & COMPANY, P.C.  
Certified Public Accountants

New York, New York  
October 20, 2015

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
STATEMENTS OF FINANCIAL POSITION  
JUNE 30,

	2015	2014
<b>ASSETS</b>		
Current assets:		
Cash and cash equivalents	\$ 1,933,642	\$ 925,249
Grants and contracts receivable	156,771	270,134
Prepaid expenses and other current assets	4,632	155,643
Total current assets	2,095,045	1,351,026
Property and equipment, net of accumulated depreciation of \$84,807 and \$32,969 respectively	212,448	96,200
Restricted cash	75,157	50,083
<b>TOTAL ASSETS</b>	<b>\$ 2,382,650</b>	<b>\$ 1,497,309</b>
 <b>LIABILITIES AND UNRESTRICTED NET ASSETS</b>		
Current liabilities:		
Accounts payable and accrued expenses	\$ 404,565	\$ 301,484
Accrued payroll and payroll taxes	170,381	134,310
Due to related parties	87,072	138,842
Capital lease obligation	13,911	-
Refundable advances	2,755	1,691
Total current liabilities	678,684	576,327
Capital lease obligation, less current portion	15,372	-
Total liabilities	694,056	576,327
Unrestricted net assets	1,688,594	920,982
<b>TOTAL LIABILITIES AND UNRESTRICTED NET ASSETS</b>	<b>\$ 2,382,650</b>	<b>\$ 1,497,309</b>

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

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
STATEMENTS OF ACTIVITIES  
FOR THE YEARS ENDED JUNE 30,

	2015	2014
Revenue and support:		
State and local per pupil operating revenue	\$ 5,348,338	\$ 3,512,384
Federal grants	511,206	569,331
Federal E-rate	109,604	65,683
State and city grants	27,402	18,067
Contributions and grants	19,030	14,931
Interest and other income	13,606	892
Total revenue and support	6,029,186	4,181,288
Expenses:		
Program services:		
Regular education	3,744,352	2,619,726
Special education	1,042,622	607,802
Total program services	4,786,974	3,227,528
Supporting services:		
Management and general	474,600	563,401
Total expenses	5,261,574	3,790,929
Changes in unrestricted net assets	767,612	390,359
Unrestricted net assets - beginning of year	920,982	530,623
Unrestricted net assets - end of year	\$ 1,688,594	\$ 920,982

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

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
STATEMENTS OF CASH FLOWS  
FOR THE YEARS ENDED JUNE 30,

	2015	2014
CASH FLOWS FROM OPERATING ACTIVITIES:		
Changes in unrestricted net assets	\$ 767,612	\$ 390,359
Adjustments to reconcile changes in unrestricted net assets to net cash provided by operating activities:		
Depreciation	51,838	20,391
Changes in assets and liabilities:		
Decrease (Increase) in grants and contracts receivable	113,363	(175,149)
Decrease (Increase) in prepaid expenses and other current assets	151,011	(154,952)
Increase in accounts payable and accrued expenses	103,081	218,402
Increase in accrued payroll and payroll taxes	36,071	60,433
(Decrease) in due to related parties	(51,770)	(22,786)
Increase (Decrease) in refundable advances	1,064	(12,174)
NET CASH PROVIDED BY OPERATING ACTIVITIES	1,172,270	324,524
CASH FLOWS FROM INVESTING ACTIVITIES:		
Purchases of property and equipment	(126,281)	(52,430)
(Increase) in restricted cash	(25,074)	(25,073)
NET CASH (USED IN) INVESTING ACTIVITIES	(151,355)	(77,503)
CASH FLOWS FROM FINANCING ACTIVITY:		
Payments made on capital lease obligation	(12,522)	-
NET INCREASE IN CASH AND CASH EQUIVALENTS	1,008,393	247,021
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	925,249	678,228
CASH AND CASH EQUIVALENTS - END OF YEAR	\$ 1,933,642	\$ 925,249
SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION:		
Cash paid during the year for interest	\$ 630	\$ -
SUPPLEMENTAL SCHEDULE OF NONCASH INVESTING AND FINANCING ACTIVITIES:		
Computers and equipment acquired under a capital lease	\$ 41,805	\$ -

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

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2015 AND 2014

NOTE 1 - PRINCIPAL BUSINESS ACTIVITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Organization

Democracy Prep Endurance Charter School (the “School”) is a New York State, not-for-profit educational corporation that was incorporated to operate a charter school pursuant to Article 56 of the Education Law of the State of New York. The School was granted a provisional charter on July 16, 2012, valid for a term of five years and renewable upon expiration by the Board of Regents of the University of the State of New York. The School’s purpose is to educate students and build scholars by providing them with a demanding academic program that prepares them for success in college and citizenship. Classes commenced in Harlem, New York, in September 2012, and the School provided education to approximately 337 students in grades sixth through eighth during the 2014-2015 academic year.

The School has an agreement with the New York City Department of Education (“NYCDOE”) to share public school space at no annual cost. The School occupies approximately 13,715 square feet on one floor of a public school building. The School also shares the gymnasium, auditorium, and cafeteria with the public school, which approximates 8,484 square feet. The School is not responsible for rent, utilities, custodial services, and school safety services other than those required for days and times the School operates outside of the traditional NYCDOE schedule. The School was unable to determine a value for the contributed space and related services and did not record any value for use of donated facilities.

Food and Transportation

The School retained an outside vendor to provide meals for students in which the School receives Federal and New York State reimbursements. The Office of Pupil Transportation provides free transportation to the majority of the students during the district’s school days.

Tax Status

The School is exempt from Federal income tax under Section 501(a) of the Internal Revenue Code as an organization described in Section 501(c)(3) and a similar provision under New York State income tax laws. The School has also been classified as an entity that is not a private foundation within the meaning of Section 509(a) and qualifies for deductible contributions as provided in section 170(b)(1)(A)(ii). The School is subject to income taxes only on net unrelated business income. The School did not have any unrelated business income for the years ended June 30, 2015 and June 30, 2014.

The School’s accounting policy provides that a tax expense or benefit from an uncertain tax position may be recognized when it is more likely than not that the position will be sustained upon examination, including resolutions of any related appeals or litigation processes, based on the technical merits. The School has no uncertain tax positions resulting in an accrual of tax expense or benefit.

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2015 AND 2014

NOTE 1 - PRINCIPAL BUSINESS ACTIVITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Tax Status (Continued)

IRS forms 990 filed by the School are subject to examination by the Internal Revenue Service up to three years from the extended due date of each return. All forms 990 filed by the School are subject to examination.

Basis of Presentation

The financial statement presentation follows the requirements of the Financial Accounting Standards Board ("FASB") in its Accounting Standards Codification ("ASC") No. 958-205 which provides guidance for the classification of net assets. The amounts for each of the three classes of net assets are based on the existence or absence of donor-imposed restrictions described as follows:

Unrestricted

Net assets of the School whose use has not been restricted by an outside donor or by law. They are available for any use in carrying out the operations of the School.

Temporarily Restricted

Net assets of the School whose use has been limited by donor-imposed stipulations that either expire with the passage of time or can be fulfilled and removed by actions of the School. 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 as net assets released from restrictions

Permanently Restricted

Net assets of the School whose use has been permanently limited by donor-imposed restrictions. Such assets include contributions required to be invested in perpetuity, the income from which is available to support charitable purposes designated by the donors.

The School had no temporarily or permanently restricted net assets at June 30, 2015 and 2014.

Revenue and Support

Contributions are recognized when the donor makes a promise to give to the School that is, in substance, unconditional. Grants and other contributions of cash are reported as temporarily restricted support if they are received with donor stipulations. Restricted contributions and grants that are made to support the School's current year activities are recorded as unrestricted revenue. Contributions of assets other than cash are recorded at their estimated fair value.

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2015 AND 2014

NOTE 1 - PRINCIPAL BUSINESS ACTIVITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Revenue and Support (Continued)

Revenue from the state and local governments resulting from the School's charter status and based on the number of students enrolled is recorded when services are performed in accordance with the charter agreement. Federal and other state and local funds are recorded when expenditures are incurred and billable to the government agency.

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. Accordingly, actual results could differ from those estimates.

Cash and Cash Equivalents

For the purpose of the statements of cash flows, the School considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.

Concentration of Credit Risk

Financial instruments which potentially subject the School to concentrations of credit risk are cash and cash equivalents. The School places its cash and cash equivalents on deposit in what it believes to be highly credited financial institutions. Cash balances may exceed the FDIC insured levels of \$250,000 per institution at various times during the year. The School believes that there is little risk in any losses and has not experienced any losses in such accounts.

Restricted Cash

Under the provisions of its charter, the School established an escrow account to pay for legal and audit expenses that would be associated with a dissolution should it occur.

Property and Equipment

Purchased property and equipment are recorded at cost. Maintenance and repairs are expensed as incurred. Depreciation and amortization is provided on the straight line method over the estimated useful lives as follows:

Furniture and fixtures	7 years
Computers and equipment	3 and 5 years

Refundable Advances

The School records certain government operating revenue as refundable advances until the related services are performed, at which time it is recognized as revenue.

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2015 AND 2014

NOTE 1 - PRINCIPAL BUSINESS ACTIVITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Comparative Financial Information

The accompanying statements of activities and functional expenses are presented with summarized comparative information. Such prior year information is not presented by net asset class in the statements of activities or by functional category in the schedule of functional expenses. Accordingly, such information should be read in conjunction with the School's 2014 financial statements from which the summarized information was derived.

Reclassifications

Certain 2014 accounts have been reclassified to conform to the 2015 financial statement presentation. The reclassifications have no effect on 2014 total assets, liabilities, net assets, and changes in net assets.

NOTE 2 - GRANTS AND CONTRACTS RECEIVABLE

Grants and contracts receivable consist of federal, state, and city entitlements and grants. The School expects to collect these receivables within one year.

NOTE 3 - PROPERTY AND EQUIPMENT

Property and equipment consists of the following at June 30,:

	2015	2014
Furniture and fixtures	\$ 119,554	\$ 51,951
Computers and equipment	177,701	77,218
	297,255	129,169
Less: Accumulated depreciation	84,807	32,969
	\$ 212,448	\$ 96,200

Depreciation expense was \$51,838 and \$20,391 for the years ended June 30, 2015 and 2014, respectively.

NOTE 4 - RELATED PARTY TRANSACTIONS

Democracy Prep Endurance Charter School ("DPE") is affiliated with four charter schools: Democracy Preparatory Charter School ("DPCS"), Democracy Preparatory Harlem Charter School ("DPH"), Harlem Prep Charter School ("HPCS"), and Bronx Preparatory Charter School ("BPCS"), all New York State not-for-profit organizations and managed by Democracy Prep Public Schools ("DPPS").

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2015 AND 2014

NOTE 4 - RELATED PARTY TRANSACTIONS (Continued)

The School is an affiliate of DPPS, a New York State not-for-profit charter management organization. The School entered into a management agreement with DPPS to assume responsibility for the School’s educational process, management, and operations. As compensation to DPPS for these services rendered, the School shall pay to DPPS an annual fee equal to 15% of the School’s non-competitive public revenue in the initial term. The initial term is for one year beginning July 1, 2012 and ending June 30, 2013. The percentage will decrease by one-half percent (0.5%) in each renewal term until it reaches a minimum of 12% of the non-competitive public revenue of the School and will remain in effect for all subsequent renewal terms. Following the initial term, the agreement will automatically extend for successive one-year periods unless terminated by either party. For the years ended June 30, 2015 and 2014, DPPS charged an annual management fee to the school of 14% and 14.5%, respectively. For the years ended June 30, 2015 and 2014, the School incurred \$788,468 and \$574,559 in management fees, respectively.

The School is an affiliate of Democracy Builders, Inc. (“DBI”), a 501(c)(4) national advocacy organization that organizes parents to advocate for better school choices and educational outcomes for the children in their communities. The School entered into a consulting agreement with DBI to perform student recruitment and enrollment, family engagement, parent advocacy initiatives and training, and government relations. As compensation to DBI for these services rendered, the School shall pay to DBI an annual fee equal to 1% of the School’s total per-pupil funding. For the year ended June 30, 2015 and 2014, the School incurred \$53,498 and \$35,124 in consulting fees, respectively.

For operational efficiency and purchasing power, the School shares expenses with the related charter schools and charter management organization. The School was billed for net shared operational expenses for the years ended June 30,

	<u>2015</u>	<u>2014</u>
DPCS	\$ 133,358	\$ 128,544
DPH	78	-
HPCS	2,415	1,282
BPCS	6,094	-
DPPS	285,849	268,642
DBI	7,432	6,299
	<u>\$ 435,226</u>	<u>\$ 404,767</u>

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2015 AND 2014

NOTE 4 - RELATED PARTY TRANSACTIONS (Continued)

The net balance due from (to) related parties consists of the following at June 30,:

	2015	2014
DPCS	\$ (178,732)	\$ (117,944)
DPH	878	-
HPCS	353,336	124,668
BPCS	(6,094)	-
DPPS	(246,919)	(140,267)
DBI	(9,541)	(5,299)
Net balance due from (to) related parties	\$ (87,072)	\$ (138,842)

NOTE 5 - REVENUE CONCENTRATION

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

NOTE 6 - FUNCTIONAL ALLOCATION OF EXPENSE

Directly identifiable expenses are charged to programs and supporting services. Expenses related to more than one function are charged to programs and supporting services on the basis of periodic time and expense studies. Management and general expense includes those expenses that are not directly identifiable with any other specific function, but provide for the overall support and direction of the School.

NOTE 7 - CONTINGENCY

Certain grants and contracts may be subject to audit by the funding sources. Such audits might result in disallowances of costs submitted for reimbursements. Management is of the opinion that such cost disallowances, if any, will not have a material effect on the accompanying financial statements. Accordingly, no amounts have been provided in the accompanying financial statements for such potential claims.

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2015 AND 2014

NOTE 8 - COMMITMENTS

The School leases office equipment under non-cancelable lease agreements expiring on various dates through September 2018.

The future minimum lease payments are as follows:

For the year ending June 30, 2016	\$ 24,926
2017	11,724
2018	9,083
2019	<u>2,271</u>
	<u>\$ 48,004</u>

Equipment rental expense was \$51,107 and \$26,636 for the years ended June 30, 2015 and 2014, respectively.

NOTE 9 - CAPITAL LEASE OBLIGATION

The School leases computers and equipment under a capital lease that expires in July 2017. The asset and liability under the capital lease are recorded at the present value of the minimum lease payments. The asset is being depreciated over its estimated useful life. Depreciation of the asset under the capital lease is included in depreciation expense.

Following is a summary of property and equipment held under capital lease:

Computers and equipment	\$ 41,805
Less: accumulated depreciation	<u>(12,774)</u>
	<u>\$ 29,031</u>

The future minimum lease payments are as follows:

For the year ending June 30, 2016	\$ 14,347
2017	14,347
2018	<u>1,196</u>
Total minimum lease payments	29,890
Less: amounts representing interest	<u>(607)</u>
Present value of minimum lease payments	<u>29,283</u>
Less: current portion	<u>(13,911)</u>
Capital lease obligation, less current portion	<u>\$ 15,372</u>

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2015 AND 2014

NOTE 10 - RETIREMENT PLAN

The School maintains a retirement plan qualified under Internal Revenue Code 403(b), for the benefit of its eligible employees. Under the plan, the School will match employee contributions up to 5% of annual compensation. Employer match for the years ended June 30, 2015 and 2014 amounted to \$80,454 and \$49,192, respectively.

NOTE 11 - SUBSEQUENT EVENTS

The School has evaluated its subsequent events through October 20, 2015, the date that the accompanying financial statements were issued. The School has no material events requiring disclosure.

FRUCHTER ROSEN & COMPANY, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

156 WEST 56<sup>TH</sup> STREET

NEW YORK, NEW YORK 10019

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TEL: (212) 957-3600

FAX: (212) 957-3696

INDEPENDENT AUDITORS' REPORT  
ON SUPPLEMENTARY INFORMATION

TO THE BOARD OF TRUSTEES OF  
DEMOCRACY PREP ENDURANCE CHARTER SCHOOL

We have audited the financial statements of Democracy Prep Endurance Charter School (a not-for-profit corporation), as of and for the year ended June 30, 2015, and have issued our report thereon dated October 20, 2015 which contained an unmodified opinion on those financial statements. Our audit was performed for the purpose of forming an opinion on the financial statements as a whole. The schedule of functional expenses is presented for the purposes of additional analysis 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.

  
FRUCHTER ROSEN & COMPANY, P.C.  
Certified Public Accountants

New York, New York  
October 20, 2015

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
SCHEDULE OF FUNCTIONAL EXPENSES  
FOR THE YEARS ENDED JUNE 30,

	No. of Positions	2015					2014
		Program Services			Supporting Services		Total
		Regular Education	Special Education	Total	Management and General	Total	
Personnel service costs							
Administrative staff personnel	6	\$ -	\$ -	\$ -	\$ 221,183	\$ 221,183	\$ 220,281
Instructional personnel	34	1,537,433	428,101	1,965,534	-	1,965,534	1,301,554
Non-instructional personnel	6	346,720	96,545	443,265	-	443,265	340,967
Total salaries and staff	46	1,884,153	524,646	2,408,799	221,183	2,629,982	1,862,802
Fringe benefits and payroll taxes		305,837	85,161	390,998	35,905	426,903	281,216
Retirement		57,638	16,049	73,687	6,767	80,454	49,192
Management Company fees		564,869	157,289	722,158	66,310	788,468	574,559
Accounting/audit services		-	-	-	22,750	22,750	22,804
Other purchases/professional/consulting services		-	-	-	84,603	84,603	51,006
Repairs and maintenance		8,438	2,350	10,788	990	11,778	21,425
Insurance		18,982	5,286	24,268	2,228	26,496	18,168
Utilities		25,053	6,976	32,029	2,942	34,971	26,424
Supplies/materials		190,600	53,073	243,673	2	243,675	246,036
Staff development		64,271	17,896	82,167	7,545	89,712	87,834
Marketing/recruitment		21,991	6,123	28,114	2,582	30,696	5,778
Technology		50,190	13,976	64,166	5,891	70,057	135,127
Food service		206,587	57,525	264,112	-	264,112	128,977
Student service		218,794	60,922	279,716	-	279,716	178,707
Office expense		64,027	17,829	81,856	7,515	89,371	61,120
Depreciation		37,138	10,341	47,479	4,359	51,838	20,391
Other		25,784	7,180	32,964	3,028	35,992	19,363
Total		\$ 3,744,352	\$ 1,042,622	\$ 4,786,974	\$ 474,600	\$ 5,261,574	\$ 3,790,929

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CERTIFIED PUBLIC ACCOUNTANTS

156 WEST 56<sup>TH</sup> STREET

NEW YORK, NEW YORK 10019

---

TEL: (212) 957-3600

FAX: (212) 957-3696

INDEPENDENT AUDITORS' 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 OF  
DEMOCRACY PREP ENDURANCE CHARTER SCHOOL

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Democracy Prep Endurance Charter School (the "School") (a not-for-profit corporation), which comprise the statement of financial position as of June 30, 2015, and the related statements of activities, and cash flows for the year ended, and the related notes to the financial statements, and have issued our report thereon dated October 20, 2015.

***Internal Control Over Financial Reporting***

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

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the School'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.

TO THE BOARD OF TRUSTEES OF  
DEMOCRACY PREP ENDURANCE CHARTER SCHOOL

***Compliance and Other Matters***

As part of obtaining reasonable assurance about whether the 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 were reported to the management of the School in a separate letter dated October 20, 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 School's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

  
FRUCHTER ROSEN & COMPANY, P.C.  
Certified Public Accountants

New York, New York  
October 20, 2015

FRUCHTER ROSEN & COMPANY, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

156 WEST 56<sup>TH</sup> STREET

NEW YORK, NEW YORK 10019

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TEL: (212) 957-3600

FAX: (212) 957-3696

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR  
EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER  
COMPLIANCE REQUIRED BY OMB CIRCULAR A-133

TO THE BOARD OF TRUSTEES OF  
DEMOCRACY PREP ENDURANCE CHARTER SCHOOL

***Report on Compliance for Each Major Federal Program***

We have audited Democracy Prep Endurance Charter School's (the "School") (a not-for-profit corporation) 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 the School's major federal programs for the year ended June 30, 2015. The 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 the 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 the 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 the School's compliance.

***Opinion on Each Major Federal Program***

In our opinion, the 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.

TO THE BOARD OF TRUSTEES OF  
DEMOCRACY PREP ENDURANCE CHARTER SCHOOL

***Report on Internal Control over Compliance***

Management of the 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 the 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 the 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 a 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.

  
FRUCHTER ROSEN & COMPANY, P.C.  
Certified Public Accountants

New York, New York  
October 20, 2015

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2015

A - SUMMARY OF AUDITORS' RESULTS

1. The auditors' report expresses an unmodified opinion on the financial statements of Democracy Prep Endurance Charter School.
2. No significant deficiencies and no material weaknesses were discovered during the audit of the financial statements.
3. No instances of noncompliance material to the financial statements of Democracy Prep Endurance Charter School, which would be required to be reported in accordance with *Government Auditing Standards*, were disclosed during the audit.
4. No significant deficiencies and no material weaknesses relating to the audit of the major federal award programs are reported in accordance with OMB Circular A-133.
5. The auditors' report on compliance for the major federal award programs for Democracy Prep Endurance Charter School expresses an unmodified opinion on all major federal programs.
6. No audit findings relative to the major federal award programs for Democracy Prep Endurance Charter School are reported in this schedule.
7. The programs tested as major programs included:
  - Title I Part A, CFDA No. 84.010
  - National School Breakfast Program, CFDA No. 10.553
  - National School Lunch Program, CFDA No. 10.555
8. The threshold used for distinguishing between Type A and B programs was \$300,000.
9. Democracy Prep Endurance Charter School did not qualify as a low risk auditee.

B - FINDINGS - FINANCIAL STATEMENTS AUDIT

None

C - FINDINGS AND QUESTIONED COSTS - MAJOR FEDERAL AWARD PROGRAMS AUDIT

None

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED JUNE 30, 2015

Federal Grantor Pass-through Grantor Program Name/Cluster	Federal CFDA Number	Federal Expenditures
U.S. Department of Education:		
Passed through the New York State		
Education Department:		
Charter Schools Program	84.282	\$ 31,690
Title I Part A	84.010	202,732
Title II Part A	84.367	6,865
Passed through the New York City		
Department of Education:		
Special Education - IDEA	84.027	44,796
Total U.S. Department of Education		<u>286,083</u>
U.S. Department of Agriculture:		
Passed through the New York State		
Education Department:		
Child Nutrition Cluster		
National School Breakfast Program	10.553	58,941
National School Lunch Program	10.555	166,182
Total U.S. Department of Agriculture		<u>225,123</u>
Total Expenditures of Federal Awards		<u>\$ 511,206</u>

See accompanying notes to schedule of expenditures of federal awards.

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED JUNE 30, 2015

NOTE A - BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards includes the federal grant activity of Democracy Prep Endurance Charter School and is presented on the accrual basis of accounting for the year ended June 30, 2015. The information in this schedule is presented in accordance with the requirements on 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.

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)

MANAGEMENT LETTER

JUNE 30, 2015

FRUCHTER ROSEN & COMPANY, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

156 WEST 56<sup>TH</sup> STREET  
NEW YORK, NEW YORK 10019

TEL: (212) 957-3600

FAX: (212) 957-3696

October 20, 2015

To the Board of Trustees of  
Democracy Prep Endurance Charter School  
250 West 127<sup>th</sup> Street  
New York, NY 10027

In planning and performing our audit of the financial statements of Democracy Prep Endurance Charter School (the "School") (a not-for-profit corporation) as of and for the year ended June 30, 2015, in accordance with auditing standards generally accepted in the United States of America, we considered the School's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A 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 School's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. 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.

Exhibit I accompanying this letter summarizes observations for the year ended June 30, 2015 that we determined did not constitute a significant deficiency or a material weakness. Exhibit II summarizes current year status of prior year's observations. Management's responses to the observations have not been subjected to the auditing procedures applied in the audit of the financial statements and accordingly, we express no opinion on it.

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

We have already discussed these comments and suggestions with management. We would be pleased to discuss these comments with you at greater length and assist you in the implementation of any of our recommendations should you desire.

We appreciate your cooperation and the assistance we received during the course of our audit.

  
FRUCHTER ROSEN & COMPANY, P.C.  
Certified Public Accountants

New York, New York  
October 20, 2015

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
MANAGEMENT LETTER  
JUNE 30, 2015

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| B. | Insurance Coverage           | 1 |

EXHIBIT II – CURRENT YEAR STATUS OF PRIOR YEAR OBSERVATIONS

- |    |                                                 |   |
|----|-------------------------------------------------|---|
| C. | Incomplete Student Files                        | 2 |
| D. | General Ledger Maintenance and Account Analysis | 3 |

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
MANAGEMENT LETTER

EXHIBIT I – CURRENT YEAR OBSERVATIONS

A. TEST OF CREDIT CARD EXPENSES

Observation

We reviewed 2 monthly statements of the corporate credit card for the Campus Director and noted the following:

- There were approximately \$11,030 representing 40% of the charges that were not supported by backup documentation or receipts.
- There were approximately \$23,014 representing 84% of the charges that did not contain written documentation supporting approval by management.

Recommendation

The School should enforce the use of credit cards as outlined in its fiscal policies and procedures manual. The School should document in writing all decisions that are not consistent with policy. If such situations are common, consideration should be given to modifying the policy.

Management's Response

Management recognizes this observation and will actively enforce the use of credit cards as outlined in our Fiscal policies and procedures manual.

B. INSURANCE COVERAGE

Observation

We noted insurance coverage under business personal property is limited to \$257,500. This appears low based on the current cost of approximately \$297,000 maintained in your fixed asset register.

Recommendation

We recommend an increase of coverage for personal property to cover, at minimum, the cost maintained in your fixed asset register. In addition, the School should periodically review insurance coverage to ensure proper and adequate means by which to preserve School assets.

Management's Response

Management recognizes this observation and has increased its FY 15-16 business personal property coverage to \$490,000.

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
MANAGEMENT LETTER

EXHIBIT II – CURRENT YEAR STATUS OF PRIOR YEAR OBSERVATIONS

In conjunction with performing the audit of the School’s financial statements for the year ended June 30, 2015, we followed up on the status of implementation of audit recommendations made for the year ended June 30, 2014. The status update on those matters is summarized below.

C. INCOMPLETE STUDENT FILES

Observation

During our 2014 audit, we noted the following exception during our test of 15 student files. Eight student files did not contain proof of residency.

Recommendation

In an effort to ensure that student records are complete, we recommend developing a checklist that includes all required documentation. This checklist should be utilized periodically to insure that information is complete and updated for each student file.

Current Year Status

During our 2015 audit, maintenance of student files and records did not improve and we noted the following exceptions during our test of 15 student files:

- 2 files did not contain a copy of a birth certificate.
- 2 files did not contain an enrollment form.
- 2 files did not contain home language survey.
- 3 files did not contain prior school records.
- 9 files did not contain proper proof of residency.
- 2 files did not contain student medical records
- 1 file did not contain a media release form.

Updated Management’s Response

Management recognizes this observation and will work with the school based operations team to begin a process of ongoing internal audits of student files to ensure that all required documentations are complete and correct.

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
MANAGEMENT LETTER

EXHIBIT II – CURRENT YEAR STATUS OF PRIOR YEAR OBSERVATIONS

D. GENERAL LEDGER MAINTENANCE AND ACCOUNT ANALYSIS

Observation

Although schedules were prepared during our audit field work, these schedules and reconciliations were not prepared and updated throughout the fiscal year ended June 30, 2014. This resulted in various adjustments to the general ledger during the year end closing and preparation of the audit package, which delayed the start and completion of the audit. These adjustments and delays could have been minimized had accounts been analyzed and compared with the general ledger on a regular basis throughout the year.

Recommendation

Management should be analyzing accounts and reconciling with the general ledger more completely on a monthly or quarterly basis. Additional in-depth account analysis will help the School detect and correct errors on a more timely basis. Management should also increase the financial support throughout the year.

Current Year Status

Although we noted improvements during our 2015 audit, we still encountered delays to the start of the audit because analysis of schedules and account reconciliations were not prepared and updated throughout the fiscal year. In addition, we did not have any significant adjustments to the general ledger during our 2015 audit.

Updated Management's Response

Management recognizes this observation and with the addition of a Senior Accountant to the team, we will push for general ledger maintenance and ongoing schedule preparation and reconciliations to occur throughout the year.

[New York State Education Department](#)  
[Request for Proposals to Establish Charter Schools](#)  
[Authorized by the Board of Regents](#)

### New Application Budget(s) & Cash Flow(s) Template

#### Democracy Prep Endurance Charter School

Contact Name:	Howard Schnidman
Contact Email:	<a href="mailto:Hschnidman@Democracyprep.org">Hschnidman@Democracyprep.org</a>
Contact Phone:	917 831 7979
District of Location	
Pre-Opening Period	Examples
Operational Year ONE	July 1, 2015 to June 30, 2016





**Democracy Prep Endurance Charter School  
PROJECTED BUDGET / OPERATING PLAN FOR YEAR ONE**

July 1, 2015 to June 30, 2016

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 147. This will populate the data in row 9.

<b>Total Revenue</b>	6,122,988	1,257,175	331,992	-	1,431	7,713,586
<b>Total Expenses</b>	4,736,915	1,148,343	-	-	1,803,330	7,688,588
<b>Net Income</b>	1,386,073	108,832	331,992	-	(1,801,899)	24,998
<b>Actual Student Enrollment</b>	354	75				429
<b>Total Paid Student Enrollment</b>	-	-				-

PROGRAM SERVICES			SUPPORT SERVICES			TOTAL
REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL		

REVENUE						
REVENUES FROM STATE SOURCES						
Per Pupil Revenue	CY Per Pupil Rate					
<b>District of Location</b>	13,877	5,953,233	-	-	-	5,953,233
School District 2 (Enter Name)		-	-	-	-	-
School District 3 (Enter Name)		-	-	-	-	-
School District 4 (Enter Name)		-	-	-	-	-
School District 5 (Enter Name)		-	-	-	-	-
		5,953,233	-	-	-	5,953,233
Special Education Revenue		-	994,525	-	-	994,525
Grants		-	-	-	-	-
Stimulus		-	-	-	-	-
Other		-	-	-	-	-
		-	-	322,929	-	322,929
<b>TOTAL REVENUE FROM STATE SOURCES</b>		5,953,233	994,525	322,929	-	7,270,687
<b>REVENUE FROM FEDERAL FUNDING</b>						
IDEA Special Needs		-	81,525	-	-	81,525
Title I		-	181,125	-	-	181,125
Title Funding - Other		-	-	-	-	-
School Food Service (Free Lunch)		-	-	9,063	-	9,063
Grants		-	-	-	-	-
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-
Other		-	-	-	-	-
		-	-	-	-	-
<b>TOTAL REVENUE FROM FEDERAL SOURCES</b>		-	262,650	9,063	-	271,713
<b>LOCAL and OTHER REVENUE</b>						
Contributions and Donations, Fundraising		-	-	-	-	-
Erate Reimbursement		169,755	-	-	-	169,755
Interest Income, Earnings on Investments,		-	-	-	-	-
NYC-DYCD (Department of Youth and Community Developmt.)		-	-	-	-	-
Food Service (Income from meals)		-	-	-	-	-
Text Book		-	-	-	-	-
OTHER		-	-	-	1,431	1,431
<b>TOTAL REVENUE FROM LOCAL and OTHER SOURCES</b>		169,755	-	-	1,431	171,186
<b>TOTAL REVENUE</b>		6,122,988	1,257,175	331,992	-	7,713,586

**Assumptions**  
DESCRIPTION OF ASSUMPTIONS - Please reference section/page number in application if applicable. For example, student enrollment would reference the page in the application that states enrollment targets.

FAMIS & Rent assistance

EXPENSES						
ADMINISTRATIVE STAFF PERSONNEL COSTS						
	No. of Positions					
Executive Management		-	-	-	-	-
Instructional Management	3.00	-	-	-	404,092	404,092
Deans, Directors & Coordinators		-	-	-	-	-
CFO / Director of Finance		-	-	-	-	-
Operation / Business Manager		-	-	-	-	-
Administrative Staff		-	-	-	-	-
<b>TOTAL ADMINISTRATIVE STAFF</b>	3.00	-	-	-	404,092	404,092
<b>INSTRUCTIONAL PERSONNEL COSTS</b>						
Teachers - Regular	33.00	2,144,932	-	-	-	2,144,932
Teachers - SPED -----See column O for Pathways	8.00	-	519,983	-	-	519,983
Substitute Teachers		-	-	-	-	-
Teaching Assistants		-	-	-	-	-
Specialty Teachers		-	-	-	-	-
Aides		-	-	-	-	-
Therapists & Counselors		-	-	-	-	-
Other		175,137	42,458	-	-	217,595
<b>TOTAL INSTRUCTIONAL</b>	41.00	2,320,069	562,441	-	-	2,882,510
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>						
	Allocation					
Nurse		-	-	-	-	-
Librarian		-	-	-	-	-
Custodian		-	-	-	-	-
Security		-	-	-	-	-
Other	12.00	495,705	120,171	-	-	615,876
<b>TOTAL NON-INSTRUCTIONAL</b>	12.00	495,705	120,171	-	-	615,876
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>	56.00	2,815,774	682,612	-	404,092	3,902,478
<b>PAYROLL TAXES AND BENEFITS</b>						
Payroll Taxes		297,293	72,071	-	-	369,364
Fringe / Employee Benefits		228,963	55,506	-	-	284,469
Retirement / Pension		129,498	31,393	-	-	160,891
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>		655,753	158,971	-	-	814,724
<b>TOTAL PERSONNEL SERVICE COSTS</b>	56.00	3,471,528	841,582	-	404,092	4,717,202
<b>CONTRACTED SERVICES</b>						
Accounting / Audit		-	-	-	28,000	28,000
Legal		-	-	-	-	-
Management Company Fee		-	-	-	1,042,883	1,042,883
Nurse Services		-	-	-	-	-
Food Service / School Lunch		33,505	8,123	-	-	41,628
Payroll Services		-	-	-	13,680	13,680
Special Ed Services		-	-	-	-	-
Titement Services (i.e. Title I)		-	-	-	-	-
Other Purchased / Professional / Consulting		108,212	28,478	-	-	135,688
<b>TOTAL CONTRACTED SERVICES</b>		142,718	34,598	-	1,084,563	1,261,879
<b>SCHOOL OPERATIONS</b>						
Board Expenses		-	-	-	2,500	2,500
Classroom / Teaching Supplies & Materials		120,820	29,290	-	-	150,110
Special Ed Supplies & Materials		-	-	-	-	-
Textbooks / Workbooks		70,786	17,160	-	-	87,946
Supplies & Materials other		162,183	39,317	-	-	201,500
Equipment / Furniture		-	-	-	-	-
Telephone		28,686	6,954	-	-	35,640
Technology		188,140	45,610	-	-	233,750
Student Testing & Assessment		30,263	7,337	-	-	37,600
Field Trips		117,713	28,537	-	-	146,250
Transportation (student)		-	-	-	-	-
Student Services - other		-	-	-	-	-
Office Expense		-	-	-	-	-
Staff Development		120,651	29,249	-	-	149,900
Staff Recruitment		24,146	5,854	-	-	30,000
Student Recruitment / Marketing		-	-	-	-	-
School Meals / Lunch		-	-	-	-	-

List exact titles included in the position category, if different from description, and staff FTE's ( Full time equivalent)

Two of these are Pathways

Additional Comp

Operations team

Travel (Staff)	-	-	-	-	-	-
Fundraising	-	-	-	-	-	-
Other	4,024	976	-	-	-	5,000
<b>TOTAL SCHOOL OPERATIONS</b>	867,414	210,282	-	-	2,500	1,080,196
<b>FACILITY OPERATION &amp; MAINTENANCE</b>						
Insurance	-	-	-	-	-	-
Janitorial	-	-	-	-	-	-
Building and Land Rent / Lease	210,389	51,004	-	-	-	261,393
Repairs & Maintenance	44,866	10,877	-	-	-	55,743
Equipment / Furniture	-	-	-	-	-	-
Security	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	255,256	61,880	-	-	-	317,136
<b>DEPRECIATION &amp; AMORTIZATION</b>	-	-	-	-	69,273	69,273
<b>DISSOLUTION ESCROW &amp; RESERVES / CONTINGENCY</b>	-	-	-	-	242,902	242,902
<b>TOTAL EXPENSES</b>	4,736,915	1,148,343	-	-	1,803,330	7,688,688
<b>NET INCOME</b>	1,386,073	108,832	331,992	-	(1,801,899)	24,998

ENROLLMENT - *School Districts Are Linked To Above Entries*		REGULAR EDUCATION	SPECIAL EDUCATION	
District of Location		354	75	429
School District 2 (Enter Name)				-
School District 3 (Enter Name)				-
School District 4 (Enter Name)				-
School District 5 (Enter Name)				-
<b>TOTAL ENROLLMENT</b>		354	75	429
<b>REVENUE PER PUPIL</b>		17,297	16,762	-
<b>EXPENSES PER PUPIL</b>		13,381	15,311	-



# Audited Financial Statement Checklist

Last updated: 10/29/2015

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	Not Applicable

**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	Not Applicable
Management Letter	No

**Thank you.**



# Appendix E: Disclosure of Financial Interest Form

Last updated: 08/19/2015

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Page 1

310500861001 DEMOCRACY PREP ENDURANCE CS

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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: 07/09/2015

Page 1

## 310500861001 DEMOCRACY PREP ENDURANCE CS

### 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	Khary Barnes	[REDACTED]	Chair/Board President	Yes		3 Terms (Election: 2011; Expiration: 2017)
2	Craig Canton	[REDACTED]	Treasurer	Yes		3 Terms (Election: 2011; Expiration: 2017)
3	Rashida LaLande	[REDACTED]	Secretary	Yes		3 Terms (Election: 2011; Expiration: 2017)
4	Christina Grant	[REDACTED]	Trustee/Member	Yes		3 Terms (Election: 2011; Expiration: 2017)
5	Katie Duffy	[REDACTED]	Trustee/Member	Yes	Democracy Prep Public Schools CEO	3 Terms (Election: 2011; Expiration: 2017)
6	Don Porter	[REDACTED]	Trustee/Member	Yes		2 Terms (Election: 2013; Expiration: 2017)
7	Ross Frommer	[REDACTED]	Trustee/Member	Yes		2 Terms (Election: 2013; Expiration: 2017)
8	Sonya Crosswell	[REDACTED]	Trustee/Member	Yes		3 Terms (Election: 2012; Expiration: 2017)
9						
10						
11						
12						
13						
14						
15						
16						

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**

2

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

15

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

11

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

12

**Thank you.**



# DEMOCRACY PREP

## ENDURANCE CHARTER SCHOOL

*Work Hard. Go to College. Change the World!*

**Democracy Prep Endurance Charter School**  
**Board of Trustees Meeting**  
**August 12, 2014**  
6:30PM – 8:00PM

### MINUTES

#### **Present**

Khary Barnes  
Jason Broder  
Joseph Puthenveetil  
Ross Frommer  
Rashida La Lande  
Sonya Crosswell  
Katie Duffy

#### **Absent**

Christina Grant  
Craig Canton  
Donald Porter

#### **Guests**

Melanie Hok  
Benjamin Feit  
Maribeth White  
Howard Schnidman  
Margaret Marrer  
Pia Dandiya

**Khary Barnes called the meeting to order at 6:44pm.**

#### **School Update:**

Margaret Marrer offered an update on operations at DPE. In her update, Ms. Marrer discussed summer professional development for all staff members and team dynamics for the upcoming school year. Ms. Marrer expressed excitement and optimism for the new school year as the majority of staff at the school will be returning from the previous year. Ms. Marrer informed the board that there would be two assistant principals, both of whom have been with DPE since the school's first year. Prep Academy for 6<sup>th</sup> grade students and new 7<sup>th</sup> grade students will be starting next week and the first official day of instruction is September 2<sup>nd</sup>.

Last week, parents attended orientation where they had the opportunity to learn about the school's expectations and programs. At the orientation, parents inquired about high school options for rising 8<sup>th</sup> grade students and whether or not DPE would be able to offer 9<sup>th</sup> grade seats in 2015-16. Ms. Marrer informed parents that the school and board are optimistic about opening a high school but do not yet have a clear date for securing the necessary approvals.

The board moved on to discuss the possible expansion of the DPE charter to include elementary and high school grades. In this discussion they considered how school location impacts retention, charter expansion requirements, and school siting rules under the laws enacted alongside the adoption of New York State's FY15 budget.

Ms. Marrer moved on to discuss attendance data for DPE over the last school year. During professional development, Ms. Marrer reaffirmed the school's goals around high attendance for both staff and students. She also pointed out that dips in attendance rates during the last school year were attributed to harsh winter weather. This discussion also included a comparison between attendance at DPE and attendance at other DPPS schools.

Ms. Marrer ended her update by briefly going over expectations for DREAM dollar attainment for the next school year, course pass rates for the previous school year, and student performance in reading and writing.

### **Network Update:**

Katie Duffy offered an update on operations at the network. Ms. Duffy notified the board that state test scores have been released to schools but are not yet available to the public. Ms. Duffy commented that there was growth across all schools within the DPPS network and informed the board that there will be a conference call open only to board members to discuss state exam data.

Ms. Duffy moved on to talk about how curriculum development and lesson planning will be improved for the next school year. Curriculum specialists and lead planners will be responsible for creating lesson plans, comprehensive exams, and other resources, giving teachers more time to focus on instruction.

Next, Ms. Duffy briefly touched on the DPPS expansion into the Bronx and Washington DC, in addition to continued growth in Camden, NJ. Ms. Duffy then moved on to discuss growth within New York City including potential expansions to the DPE, HPCS, and BPCS charters. DPPS has also responded to an RFP to turnaround a school in northeast Washington DC, and will be expanding into Baton Rouge in 2015-16.

Ms. Duffy continued her update by discussing the growing need for self-contained special education classes within the DPPS network and the desire to operate a program that approximates the more intensive services offered by District 75 programs. This would allow DPPS to strengthen its support for all students regardless of the intensity of their needs. The network will spend the upcoming school year focusing on logistics for this proposed program. A brief discussion ensued regarding special education services at DPPS schools.

Further, Ms. Duffy talked about the upcoming DPPS Pep Rally and DP You, an all-network professional development day. She stressed that these two events are instrumental in starting the school year off on a positive note. Ms. Duffy also reported on staffing levels at the CMO and changes to the DPPS organizational chart.

Lastly, Ms. Duffy invited the board to an event for all board members on September 17th. Ms. Duffy stressed that it was important for all board members to get together and meet the people who work hard to ensure great governance for Democracy Prep schools.

### **Committee Updates:**

Finance Committee: On behalf of the finance committee, Howard Schnidman reported that the CSP grant for DPE was nearly spent. The committee met with auditors regarding the implications of New York's Nonprofit Revitalization Act. Mr. Schnidman notified the board that it would have to create an Audit Committee in order to comply with the amendments to state law and that the Finance Committee would now assume those responsibilities as well.

**MOTION: Motion to change the name of the Finance Committee to the Finance & Audit Committee was passed unanimously at 7:49pm.**

No further committee updates were given at this meeting.

**Democracy Builders Agreement:**

Mr. Barnes informed the board that he would share the Democracy Builders report following the meeting. He requested that the board take an in depth look at the report and make determinations regarding the Democracy Builders-Democracy Prep Endurance contract based on data in the report. The board moved on to discuss the report, contracted services in comparison to actual services, and service costs. It was also recommended that the agreement be amended to require Democracy Builders to provide a report on services one month before their contract lapses.

**Minutes Approval:**

**MOTION: Motion to approve the minutes from June 19, 2014 was passed unanimously at 7:58pm.**

**MOTION: Motion to adjourn the meeting was passed unanimously at 7:59pm.**

Next Meeting: Thursday, September 11, 2014



# DEMOCRACY PREP

## ENDURANCE CHARTER SCHOOL

*Work Hard. Go to College. Change the World!*

**Democracy Prep Endurance Charter School  
Board of Trustees Meeting  
Thursday, September 11, 2014**

### MINUTES

#### **Present**

Khary Barnes  
Craig Canton  
Katie Duffy  
Donald Porter  
Ross Frommer  
Jason Broder  
Joseph Puthenveetil  
Christina Grant

#### **Absent**

Sonya Crosswell  
Rashida La Lande

#### **Guests**

Margaret Marrer  
Howard Schnidman  
Kelly Richardson  
Pia Dandiya  
Katrina Ballard

**Khary Barnes called the meeting to order at 6:50 p.m.**

#### **Network Update:**

Katie Duffy initiated a discussion about the Democracy Prep Endurance State Exam results. DPE exhibited both programmatic growth from 2013 to 2014 and growth within the cohorts of scholars who were promoted from grade 6 to grade 7. Ms. Duffy and Ms. Marrer discussed background knowledge and its importance in English language arts. They explained why ELA exams tend to be more challenging than math tests and why DPE scholars demonstrated greater proficiency in math.

Margaret Marrer discussed programmatic shifts at the network level that are expected to raise academic achievement even further, such as the implementation of a lead planning process for each middle school subject and content area. The Lead Planners consist mainly of teachers from DPE and Democracy Prep Charter Middle School, and Ms. Marrer emphasized the benefit of Lead Planners for the new grade 8 teachers especially. When less experienced teachers are able to utilize rigorous, vetted, standards-aligned lesson plans devised by the Lead Planners and network curriculum specialists, Ms. Marrer can focus her feedback to teachers on instruction and coaching. Ms. Duffy also explained that this system should help narrow the gap in performance between schools within the Democracy Prep network.

Discussion ensued about the Academic Team and its structure (including Ms. Marrer as the network's math curriculum specialist) and the performance of DPE scholars with disabilities.

Ms. Duffy also presented comparison scores for Democracy Prep and other high-performing charter networks. The Board discussed the meaning of "expected growth" based on socioeconomic status and the impact of the study's "beating the odds" framework. The Board also touched on test prep culture and the relative value of sacrificing scarce instructional time to administer practice tests. Ms. Duffy reiterated the importance of establishing a common floor across all schools.

**School Update:**

First, Ms. Marrer provided an update regarding changes at DPE as a fully-grown middle school, now including 335 scholars and an additional ACT teacher. Ms. Marrer shared thoughts about Summer Professional Development and Prep Academy, and she discussed how she was approaching the challenge of cultivating a leadership bench and delegating some authority to manage a larger staff and more scholars.

Then, Ms. Marrer described the strength of the grade 6 team. She discussed predicted attrition and the role of Associate Teachers in building the school's bench. Each advisory has a returning teacher paired with a new teacher, which helps Ms. Marrer reinforce culture and expectations for new staff.

Further, Ms. Marrer explained to the Board how the Leader U program works at DPE and discussed the use of space, as DPE has grown into its full footprint at M154.

Finally, Ms. Duffy updated the Board on the status of DPE's expansion application. The Board discussed the process for requesting new space and how that process is different than requesting expansion.

**MOTION: Motion to authorize DPPS to apply for DOE space for a potential elementary and high school expansion. Motion approved unanimously at 7:42 p.m.**

The Board continued to discuss the timeline for receiving DOE space relative to the deadline to apply for New York City specialized and public high schools. Mr. Schnidman added an analysis about funding public vs. private space in the context of creating a budget for the school's proposed expansion.

Ms. Duffy then explained the potential outcomes for the school's applications, and Ms. Grant requested a timeline to articulate the amendment and the options for a budget. Ms. Duffy discussed the plan for a Cross-Board Real Estate Committee led by Chris Kraus of the DPPS board.

Ms. Duffy provided an update on the creation of a program designed to approximate the services offered by District 75 schools for Democracy Prep's highest-needs scholars. In the program's current design, scholars will be part of their home campus community and remain enrolled on those home school rosters, but will receive intensive pull-out services for specific needs that cannot be met by their home school. DPPS is working with the DOE and City Hall to execute this program.

Ms. Duffy explained how the program, called Democracy Prep Pathways, would work within DPPS as a separate entity.

**Democracy Builders Agreement:**

Mr. Schnidman advised the Board on the financials of Democracy Builders, and the Board discussed the portion of budget devoted to student recruitment. The Board expressed reservations about a common lottery and commingled pool of scholars.

Ms. Grant inquired about Democracy Builders' participation in advocacy for public space, and Mr. Barnes inquired about the history of Builders' contract and fees.

Discussion ensued about the terms of the contract vs. the timeline and ability to gather further information. Ms. Duffy proposed taking up the issue within the Governance Committee. Board members discussed the process for gaining access to contact information of eligible scholars and the future process for recruitment.

The Board requested Princess Lyles, Chief of Staff of Democracy Builders, to attend the November Board Meeting to discuss the next year's contract.

**MOTION: Motion to approve the Democracy Builders agreement. Motion approved unanimously at 8:23 p.m.**

Planning for the DPE high school and a timeline of submissions was left as a standing item for the October Board Meeting. The approval of minutes from the previous meeting was tabled.

**MOTION: Motion to adjourn the meeting was unanimously approved at 8:25 p.m.**



# DEMOCRACY PREP

## ENDURANCE CHARTER SCHOOL

*Work Hard. Go to College. Change the World!*

**Democracy Prep Endurance Charter School  
Board of Trustees Meeting  
November 13, 2014**

### MINUTES

#### **Present**

Craig Canton  
Donald Porter  
Joseph Puthenveetil  
Ross Frommer  
Khary Barnes  
Sonya Crosswell  
Katie Duffy  
Jason Broder

#### **Absent**

Christina Grant  
Rashida La Lande

#### **Guests**

Princess Lyles  
Benjamin Feit  
Eliza Saunders  
Howard Schnidman  
Margaret Marrer  
Pia Dandiya

**Khary Barnes called the meeting to order at 6:15pm.**

#### **Board Minutes Approval:**

**MOTION: Motion to approve the minutes from the board's August 12, 2014 & September 11, 2014 meetings. Motion passed unanimously at 6:27pm.**

#### **School Update:**

Margaret Marrer discussed the challenges of transitioning from start-up culture to a sustainable entity. Foremost among Ms. Marrer's concerns is effective use of resources, especially human capital, and she discussed plans to afford strong teachers more leadership development opportunities. Ms. Marrer then initiated a conversation about the data dashboard. Discussion encompassed the data points that determine course passing rate, the rigor with which internal assessments are graded, the relative performance of returning scholars and those new to the program. Ms. Marrer and Ms. Duffy explained that the first promotion-in-doubt conversations would be held in January.

#### **Network Update:**

Katie Duffy offered an update on operations at the network. Ms. Duffy notified the board that school reviews have been completed. As Ms. Marrer noted in her update, the biggest push for DPE as one of the highest performing campuses in the network is to be mindful of creating a sustainable adult culture while continuing to create an inclusive and joyful learning environment for scholars. DPE's teachers have demonstrated a willingness to work as long as it takes to set their scholars up to succeed, but leadership must be cognizant of creating a school where adults can build lasting and manageable careers. Ms. Duffy renewed her appeal for trustees to consider joining the cross-board investment and real estate committees. Discussion ensued, and Ross Frommer volunteered to join the real estate committee.

#### **Charter Expansion & Facilities Planning Updates:**

Ben Feit explained that he, Ms. Duffy, and Ms. Marrer recently spoke with SED representatives about the school's expansion application. The next step is for SED officials to conduct site visits of both DPE and of DPPS elementary and high schools to gain a better understanding of how the

school's program will translate to different grade levels. The hope is that SED will recommend approval of the expansion application prior to the Board of Regents' February meeting. Discussion ensued regarding the viability of that timeline and the content of ongoing conversations Ms. Marrer is having with parents of eighth-grade scholars.

The clock continues to run on DPE's request for co-located space in CSD 5 for its elementary and high school grades. The DOE confirmed receipt of the application in September, which means a decision will be rendered by February at the latest. Discussion ensued about possible locations for either co-located or private space in reasonable proximity to DPE.

**Committee Updates:**

*Development:* Don Porter mentioned that the DPPS junior board would be hosting an event on Saturday afternoon in support of its efforts to enlist volunteer mentors for Democracy Prep's alumni.

*Finance & Audit:* Craig Canton and Howard Schnidman reviewed the FY14 audited financial statements and accompanying management notes and detailed the corrective measures that would be taken to address the issues identified by the auditor. Subsequently, Mr. Schnidman provided an updated FY15 forecast and informed the board that DPE remains on track to operate with an excess of revenues over expenses and to add to its positive fund balance.

**MOTION: Motion to adjourn the meeting was passed unanimously at 7:15pm.**



# DEMOCRACY PREP

## ENDURANCE CHARTER SCHOOL

*Work Hard. Go to College. Change the World!*

**Democracy Prep Endurance Charter School  
Board of Trustees Meeting  
November 13, 2014**

### MINUTES

#### **Present**

Craig Canton  
Donald Porter  
Joseph Puthenveetil  
Ross Frommer  
Khary Barnes  
Sonya Crosswell  
Katie Duffy  
Jason Broder

#### **Absent**

Christina Grant  
Rashida La Lande

#### **Guests**

Princess Lyles  
Benjamin Feit  
Eliza Saunders  
Howard Schnidman  
Margaret Marrer  
Pia Dandiya

#### **Khary Barnes called the meeting to order at 7:16pm.**

Princess Lyles addressed the board on behalf of Democracy Builders, focusing primarily on student recruitment and enrollment processes. She expressed a belief that DPE's inaugural ninth grade class would be composed largely of rising DPE eighth graders but acknowledged there would be a need to supplement those students with those currently attending other middle schools in order to yield a fully enrolled class.

Ms. Lyles discussed the likelihood that public charter schools would no longer be able to utilize the Vanguard Direct service that has heretofore allowed schools to directly mail applications to addresses where parents of students in specific grade levels reside. Ms. Lyles indicated that Democracy Builders would intensify its canvassing efforts in order to compensate for the likely decrease in applications wrought by the loss of this direct mailing outreach method. Discussion ensued about student recruitment, ongoing parent engagement efforts throughout the school year, and the mechanics of the admissions lottery.

Lastly, DPPS recently received a grant from a foundation that aggregates unused advertising space and makes in-kind donations to nonprofits in an effort to amplify their marketing budgets. Democracy Prep will be advertising on billboards, phone kiosks, and mass transit vehicles in each of its regions during the upcoming enrollment period.

Discussion ensued regarding the timeline of DPE's charter expansion

Marketing will now be a platform to promote recruitment process. Recruitment process starts January 15 until April and lottery selection will be in middle of April. Khary express his concern about the lottery as it relates to expansion of the HPE high school and the new charter approval request and it timeliness. Mrs. Duffy mentions the hopes and potential that things will be answered by February with finalized plans. Ms. Marrer expressed that parents want a high school extension of DPE but parents are concerned yet willing to wait for expansion of the high school. It has been a

delicate balance between advising parents to wait and give information about the plans to move forward with another school.

**MOTION: Motion to adjourn the meeting was passed unanimously at 7:59pm.**



# DEMOCRACY PREP

## ENDURANCE CHARTER SCHOOL

*Work Hard. Go to College. Change the World!*

**Democracy Prep Endurance Charter School  
Board of Trustees Meeting  
December 11, 2014**

### MINUTES

#### **Present**

Jason Broder  
Donald Porter  
Joseph Puthenveetil  
Ross Frommer  
Khary Barnes  
Katie Duffy

#### **Absent**

Christina Grant  
Craig Canton  
Sonya Crosswell  
Rashida La Lande

#### **Guests**

Kent Anker  
Margaret Marrer  
Eliza Saunders  
Howard Schnidman

**Khary Barnes called the meeting to order at 7:48pm.**

#### **School Update:**

Margaret Marrer, DPE's Principal, began the update by reflecting on end-of-trimester data. Trimester 1 exams have been administered and graded, and report cards are currently in the process of being created by the academic and data teams at the network level. Parent-teacher conferences will be held next week once report cards have been finalized and distributed. After the board inquired about the status of staffing for 2015, discussion ensued about new hires and succession planning as the school matures and seeks to expand.

#### **Network Update:**

Katie Duffy, Chief Executive Officer, offered an update on operations at the network. Ms. Duffy notified the board that she and Kent Anker, General Counsel for DPPS, had recently traveled to Baton Rouge. While there, they met with community stakeholders and attended the first board meeting for the new Democracy Prep school opening in 2015. Ms. Duffy invited members of the board to accompany her on the next trip to Baton Rouge as ambassadors of Democracy Prep.

**MOTION: Motion to enter to executive session to discuss personnel matters. Motion passed unanimously at 7:53pm.**

**MOTION: Motion to exit executive session and reenter general session. Motion passed unanimously at 7:56pm.**

#### **Charter Expansion & Facilities Planning Updates:**

Ms. Duffy offered an update on the status of DPE's charter expansion application. Officials from SED will be conducting site visits of DPE and of neighboring DPPS elementary and high schools to gain a better understanding of how the school's program will translate to different grade levels. The hope is that SED will recommend approval of the expansion application prior to the Board of Regents' February meeting. Discussion shifted to rent and finding the right facility and location for the school's potential expansion.

**Committee Updates:**

*Finance & Audit:* Donald Porter and Howard Schnidman reviewed the FY15 forecast and the management notes accompanying the FY14 audit package. Mr. Porter informed the rest of the board that DPE remains on track to operate with an excess of revenues over expenses and to add to its positive fund balance. Spending will likely be below projections as funds earmarked for (but not released to) Alumni Revolution, will not be expended.

**MOTION: Motion to adjourn the meeting was passed unanimously at 8:19pm.**



# DEMOCRACY PREP

## ENDURANCE CHARTER SCHOOL

*Work Hard. Go to College. Change the World!*

**Democracy Prep Endurance Charter School  
Board of Trustees Meeting  
January 15, 2015**

### MINUTES

#### **Present**

Rashida La Lande  
Sonya Crosswell  
Katie Duffy  
Ross Frommer  
Khary Barnes  
Christina Grant  
Donald Porter

#### **Absent**

Joseph Puthenveetil  
Jason Broder  
Craig Canton

#### **Guests**

Benjamin Feit  
Margaret Marrer  
Eliza Saunders  
Howard Schnidman  
Pia Dandiyah  
Duncan Scherer

**Khary Barnes called the meeting to order at 6:56pm.**

#### **School Update:**

Margaret Marrer, Democracy Prep Endurance Principal, began the update by reflecting on the data dashboards, attrition, and attendance. DPE's student morale is high; 105 scholars who finished among the top DREAM Dollar earners will be going on a skiing trip. DPE also exceeded the network average on trimester exam pass rates, but course pass rates are comparatively lower. Since course pass rates are composed of homework and classwork grades, they are indicative not just of how well students are mastering material but also of their diligence and attentiveness. Ms. Marrer stated that she has had conversations with teachers to norm course pass rates across classrooms and grade levels. The board expressed interest in monitoring the change in course pass rates over the course of Trimester Two.

#### **Network Update:**

Katie Duffy, Chief Executive Officer of Democracy Prep Public Schools, offered an update on operations at the network. A trip to Baton Rouge is scheduled for late February, and Ms. Duffy offered board members an opportunity to join her on this trip. Ms. Duffy also noted that the Board of Regents approved Democracy Prep Harlem Charter School's application for a full-term renewal that will stretch through the 2018-19 school year.

#### **Charter Expansion & Facilities Planning Updates:**

Ms. Duffy and Ben Feit, Democracy Prep's Chief of Staff, offered an update on the status of DPE's charter expansion application. Officials from SED will be conducting a monitoring visit to DPE on January 27 and 28 as part of its routine Year 3 oversight. The hope continues to be that SED will recommend approval of the expansion application prior to the Board of Regents' February meeting.

Discussion shifted to facilities planning for the school's potential expansion. DPE should hear back from the Department of Education on its request for public space by the end of February. The cross-board Facilities Committee is currently scouting public facility space for within Community School Districts 5 and 6 and exploring potential private facility solutions in the Bronx and Washington Heights. Many DPE eighth grade scholars took the specialized high school entry exam,

and some will likely enroll in boarding school. Nevertheless, the majority of families continue to express a preference for keeping their scholars enrolled at DPE for ninth grade. Discussion ensued about the political landscape in New York State and New York City and the context in which DPE's expansion application is being considered.

**Committee Updates:**

*Finance & Audit:* Donald Porter and Howard Schnidman reviewed the FY15 forecast and the management notes. Mr. Porter informed the rest of the board that DPE remains on track to operate with an excess of revenues over expenses and to add to its positive fund balance. Spending will likely be below projection, as funds for Alumni Revolution will not be expended. Healthcare benefits were budgeted higher than actually expended, thus adding to a positive fund balance.

**DP Pathways Presentation:**

Ms. Duffy briefly introduced the Pathways program and its purpose before turning the presentation over to Duncan Scherer, who is spearheading the effort. Democracy Prep Pathways will provide a highly individualized program for incoming sixth-grade scholars with disabilities who may initially require additional services and a more restrictive setting in order ultimately to be successful within the general education environment in Democracy Prep's middle school. DPE has the highest number of scholars with IEPs in the network. Mr. Scherer explained the different approaches he planned to utilize to help scholars who have learning disabilities progress toward success in college and citizenship. Mr. Scherer laid out his vision for Pathways and addressed questions from the Board about the program model, staffing, messaging to families, and anticipated relationship with existing DPPS middle school leaders and staffs.

**MOTION: Motion to adjourn the meeting was passed unanimously at 8:55 pm.**



# DEMOCRACY PREP

## ENDURANCE CHARTER SCHOOL

*Work Hard. Go to College. Change the World!*

**Democracy Prep Endurance Charter School  
Board of Trustees Meeting  
March 12, 2015**

### MINUTES

#### **Present**

Rashida La Lande  
Sonya Crosswell  
Katie Duffy  
Ross Frommer  
Donald Porter  
Christina Grant  
Khary Barnes  
Craig Canton

#### **Absent**

Joseph Puthenveetil  
Jason Broder

#### **Guests**

Melanie Hok  
Kent Anker  
Eliza Saunders  
Alice Maggin  
Scott Harris  
Sean Stevens  
Sara Kaufman

**Khary Barnes called the meeting to order at 7:00pm.**

#### **Committee Updates:**

*Development:* Alice Maggin, Senior Director of Communication at DPPS, briefly discussed the DPPS Gala. The theme for this year's Gala is Spotlight on the Arts. Ms. Maggin described some of the student performances that will take place throughout the night and noted that a "Save the Date" email has been sent out during the week. Lastly, Ms. Maggin explained to the board the purpose of the gala, which is to help DPPS alumni bridge the gap between the all-in cost of attending college and their total financial aid packages. Discussion ensued about gala pricing, honorees, and ticket selling.

*Finance & Audit:* Melanie Hok, Senior Director of Finance at DPPS, reviewed the FY15 budget vs. actuals. Ms. Hok informed the board that DPE remains on track to operate with an excess of revenues over expenses and to add to its positive fund balance. Ms. Hok noted that the school is in the final year of its CSP start-up grant and is on track to expend that funding. Discussion ensued on contingencies built into the budget to address unexpected expenses or revenue shortfalls.

#### **Board Minutes Approval:**

**MOTION: Motion to approve the minutes from the board's meetings on November 13, 2014, December 11, 2014, and January 15, 2015. Motion passed unanimously at 7:06pm.**

#### **School Update:**

Katie Duffy started the school update by noting that return offer letters to staff members have been distributed and that Ms. Marrer anticipates hiring only a few new employees for the upcoming school year. Additionally, Trimester Two exams will be administered next week in all subjects.

#### **Network Update:**

Ms. Duffy offered an update on operations at the network by discussing the recent cross-board trip to Baton Rouge. The board members who participated were impressed with the work that has been by the network and the local team on the ground to lay the foundation for a successful expansion.

Discussion ensued about the difficulty and stakes of school start-up and the status of pre-opening efforts in Baton Rouge.

Ms. Duffy also discussed her recent testimony at a Senate HELP Committee Hearing on the reauthorization of the Elementary and Secondary Education Act. Ms. Duffy's appearance occurred on the same day scholars traveled to Albany to lobby their elected officials, which turned February 3 into a banner day for active citizenship at Democracy Prep.

**Pathways Update:**

Kent Anker, General Counsel for DPPS, gave a brief update on efforts taken thus far. Democracy Prep Pathways will provide a highly individualized program for sixth-grade scholars with disabilities who may initially require additional services and a more restrictive setting in order ultimately to be successful within the general education environment in Democracy Prep's middle school. DPE currently has the highest number of scholars with IEPs in the network. Mr. Anker explained that he has been developing the legal framework for Pathways in consultation with attorneys who sit on each of Democracy Prep's Harlem school boards. The board inquired about the timeframe, facility, regulatory implications, school culture, and accountability obligations. Mr. Anker assured the board that the program is on track to be operational by the start of the 2015-16 school year and that an MOU would be prepared for board review by the April meeting. Discussion ensued to address the vision behind, and viability of, the Pathways program.

**MOTION: Motion to adjourn the meeting was passed unanimously at 7:48pm.**



# DEMOCRACY PREP

## ENDURANCE CHARTER SCHOOL

*Work Hard. Go to College. Change the World!*

### Democracy Prep Endurance Charter School

#### Board of Trustees Meeting

March 12, 2015

#### MINUTES

##### **Present**

Rashida La Lande  
Sonya Crosswell  
Katie Duffy  
Ross Frommer  
Donald Porter  
Christina Grant  
Khary Barnes  
Craig Canton

##### **Absent**

Joseph Puthenveetil  
Jason Broder

##### **Guests**

Melanie Hok  
Kent Anker  
Eliza Saunders  
Sean Stevens  
Scott Harris  
Sara Kaufman

**Khary Barnes called the meeting to order at 7:48pm.**

##### **Charter Expansion & Facilities Planning Updates:**

Ms. Duffy offered an update on the status of DPE's charter expansion application. DPE's expansion proposal has been forwarded to the Board of Regents for possible action at an upcoming meeting. Democracy Prep held the statutorily mandated public hearing on March 4 and has been in communication with officials from NYSED throughout the week to address outstanding questions about the revision request. The expectation is that the Board of Regents' Committee on P-12 Education will take up this proposal at its March 16 meeting.

As it relates to facility planning DPPS has continued to pursue both public and private facilities options for DPE High School. Contemporaneous with its charter revision request, DPE formally requested co-located space from the NYC Department of Education pursuant to the facilities access process enshrined in the NYS Education Law in 2014. Additionally, DPPS board member Chris Kraus and his team at Jones Lang LaSalle have been working to identify space suitable both for immediate occupancy and for long-term siting as a fully-grown high school. By statute, the Department of Education must respond to DPE's request within 30 days of the school being authorized to operate the new grade levels for which public space is being sought. In the interim, DPPS and the cross-board real estate committee will continue to work with JLL to ensure short- and long-term private options are lined up. Discussion ensued about the charter revision process.

Sean Stevens, whom DPPS will recommend to be appointed by the board as the founding leader of DPE High School, introduced himself by describing the work he has done over the past few years as part of Democracy Prep as well as his personal background story. Mr. Stevens, who was a founding DPE teacher and is currently a Leader U Fellow at Democracy Prep Charter Middle School, expressed how excited he is to be considered for the leadership role of the school and described his interest in narrowing the achievement gap for young black men. He is hoping to engage teachers and

families to set up a mentorship program for high school scholars. Discussion ensued to address the transition and planning for the upcoming school year.

Mr. Anker and Ms. Duffy explained that SED had provided guidance on teacher certification. The board requested monthly updates on the progress of staff toward obtaining relevant certification and a hiring tracker at the outset of the 2015-16 school year that includes information about staff certification.

**MOTION: Motion to approve the resolution concerning teacher certification as presented and attached. Motion passed unanimously at 8:13pm.**

**MOTION: Motion to adjourn the meeting was passed unanimously at 8:22pm.**



# DEMOCRACY PREP

ENDURANCE CHARTER SCHOOL

*Work Hard. Go to College. Change the World!*

## **Democracy Prep Endurance Charter School**

**March 12, 2015**

### **Resolution re: Teacher Certification**

WHEREAS, Democracy Prep has recently engaged in discussions with the State Education Department concerning the number of certified teachers providing instruction at Democracy Prep Endurance pursuant to Section 2854(3)(a-1) of the Education Law; and

WHEREAS, the State Education Department has provided certain guidance concerning the number of certified teachers at Democracy Prep Endurance; and

WHEREAS, the State Education Department has requested this matter be brought before the Board of Trustees of Democracy Prep Endurance; and

WHEREAS, Democracy Prep Endurance is committed to working with the State Education Department as its authorizer; therefore, it is

RESOLVED that the Democracy Prep Endurance Board of Trustees, in conjunction with the School Leader shall ensure that no uncertified teacher, whether a Lead or Non-lead teacher, will provide instruction without a certified teacher being present in the classroom.



# DEMOCRACY PREP

## ENDURANCE CHARTER SCHOOL

*Work Hard. Go to College. Change the World!*

**Democracy Prep Endurance Charter School  
Board of Trustees Meeting  
April 30, 2015**

### MINUTES

#### **Present**

Rashida La Lande  
Sonya Crosswell  
Katie Duffy  
Craig Canton  
Khary Barnes  
Christina Grant

#### **Guests**

Melanie Hok  
Kent Anker  
Eliza Saunders  
Ben Feit  
Duncan Scherer  
Margaret Marrer  
Kelly Richardson  
Ross Frommer  
Donald Porter

**Christina Grant called the meeting to order at 6:14 pm.**

#### **Board Minutes Approval:**

**MOTION: Motion to approve the minutes from the board's March 15, 2015 meeting. Motion passed unanimously at 6:15 pm.**

#### **School Update:**

Margaret Marrer, Democracy Prep Endurance Principal, began by noting that the school is planning end-of-year events for the eighth graders including a dinner, an award ceremony, prom, and trips to various colleges and universities.

#### **Network Update:**

Ms. Duffy thanked the board for its support of the DPPS Gala; which took place on April 29 and highlighted the arts within DPPS. Ben Feit, DPPS Chief of Staff, then updated the board on the recent wave of college acceptance letters received by the DPCHS senior class. As university admissions departments have become steadily more familiar with the caliber of the Democracy Prep program and the value of a Democracy Prep diploma, the quality of offers and financial aid packages have increased. Among the renowned post-secondary institutions that have offered DPCHS seniors admission to the Class of 2019 are Yale, Dartmouth, Stanford, the University of Pennsylvania, Duke, Bowdoin and Princeton. The College Office is working closely with students to review and compare offers to ensure scholars are matched with schools that represent the best fit both academically and financially. With alumni relations having been brought within the DPPS ambit, the school and network have established more reliable chains of communication with graduates and have developed both a better real-time understanding of the challenges our alumni are facing on campus and more reliable information-gathering systems.

#### **Facilities Update:**

Mr. Feit updated the board on the status of facilities planning for DPE High School. With the Department of Education having denied the school's request for co-located space in a public facility,

the school filed an appeal with the NYS Commissioner of Education seeking the statutorily mandated rent subsidy. DPPS is working with a private firm to identify both short- and long-term facilities solutions for DPE's high school grades. The current plan is for the ninth grade to incubate in Taino Towers, the building in which Harlem Prep Elementary School is currently housed, in 2015-16. Simultaneously, negotiations are ongoing with two developers regarding space for a permanent home for the high school. The board requested an opportunity to speak with both developers. Discussion ensued to address the risk associated with developing a new school, leasing options, and private space options.

**Motion: The Democracy Prep Endurance Charter School Board of Trustees moves to select Ross Frommer as a final candidate to its Board of Trustees, with a term expiring on June 30, 2016, pending approval by SED. The resolution approving Ross Frommer is formally adopted upon SED's approval. Motion passed unanimously at 6:50 p.m.**

**Motion: The Democracy Prep Endurance Charter School Board of Trustees moves to select Don Porter as a final candidate to its Board of Trustees, with a term expiring on June 30, 2016, pending approval by SED. The resolution approving Don Porter is formally adopted upon SED's approval. Motion passed unanimously at 6:50 p.m.**

**Motion: The Democracy Prep Endurance Charter School Board of Trustees moves to select Jason Broder as a final candidate to its Board of Trustees, with a term expiring on June 30, 2016, pending approval by SED. The resolution approving Jason Broder is formally adopted upon SED's approval. Motion passed unanimously at 6:50 p.m.**

**Democracy Prep Pathway Discussion:**

Kent Anker, General Counsel for DPPS, offered an update on efforts undertaken thus far to secure regulatory support for the Democracy Prep Pathways program. Ms. Marrer said that she has discussed the program with parents, who have uniformly expressed excited about the program and gratitude for the understanding that their scholars have individualized needs. Duncan Scherer, Pathways Program Director, elaborated on the preparation that has gone into the development of the program. Mr. Scherer further explained that the program would both preserve culture of DPE and cater to the scholars' individualized needs.

Mr. Anker discussed the structure of the Memorandum of Understanding, and conversation ensued with Mr. Anker and Ms. LaLande regarding some of the specific provisions within the MOU. The board inquired about how the program would be staffed, where it would be sited, how it would affect the existing charter and how the board would exercise its fiduciary obligation to oversee the educational interests of children assigned to Pathways. Discussion ensued on the Pathways program would fit within the current school model, how scholars would be identified for participation in Pathways, and how scholars would be integrated back into the home school.

**MOTION: Motion to: (1) approve the Memorandum of Understanding with Democracy Prep Public Schools concerning the Pathways Program as amended; (2) authorize Khary Barnes to sign the MOU on behalf of Democracy Prep Endurance Charter School; and (3) authorize Democracy Prep Public Schools to submit a charter revision request concerning the Pathways Program to the New York State Education Department.**

**Motion passed unanimously at 7:23 with Katie Duffy abstaining.**

**Committee Updates:**

*Finance & Audit:* Melanie Hok, Senior Director of Finance at DPPS, reviewed the FY15 forecast and budget. Ms. Hok informed the rest of the board that DPE remains on track to operate with an excess of revenues over expenses and to add to its positive fund balance. Ms. Hok explained the budget for the Pathways Program and noted that DPPS would cover overhead costs, including facilities. Lastly, Ms. Hok advised the board to hire an independent auditor. The board inquired about how frequently bids are solicited to ensure the price being charged by the auditing firm is commercially reasonable.

**MOTION:** Motion to hire Fruchter, Rosen & Company PC to perform the school's FY 15 audit and to empower Mr. Barnes to sign an engagement letter on behalf of the Board. Motion passed unanimously at 7:55 pm.

**MOTION:** Motion to enter Executive Session to discuss confidential administration matters. Motion passed unanimously at 8:00 pm.

**MOTION:** Motion to exit Executive session. Motion passed unanimously at 8:31 pm.

**MOTION:** Motion to adjourn the meeting was passed unanimously at 8:32 pm.



# DEMOCRACY PREP

## ENDURANCE CHARTER SCHOOL

*Work Hard. Go to College. Change the World!*

**Democracy Prep Endurance Charter School  
Board of Trustees Meeting  
June 4, 2015**

### MINUTES

#### **Present**

Rashida La Lande  
Sonya Crosswell  
Ross Frommer  
Donald Porter  
Khary Barnes

#### **Guests**

Howard Schnidman  
Kent Anker  
Eliza Saunders  
Chris Kraus  
Margaret Marrer

#### **Absent**

Christina Grant  
Katie Duffy  
Craig Canton

**Khary Barnes called the meeting to order at 7:14 pm.**

#### **Facilities Update:**

Chris Kraus, Managing Director at Jones Lang LaSalle, offered a brief introduction that included his background in real estate as well as his long-standing history with Democracy Prep. Mr. Kraus spoke to the board about the efforts taken by his colleagues to support Democracy Prep in assessing the multiple options to secure public space in New York City. Mr. Kraus identified both short- and long-term facilities solutions for DPE's high school grades and explained various development options. Discussion ensued to address lease cost, backfilling, space capacity, and planning for the upcoming year.

**MOTION: Motion to approve the minutes from the board's April 30, 2015 meeting. Motion passed unanimously at 7:51 pm.**

**MOTION: Motion to (1) empower the Real Estate Committee to negotiate a sublease for short-term high school space at the Taino Towers facility on 123<sup>rd</sup> Street, and (2) approve sending the sublease to HUD subject to the review and approval of the Real Estate Committee and subsequent ratification by the board. Motion passed unanimously at 7:52 pm.**

#### **Committee Updates:**

*Finance & Audit:* Howard Schnidman, Chief Financial Officer at DPPS, reviewed the FY15 forecast and FY16 budget. Mr. Schnidman reported that DPE remains on track to operate with an excess of revenues over expenses to add to its positive fund balance with significant contingencies.

**MOTION: Motion to approve the FY16 budget subject to revisions from the Finance & Audit Committee. Motion passed unanimously at 8:05 pm.**

#### **School Update:**

Margaret Marrer, Principal at DPE, began by discussing T2 exams and explained that the decline in scores from T1 to T2 was due to the increased rigor of the assessments. Ms. Marrer further explained that in some subject areas DPE scholars performed at or above the network average on the T2 exam. Members of the board expressed concern and wanted to ensure scholars were

performing well and would be successful on the state exams. Discussion ensued to assess grade level requirements, network exam consistency, and Common Core challenges.

**MOTION: Motion to adjourn the meeting was passed unanimously at 8:33 pm.**



# DEMOCRACY PREP

ENDURANCE CHARTER SCHOOL

*Work Hard. Go to College. Change the World!*

**Democracy Prep Endurance Charter School  
Board of Trustees Annual Meeting  
June 30, 2015**

## MINUTES

### **Present**

Khary Barnes  
Craig Canton  
Sonya Crosswell  
Ross Frommer  
Rashida La Lande  
Katie Duffy (arrived after votes were recorded)

### **Absent**

Don Porter  
Christina Grant

### **Guests**

Benjamin Feit  
Kent Anker

*This meeting occurred via videoconference at the following locations:*

250 West 127th St. New York, NY 10027  
1767 Park Ave. New York, NY 10035  
230 Vesey St. New York, NY 10281  
565 5th Ave. New York, NY 10017  
200 Park Avenue, New York, NY 10166  
7 Hanover Square, New York, NY 10004 100 Stuart St, Boston, MA 02116  
350 5th Avenue, New York, NY

**Khary Barnes, Board Chair, called the meeting to order at 5:42 p.m.**

### **Consent Agenda**

**MOTION: Motion to approve the following items as presented and discussed —**

- (1) Minutes from the Board's June 4, 2015 Meeting
- (2) 2015-16 Management Agreement with Democracy Prep Public Schools;
- (3) 2015-16 Board Meeting Calendar; and
- (4) 2015-16 School Year Policies
  - a. Financial Policies & Procedures Manual
  - b. Middle School Student & Family Handbook
  - c. High School Student & Family Handbook

**Motion approved unanimously at 5:42 p.m.**

**MOTION:** Pursuant to its bylaws, the Democracy Prep Endurance Charter School Board of Trustees adopts the following resolutions pertaining to its governance structure:

**(1) Classification of Class II Trustees**

**RESOLVED**, that the following members of the Board of Trustees of Democracy Prep Endurance Charter School are hereby designated in Class II:

*Class II*

Sonya Crosswell (joined 2012)

Donald Porter (joined 2015)

Ross Frommer (joined 2015)

**(2) Election of Class II Trustees**

**RESOLVED**, the Board of Trustees of Democracy Prep Endurance Charter School hereby elects the following individuals for a term of two years to commence on July 1, 2015, each of whom shall serve until his or her successor shall have been duly elected and qualified or, if earlier, until such Trustee's death, resignation or removal:

Sonya Crosswell

Donald Porter

Ross Frommer

**(3) Election of Chair**

**RESOLVED**, that from its membership, the Board of Trustees of Democracy Prep Endurance Charter School hereby elects Khary P. Barnes as its Chair to serve until the next annual meeting or until a successor shall have been elected.

**(4) Election of Officers**

**RESOLVED**, that the Board of Trustees of Democracy Prep Endurance Charter School hereby elects the following to the respective offices set after their names, each of whom shall serve until the next annual meeting or until a successor shall have been elected and qualified; subject, however, to removal at any time during the election term by action of the Board:

Rashida LaLande, Secretary

Craig Canton, Treasurer

**Motion approved unanimously at 5:43 p.m.**

**MOTION:** Motion to adopt the attached resolution regarding the school's participation in the Democracy Prep Pathways program. Motion approved unanimously at 5:47 p.m.

Discussed ensued regarding the status of facilities planning for the school's high school grades. Kent Anker, General Counsel of Democracy Prep Public Schools, informed the board that negotiations with management at Taino Towers on the terms of a lease for 2015-16 were approaching a conclusion. Rashida LaLande requested an opportunity to discuss the terms of the proposed sub-lease from DPPS to DPE prior to the July board meeting.

**The meeting adjourned at 5:54 p.m. when quorum was lost.**



# DEMOCRACY PREP

## ENDURANCE CHARTER SCHOOL

*Work Hard. Go to College. Change the World!*

### **Democracy Prep Endurance Charter School Board of Trustees Meeting MINUTES**

Tuesday, June 30, 2015

RESOLVED: The Democracy Prep Endurance Charter School Board of Trustees adopts the following resolution regarding the school's participation in the Democracy Prep Pathways program:

- I. The Democracy Prep Endurance Charter School (DPE) Pathways program will be available to DPE middle school students only.
- II. Students with disabilities will be educated with students who are not disabled in the regular/general education setting of DPE. Special classes, separate schooling, or any other removal of students with disabilities from the regular charter school educational environment will occur only when so recommended in the individualized education programs (IEPs) of such students by the Committee on Special Education (CSE), and when the nature or severity of the disability of a student is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily in accordance with 20 U.S.C. 1412(a)(5)(A)-(B); 34 CFR §§300.114-300.120.
- III. By June 30 of each year, DPE will provide the State Education Department (SED) Charter School and Special Education offices with the following information for each DPE student in the program:
  - a. The number of students in the Pathways program;
  - b. A listing of the individual supports and services provided to each student;
  - c. The terms of the IEPs for each student; and
  - d. Whether the student will be transferred back to DPE or will remain in the Pathways program for the next academic year.

Identifying student information may be redacted from the materials provided. However, if coded, the information must be provided in a way that allows tracking of the information related to an individual student.

- IV. DPE shall provide a summary of the number of teachers in the Pathways program, including the certification of said teachers, and a description of their class sizes and schedules.
  
- V. The Democracy Prep Endurance Pathways program location shall not be changed without Charter School Office (CSO) approval. Such request for approval, along with all supporting documentation, shall be made at least 7 months prior to the proposed move. The location revision request shall be accompanied by a proposed budget, a description of the other schools and student populations in the building, if any, and any other information CSO shall require.
  
- VI. The Pathways program will commence upon approval by the Board of Regents.

Motion by: Khary Barnes

Seconded by: Craig Canton

Khary Barnes	Yes
Rashida LaLande	Yes
Christina Grant	Absent
Katie Duffy	Absent
Craig Canton	Yes
Sonya Crosswell	Yes
Don Porter	Absent
Ross Frommer	Yes

Motion approved unanimously at 5:47 p.m.

**I hereby certify the above to be a true copy of the resolution adopted by the Democracy Prep Endurance Charter School Board of Trustees on June 30, 2015.**



Benjamin Feit  
 Chief of Staff  
 Democracy Prep Public Schools

## 2015-2016 Student Recruitment Guide

### **Open House (dates available via Flyers, Online and on official 2015-2016 Applications) January 24<sup>th</sup>- April 1<sup>st</sup> 2015**

Saturday, January 24th- Democracy Prep Harlem Middle  
Wednesday, January 28th- Democracy Prep Endurance Middle  
Saturday, February 7th- Democracy Prep Charter High  
Wednesday, February 11th- Harlem Prep Elementary  
Wednesday, February 18th- Democracy Prep Harlem Elementary  
Wednesday, March 4th- Democracy Prep Charter Middle  
Saturday, March 14th- Harlem Prep Middle  
Wednesday, March 25th- Democracy Prep Harlem High  
Saturday, March 28th- Bronx Prep High  
Wednesday, April 1st- Bronx Prep Middle

### **Outreach via Canvassing and Literature Drops in Housing Developments in Upper Manhattan January 25<sup>th</sup> – April 2<sup>nd</sup> 2015**

- St. Nicholas Houses, 2406 Frederick Douglas Blvd
- Manhattanville Houses Rehab, 515 W 134<sup>th</sup> Street
- Manhattanville Houses, 1425 Amsterdam Avenue
- Lincoln Houses, 60 East 135<sup>th</sup> Street
- 3333 Broadway, 135<sup>th</sup>/ Broadway
- Wagner Houses, 435 East 120<sup>th</sup> Street
- Jackie Robinson Houses, 111 East 128<sup>th</sup> Street
- Frederick E. Samuel, 109 West 144<sup>th</sup> Street
- Ralph Rangel Houses, 159-14 Harlem River Drive
- Polo Grounds Houses, 2931 Frederick Douglas Blvd
- Milbank-Frawley Houses, 1780 Madison Avenue
- Metro Plaza North, 307 East 101<sup>st</sup> Street
- Lexington Houses, 110 East 115<sup>th</sup> Street
- Lehman Houses, 1641 Madison Avenue
- King Towers, 70 West 115<sup>th</sup> Street
- James Weldon Johnson, 1581 Park Avenue
- Thomas Jefferson Houses, 310 East 115<sup>th</sup> Street
- John Hayne Houses, 1780 1<sup>st</sup> Avenue
- Drew Hamilton Houses, 2660 Frederick Douglas Blvd
- Dyckman Houses, 177 Nagle Avenue
- Tianno Towers, 240 East 123<sup>rd</sup> Street
- Harlem River Houses, 231 West 151<sup>st</sup> Street

**Promotional Advertisements at Phone Booths at 90 locations between Manhattan and the Bronx. Locations include, but are not limited to the following:**

Locations included:

- Saint Nicholas Avenue and 115th Street, 10026
- Tiemann Place and Claremont Avenue, 10027
- 5<sup>th</sup> Avenue and 116<sup>th</sup> Street, 10029
- Broadway and 145<sup>th</sup> Street, 10031
- Lexington Avenue and 134<sup>th</sup> Street, 10035
- Grand Concourse and 149<sup>th</sup> Street, 10451
- 163<sup>rd</sup> Street and Macombs Road, 10452
- 183<sup>rd</sup> Street and Jerome Avenue, 10453
- Brook Avenue and 145<sup>th</sup> Street, 10454
- Westchester Avenue and Forest Avenue, 10455
- 167<sup>th</sup> Street and Grant Avenue, 10456
- 180<sup>th</sup> Street and 3<sup>rd</sup> Avenue, 10457
- Webster Avenue and 183<sup>rd</sup> Street, 10458
- Southern Boulevard and Longwood Avenue, 10459
- Southern Boulevard and 180<sup>th</sup> Street, 10460
- Unionport Road and McGraw Ave, 10462
- East Tremont Avenue and Scley Avenue, 10465
- Laconia Avenue and 225<sup>th</sup> Street, 10466
- Broadway and 251<sup>st</sup> Street, 10471
- Westchester Avenue and Evergreen Avenue, 10472
- Hunts Point Avenue and Garrison Avenue, 10474

**Vanguard Mailings: 3 mailings sent to over 100,000 families. Mailings included a letter and application for admission or a postcard asking families to apply**

Zip Codes included:

- |         |         |
|---------|---------|
| • 10026 | • 10452 |
| • 10027 | • 10453 |
| • 10029 | • 10454 |
| • 10030 | • 10455 |
| • 10031 | • 10456 |
| • 10032 | • 10457 |
| • 10033 | • 10458 |
| • 10034 | • 10459 |
| • 10035 | • 10462 |
| • 10037 | • 10468 |
| • 10039 | • 10473 |
| • 10040 | • 10474 |
| • 10451 |         |

**Participating in Recruiting Events (Including but not limited to the following:)**

Bronx High School Fair- September 23<sup>rd</sup>, 2014 P.S/I.S. 218  
District 3 Middle School Fair- October 2<sup>nd</sup>, 2014 Young Diplomats Magnet Academy  
District 4 Middle School Fair- October 2<sup>nd</sup>, 2014 Ercilia Pepin Academy  
District 5 Middle School Fair- October 1<sup>st</sup>, 2014 Henry H. Garnet (P.S. 175)  
District 6 Middle School Fair- October 8<sup>th</sup>, 2014 The Salome Urena de Henriquez School  
District 9 Middle School Fair- October 8<sup>th</sup>, 2014 500 East Fordham Road  
District 10 Middle School Fair- October 8<sup>th</sup>, 2014 500 East Fordham Road  
District 12 Middle School Fair- October 2<sup>nd</sup>, 2014 Mott Hall V  
Sissulu Walker Middle School Fair- November 23<sup>rd</sup>, 2014 Sissulu Walker  
RCSN Parent Fair- Saturday, January 31<sup>st</sup>, 2015 Hotel Pennsylvania, 402 7<sup>th</sup> Avenue  
East Harlem Council Bilingual Head Start February 7<sup>th</sup>, 2015 440 East 116<sup>th</sup> Street  
Charter School Fair, Saturday, March 14<sup>th</sup>, 2015 Location TBD

**Recruitment Activities for English Language Learners and Special Education Students.**

- All marketing materials and applications state that we actively encourage English Language Learners and students with Individualized Education Plans to apply to our schools.
- In marketing for recruitment we place a special emphasis on reaching out to ELL instructors and Special Education Instructors in elementary schools in District 4 and District 5.



# Appendix I: Teacher and Administrator Attrition

Last updated: 07/31/2015

Report changes in teacher and administrator staffing.

Page 1

**Charter School Name: 310500861001 DEMOCRACY PREP ENDURANCE 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, 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
	18	3	2

### **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
	1	2	0

**Thank you**



# Appendix J: Uncertified Teachers

Created: 07/14/2015

Last updated: 07/31/2015

**"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: 310500861001 DEMOCRACY PREP ENDURANCE CS**

### Note Definition of FTE:

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

How many **UNCERTIFIED** Full-Time Equivalent Teachers were employed in the charter school as of last day of school in 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	5
(ii) individuals who are tenured or tenure track college faculty	0
(iii) individuals with two years satisfactory experience through Teach for America	1
(iv) individuals who possess exceptional business, professional, artistic, athletic, or military experience	0
FTE count of uncertified teachers who do not fit into any of the four statutory categories	3
<b>Total</b>	<b>9.0</b>

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

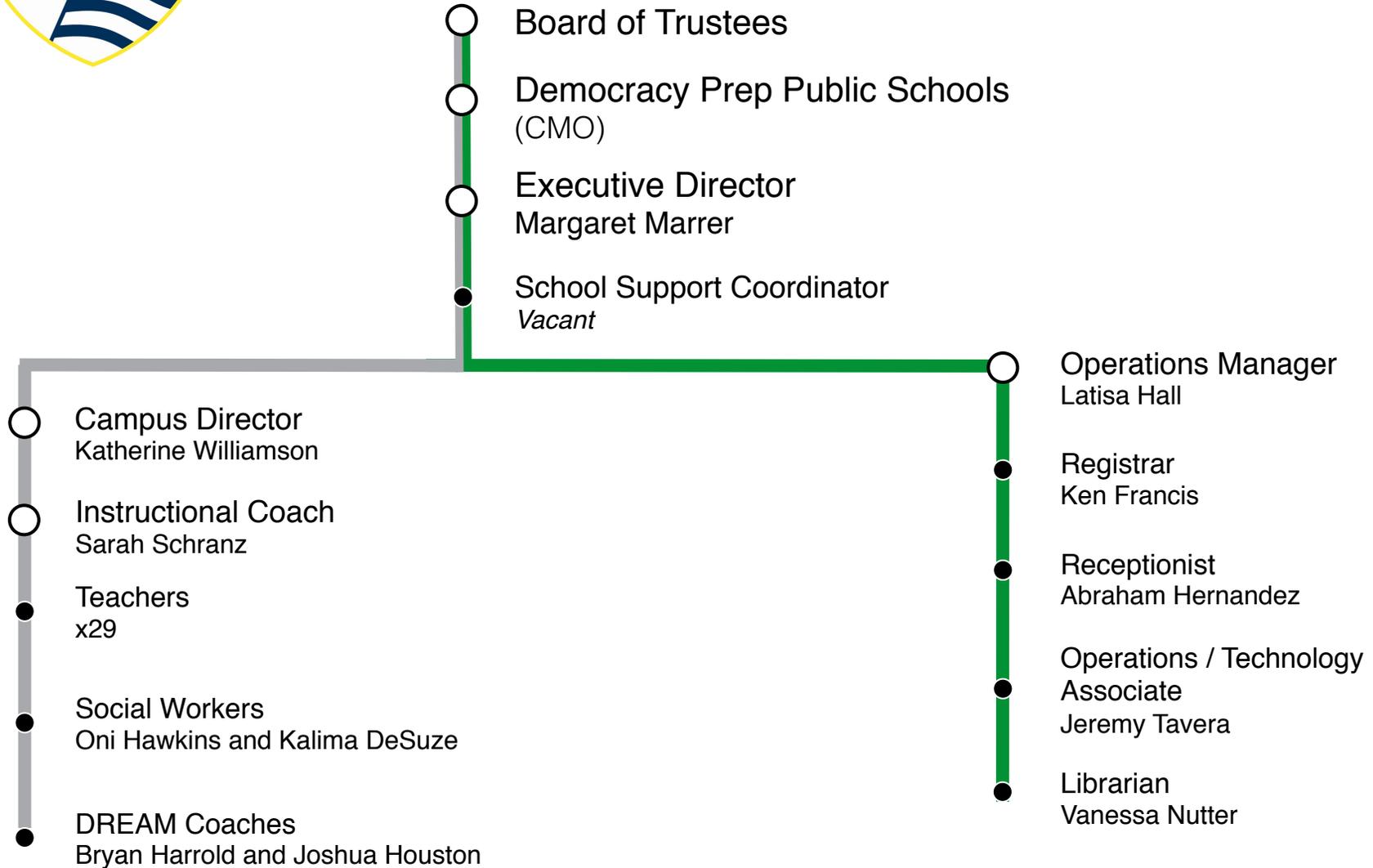
17

Thank you.



# DEMOCRACY PREP ENDURANCE MIDDLE SCHOOL

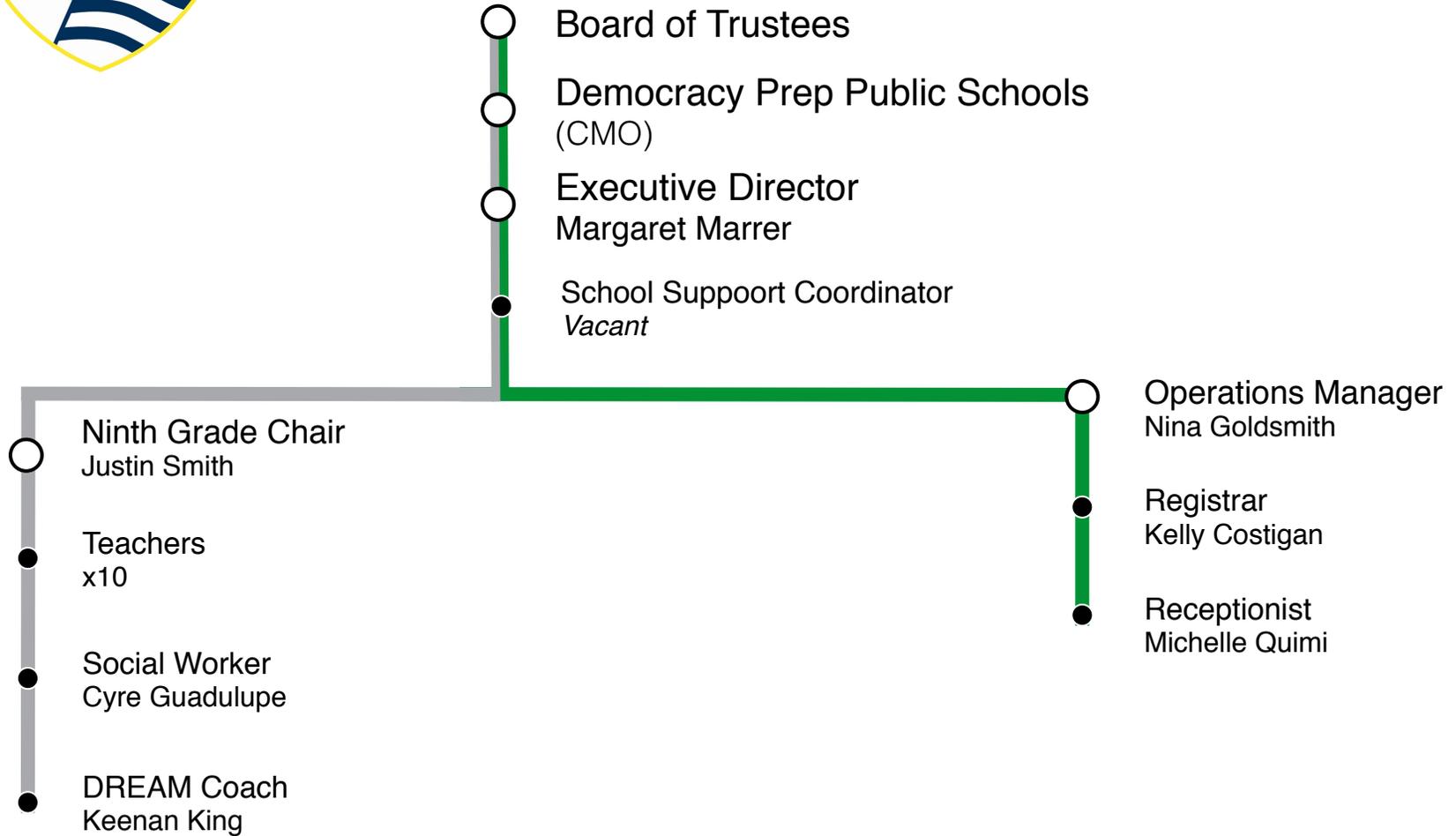
## 2015-16 ORGANIZATION CHART





# DEMOCRACY PREP ENDURANCE HIGH SCHOOL

## 2015-16 ORGANIZATION CHART



The mission of Democracy Prep Endurance Charter School is to educate responsible citizen-scholars for success in the college of their choice and a life of active citizenship.

### **The *No Excuses* Model**

- 1) *Rigorous college-prep academics.* DPE is an academically rigorous, college preparatory school with a curriculum based on an accelerated introduction to the Common Core State Standards. The school’s instructional program is designed to challenge students to do their best academically regardless of their language proficiency, special education status, or the academic level at which they enter the school. Our rigorous core academic program includes the core subjects—Math, English Language Arts, science and social studies—as well as rigorous electives such as Art, Music, and Fitness.
- 2) *More time to learn.* DPE serves students in grades 6-9 Monday through Thursday from 7:44 AM to at least 5:15 PM, and until at least 1:30 PM on Fridays. The school year includes approximately 195 days of instruction, and students in need of additional individual support or required remediation attend an after-dismissal tutoring block, school on additional Saturdays, and during some vacations. Students who have not yet mastered the grade’s content expectations by the end of the year attend a mandatory Summer Academy. Within these programs, the DPE students most in need of extra help benefit from over 70% more instructional time each year than they would receive in a typical district school.
- 3) *Data-driven decision-making.* DPE utilizes a sophisticated feedback loop of frequent data collection and analysis including a network-wide dashboard tool, interim assessments, and comparative academic measures to drive effective instruction at the student, class, teacher, grade, school, and network levels. DPE assessments include absolute measures, value-added measures, and internally-developed, externally-validated trimester and comprehensive exams.
- 4) *Safe and supportive school culture.* Democracy Prep school culture is based on the “DREAM Values” which all staff and students live by: Discipline, Respect, Enthusiasm, Accountability, and Maturity. Students earn or forfeit “DREAM Dollars” based on their adherence to these values and these DREAM Dollars may be linked to college scholarship accounts and a percentage used by students to “buy” privileges and benefits such as end of trimester trips and end of year adventures including Civic and College Expeditions. This manifests itself in clear structured systems for students, crisp uniforms, and high expectations for rigor and joy.
- 5) *Exemplary talent.* Democracy Prep has an extremely selective staff application process. At DPE, lead teachers are paid a base salary that exceeds the Department of Education scale and are eligible for excellent benefits and performance bonuses. All DPE staff members undergo extensive performance review, receive weekly professional development during the school year and three weeks of intensive PD in the summer, and are given explicit career ladders and opportunities for growth.

### **Enhancements to the *No Excuses* Model**

In addition to these common elements of *no excuses* schools, DPE is unique in its commitment to two other key academic design elements: 1) *special education and ELL students* and 2) *civic education*.

*A Commitment to Educating All Students in All Subjects*

Democracy Prep actively seeks out students with ELL classifications, IEPs, and 504 plans compared to surrounding districts through a natural lottery, a collaborative team teaching inclusion model for special needs students, and admission at all grade levels.

*Authentic Civic Leadership and Engagement*

Unique among its peers, Democracy Prep places an explicit focus on preparing scholars to become civic leaders in their community. Through civic initiatives, community engagement, mandatory speech and debate, as well as authentic student and family charter school advocacy, Democracy Prep scholars apply the knowledge, skills, and attitude they have developed in the academic program to help change the world.

# I. SCHOOL INFORMATION AND COVER PAGE

Created Monday, July 21, 2014  
Updated Thursday, July 31, 2014

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## Page 1

### 1. SCHOOL NAME

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

310500861001 DEMOCRACY PREP ENDURANCE CS

### 2. CHARTER AUTHORIZER

Regents-Authorized Charter School

### 3. DISTRICT / CSD OF LOCATION

NYC CSD 5

### 4. SCHOOL INFORMATION

PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
250 W 127th St New York, NY 10027	212-316-7602	212-316-7022	info@democracyprep.org

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

Contact Name	Benjamin Feit
Title	Chief of Staff
Emergency Phone Number (###-###-####)	

### 5. SCHOOL WEB ADDRESS (URL)

www.democracyprep.org

### 6. DATE OF INITIAL CHARTER

2011-12-01 00:00:00

### 7. DATE FIRST OPENED FOR INSTRUCTION

2012-08-01 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

• 6

• 7

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

Yes/No	Name of CMO/EMO
Yes	Democracy Prep Public Schools

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)	Katie Duffy	[REDACTED]		[REDACTED]	No
CFO (e.g., network CFO)	Howard Schnidman	[REDACTED]		[REDACTED]	No
Compliance Contact	Carlos Mojica	[REDACTED]		[REDACTED]	No
Complaint Contact	Benjamin Feit	[REDACTED]		[REDACTED]	Yes

### 11. FACILITIES

Will the School maintain or operate multiple sites?

No, just one site.

### 12. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	250 West 127th St New York, NY 10027	212-316-7602	CSD 5	6,7	No	DOE space

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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Margaret Marrer	[REDACTED]		[REDACTED]
Operational Leader	Madelyn Lantigua	[REDACTED]		[REDACTED] g
Compliance Contact	Carlos Mojica	[REDACTED]		[REDACTED]
Complaint Contact	Benjamin Feit	[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)		Yes	2014	No		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).

No

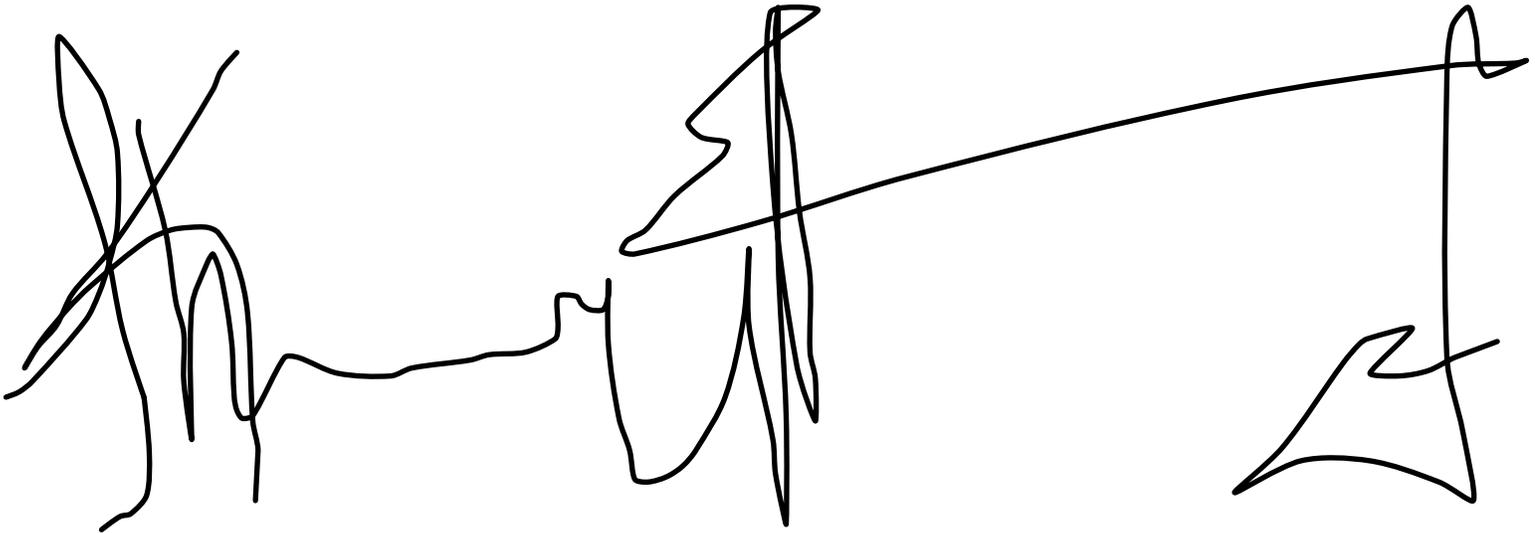
16. Our signatures below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in 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

A handwritten signature in black ink, consisting of several large, sweeping loops and a long horizontal stroke at the end.

Signature, President of the Board of Trustees

A handwritten signature in black ink, featuring a complex, multi-looped structure with a long horizontal line extending across the page.

Thank you.

# Appendix A: Progress Toward Goals

Created Tuesday, July 22, 2014

Updated Friday, October 31, 2014

## Page 1

Charter School Name: 310500861001 DEMOCRACY PREP ENDURANCE 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=800000070174>

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

#### 2a. ACADEMIC STUDENT PERFORMANCE GOALS

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

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

	Academic Student Performance Goal	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Academic Goal 1	Each year, 75% of 6th -8th graders who have been at the School on BEDS day for at least two consecutive years will perform at or above level 3 on the New York State English Language Arts Exam.	New York State English Language Arts Exam	Goal not met.	DPE continues to refine its curriculum to align with Common Core State Standards (CCSS), with a focus on student growth throughout the school year. DPPS has given provided each of the schools with lesson plans created by experienced master teachers under the supervision of DPPS curriculum specialists.
Academic Goal 2	Each year, 75% of 6th -8th graders who have been at the School on BEDS day for at least two consecutive years will perform at or above level 3 on the New York State Math Exam.	New York State Math Exam	Goal not met.	DPE continues to refine its curriculum to align with Common Core State Standards (CCSS), with a focus on student growth throughout the school year. DPPS has given provided each of the schools with lesson plans created by experienced master teachers under the supervision of DPPS curriculum specialists. Democracy Prep has also taken the step of incorporating

EngageNY's math modules in its elementary school curriculum moving forward, investing in CCSS in its earlier grades.

Academic Goal 3	Each year, the percent of students performing at or above level 3 on the New York State ELA Exam in each tested grade will, in the majority of grades, exceed the average performance of students tested in the same grades of Community School District 5.	Measured by an analysis of performance of CSD 5 conducted by the Department of Education.	Goal met.
-----------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------	-----------

Academic Goal 4	Each year, the percent of students performing at or above level 3 on the New York State Math Exam in each tested grade will, in the majority of grades, exceed the average performance of students tested in the same grades of Community School District 5.	Measured by an analysis of performance of CSD 5 conducted by the Department of Education.	Goal met.
-----------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------	-----------

2a1. Do have more academic goals to add?

No

2a2. Do have more academic goals to add?

No

## 2b. ORGANIZATIONAL GOALS

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

	Organizational Goal	Measure Used to Evaluate Progress	2013-14 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Org Goal 1	Democracy Prep Endurance will prepare students for success in college and citizenship.	We measure our progress based on academic metrics, earned visits to colleges, and a College Preparation Portfolio (CPP) required for promotion to the high school. The CPP includes a transcript, a complete college application with essays, interviews, extra-curricular activities, recommendations, and an academic honors thesis, demonstration of mastery in all areas of the Democracy Prep curriculum, required public service, advocacy efforts, summer internships, and other civic activities.	Goal met.	
Org Goal 2	Each year, Democracy Prep will maintain a waiting list of at least 40% of available seats.	Internal enrollment data.	Goal met.	
Org Goal 3	Each year, Democracy Prep will have a negative attrition rate of 10% or less.	Internal enrollment data.	Goal met.	

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

No

## 2c. FINANCIAL GOALS

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

	Financial Goals	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Financial Goal 1	We will continue to operate with a surplus each year and maintain the highest standards of financial controls, management, and auditing.	External audit	Goal met.	



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

Last updated: 08/13/2015

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## Page 1

**Charter School Name: 310500861001 DEMOCRACY PREP ENDURANCE CS**

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### **1. NEW YORK STATE REPORT CARD**

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

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

URL was not reported

# Appendix B: Total Expenditures and Administrative Expenditures per Child

Created Wednesday, July 30, 2014

## Page 1

Charter School Name: 310500861001 DEMOCRACY PREP ENDURANCE 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	3031344
1. Total Expenditures Per Child   Line 2: BEDS Day Pupil Count	223
1. Total Expenditures Per Child   Line 3: Divide Line 1 by Line 2	13593

#### 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)	155271
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)	547184
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	702455
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	223
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	3150

Thank you.



**Financial Audit**

**School Name:**

**Date:**

**School Fiscal Contact Name:**

**School Fiscal Contact Email:**

**School Fiscal Contact Phone:**

**District of Location:**

**Authorizer:**

**Years of Operation:**

**Facility:**

**Grades Currently Served:**

**Planned Grades at Full Capacity:**

**Enrollment:**

**Max Enrollment:**

**Year of Most Recent Data**

**School Fiscal Contact Phone:**

**School Audit Firm Name:**

**School Audit Contact Name:**

**School Audit Contact Email:**

**School Audit Contact Phone:**

**Latest Audit Period (through June 30):**

**Do Not Use this Box**



## Audit Supplemental Data Request Form

*for Regents-Authorized Charter Schools*

### Democracy Prep Endurance

Jul 31, 2014

Howard Schnidman

Harlem 5

SED

Completed 2 years

Public

6,7,8

Additional expansion to be applied for  
221 FY 2014, 330 FY 2015

Middle school 330

2014

Fruchter Rosen & Company

Gus Saliba

Gsaliba @ FRCPAS.com

212 957 3600

2014

Democracy Prep Endurance2014

**FILL IN GRAY CELLS**

**Democracy Prep Endurance**  
**STATEMENTS OF FINANCIAL POSITION**  
 FOR THE YEARS ENDED JUNE 30,

	<u>2014</u>	<u>2013</u>
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	\$1,027,020	\$678,228
Grants and contracts receivable	-	94,985
Accounts receivables	(73,704)	-
Inventory	-	-
Prepaid Expenses	-	-
Contributions and other receivables	-	-
Other	30,545	691
<b>TOTAL CURRENT ASSETS</b>	\$983,861	\$773,904
<b>OTHER ASSETS</b>		
Investments	\$-	\$-
Property, Plant and Equipment, Net	111,837	64,161
Restricted Cash	50,058	25,010
<b>OTHER ASSETS</b>	\$161,895	\$89,171
<b>TOTAL ASSETS</b>	<u>\$1,145,756</u>	<u>\$863,075</u>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT LIABILITIES</b>		
Accounts payable and accrued expenses	\$(87,430)	\$83,082
Accrued payroll and benefits	-	73,877
Refundable Advances	-	175,493
Dreferred Revenue	-	-
Current maturities of long-term debt	-	-
Short Term Debt - Bonds, Notes Payable	-	-
Other	59,270	-
<b>TOTAL CURRENT LIABILITIES</b>	\$(28,160)	\$332,452
<b>LONG-TERM DEBT, net current maturities</b>	\$-	\$-
<b>TOTAL LIABILITIES</b>	<u>\$(28,160)</u>	<u>\$332,452</u>
<b>NET ASSETS</b>		
Unrestricted	\$1,173,916	\$530,623
Temporarily restricted	-	-
<b>TOTAL NET ASSETS</b>	\$1,173,916	\$530,623
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<u>\$1,145,756</u>	<u>\$863,075</u>
	<i>Check</i>	-

**FILL IN GRAY CELLS**

**Democracy Prep Endurance**  
**STATEMENTS OF ACTIVITIES**  
**FOR THE YEARS ENDED JUNE 30,**

	2014			2013
	Unrestricted	Temporarily Restricted	Total	Total
<b>REVENUE, GAINS AND OTHER SUPPORT</b>				
State & Local Operating Revenue	\$3,506,977	\$-	\$3,506,977	\$1,964,215
Federal - Title and IDEA	52,664	-	52,664	51,947
Federal - Other	123,181	-	123,181	230,305
State and City Grants	-	-	-	-
Contributions and private grants	1,300	-	1,300	-
After school revenue	769	-	769	-
Other	-	-	-	598
Food Service/Child Nutrition Program	-	-	-	-
<b>TOTAL REVENUE, GAINS AND OTHER SUPPORT</b>	<b>\$3,684,891</b>	<b>\$-</b>	<b>\$3,684,891</b>	<b>\$2,247,065</b>
<b>EXPENSES</b>				
Program Services				
Regular Education	\$2,000,687	\$-	\$2,000,687	\$1,261,769
Special Education	606,269	-	606,269	401,627
Other Programs	-	-	-	-
Total Program Services	\$2,606,956	\$-	\$2,606,956	\$1,663,396
Supporting Services				
Management and general	\$424,388	\$-	\$424,388	\$280,245
Fundraising	-	-	-	22,802
<b>TOTAL OPERATING EXPENSES</b>	<b>\$3,031,344</b>	<b>\$-</b>	<b>\$3,031,344</b>	<b>\$1,966,443</b>
<b>SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS</b>	<b>\$653,547</b>	<b>\$-</b>	<b>\$653,547</b>	<b>\$280,622</b>
Contributions				
Foundations	1,300	-	1,300	\$250,000
Individuals	-	-	-	-
Corporations	-	-	-	-
Fundraising	769	-	769	-
Interest income	-	-	-	-
Miscellaneous income	-	-	-	-
Net assets released from restriction	-	-	-	-
<b>TOTAL SUPPORT AND OTHER REVENUE</b>	<b>\$2,069</b>	<b>\$-</b>	<b>\$2,069</b>	<b>\$250,000</b>
<b>CHANGE IN NET ASSETS</b>	<b>\$655,616</b>	<b>\$-</b>	<b>\$655,616</b>	<b>\$530,622</b>
NET ASSETS BEGINNING OF YEAR	\$863,075	\$-	\$863,075	\$332,453
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
<b>NET ASSETS - END OF YEAR</b>	<b>\$1,518,691</b>	<b>\$-</b>	<b>\$1,518,691</b>	<b>\$863,075</b>

DEMOCRACY PREP  
ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)

FINANCIAL STATEMENTS

JUNE 30, 2014 AND 2013

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
FINANCIAL STATEMENTS  
JUNE 30, 2014 AND 2013

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FRUCHTER ROSEN & COMPANY, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

156 WEST 56<sup>TH</sup> STREET

NEW YORK, NEW YORK 10019

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TEL: (212) 957-3600

FAX: (212) 957-3696

INDEPENDENT AUDITORS' REPORT

TO THE BOARD OF TRUSTEES OF  
DEMOCRACY PREP ENDURANCE CHARTER SCHOOL

***Report on the Financial Statements***

We have audited the accompanying financial statements of Democracy Prep Endurance Charter School (the "School") (a not-for-profit corporation), which comprise the statement of financial position as of June 30, 2014, and the related statements of activities, 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 School'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 School's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

## ***Opinion***

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

## ***Other Matters***

### *Report on Summarized Comparative Information*

We have previously audited the School's 2013 financial statements, and our report dated October 22, 2013, expressed an unmodified opinion on those audited financial statements. In our opinion, the summarized comparative information presented herein as of June 30, 2013 and for the period from July 16, 2012 (inception) to June 30, 2013, 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, as required by Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, is presented for purposes of additional analysis 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 30, 2014, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

  
FRUCHTER ROSEN & COMPANY, P.C.  
Certified Public Accountants

New York, New York  
October 30, 2014

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
STATEMENTS OF FINANCIAL POSITION  
JUNE 30,

	2014	2013
<b>ASSETS</b>		
Current assets:		
Cash and cash equivalents	\$ 925,249	\$ 678,228
Grants and contracts receivable	270,134	94,985
Prepaid expenses and other current assets	155,643	691
Total current assets	1,351,026	773,904
Property and equipment, net of accumulated depreciation of \$32,969 and \$12,578, respectively	96,200	64,161
Restricted cash	50,083	25,010
<b>TOTAL ASSETS</b>	<b>\$ 1,497,309</b>	<b>\$ 863,075</b>
 <b>LIABILITIES AND UNRESTRICTED NET ASSETS</b>		
Current liabilities:		
Accounts payable and accrued expenses	\$ 301,484	\$ 83,082
Accrued payroll and payroll taxes	134,310	73,877
Due to related parties	138,842	161,628
Refundable advances	1,691	13,865
Total current liabilities	576,327	332,452
Unrestricted net assets	920,982	530,623
<b>TOTAL LIABILITIES AND UNRESTRICTED NET ASSETS</b>	<b>\$ 1,497,309</b>	<b>\$ 863,075</b>

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

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
STATEMENTS OF ACTIVITIES

	<u>For the year ended June 30, 2014</u>	<u>For the period from July 16, 2012 (inception) to June 30, 2013</u>
Revenue and support:		
State and local per pupil operating revenue	\$ 3,512,384	\$ 1,856,809
Federal grants	569,331	251,112
Federal E-rate	65,683	31,140
State and city grants	18,067	107,407
Contributions and grants	14,931	250,000
Interest income	892	598
Total revenue and support	<u>4,181,288</u>	<u>2,497,066</u>
Expenses:		
Program services:		
Regular education	2,619,726	1,261,769
Special education	607,802	401,627
Total program services	<u>3,227,528</u>	<u>1,663,396</u>
Supporting services:		
Management and general	563,401	280,245
Fundraising	-	22,802
Total expenses	<u>3,790,929</u>	<u>1,966,443</u>
Changes in unrestricted net assets	390,359	530,623
Unrestricted net assets - beginning of period	<u>530,623</u>	<u>-</u>
Unrestricted net assets - end of period	<u><u>\$ 920,982</u></u>	<u><u>\$ 530,623</u></u>

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

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
STATEMENTS OF CASH FLOWS

	<u>For the year ended June 30, 2014</u>	<u>For the period from July 16, 2012 (inception) to June 30, 2013</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>		
Changes in unrestricted net assets	\$ 390,359	\$ 530,623
Adjustments to reconcile changes in unrestricted net assets to net cash provided by operating activities:		
Depreciation and amortization	20,391	12,578
Changes in assets and liabilities:		
(Increase) in grants and contracts receivable	(175,149)	(94,985)
(Increase) in prepaid expenses and other current assets	(154,952)	(691)
Increase in accounts payable and accrued expenses	218,402	83,082
Increase in accrued payroll and payroll taxes	60,433	73,877
(Decrease) Increase in due to related parties	(22,786)	161,628
(Decrease) Increase in refundable advances	(12,174)	13,865
<b>NET CASH PROVIDED BY OPERATING ACTIVITIES</b>	<u>324,524</u>	<u>779,977</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>		
Purchase of property and equipment	(52,430)	(76,739)
(Increase) in restricted cash	(25,073)	(25,010)
<b>NET CASH (USED IN) INVESTING ACTIVITIES</b>	<u>(77,503)</u>	<u>(101,749)</u>
<b>NET INCREASE IN CASH AND CASH EQUIVALENTS</b>	247,021	678,228
<b>CASH AND CASH EQUIVALENTS - BEGINNING OF PERIOD</b>	<u>678,228</u>	<u>-</u>
<b>CASH AND CASH EQUIVALENTS - END OF PERIOD</b>	<u><u>\$ 925,249</u></u>	<u><u>\$ 678,228</u></u>

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

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2014 AND 2013

NOTE 1 - PRINCIPAL BUSINESS ACTIVITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Organization

Democracy Prep Endurance Charter School (the “School”) is a New York State, not-for-profit educational corporation that was incorporated to operate a charter school pursuant to Article 56 of the Education Law of the State of New York. The School was granted a provisional charter on July 16, 2012 valid for a term of five years and renewable upon expiration by the Board of Regents of the University of the State of New York. The School’s purpose is to educate students and build scholars by providing them with a demanding academic program that prepares them for success in college and citizenship. Classes commenced in Harlem, New York, in September 2012, and the School provided education to approximately 220 students in grades sixth and seventh during the 2013-2014 academic year.

The School has an agreement with the New York City Department of Education (“NYCDOE”) to share public school space at no annual cost. The School occupies approximately 13,715 square feet on one floor of a public school building. The School also shares the gymnasium, auditorium and cafeteria with the public school which approximate 8,484 square feet. The School is not responsible for rent, utilities, custodial services, and school safety services other than those required for days and times the School operates outside of the traditional NYCDOE schedule. The School was unable to determine a value for the contributed space and related services and did not record any value for use of donated facilities.

Food and Transportation

The School retained an outside vendor to provide meals for students in which the School receives Federal and New York State reimbursements. The Office of Pupil Transportation provides free transportation to the majority of the students during the district’s school days.

Tax Status

The School is exempt from Federal income tax under Section 501(a) of the Internal Revenue Code as an organization described in Section 501(c)(3) and a similar provision under New York State income tax laws. The School has also been classified as an entity that is not a private foundation within the meaning of Section 509(a) and qualifies for deductible contributions as provided in section 170(b)(1)(A)(ii). The School is subject to income taxes only on net unrelated business income. The School did not have any unrelated business income for the year ended June 30, 2014 and for the period from July 16, 2012 (inception) to June 30, 2013.

The School’s accounting policy provides that a tax expense or benefit from an uncertain tax position may be recognized when it is more likely than not that the position will be sustained upon examination, including resolutions of any related appeals or litigation processes, based on the technical merits. The School has no uncertain tax positions resulting in an accrual of tax expense or benefit.

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2014 AND 2013

NOTE 1 - PRINCIPAL BUSINESS ACTIVITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

IRS forms 990 filed by the School are subject to examination by the Internal Revenue Service up to three years from the extended due date of each return. All forms 990 filed by the School are subject to examination.

Basis of Presentation

The financial statement presentation follows the requirements of the Financial Accounting Standards Board (“FASB”) in its Accounting Standards Codification (“ASC”) No. 958-205 which provides guidance for the classification of net assets. The amounts for each of the three classes of net assets are based on the existence or absence of donor-imposed restrictions described as follows:

Unrestricted

Net assets of the School whose use has not been restricted by an outside donor or by law. They are available for any use in carrying out the operations of the School.

Temporarily Restricted

Net assets of the School whose use has been limited by donor-imposed stipulations that either expire with the passage of time or can be fulfilled and removed by actions of the School. 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, as net assets released from restrictions

Permanently Restricted

Net assets of the School whose use has been permanently limited by donor-imposed restrictions. Such assets include contributions required to be invested in perpetuity, the income from which is available to support charitable purposes designated by the donors.

The School had no temporarily or permanently restricted net assets at June 30, 2014 and 2013.

Revenue and Support

Contributions are recognized when the donor makes a promise to give to the School that is, in substance, unconditional. Grants and other contributions of cash are reported as temporarily restricted support if they are received with donor stipulations. Restricted contributions and grants that are made to support the School’s current year activities are recorded as unrestricted revenue. Contributions of assets other than cash are recorded at their estimated fair value.

Revenue from the state and local governments resulting from the School’s charter status and based on the number of students enrolled is recorded when services are performed in accordance with the charter agreement. Federal and other state and local funds are recorded when expenditures are incurred and billable to the government agency.

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2014 AND 2013

NOTE 1 - PRINCIPAL BUSINESS ACTIVITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

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. Accordingly, actual results could differ from those estimates.

Cash and Cash Equivalents

For the purpose of the statement of cash flows, the School considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.

Concentration of Credit Risk

Financial instruments which potentially subject the School to concentrations of credit risk are cash and cash equivalents. The School places its cash and cash equivalents on deposit in what it believes to be highly credited financial institutions. Cash balances may exceed the FDIC insured levels of \$250,000 per institution at various times during the year. The School believes that there is little risk in any losses and has not experienced any losses in such accounts.

Restricted Cash

Under the provisions of its charter, the School established an escrow account to pay for legal and audit expenses that would be associated with a dissolution should it occur.

Property and Equipment

Purchased property and equipment are recorded at cost. Maintenance and repairs are expensed as incurred. Depreciation and amortization is provided on the straight line method over the estimated useful lives as follows:

Furniture and fixtures	7 years
Computers and equipment	5 years

Refundable Advances

The School records certain government operating revenue as refundable advances until the related services are performed, at which time it is recognized as revenue.

Comparative Financial Information

The accompanying statements of activities and functional expenses are presented with summarized comparative information. Such prior year information is not presented by net asset class in the statements of activities or by functional category in the schedule of functional expenses. Accordingly, such information should be read in conjunction with the School's 2013 financial statements from which the summarized information was derived.

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2014 AND 2013

NOTE 2 - GRANTS AND CONTRACTS RECEIVABLE

Grants and contracts receivable consist of federal, state, and city entitlements and grants. The School expects to collect these receivables within one year.

NOTE 3 - PROPERTY AND EQUIPMENT

Property and equipment consists of the following at June 30,:

	2014	2013
Furniture and fixtures	\$ 51,951	\$ 20,000
Computers and equipment	77,218	56,739
	129,169	76,739
Less: Accumulated depreciation	32,969	12,578
	\$ 96,200	\$ 64,161

Depreciation expense was \$20,391 and \$12,578 for the year ended June 30, 2014 and for the period from July 16, 2012 (inception) to June 30, 2013, respectively.

NOTE 4 - RELATED PARTY TRANSACTIONS

Democracy Prep Endurance Charter School (“DPE”) is affiliated with three charter schools: Democracy Preparatory Charter School (“DPCS”), Democracy Preparatory Harlem Charter School (“DPH”), and Harlem Prep Charter School (“HPCS”), all New York State not-for-profit organizations and managed by Democracy Prep Public Schools (“DPPS”).

The School is an affiliate of DPPS, a New York State not-for-profit charter management organization. The School entered into a management agreement with DPPS to assume responsibility for the School’s educational process, management and operations. As compensation to DPPS for these services rendered, the School shall pay to DPPS an annual fee equal to 15% of the School’s non-competitive public revenue in the initial term. The initial term is for one year beginning July 1, 2012 and ending June 30, 2013. The percentage will decrease by one-half percent (0.5%) in each renewal term until it reaches a minimum of 12% of the non-competitive public revenue of the School and will remain in effect for all subsequent renewal terms. Following the initial term, the agreement will automatically extend for successive one-year periods unless terminated by either party.

For the year ended June 30, 2014 and for the period from July 16, 2012 (inception) to June 30, 2013, the School incurred \$574,559 and \$331,015 in management fees, respectively.

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2014 AND 2013

NOTE 4 - RELATED PARTY TRANSACTIONS (Continued)

For operational efficiency and purchasing power, the School shares expenses with the related charter schools and charter management organization. The School was billed for net shared operational expenses for the year ended June 30, 2014 and for the period from July 16, 2012 (inception) to June 30, 2013:

	<u>2014</u>	<u>2013</u>
DPCS	\$ 128,544	\$ 112,980
DPPS	268,642	61,941
HPCS	1,282	-
DBI	<u>6,299</u>	<u>-</u>
	<u>\$ 404,767</u>	<u>\$ 174,894</u>

The School is an affiliate of Democracy Builders, Inc. (“DBI”), a 501(c)(4) national advocacy organization that organizes parents to advocate for better school choices and educational outcomes for the children in their communities. The School entered into a consulting agreement with DBI to perform student recruitment and enrollment, family engagement, parent advocacy initiatives and training, and government relations. As compensation to DBI for these services rendered, the School shall pay to DBI an annual fee equal to 1% of the School’s total per-pupil funding. For the year ended June 30, 2014 and for the period from July 16, 2012 (inception) to June 30, 2013, the School incurred \$35,124 and \$17,012 in consulting fees, respectively.

The net balance due from (to) related parties consists of the following at June 30,:

	<u>2014</u>	<u>2013</u>
DPPS	\$ (140,267)	\$ (125,062)
DPCS	(117,944)	(36,554)
DBI	(5,299)	(4,253)
HPCS	<u>124,668</u>	<u>4,241</u>
Net balance due from (to) related parties	<u>\$ (138,842)</u>	<u>\$ (161,628)</u>

NOTE 5 - REVENUE CONCENTRATION

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

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2014 AND 2013

NOTE 6 - FUNCTIONAL ALLOCATION OF EXPENSE

Directly identifiable expenses are charged to programs and supporting services. Expenses related to more than one function are charged to programs and supporting services on the basis of periodic time and expense studies. Management and general expense includes those expenses that are not directly identifiable with any other specific function, but provide for the overall support and direction of the School.

NOTE 7 - CONTINGENCY

Certain grants and contracts may be subject to audit by the funding sources. Such audits might result in disallowances of costs submitted for reimbursements. Management is of the opinion that such cost disallowances, if any, will not have a material effect on the accompanying financial statements. Accordingly, no amounts have been provided in the accompanying financial statements for such potential claims.

NOTE 8 - COMMITMENTS

On June 29, 2012, the School entered into a non-cancelable operating lease agreement for office equipment that expires on August 31, 2016.

The future minimum lease payments are as follows:

For the year ending June 30, 2015	\$ 15,843
2016	15,843
2017	<u>2,641</u>
	<u>\$ 34,327</u>

Equipment rental expense was \$26,636 and \$14,457 for the year ended June 30, 2014 and for the period from July 16, 2012 (inception) to June 30, 2013, respectively.

NOTE 9 - RETIREMENT PLAN

The School maintains a retirement plan qualified under Internal Revenue Code 403(b), for the benefit of its eligible employees. Under the plan, the School will match employee contributions up to 5% of annual compensation. Employer match for the year ended June 30, 2014 and for the period from July 16, 2012 (inception) to June 30, 2013 amounted to \$49,192 and \$23,245, respectively.

NOTE 10 - SUBSEQUENT EVENTS

The School has evaluated its subsequent events through October 30, 2014, the date that the accompanying financial statements were issued. The School has no material events requiring disclosure.

FRUCHTER ROSEN & COMPANY, P.C.

CERTIFIED PUBLIC ACCOUNTANTS  
156 WEST 56<sup>TH</sup> STREET  
NEW YORK, NEW YORK 10019

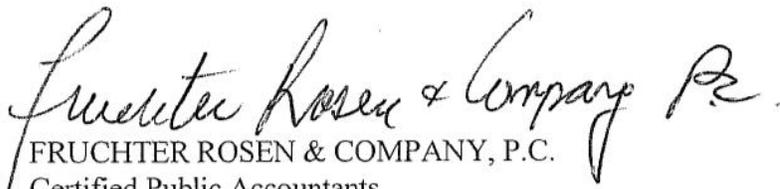
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TEL: (212) 957-3600  
FAX: (212) 957-3696

INDEPENDENT AUDITORS' REPORT  
ON SUPPLEMENTARY INFORMATION

TO THE BOARD OF TRUSTEES OF  
DEMOCRACY PREP ENDURANCE CHARTER SCHOOL

We have audited the financial statements of Democracy Prep Endurance Charter School as of and for the year ended June 30, 2014, and have issued our report thereon dated October 30, 2014, which contained an unmodified opinion on those financial statements. Our audit was performed for the purpose of forming an opinion on the financial statements as a whole. The schedule of functional expenses is presented for the purposes of additional analysis 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.

  
FRUCHTER ROSEN & COMPANY, P.C.  
Certified Public Accountants

New York, New York  
October 30, 2014

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
SCHEDULE OF FUNCTIONAL EXPENSES

	For the year ended June 30, 2014				Total	For the period from
	Program Services		Supporting Services			July 16, 2012
	Regular Education	Special Education	Total	Management and General		(inception) to June 30, 2013
Salaries	\$ 1,345,450	\$ 312,158	\$ 1,657,608	\$ 205,194	\$ 1,862,802	\$ 1,006,718
Employee benefits and payroll taxes	238,646	55,368	294,014	36,394	330,408	184,618
Professional fees	4,385	1,017	5,402	45,604	51,006	21,896
Management fees	326,451	75,740	402,191	172,368	574,559	331,015
Audit fees	-	-	-	22,804	22,804	17,500
Professional development	61,975	14,379	76,354	11,480	87,834	50,903
Advertising and recruiting	3,618	839	4,457	1,321	5,778	7,319
Instructional materials and office supplies	367,360	85,231	452,591	25,167	477,758	227,230
Food service	116,354	26,995	143,349	1,780	145,129	7,645
Insurance	13,122	3,044	16,166	2,002	18,168	13,080
Facility expense	1,305	303	1,608	199	1,807	1,728
Printing and postage	-	-	-	10,016	10,016	84
Telephone and communication	112,162	26,023	138,185	23,366	161,551	57,768
Travel	-	-	-	1,300	1,300	6,887
Repairs and maintenance	14,170	3,288	17,458	2,160	19,618	19,474
Depreciation	14,728	3,417	18,145	2,246	20,391	12,578
Total	<u>\$ 2,619,726</u>	<u>\$ 607,802</u>	<u>\$ 3,227,528</u>	<u>\$ 563,401</u>	<u>\$ 3,790,929</u>	<u>\$ 1,966,443</u>

FRUCHTER ROSEN & COMPANY, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

156 WEST 56<sup>TH</sup> STREET

NEW YORK, NEW YORK 10019

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TEL: (212) 957-3600

FAX: (212) 957-3696

INDEPENDENT AUDITORS' 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 OF  
DEMOCRACY PREP ENDURANCE CHARTER SCHOOL

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Democracy Prep Endurance Charter School (the "School"), which comprise the statement of financial position as of June 30, 2014, and the related statements of activities, and cash flows for the year ended, and the related notes to the financial statements, and have issued our report thereon dated October 30, 2014.

***Internal Control Over Financial Reporting***

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

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

Our consideration of 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.

TO THE BOARD OF TRUSTEES OF  
DEMOCRACY PREP ENDURANCE CHARTER SCHOOL

***Compliance and Other Matters***

As part of obtaining reasonable assurance about whether the 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 matter that was reported to the management of the School in a separate letter dated October 30, 2014.

***Purpose of this Report***

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

  
FRUCHTER ROSEN & COMPANY, P.C.  
Certified Public Accountants

New York, New York  
October 30, 2014

FRUCHTER ROSEN & COMPANY, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

156 WEST 56<sup>TH</sup> STREET

NEW YORK, NEW YORK 10019

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TEL: (212) 957-3600

FAX: (212) 957-3696

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR  
EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER  
COMPLIANCE REQUIRED BY OMB CIRCULAR A-133

TO THE BOARD OF TRUSTEES OF  
DEMOCRACY PREP ENDURANCE CHARTER SCHOOL

***Report on Compliance for Each Major Federal Program***

We have audited Democracy Prep Endurance Charter School's (the "School") 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 the School's major federal programs for the year ended June 30, 2014. The 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 the 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 the 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 the School's compliance.

***Opinion on Each Major Federal Program***

In our opinion, the 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, 2014.

TO THE BOARD OF TRUSTEES OF  
DEMOCRACY PREP ENDURANCE CHARTER SCHOOL

***Report on Internal Control over Compliance***

Management of the 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 the 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 the 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 a 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.

  
FRUCHTER ROSEN & COMPANY, P.C.  
Certified Public Accountants

New York, New York  
October 30, 2014

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2014

A - SUMMARY OF AUDITORS' RESULTS

1. The auditors' report expresses an unmodified opinion on the financial statements of Democracy Prep Endurance Charter School.
2. No significant deficiencies and no material weaknesses were discovered during the audit of the financial statements.
3. No instances of noncompliance material to the financial statements of Democracy Prep Endurance Charter School, which would be required to be reported in accordance with *Government Auditing Standards*, were disclosed during the audit.
4. No significant deficiencies and no material weaknesses relating to the audit of the major federal award programs are reported in accordance with OMB Circular A-133.
5. The auditors' report on compliance for the major federal award programs for Democracy Prep Endurance Charter School expresses an unmodified opinion on all major federal programs.
6. No audit findings relative to the major federal award programs for Democracy Prep Endurance Charter School are reported in this schedule.
7. The programs tested as major programs included:  
Charter Schools Program, CFDA No. 84.282
8. The threshold used for distinguishing between Type A and B programs was \$300,000.
9. Democracy Prep Endurance Charter School did not qualify as a low risk auditee.

B - FINDINGS - FINANCIAL STATEMENTS AUDIT

None

C - FINDINGS AND QUESTIONED COSTS - MAJOR FEDERAL AWARD PROGRAMS AUDIT

None

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED JUNE 30, 2014

Federal Grantor Pass-through Grantor Program Name/Cluster	Federal CFDA Number	Federal Expenditures
U.S. Department of Education:		
Passed through the New York State		
Education Department:		
Charter Schools Program	84.282	\$ 359,007
Special Education - IDEA	84.027	21,575
Title I Part A	84.010	66,038
Title II Part A	84.367	5,969
Total U.S. Department of Education		<u>452,589</u>
U.S. Department of Agriculture:		
Passed through the New York State		
Education Department:		
Child Nutrition Cluster		
National School Breakfast Program	10.553	38,361
National School Lunch Program	10.555	78,381
Total U.S. Department of Agriculture		<u>116,742</u>
Total Expenditures of Federal Awards		<u>\$ 569,331</u>

See accompanying notes to schedule of expenditures of federal awards.

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
(A Not-For-Profit Corporation)  
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED JUNE 30, 2014

NOTE A - BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards includes the federal grant activity of Democracy Prep Endurance Charter School and is presented on the accrual basis of accounting for the year ended June 30, 2014. The information in this schedule is presented in accordance with the requirements on 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.

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL

MANAGEMENT LETTER

JUNE 30, 2014

FRUCHTER ROSEN & COMPANY, P.C.  
CERTIFIED PUBLIC ACCOUNTANTS  
156 WEST 56<sup>TH</sup> STREET  
NEW YORK, NEW YORK 10019

TEL: (212) 957-3600  
FAX: (212) 957-3696

October 30, 2014

To the Board of Trustees of  
Democracy Prep Endurance Charter School  
250 West 127<sup>th</sup> Street  
New York, NY 10027

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

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A 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 School's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. 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.

Exhibit I accompanying this letter summarizes an observation for the year ended June 30, 2014 that we determined did not constitute a significant deficiency or a material weakness. Exhibit II summarizes current year status of prior year's observation. Exhibit III summarizes the corrective action taken of prior year's observation. Management's responses to the observations have not been subjected to the auditing procedures applied in the audit of the financial statements and accordingly, we express no opinion on it.

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

We already discussed these comments and suggestions with management. We would be pleased to discuss these comments with you at greater length and assist you in the implementation of any of our recommendations should you desire.

We appreciate your cooperation and the assistance we received during the course of our audit.

  
FRUCHTER ROSEN & COMPANY, P.C.  
Certified Public Accountants

New York, New York  
October 30, 2014

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
MANAGEMENT LETTER  
JUNE 30, 2014

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- B. Incomplete Student Files 2

EXHIBIT III CORRECTIVE ACTION TAKEN OF PRIOR YEAR OBSERVATION

- C. Insurance Coverage 3

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
MANAGEMENT LETTER

EXHIBIT I – CURRENT YEAR OBSERVATION

A. GENERAL LEDGER MAINTENANCE AND ACCOUNT ANALYSIS

Observation

Although schedules were prepared during our audit field work, these schedules and reconciliations were not prepared and updated throughout the fiscal year ended June 30, 2014. This resulted in various adjustments to the general ledger during the year end closing and preparation of the audit package, which delayed the start and completion of the audit. These adjustments and delays could have been minimized had accounts been analyzed and compared with the general ledger on a regular basis throughout the year.

Recommendation

Management should be analyzing accounts and reconciling with the general ledger more completely on a monthly or quarterly basis. Additional in-depth account analysis will help the School detect and correct errors on a more timely basis. Management should also increase the financial support throughout the year.

Management's Response

Management recognizes the observation and agrees to improve the current practice of late in the year adjustments to the general ledger. Management plans to add additional accounts payable and accounting staff; and to engage a third party services provider to assist with the closing of the books.

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
MANAGEMENT LETTER

EXHIBIT II – CURRENT YEAR STATUS OF PRIOR YEAR OBSERVATION

In conjunction with performing the audit of the School's financial statements for the year ended June 30, 2014, we followed up on the status of implementation of audit recommendations made for the year ended June 30, 2013.

B. INCOMPLETE STUDENT FILES

Observation

We noted the following exception during our test of 25 student files. Eight student files did not contain proof of residency.

Recommendation

In an effort to ensure that student records are complete, we recommend developing a checklist that includes all required documentation. This checklist should be utilized periodically to insure that information is complete and updated for each student file.

Current Year Status

During our 2014 audit, we again noted exceptions during our test of student files. Five out of fifteen student files did not contain proof of residency.

Updated Management's Response

Management recognizes the observation and agrees to update the current student record file checklist to reflect all required documents and to execute additional in house compliance testing at periodic points in the year to ensure compliance.

DEMOCRACY PREP ENDURANCE CHARTER SCHOOL  
MANAGEMENT LETTER

EXHIBIT III – CORRECTIVE ACTION TAKEN OF PRIOR YEAR OBSERVATION

C. INSURANCE COVERAGE

Observation

We noted insurance coverage under employee dishonesty is limited to \$250,000. This coverage appears low based on the current cash balance maintained in your general ledger of approximately \$678,000.

Recommendation

We recommend an increase of employee dishonesty coverage to an amount that covers maximum cash held by the school at any one time during the year or at a minimum of \$1,000,000, whichever is less. In addition, the School should periodically review insurance coverage to ensure proper and adequate means by which to preserve School assets.

Current Year Status

During our 2014 audit, we noted that insurance coverage for employee dishonesty increased to \$1,000,000.

# New York State Education Department

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

### **Budget and Cash Flow Templates for the 2013 New Charter Applications**

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

<b>1</b>	Complete ALL SIX tabs in <b>BLUE</b>
<b>2</b>	Enter information into the <b>GRAY</b> cells
<b>3</b>	Cells labeled in <b>ORANGE</b> contain guidance pertaining to that tab
<b>4</b>	Cells containing <b>RED</b> triangles in the upper right corner in columns B through G contain guidance on that particular item
<b>5</b>	Funding by School District information for all NYS School district is located on the State Aid website at <a href="https://stateaid.nysed.gov/charter/">https://stateaid.nysed.gov/charter/</a> . Refer to this website for per-pupil tuition funding for all school districts. Rows may be inserted in the worksheet to accommodate additional districts if necessary.
<b>6</b>	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.

**Democracy Prep Endurance**

**PROJECTED BUDGET FOR 2014-2015**

**July 1, 2014 to June 30, 2015**

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 147. This will populate the data in row 9.

PROJECTED BUDGET FOR 2014-2015							Assumptions
July 1, 2014 to June 30, 2015							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	4,685,010	525,534	404,381	-	1,170	5,616,095	
Total Expenses	3,544,825	247,479	452,846	-	1,344,839	5,589,989	
Net Income	1,140,185	278,055	(48,465)	-	(1,343,669)	26,106	
Actual Student Enrollment	291	39				-	
Total Paid Student Enrollment	291	39				330	Middle School
	PROGRAM SERVICES			SUPPORT SERVICES			
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
<b>REVENUE</b>							
<b>REVENUES FROM STATE SOURCES</b>							
Per Pupil Revenue							
<b>District of Location</b>	<b>CY Per Pupil Rate</b>						
School District 2 (Enter Name)		-	-	-	-	-	
School District 3 (Enter Name)		-	-	-	-	-	
School District 4 (Enter Name)		-	-	-	-	-	
School District 5 (Enter Name)	\$13,777.00	4,546,410	-	-	-	4,546,410	330 Students
		4,546,410	-	-	-	4,546,410	
Special Education Revenue		-	483,141	-	-	483,141	39 Special needs students funded
Grants		-	-	-	-	-	
Stimulus		-	-	-	-	-	
Other		-	-	-	-	-	
Other State Revenue		-	-	-	-	-	
<b>TOTAL REVENUE FROM STATE SOURCES</b>		4,546,410	483,141	-	-	5,029,551	
<b>REVENUE FROM FEDERAL FUNDING</b>							
IDEA Special Needs		-	42,393	-	-	42,393	
Title I		138,600	-	-	-	138,600	
Title Funding - Other		-	-	-	-	-	
School Food Service (Free Lunch)		-	-	311,336	-	311,336	Less than 100% coverage
Grants		-	-	-	-	-	
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	
Other		-	-	-	-	-	
Other Federal Revenue		-	-	-	-	-	
<b>TOTAL REVENUE FROM FEDERAL SOURCES</b>		138,600	42,393	311,336	-	492,329	
<b>LOCAL and OTHER REVENUE</b>							
Contributions and Donations, Fundraising		-	-	-	-	-	
Erate Reimbursement		-	-	66,816	-	66,816	
Interest Income, Earnings on Investments,		-	-	-	-	-	
NYC-DYCD (Department of Youth and Community Developmt.)		-	-	-	-	-	
Food Service (Income from meals)		-	-	-	-	-	
Text Book		-	-	26,229	-	26,229	Text books, library, etc
Other Local Revenue		-	-	-	1,170	1,170	Interst
<b>TOTAL REVENUE FROM LOCAL and OTHER SOURCES</b>		-	-	93,045	1,170	94,215	
<b>TOTAL REVENUE</b>		4,685,010	525,534	404,381	-	5,616,095	
<b>EXPENSES</b>							<i>List exact titles and staff FTE's ( Full time equiivalent)</i>
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>	<b>No. of Positions</b>						
Executive Management	-	-	-	-	-	-	
Instructional Management	1.00	-	-	-	115,000	115,000	Campus Director
Deans, Directors & Coordinators	3.00	205,020	-	-	-	205,020	Coaches, social worker
CFO / Director of Finance	-	-	-	-	-	-	
Operation / Business Manager	4.00	-	-	-	196,000	196,000	
Administrative Staff	-	-	-	-	-	-	Ops Manager, receptionist, Registrar, Staff
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>8</b>	205,020	-	-	311,000	516,020	
<b>INSTRUCTIONAL PERSONNEL COSTS</b>							
Teachers - Regular	24.00	1,820,343	-	-	-	1,820,343	
Teachers - SPED	3.00	-	188,110	-	-	188,110	
Substitute Teachers	-	-	-	-	-	-	
Teaching Assistants	-	-	-	-	-	-	
Specialty Teachers	3.00	187,000	-	-	-	187,000	



**Democracy Prep Endurance**

**PROJECTED BUDGET FOR 2014-2015**

**July 1, 2014 to June 30, 2015**

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Actual Student Enrollment	291	39				-	
Total Paid Student Enrollment	291	39				330	Middle School
PROGRAM SERVICES				SUPPORT SERVICES			
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
<b>FACILITY OPERATION &amp; MAINTENANCE</b>							
Insurance	-	-	-	-	-	-	
Janitorial	-	-	-	-	-	-	
Building and Land Rent / Lease	10,000	-	-	-	-	10,000	
Repairs & Maintenance	24,000	-	-	-	-	24,000	
Equipment / Furniture	-	-	-	-	-	-	
Security	12,000	-	-	-	-	12,000	
Utilities	-	-	-	-	-	-	
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	<b>46,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>46,000</b>	
<b>DEPRECIATION &amp; AMORTIZATION</b>	<b>29,560</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>29,560</b>	
<b>DISSOLUTION ESCROW &amp; RESERVES / CONTIGENCY</b>	<b>56,161</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>56,161</b>	
<b>TOTAL EXPENSES</b>	<b>3,544,825</b>	<b>247,479</b>	<b>452,846</b>	<b>-</b>	<b>1,344,839</b>	<b>5,589,989</b>	
<b>NET INCOME</b>	<b>1,140,185</b>	<b>278,055</b>	<b>(48,465)</b>	<b>-</b>	<b>(1,343,669)</b>	<b>26,106</b>	
<b>ENROLLMENT - *School Districts Are Linked To Above Entries*</b>	<b>REGULAR EDUCATION</b>	<b>SPECIAL EDUCATION</b>	<b>TOTAL ENROLLED</b>				
District of Location			-				
School District 2 (Enter Name)			-				
School District 3 (Enter Name)			-				
School District 4 (Enter Name)			-				
School District 5 (Enter Name)	291	39	330				
<b>TOTAL ENROLLMENT</b>	<b>291</b>	<b>39</b>	<b>330</b>				
<b>REVENUE PER PUPIL</b>	<b>16,100</b>	<b>13,475</b>	<b>1,225</b>				
<b>EXPENSES PER PUPIL</b>	<b>12,182</b>	<b>6,346</b>	<b>1,372</b>				



**STARTING A CHARTER SCHOOL  
AUTHORIZED BY THE BOARD OF REGENTS  
PLEASE READ THE 2014 RFP AND APPLICATION KIT THOROUGHLY**  
<http://www.p12.nysed.gov/psc/startcharter.html>

1. Applicant groups seeking to apply to establish a charter school are required to submit application materials via the Charter School Office online portal. To access this portal, copy and paste or type the following URL into your web browser: <https://nysed-cso.fluidreview.com> and your browser will open to the landing page or “Welcome” message. Applicants may create only one account per application.

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← → ↻ <https://nysed-cso.myreviewroom.com> 🔍 ☆ ☰

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Home Sign In

**CHARTER SCHOOL OFFICE**  
Online Portal for Submission of New Charter School Applications

**Welcome to the Charter School Office Portal!**

The State Education Department has posted the *2014 Request for Proposals to Establish Charter Schools Authorized by the Board of Regents and the 2014 Charter School Application Kit* on the web at: <http://www.p12.nysed.gov/psc/startcharter.html>. Please read the RFP and application kit thoroughly.

The Department will provide two opportunities for applicant groups to submit proposed charter school applications. Applicant groups must submit Letters of Intent by **3:00 p.m. on February 3, 2014 for Round 1** or **July 7, 2014 for Round 2**. If invited, applicants will submit Full Applications by 3:00 p.m. on March 14, 2014 for Round 1; or by 3:00 p.m. on July 18, 2014 for Round 2. The Board of Regents will act on staff recommendations at its regularly scheduled meetings in June (Round 1) and November, 2014 (Round 2).

The portal for submission of new charter school applications under Round 1: Application Review and Approval is open for registration and submission of a Letter of Intent, which must be submitted by the **3:00 p.m. deadline on February 3, 2014**.

Thank you for your commitment to develop and sustain high quality charters in New York State.

**Sign In**

Email:

Password:

[Trouble Signing In?](#)

Registration is closed.

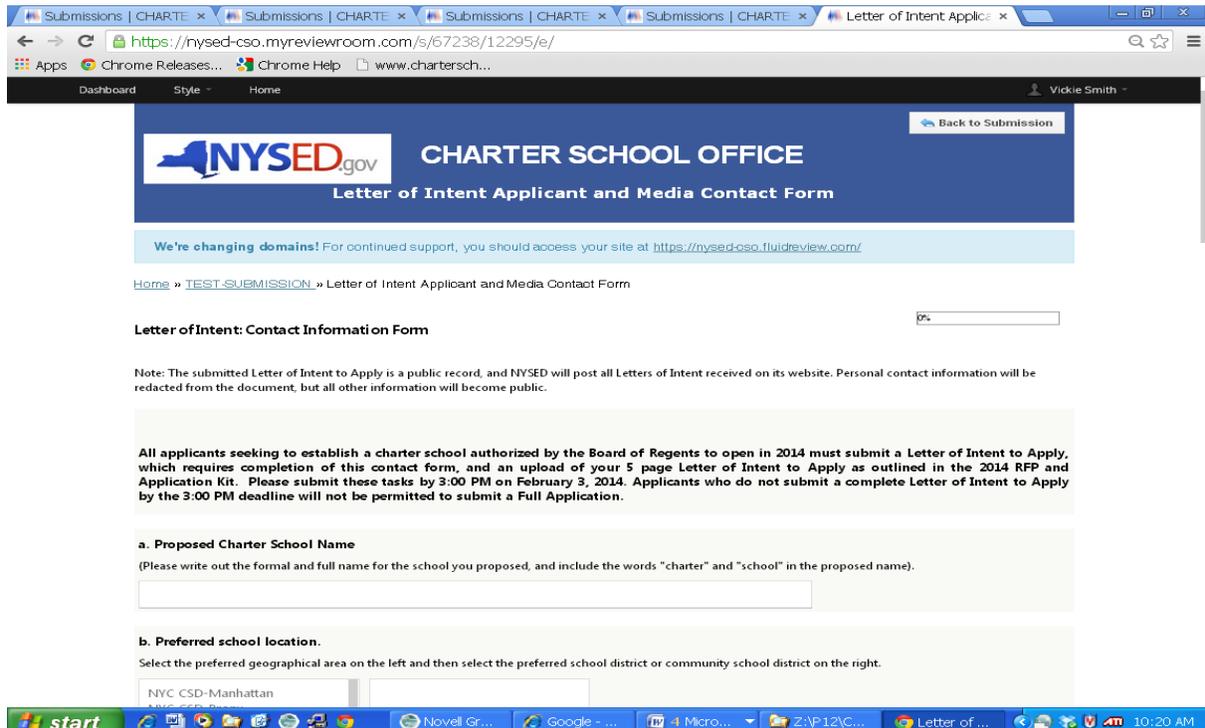
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2. After reviewing the “Welcome” message, applicants must register to create an account. Click on “Sign Up” on the right hand side of the landing page and you will be sent to the account creation page. Please name your application after the school you seek to establish, and include the words, “charter” and “school” in the school name as required by statute.
3. Once you have created an account, a confirmation email will arrive in your mailbox. Go back to portal using the URL provided or included in the confirmation email.
4. Once your account is created, you will be asked to identify as a “New Applicant” (even if you have submitted an application in a previous round) and to type in the name of the proposed charter school. Applicants seeking to establish a new charter school will be directed to set of required tasks. The tasks associated with the submission of a Letter of Intent to Apply include:

- Complete task "Letter of Intent Applicant and Public Contact Information Form"
- Complete task "Letter of Intent to Apply: Narrative for Sections I, II, III, & IV"
- Submit your application



- Scroll down and click on the first task to open (and you may complete tasks in any order, but we will begin with the first task). Applicant and Public Contact Information Form. Upon completion of this task or any task, click on "Back to Your Submission" at the top right side of the page. You may preview your work and/or download a copy for your files.



- b. Click on the next task to upload your 5 page Letter of Intent narrative. Insert the name of your file in the Title box. Then click on “Choose File” and select the desired file preferably in .PDF format. Once you have completed this task, you may preview your submission and/or download a copy for your files.

Submissions | CHARTER x Submissions | CHARTER x Submissions | CHARTER x Submissions | CHARTER x CHARTER SCHOOL OF x

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Letter of Intent to Apply: Narrative for Sections I, II, III, and IV

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Home » TEST SUBMISSION » Letter of Intent to Apply: Narrative for Sections I, II, III, and IV

**APPLICANT INSTRUCTIONS:**  
**Phase I: Letter of Intent to Apply (See pages 14 of the 2013 RFP and Application Kit for guidance)**

The Letter of Intent is designed to solicit basic school design information about the applicant group, school mission and model and target population. The Letter of Intent requires applicants to address questions that directly align to some, but not all, of the requirements stated in the Charter Schools Act (applicants will be required to address all the requirements stated in the Act in detail in the Full Application). The Letter of Intent (not to exceed 5 pages) must be signed and dated by the Lead Applicant(s) and submitted via upload to this portal.

**Title**

**Document** [Choose File](#) No file chosen

[Submit](#)

**File Types Supported:**

- PDF (preferred)
- Microsoft Office (.doc, .ppt, .xls)
- Microsoft Office 2007 & 2010: Supported but **not recommended** (.docx, .pptx, .xlsx)
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- Images (.jpg, .gif, .png)

Please note that .docx, .pptx, and .xlsx formats are not entirely supported.  
Please save your file types as .doc, .ppt or .xls respectively before uploading.

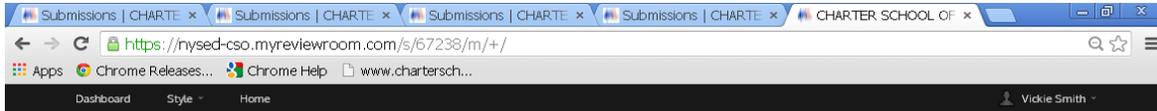
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- c. Applicants will be able to sign in and out of the room as much or as little as desired to “view”, “edit”, and “delete” the materials associated with the Letter of Intent until **3:00 PM**.
- d. Applicants may still edit submissions even after completion as long as the deadline has not passed. To log back into your account at any time, go to <https://nysed-cso.fluidreview.com> and sign in using the email address and the password you previously created.
- e. Please note: Applicants must completed all of the required tasks and **click on “Submit your application”** to have your submission move forward for review.
- f. Applicant(s) will an email notification acknowledging receipt of their Letter of Intent to Apply.

### ***Other things you might find helpful to know***

1. Upon sign-in, the lead applicant, the lead applicant as the “owner of the account” may grant rights to other members -- “read only” or “full access”. To do so, go to the right side of your task page and down to the “Members” heading, click on “Add Members”, and input the information requested for each member you add. Click on “Submit” (which is hidden under the drop down box in the screen shot that follows).



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**Members**

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To add a new member or co-applicant to your submission, please fill in all of the required information about the individual below.

**First name**

**Last name**

**Email**

**Access Level**

- Owner
- Standard member
- Read-only member

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After adding members, you will see a message at the top of your task page indicating that the member has been “invited to join and will receive an email with instructions”. Multiple users or members may work within the portal at the same time

Charter Schools Law Charter School Office--Starting A Charter School Documents Resources Settings Help

**NYSED.gov** CHARTER SCHOOL OFFICE [Dropdown](#)

Online Portal for Submission of New Charter School Applications

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Vickie Smith has been invited to join your submission. They will receive an email with instructions shortly.

Home » [TEST-SUBMISSION](#)

**TEST-SUBMISSION** #NA-799366472

This Submission is in stage **Submit Letter of Intent to Apply** with a status of **Active**

**Submit Letter of Intent to Apply**

**APPLICANT INFORMATION AID INSTRUCTIONS:**

The submitted Letter of Intent to Apply is a public record, and NYSED will post on the web all Letters of Intent to Apply received. Personal contact information will be redacted from the document, but all other information will become public. All applicants seeking to establish a charter school authorized by the Board of Regents to open in 2014 must submit a Letter of Intent, not to exceed 5 pages in length, by **3:00 p.m. on February 3, 2014 or 3:00 p.m. on July 7, 2014**.

Please complete the tasks below and click on the **SUBMIT** button.

<https://nysed-cso.myreviewroom.com/s/67233/#>

**Edit Information**

**View Rankings**

**Progress**

This Submission is 0.0% complete.

You still need to:

- Complete task "Letter of Intent Applicant and Media Contact Form"
- Complete task "Letter of Intent to Apply Narrative for Sections I, II, III, and IV"
- Submit

**Members**

- Test User
- Vickie Smith

2. Please use the name of the proposed school when the account is created. If you forget, you or your co-applicant may edit the school information (i.e., change or correct the spelling of the school name). Go to “Edit Information” on the right side of your task page, just above the progress bar to make changes.
3. Applicants may access the 2014 RFP and Application Kit and Budget Template by clicking on the “Resources” link in the upper right hand corner of the blue banner. These resources will open in separate windows. These documents are also available on the Department’s webpage.
4. If you use one of the following web browsers: Safari, Firefox, or Google Chrome, you will be able to run the “Spell Check” feature to check for spelling and grammatical errors when typing into the forms. **Internet Explorer does not have this feature.**
5. Should you have any questions about the application process, please send an email to [CHARTERSCHOOLS@MAIL.NYSED.GOV](mailto:CHARTERSCHOOLS@MAIL.NYSED.GOV)
6. Should you require technical support, please send an email to [support@myreviewroom.com](mailto:support@myreviewroom.com).

Thank you.  
Charter Schools Office  
[Charterschools@mail.nysed.gov](mailto:Charterschools@mail.nysed.gov)  
518-474-1762



**STARTING A CHARTER SCHOOL  
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**Sign In**

Email:

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[Trouble Signing In?](#)

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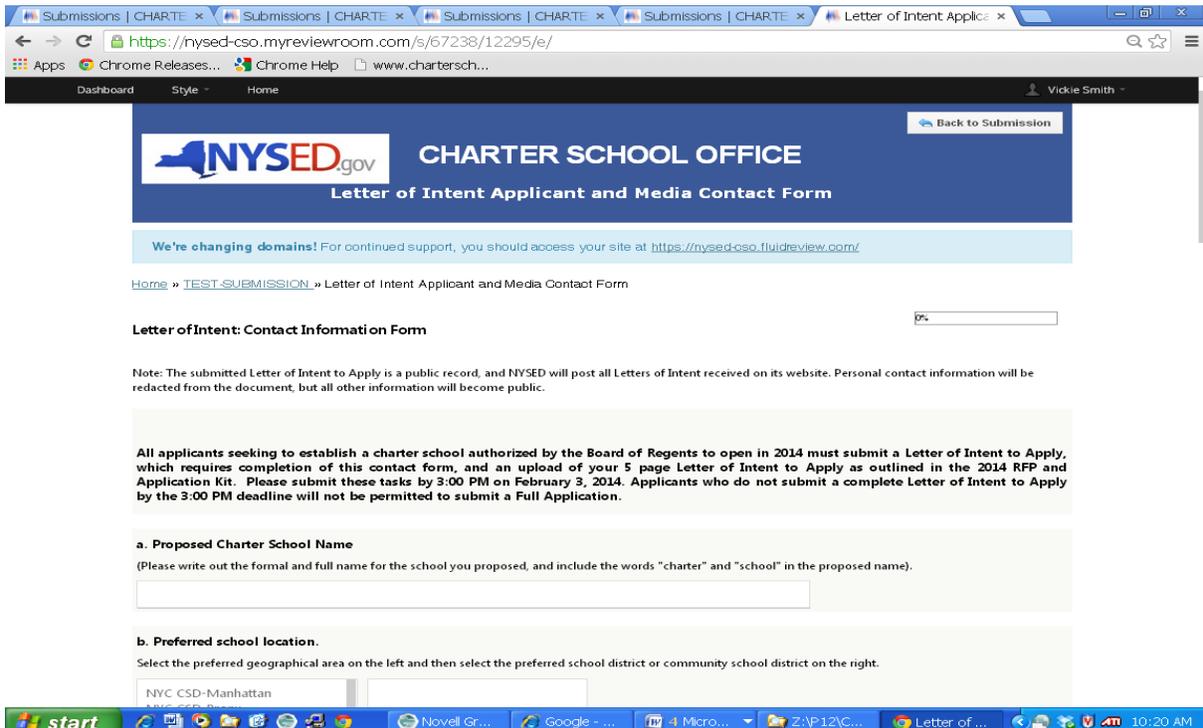
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Submissions | CHARTER x Submissions | CHARTER x Submissions | CHARTER x Submissions | CHARTER x CHARTER SCHOOL OF x

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**Letter of Intent to Apply: Narrative for Sections I, II, III, and IV**

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Home » TEST SUBMISSION » Letter of Intent to Apply: Narrative for Sections I, II, III, and IV

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**Title**

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[Submit](#)

**File Types Supported:**

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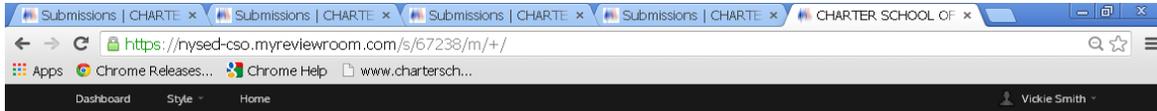
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***Other things you might find helpful to know***

1. Upon sign-in, the lead applicant, the lead applicant as the “owner of the account” may grant rights to other members -- “read only” or “full access”. To do so, go to the right side of you r task page and down to the “Members” heading, click on “Add Members”, and input the information requested for each member you add. Click on “Submit” (which is hidden under the drop down box in the screen shot that follows).



Charter Schools Law Charter School Office--Starting A Charter School Documents Resources Settings Help

**NYSED.gov** CHARTER SCHOOL OFFICE [Back to Submission](#)

**Members**

We're changing domains! For continued support, you should access your site at <https://nysed-cso.fluidreview.com/>

Home » [TEST-SUBMISSION](#)

To add a new member or co-applicant to your submission, please fill in all of the required information about the individual below.

**First name**

**Last name**

**Email**

**Access Level**

- Owner
- Standard member
- Read-only member

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After adding members, you will see a message at the top of your task page indicating that the member has been “invited to join and will receive an email with instructions”. Multiple users or members may work within the portal at the same time

Charter Schools Law Charter School Office--Starting A Charter School Documents Resources Settings Help

**NYSED.gov** CHARTER SCHOOL OFFICE [Dropdown](#)

Online Portal for Submission of New Charter School Applications

We're changing domains! For continued support, you should access your site at <https://nysed-cso.fluidreview.com/>

Vickie Smith has been invited to join your submission. They will receive an email with instructions shortly.

Home » [TEST-SUBMISSION](#)

**TEST-SUBMISSION** #NA-799366472

This Submission is in stage **Submit Letter of Intent to Apply** with a status of **Active**

**Submit Letter of Intent to Apply**

**APPLICANT INFORMATION AID INSTRUCTIONS:**

The submitted Letter of Intent to Apply is a public record, and NYSED will post on the web all Letters of Intent to Apply received. Personal contact information will be redacted from the document, but all other information will become public. All applicants seeking to establish a charter school authorized by the Board of Regents to open in 2014 must submit a Letter of Intent, not to exceed 5 pages in length, by **3:00 p.m. on February 3, 2014 or 3:00 p.m. on July 7, 2014**.

Please complete the tasks below and click on the **SUBMIT** button.

<https://nysed-cso.myreviewroom.com/s/67233/#>

**Edit Information**

**View Rankings**

**Progress**

This Submission is 0.0% complete.

You still need to:

- Complete task "Letter of Intent Applicant and Media Contact Form"
- Complete task "Letter of Intent to Apply Narrative for Sections I, II, III, and IV"
- Submit

**Members**

- Test User
- Vickie Smith

2. Please use the name of the proposed school when the account is created. If you forget, you or your co-applicant may edit the school information (i.e., change or correct the spelling of the school name). Go to “Edit Information” on the right side of your task page, just above the progress bar to make changes.
3. Applicants may access the 2014 RFP and Application Kit and Budget Template by clicking on the “Resources” link in the upper right hand corner of the blue banner. These resources will open in separate windows. These documents are also available on the Department’s webpage.
4. If you use one of the following web browsers: Safari, Firefox, or Google Chrome, you will be able to run the “Spell Check” feature to check for spelling and grammatical errors when typing into the forms. **Internet Explorer does not have this feature.**
5. Should you have any questions about the application process, please send an email to [CHARTERSCHOOLS@MAIL.NYSED.GOV](mailto:CHARTERSCHOOLS@MAIL.NYSED.GOV)
6. Should you require technical support, please send an email to [support@myreviewroom.com](mailto:support@myreviewroom.com).

Thank you.

Charter Schools Office

[Charterschools@mail.nysed.gov](mailto:Charterschools@mail.nysed.gov)

518-474-1762

# Audited Financial Statement Checklist

Created Friday, July 25, 2014

Updated Friday, October 31, 2014

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## Page 1

Charter School Name:

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

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

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

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

Thank you.

# Appendix E: Disclosure of Financial Interest Form

Created Tuesday, July 22, 2014

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Page 1

310500861001 DEMOCRACY PREP ENDURANCE CS

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

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

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

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

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

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

Yes

Thank you.

# Appendix F: BOT Membership Table

Created Friday, July 25, 2014

## Page 1

310500861001 DEMOCRACY PREP ENDURANCE CS

### 1. Current Board Member Information

	Full Name of Individual Trustees	Position on Board (Officer or Rep).	Voting Member	Area of Expertise &/or Additional Role	Terms Served & Length (include date of election and expiration)	Committee affiliations
1	Khary Barnes	Chair/President	Yes		2 Terms Elected: 2011 Expiration: 2015	Governance, Academic Accountability
2	Craig Canton	Treasurer	Yes		2 Terms Elected: 2011 Expiration: 2015	Finance, Family & Community Communications
3	Rashida LaLande	Secretary	Yes		2 Terms Elected: 2011 Expiration: 2015	Academic Accountability
4	Christina Grant	Member	Yes		2 Terms Elected: 2011 Expiration: 2015	Governance, Academic Accountability
5	Katie Duffy	Member	Yes		2 Terms Elected: 2011 Expiration: 2015	
6	Sonya Crosswell	Member	Yes		2 Terms Elected: 2012 Expiration: 2016	Governance, Development
7	Don Porter	Member	Yes		1 Term Elected: 2013 Expiration: 2015	Development, Finance
8	Ross Frommer	Member	Yes		1 Term Elected: 2013 Expiration: 2015	Academic Accountability, Family & Community Communications
9	Jason Broder	Member	Yes		1 Term Elected: 2014 Expiration: 2016	Finance, Academic Accountability
10	Joseph Puthenveetil	Member	Yes		1 Term Elected: 2014 Expiration: 2016	

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

2

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

1

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

15

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

10

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

11

Thank you.



# DEMOCRACY PREP ENDURANCE MIDDLE

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## Democracy Prep Endurance Charter School Board of Trustees Meeting

SEPTEMBER 19, 2013

### Minutes of Meeting

#### Trustees Present

Khary Barnes  
Rashida LaLande  
Christina Grant  
Craig Canton  
Sonya Crosswell  
Don Porter  
Ross Frommer

#### Trustees Absent

Josh Lotstein

#### Others Present

Raphael Gang  
Melanie Hok  
Howard Schnidman  
Margaret Marrer  
Daniel Brewer  
Chiv Heng  
Nick Resnick

Katie Duffy

**Khary Barnes called the meeting or order at 6:38 PM.**

#### AGENDA ITEM 1: Board Minutes Approval

**MOTION: Motion to approve the minutes by the Secretary passed unanimously at 6:40 PM.**

#### AGENDA ITEM 2: School Update

Ms. Marrer announced that there are 224 scholars. The new teachers at the school are adjusting well and are a positive addition to the school. The operations team at the school grew to accommodate the larger number of students. The 7<sup>th</sup> graders are now reading Ray Bradbury as well as The Giver and Fall of the House of Usher. The retained scholars are doing well. The year is off to a positive start and Ms. Marrer is excited for the year.

Katie Duffy and Chiv Heng presented the results of the 2012-2013 standardized assessments. The data demonstrated that the longer scholars are in DPPS schools, the better those students tend to do. This matches perfectly with the DPPS belief that growth matters most. Instead of looking strictly at proficiency and instead looking at scale scores, the data demonstrates that Democracy Prep's students are starting lower and each cohort of students doing better than the grade below it, meaning that the academic program in the schools is working. This data reflected that the network's commitment to backfilling students at all grades and having the main entry point for students in the network be in 6<sup>th</sup> grade make Democracy Prep different than many other schools.

Heng and Duffy explained that while the network was not satisfied with the results, the network had, even before the results were announced, made significant changes to better support schools. This includes the creation of Assistant Superintendents over Elementary, Middle, and High schools as well as a renewed focus on building content knowledge and transitioning away from teaching strategies as a standalone concept.



# DEMOCRACY PREP ENDURANCE MIDDLE

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Finally, Duffy and Heng noted that this year's scores were in essence, a reset from all previous results for 3-8 students. The scores from previous years do not translate to this year's scores because not only is the test harder, but the scale on which scores were calculated is different. The state education department released a tool to assist with making comparisons to past years and Heng's team is currently analyzing the data.

During and after the presentation, trustees commented on the scores and asked questions regarding comparisons. Elementary schools became a conversation point on whether or not to try start more because the sooner we reach a young scholar, the more of a chance they have to succeed.

### **AGENDA ITEM 3: Network Update**

Ms. Duffy presented the new org chart. It showed growth throughout the entire network. We are moving forward, both in new charters and investigating in more turnaround schools. Immediate school growth could be in Camden and Washington DC.

She spoke about the 11 Leader U Fellows and the success of our program.

### **AGENDA ITEM 4: Grant agreement approval**

The Democracy Builder Grant was not discussed due to time limitations, nor was it signed. It will be put on next month's agenda.

### **AGENDA ITEM 5: Management Contract approval**

The Management Contract was signed and approved. The redlined version of it was requested.

### **AGENDA ITEM 6: Handbook approval**

The Handbook was not approved due to time limitations and will be put on next month's agenda.

### **AGENDA ITEM 7: Retreat**

The retreat is postponed until January due to too many trustees not being available.

### **AGENDA 8: Committee Assignment**

Mr. Brewer explained each committee's responsibilities and asked that trustees email him their committee (s) choice. Serving on two committees would be ideal.

### **AGENDA 9: Review of Year Long Calendar**

The board calendar was not discussed but everyone has the dates for FY 13-14.

Mr. Brewer passed out the school's calendar highlighting each school's events.

**MOTION: Motion to adjourn the meeting passed unanimously at 7:35 PM.**



# DEMOCRACY PREP ENDURANCE MIDDLE

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## Democracy Prep Endurance Charter School Board of Trustees Meeting

October 17, 2013

### Minutes of Meeting

#### **Trustees Present**

Khary Barnes  
Ross Frommer  
Christina Grant  
Don Porter  
Katie Duffy

#### **Trustees Absent**

Sonya Crosswell  
Rashida LaLande  
Craig Canton

#### **Others Present**

Daniel Brewer  
Melanie Hok  
Howard Schnidman  
Margaret Marrer

**Khary Barnes called the meeting or order at 6:40PM.**

#### **AGENDA ITEM 1: Board Minutes Approval**

**MOTION: Motion to approve the minutes by the Secretary passed unanimously at 6:41PM.**

#### **AGENDA ITEM 2: School Update**

DPE is hosting the Excellent Schools Network (ESN) this week. ESN is part of our partnership with Building Excellent Schools and acts as a way for BES partners to learn from one another through site visits, conferences, and other resources.

School has now been in session for eight weeks and returning teachers are stepping into leadership roles.

Fifteen scholars were retained last year; many students who came to us were extremely far behind and were impossible to get to grade level in one year. All of the scholars who were retained stayed at school. This is important, and mainly due to Margaret's leadership.

Hiring for 2014/15 has started. 70% of our DPE staff here came from referrals from staff. Our motto is "hungry, humble and smart (and nice)." We do not have a problem with finding applicants. We hire the top 1%. In addition to new hires, we have several teachers who will switch from their current positions to teach 8<sup>th</sup> grade from a lower grade at DPE.

The Winter Concert is on Dec. 19. We encourage board members to attend if they are available.

#### **AGENDA ITEM 3: Network Update**



# DEMOCRACY PREP ENDURANCE MIDDLE

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Katie and the Assistant Superintendents are conducting school reviews. School reviews are intended to give schools feedback at multiple points during the year so that school leaders can continuously improve and not have to wait for end of year assessments come out. School reviews consist of a daylong visit by Katie and the Assistant Superintendents. The visits include classroom observations, looking at school culture, discipline, and routines, and staff interviews. Prior to the daylong visit, school leaders complete a self-assessment, which is then used as part of the debrief afterwards. At DPE, the push is to get the school to the next level, which has to do with scaling up systems and tightening all around. An example of a “push” is breaking down questions, teachers tightening behavior expectations, and scaffolding. The overall pushes for all school are: increased rigor and authority in classroom. Schools scores ranged from 2.3 to 2.9 Reviews are twice a year. Reviews are not mandated by our authorizers, but are rather an opportunity for PD in real time.

#### Expansion Update:

- Katie was in DC yesterday at a public hearing for our first charter application in Washington DC (an elementary school); we are also contemplating a potential turnaround (prek-6). We are likely only to do one new school in DC this year.
- We also submitted a request to expand our Freedom Prep charter to serve high school and elementary scholars.

#### **AGENDA ITEM 4: Grant agreement approval for DB**

The trustees voted to move this agenda item to the next meeting.

#### **AGENDA ITEM 5: Handbook approval**

Board members asked several questions on the purpose of the handbook. The function of the handbook is to give the school guidelines with which to make decisions. Dr. North and Eric Ozawa from the DPH read through all handbooks to ensure they were in compliance, clear and consistent.

**MOTION: Motion to approve the middle school handbook was passed unanimously at 6:41PM.**

#### **AGENDA ITEM 6: Financial Updates**

Review of FY 12 - 13 pre-audit statements.

- DPE ended FY12-13 with approx. \$513k in positive net income vs. \$264k budget.
- Enrollment was slightly higher than budgeted – 110 vs. 104.
- FY 14 budget recognized the growth of another grade level & reaction to this years staffing and expense actuals. Income is budgeted at \$3.7M and net Income at \$60,000.



# DEMOCRACY PREP ENDURANCE MIDDLE

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The Board discussed the process for spending the remaining PCSP grant and requested a progress report on this for the next meeting. It will be included in the monthly financial reviews. Questions from the board regarding expenses were on expansion of staff, teachers and students.

## **AGENDA ITEM 7: Gala Discussion**

Katie and Daniel announced plans to hold a single gala this year for all schools instead of a gala for each school. Members of the board inquired about how money would be divided between schools and what the money would be used for.

The board agreed that one gala is the best idea.

## **AGENDA ITEM 8: ASSIGN COMMITTEE MEMBERS**

Don Porter gave a brief announcement for the Development Committee and the Advisory Council, alerting them to the fact that they are holding an event that all will be invited to.

**MOTION: Motion to adjourn the meeting passed unanimously at 7:50 PM.**



# DEMOCRACY PREP ENDURANCE MIDDLE

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## Democracy Prep Endurance Charter School Board of Trustees Meeting November 13, 2013

### MINUTES

#### Present

Khary Barnes  
Craig Canton  
Rashida La Lande  
Sonya Crosswell  
Donald Porter  
Ross Frommer

#### Absent

Katie Duffy  
Christina Grant

#### Guests

Melanie Hok  
Howard Schnidman  
Daniel Brewer  
Margaret Marrer  
Raphael Gang

**Khary Barnes called the meeting to order at 6:37PM.**

#### **AGENDA ITEM 1:** Board Candidate Nominations

Mr. Barnes and the Committee will be meeting and/or speaking with the two candidates.

#### **AGENDA ITEM 2:** Board Minutes Approval

**MOTION: Motion to approve the minutes from October 17, 2013 was approved unanimously at 6:38.**

#### **AGENDA ITEM 3:** Democracy Builders contract approval

The board discussed sections of the DB Inc. agreement & desired revisions. The revisions included:

- Making language clearer around the process for canceling the contract mid year. The board will send suggested wording that they would prefer.
- Clarifying the allowable lobbying activities for DB. The board will send suggested wording.
- Reviewing the 1% of revenue fee and how that fee will potentially grow over time. Raphael and Howard reminded the board that the growth in the fee is tied to the growth in the schools, is extremely small, and that the contract is renewed on an annual basis, so that the board has an ability to renegotiate in the future should the fee become unacceptable. The Finance Committee will hold a call to discuss this point.

The approval of the DB contract will be added to next month's agenda.

#### **AGENDA ITEM 4:** School Update



# DEMOCRACY PREP ENDURANCE MIDDLE

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Margaret Marrer, Principal of DPE, reported that DPE was not eligible for a formal DOE Progress Report because it is not yet a school with all the required grades. But the school did receive an informal Progress Report from the DOE. The informal calculations, conducted internally, resulted in DPE scoring a 93.3, which, if correct, would mean that DPE would be the highest rated middle school in the city, and the fourth highest rated in New York State. Highlights of DPE's success include the progress made in math and ELA and the significant academic growth among the lowest third of our students. DPE has also moved a significant number of students out of Special Ed.

Recruiting faculty for next year has started.

## **AGENDA ITEM 5: Network Update**

Raphael Gang reported on expansion. DPPS is committed to achieving excellence in education as well as to opening nine schools over the next four years in accordance with the CSP grant. This will result in an increase of approximately 2500 additional scholars. In the immediate future, the plan includes adding a high school in Camden, NJ an elementary school in Washington DC and a middle school in Baton Rouge, LA. Some of these schools may be turnarounds.

In future years, states like Massachusetts, Tennessee, Delaware and North Carolina are being considered, but these expansion plans depend on several factors such as the political climate, the market need, financial viability, academic model, and talent available.

## **AGENDA ITEM 6: Committee Updates**

- a. *Development:* Don Porter reported that no development meeting was held. Mr. Porter did attend the Auxiliary Council (junior board) meeting that plans to raise funding for DPPS. Development work will begin once all the charters approve the gala plan.
- b. *Finance:* Craig Canton, Howard Schnidman and Melanie Hok gave the finance report. Mr. Schnidman passed out a financial summary page. Details included on the financial summary page included:
  - The DPE audit has been completed. The results are similar to the results from the management review completed in October. The audit had two small findings requiring action: 1) student files are incomplete and 2) insurance coverage is too low. Both of these items will be followed up on by the finance team before the next board meeting.
  - The FY 14 Budget vs. Forecast status shows the initial enrollment exceeds projections, coming in at 219 students vs. a projected 210 students. Special needs enrollment is also ahead of projections. This additional enrollment results in \$172K of income not represented in the budget. Mr. Schnidman



# DEMOCRACY PREP ENDURANCE MIDDLE

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noted that these numbers are for the October enrollment results, and added that as the year progresses, things could change.

- The PCSP grant (covering new school start up expenses) is in the budget for \$250K and is a carrying over and additional \$92K from FY 13
- Staffing is in line with budget and Medical Benefits are projected to run under by as much as \$100K.
- There is an overrun in teacher development.
- The overage in income causes an overage in DPPS fees.

In summary we are in good position to potentially be \$260K above budget in net income.

- Governance:* Sonya Crosswell was selected as chair.
- Community and Family Communications:* Ross Frommer was selected as chair.
- Academic Accountability Committee:* Rashida LaLande was selected as chair.

**AGENDA ITEM 7:** Executive Session – No executive session was required.

Next meeting date: Thursday, December 12, 2013

**MOTION: Motion to adjourn the meeting was approved unanimously at 8:10 PM.**



# DEMOCRACY PREP

## ENDURANCE MIDDLE

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### **Democracy Prep Endurance Charter School Board of Trustees Meeting**

**December 12, 2013**

6:30PM – 7:30PM

#### **MINUTES**

##### **Present**

Khary Barnes  
Craig Canton  
Christina Grant  
Sonya Crosswell  
Donald Porter  
Katie Duffy  
Ross Fromer

##### **Absent**

Rashida La Lande

##### **Guests**

Benjamin Feit  
Howard Schnidman  
Nick Resnick  
Margaret Marrer  
Jason Broder

**Khary Barnes called the meeting to order at 6:45 p.m.**

#### **AGENDA ITEM 1: Network Update**

Katie Duffy reported that she and the assistant superintendents had completed their Fall school reviews. The final review was in Camden, where Freedom Prep — the network's lone school operating outside of Harlem — remains in turnaround mode but continues to make meaningful progress. Freedom Prep has applied to expand its charter to serve students in grades K-12 and is awaiting authorizer approval of its amendment request. The most pressing need in Camden is for a high-quality high school that will ensure students stepping out of the Freedom Prep middle school program remain on the path to college and do not merely enjoy a temporary respite from bad schools. Democracy Prep has also received conditional approval to begin operating in the District of Columbia in the 2014-15 school year and remains interested in overseeing a turnaround effort in a low-performing school.

#### **AGENDA ITEM 2: School Update**

Margaret Marrer reported that DPE has begun building its team for 2014-15. Margaret has hired an 8th Grade Reading teacher and will have two of her stronger sixth-grade teachers loop up to serve as the cultural foundation at the eighth-grade level. When asked about what she looks for in prospective candidates, Margaret cited intelligence, a strong work ethic, and a team-oriented disposition as core attributes of those able to thrive in DPE's rigorous start-up environment. Margaret is focused on building the leadership capacity of the school's endogenous talent pool and will be visiting Endeavor College Prep in Los Angeles with her grade-level chairs in January. Margaret acknowledged that the school's budget includes CSP grant funds that will expire at the end of August if unexpended, and she indicated an interest in exploring a new dance floor, additional security cameras, and a school-wide intercom system as potential purchases.

Trimester One is over, and Parent-Teacher Conferences will be held before the December holiday. Katie Duffy reminded the Board that the network rewrote all internal assessments over the summer to ensure Common Core alignment and then kept the exams blind from teachers prior to administration. In raising the rigor of the exams, the network may not have done enough to prepare teachers and students to succeed. Consequently, DPPS is considering grading the exams on a curve that would apply to scholars and to the quantitative measures of the network's teacher evaluation rubric that assess absolute student performance. Because DPE will use scholars' original grades to track growth on internal assessments from Trimester One to Trimester Three, however, this adjustment would not apply to the value-added metrics on the teacher evaluation rubric.

Khary Barnes introduced Jason Broder as a prospective trustee.

### **AGENDA ITEM 3: Committee Updates**

a. *Development.* Don Porter discussed raising last-dollar financial aid for Democracy Prep alumni to get home from their college campuses for the holidays. Katie Duffy said that her understanding is that this group has raised roughly \$900.

b. *Governance:* Sonya Crosswell reported that the Governance Committee has been exchanging emails and has identified three prospective trustees including Jason Broder. Khary Barnes indicated his interest in rounding out the board's expertise with trustees from fields currently underrepresented (e.g. creative, marketing, higher education).

c. *Family & Community Relations:* Ross Frommer said the Family & Community Relations Committee had nothing of note on which to report.

d. *Academic Accountability:* With Rashida La Lande home with an illness, the committee had nothing to report.

e. *Finance:* Howard Schnidman reported that DPE's forecast for the current fiscal year remains in the black based on over-enrollment of Special Education students relative to projections. Conversation ensued regarding the school's need to spend its CSP grant funding by the end of August.

### **AGENDA ITEM 4: Action Items**

**MOTION: Khary Barnes moved to approve the minutes from the Board's November 13, 2013 meeting. Craig Canton seconded. The motion was approved unanimously at 7:35 p.m.**

**MOTION: Khary Barnes moved to approve the 2013-14 Democracy Prep Personnel Handbook. Christina Grant seconded. The motion was approved unanimously at 7:35 p.m.**

**MOTION: Khary Barnes moved to approve the 2013-14 Democracy Builders Grant Agreement. Christina Grant seconded. The motion was approved unanimously at 7:36 p.m. with Katie Duffy abstaining.**

**AGENDA ITEM 5:** Executive Session – No executive session was required.

Next meeting date: Thursday, January 23, 2014

**MOTION: Khary Barnes moved to adjourn the meeting at 7:37 p.m. Christina Grant seconded. The motion was approved unanimously.**



# DEMOCRACY PREP

## ENDURANCE CHARTER SCHOOL

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### **Board Meeting I Minutes February 6, 2014**

#### **PRESENT**

Khary Barnes  
Katie Duffy  
Ross Frommer  
Christina Grant  
Sonya Crosswell  
Donald Porter

#### **ABSENT**

Rashida La Lande  
Craig Canton

#### **GUESTS**

Jason Broder  
Joe Puthenveetil  
Marielys Divanne  
Alice Maggin  
Howard Schnidman  
Margaret Marrer  
Daniel Brewer  
Seth Andrew

#### **Khary Barnes called the meeting to order at 6:43PM.**

#### **I. Network Update (Katie Duffy)**

- We have been approved in Washington DC for a K-9 turnaround in Congress Heights. We take control on July 1 and open with students in September 2014. The ED is a former DPPS teacher.
- We may be approved for another turnaround in Camden. If yes, we could be serving approximately 1000 scholars soon.
- In Katie's absence, Lindsay Malanga will handle educational issues and HR Director, Linda Easton, will handle all other issues.

#### **II. School Update (Margaret Marrer)**

- There has been great success in hiring for next year and that two of Margaret's staff will be in Leader U.
- A description of the expansion to 8<sup>th</sup> grade for next year and what that will look like was given.
- An overview on the T1 data was given. DPE is leading in academics in the DPPS network.
- A lengthy discussion ensued on a succession plan if Margaret was no longer here. There is a detailed plan in place.

#### **III. Approval of Minutes**

**MOTION: Motion to approve the minutes from December 12, 2013 was approved unanimously at 6:44PM.**

**IV.** Board nomination (Jason Broder)

**MOTION: Motion to elect Jason Broder to the DPE board was approved unanimously at 6:45PM.**

**V. Gala Overview**

Alice Maggin and Katie Duffy gave an overview of the gala. Ms. Maggin announced that Dan Rather was the honoree.

**MOTION: Motion to adjourn the meeting was approved unanimously at 7:03PM.**

**Board Meeting 2  
Minutes  
February 6, 2014**

**PRESENT**

Khary Barnes  
Katie Duffy  
Jason Broder  
Christina Grant  
Sonya Crosswell  
Donald Porter  
Ross Frommer

**ABSENT**

Rashida La Lande  
Craig Canton

**GUESTS**

Joe Puthenveetil  
Marielys Divanne  
Alice Maggin  
Howard Schnidman  
Margaret Marrer  
Daniel Brewer  
Seth Andrew

**Khary Barnes called the meeting to order at 7:05PM.**

**I. Alumni Revolution**

Seth Andrew introduced himself and Marielys Divanne from Alumni Revolution (AR) to the Board. Discussion ensued regarding ARs current work and future goals. It was also highlighted on how DPE could be contracted with AR.

**II. Committee Updates (35 minutes)**

**a. Development (Don Porter)**

Don spoke about the gala on April 8 and about the junior board's event on March 13.

**b. Finance: Board approval to add Howard Schnidman, CFO, as a signer of all banking related items, with the same approval authority as held by Katie Duffy, CEO**

Finance (Howard Schnidman) Khary brought forth a motion to authorize Howard Schnidman to sign checks.

**MOTION: Motion to approve the addition of Howard Schnidman as an authorized check signer and for authorized online banking access effective immediately was approved unanimously at 8:35 PM.**

- Howard Schnidman, DPPS CFO, delivered the Finance Committee Report in Craig's Canton's absence.
- DPE is in a strong financial position
- PCSP funds remain available to the school leader.
- The enrollment is above budget and benefits expenses are below budget.
- The finance committee recommends consideration of the creation of a Dream Dollar Fund. This topic will be discussed at future board sessions.

- c. Governance (Sonya Crosswell)  
Sonya spoke about April meeting the Annual Meeting at which to re-elected trustees into their classes for two-year terms.  
It was also mentioned that the by-laws need to be updated and that will be a governance committee undertaking.
  - d. Community and Family Communications (Ross Frommer) No report
  - e. Academic Accountability Committee (Rashida LaLande) No report
- III. Executive Session (if needed) (18 minutes) No session needed.

**MOTION: Motion to adjourn the meeting was approved unanimously at 8:38PM.**

Next meeting date: Thursday, March 20, 2014



# DEMOCRACY PREP

## ENDURANCE MIDDLE

*Work Hard. Go to College. Change the World!*

**Democracy Prep Endurance Charter School**

**Board of Trustees Meeting**

**March 20, 2014**

**6:30PM – 7:30PM**

### MINUTES

#### **Present**

Rashida La Lande  
Craig Canton  
Ross Fromer  
Sonya Crosswell  
Jason Broder

#### **Absent**

Khary Barnes  
Christina Grant  
Donald Porter

#### **Guests**

Benjamin Feit  
Howard Schnidman  
Linda Jones Easton  
Margaret Marrer  
Steve Cunning  
Maribeth White

**Rashida La Lande called the meeting to order at 6:58p.m.**

#### **School Update (Margaret Marrer):**

Margaret Marrer presented an update for DPE. She reported that the recent SED site visit went very well and that DPE is on track to achieve all goals set out in the charter. The SED reviewer interviewed teaching staff and leadership in addition to observing classes and provided a written assessment of the school's progress according to the authorizer's accountability framework.

Regarding hiring, Ms. Marrer noted that DPE is nearly done hiring for next school year and that 90% of new hires have come from referrals from current employees. Two current teachers are interviewing for the *Leader U* program; teachers who are selected for the *Leader U* fellowship and who leave the classroom to enter the network's leadership pipeline are classified as "positive" attrition.

Ms. Marrer discussed how CSP funds are being spent at DPE.

Ms. Marrer pointed out that space for next year will be more of an issue than in the past. For next school year, DPE has only been allocated two classrooms, but four new sections of students are expected to enroll. Ms. Marrer has developed several contingency but is still working with DOE and the M154 Building Council to identify available space for 2014-15.

Discussion ensued regarding space and building utilization at the current DPE space.

Ms. Marrer plans to have a meeting with parents in the future to look at options and outlooks for each student and the possibility of a DPE high school. If DPE applies for and is granted a charter amendment to open a high school, it would likely need to be in a different building given space concerns at M154.

Discussion ensued regarding the charter school climate in NYC.

### **Network Update (Benjamin Feit):**

Benjamin Feit offered a brief update for the Democracy Prep network. Mr. Feit touched on subjects including the recent approval of the Democracy Prep Congress Heights charter, turnaround and leadership plans for the school, and possible DPPS expansion opportunities.

DPPS notified the Board Chair of its intent to renew the DPPS management agreement. Ms. La Lande informed the board that the agreement will be reviewed and presented to the full board at a later date.

### **Gala Update (Steve Cunning):**

Steve Cunning offered an update for the upcoming Democracy Prep gala. Weekly updates have been sent out to development committee chairs and will be sent out to all board members starting next week.

### **Committee Updates:**

- a. *Development*: The update for this committee was covered in the gala update.
- b. *Governance*: The board decided to hold an annual meeting in lieu of a regular meeting in May.
- c. *Family & Community Relations*: There were no updates for this committee.
- d. *Academic Accountability*: There were no updates for this committee.
- e. *Finance*: There were no updates for this committee.

### **Alumni Revolution Discussion:**

The board decided to table this discussion until the next board meeting.

### **Executive Session:**

No executive session was required.

**Motion [1]: The Democracy Prep Endurance BoT voted to select Joe Puthenveetil as the final candidate to its BoT, with a term expiring on March 20, 2016, pending approval by SED. The resolution approving Joe Puthenveetil is formally adopted upon SED's approval. Motion was approved unanimously at 7:37pm**

**MOTION: Motion to adjourn the meeting was approved unanimously at 7:39pm**

Next meeting date: Thursday, April 10, 2014



# DEMOCRACY PREP

## ENDURANCE MIDDLE

*Work Hard. Go to College. Change the World!*

**Democracy Prep Endurance Charter School**

**Board of Trustees Meeting**

**April 10, 2014**

6:30PM – 7:30PM

### MINUTES

#### **Present**

Khary Barnes  
Christina Grant  
Craig Canton  
Ross Frommer  
Joseph Puthenveetil  
Sonya Crosswell  
Jason Broder

#### **Absent**

Rashida La Lande  
Jason Broder  
Donald Porter

#### **Guests**

Howard Schnidman  
Benjamin Feit  
Linda Jones Easton  
Steve Cuning  
Maribeth White  
Margaret Marrer

**Khary Barnes called the meeting to order at 6:55pm.**

**School Update (Steve Cuning):** Mr. Cuning offered an update for the school on behalf of Ms. Marrer. New York State Exams were administered last week, and DPE is optimistic about how its students fared. Mr. Cuning reported that the current performing arts teacher at DPE, Mr Phelps, will be moving up to the role of Arts Director for the Democracy Prep Public Schools network. Mr. Phelps will help to build out the arts program for the entire network.

Discussion ensued regarding test preparation and the involvement of DPE's male scholars in school activities.

**Network Update (Benjamin Feit):** Mr. Feit presented an update on the Democracy Prep network. In his update, Mr. Feit discussed the New York State budget and its implications for schools in the Democracy Prep network.

Discussion ensued regarding facilities for a potential high school expansion of DPE.

#### **Committee Updates:**

- a. *Development:* Mr Cuning reported on the success of the Democracy Prep gala on behalf of the Development Committee. Discussion ensued regarding the gala and other fundraising efforts within the Democracy Prep network.
- b. *Governance:* Ms. Crosswell reported that the DPE annual meeting would be held in May, in place of a regular board meeting that month. Additionally, Ms. Crosswell reported that the Democracy Prep management agreement would be presented to the board in May for approval in June.
- c. *Family & Community Relations:* There were no updates given for this committee.

- d. *Academic Accountability*: There were no updates given for this committee.
- e. *Finance*: Mr. Schnidman and Mr. Canton offered the following report on behalf of the Finance Committee:
  - I. The FY 14 net income forecast remains strong. There is room for more in the PCSP grant funds.
  - II. At the June board session the finance committee will bring to the board a recommendation to initiate funding of the Dream Dollar scholarship program.
  - III. At the May board meeting the Finance committee will bring to the board a budget reflecting the YTY growth, a positive net income and covering funding for an investment in Alumni Revolution for consideration..
  - IV. Discussion ensued regarding leased space expenses for future usage.

**Alumni Revolution Discussion:** Discussion ensued regarding a potential agreement with Alumni Revolution and how an agreement between DPE and Alumni Revolution would benefit current DPE scholars.

**Executive Session:** An executive session was not necessary.

**MOTION:** Motion to approve the minutes from March 20, 2014 was approved unanimously at 8:14pm.

**MOTION:** Motion to adjourn the meeting was approved unanimously at 8:15pm

Next meeting date: May 1, 2013



# DEMOCRACY PREP

## ENDURANCE MIDDLE

*Work Hard. Go to College. Change the World!*

**Democracy Prep Endurance Charter School**

**Board of Trustees Meeting**

**May 1, 2014**

6:30PM – 7:30PM

### MINUTES

#### **Present**

Khary Barnes  
Christina Grant  
Donald Porter  
Ross Frommer  
Joseph Puthenveetil  
Sonya Crosswell

#### **Absent**

Rashida La Lande  
Jason Broder  
Katie Duffy  
Craig Canton

#### **Guests**

Howard Schnidman  
Benjamin Feit  
Linda Jones Easton  
Margaret Marrer  
Maribeth White

**Khary Barnes called the meeting to order at 6:50pm.**

**Network Update (Benjamin Feit):** Mr. Feit offered an update on affairs at DPPS. In his report, Mr. Feit reminded the board about the upcoming Korean Street Fair, discussed the Bronx Prep 5-12 turnaround, and discussed the role of an Executive Director. Mr. Feit explained that having an ED in place to help lead turnaround efforts increases the likelihood of success. Next year, all DPPS turnarounds will have an ED in place. The ED will be responsible for handling school administration, accountability, and compliance. In new turnarounds, the ED will also be responsible for managing the transition from the old structure to the new one. This helps to lessen the load on instructional leaders, allowing them to focus on instruction and teacher coaching. Mr. Feit added that next year there will be one superintendent to oversee curriculum and instruction across the network instead of three assistant superintendents. Lastly, Mr. Feit notified the board that DPPS may be expanding in Camden to takeover a k-5 school.

The board inquired about how DPPS will handle the large-scale growth that is in place for the next school year. Mr. Feit discussed the continuous work to find instructional and non-instructional staff to support the expanding network. Mr. Feit continued by highlighting the plan to expand to Baton Rouge in 2015 and briefly covering CSP grant fulfillment.

A brief discussion ensued regarding Democracy Prep's expansion efforts.

Ms. Grant briefly reported on the space at Mother Cabrini. Ms. Grant notified the board that the NYC DOE has signed a lease on the space and will be renting space to Success Academy. She also stressed that the DPE board needs to aggressively approach a plan to find space for a DPE high school.

Mr. Barnes pointed out that the board needs to work with the CMO to ensure that everyone understands the timetable for revising the current DPE charter to include grades 9-12. He also emphasized that the board needs to be clear on what DPE can afford and where a potential school would be sited. Mr. Barnes requested that the board receive a strategic plan that offers a clear

framework for addressing this issue by the next board meeting. Ms. Marrer added that about 110 scholars would be moving on to High School after next year but since there is not a clear idea of where a DPE high school will be located, it is likely that some parents will choose to leave.

**MOTION: Motion to authorize management to submit the following charter amendment request to the State Education Department:**

*Democracy Prep Endurance Charter School respectfully requests authorization to serve students in grades K-5 and 9-12, beginning with kindergarten and grade 9 in 2015-16 and expanding both its elementary and high school programs one grade level each year until the school reaches full growth as a K-12 continuum in the 2020-21 instructional year.*

**Motion approved unanimously at 7:38 p.m.**

Discussion ensued regarding space for a potential DPE high school and how DPE should expand over the coming years.

**School Update (Margaret Marrer):** Ms. Marrer provided an update on affairs at DPE. She started out her discussion expressing optimism about state test scores for this year, highlighting student performance on internal testing, and student growth during the last school year. On average, scholars scored 10 points above average on reading exams than other students in network. Ms. Marrer also pointed out that scholars who have been enrolled at DPE for longer performed better. Lastly, Ms. Marrer discussed exam scores and promotion criteria. DPE will use state testing and internal assessments to determine which scholars will be retained. Parents have received promotion in doubt letters and DPE will work with them to improve performance before final decisions are made.

Discussion ensued about changes in the state exams and their impact on goals set out in accountability plan.

**Management Agreement Discussion:** Mr. Barnes notified the board that they have a call to review the management agreement in more detail.

The board discussed the proposed management agreement between DPPS and DPE. This discussion covered revisions, additions, and fees in the agreement. The board also discussed fundraising and school leadership provisions under the agreement.

#### **Committee Updates:**

- a. *Development:* There were no updates for this committee.
- b. *Governance:* Ms. Crosswell discussed annual meeting requirements under the bylaws. The DPE annual meeting will happen in June and every June thereafter. Ms. Crosswell pointed out that under the bylaws, the board must designate classes for each board member. As there are ten board members, the board will be split evenly into two classes. Board members that joined in 2011 (Mr. Barnes, Mr. Canton, Ms. La Lande, Ms. Duffy, and Ms. Grant) are class one and will be up for reelection at the annual meeting. Ms. Crosswell, Mr. Porter, Mr. Broder, Mr. Frommer, and Mr. Puthenveetil, will be class two. Officers and subcommittee assignments will also be chosen at the annual meeting. Lastly, the annual meeting will cover board member responsibilities.

Additionally, Ms. Crosswell reminded the board that the board is responsible for biannual self assessments and school leader evaluations. Ms. Crosswell stressed that the board needs to be committed to making sure that these tasks are done and discussed ways that this could be carried out.

- c. *Family & Community Relations*: There were no updates for this committee.
- d. *Academic Accountability*: There were no updates for this committee.
- e. *Finance*: The finance committee discussed the FY 15 draft budget. The board empowered the finance committee to approve the final budget later this month. The finance committee also assigned the DPPS CFO to be a part or the real estate committee

**MOTION: Motion to empower the Finance Committee to approve the FY 2014-15 budget in subcommittee was unanimously approved at 8:04 p.m.**

**MOTION: Motion to create an ad hoc committee on real estate and space planning, with the DPPS CFO as a member, was unanimously approved at 8:05 p.m.**

**MOTION: Motion to approve the minutes from April 24, 2014 was unanimously approved at 8:09 p.m.**

**MOTION: Motion to adjourn the meeting was approved unanimously at 8:09 p.m.**

Next meeting date: June 19, 2013



# DEMOCRACY PREP ENDURANCE MIDDLE

*Work Hard. Go to College. Change the World!*

## Appendix H.

### Enrollment and Retention Targets

Democracy Prep Endurance Charter School educates an appropriately high number of high-needs students. In 2013-14, 80% of DPE scholars were eligible for Free or Reduced Price Lunch (FRPL), 22% qualified for Special Education (SPED) services, 7% were English Language Learners (ELL), and 98% were Black or Latino. DPE uses various outreach efforts to attract and retain students who are at risk of academic failure and will continue to adopt and implement new measures designed to sustain its comparatively large proportion of such students in 2014-15 and beyond. Specifically, DPE contacts SPED instructors, ELL instructors, and guidance counselors in elementary and middle schools in Community School District 5 in order to identify high-needs students who could naturally feed into DPE. Additionally, DPE directly mails applications to all students in Upper Manhattan and the Bronx and canvasses each housing development in Upper Manhattan in order to drop off enrollment applications at each door irrespective of whether a school-aged student resides in that apartment. Native Spanish speakers accompany each canvasser to ensure that Spanish-speaking families are not precluded from applying.

## 2014-2015 Student Recruitment Guide Democracy Prep Endurance Charter School

### **A. Open House (dates available via Flyers, Online and on official 2014-2015 Applications) January 25<sup>th</sup>- March 29<sup>th</sup> 2014**

Saturday, January 25<sup>th</sup> 10AM: **Democracy Prep Endurance Middle**  
Saturday, February 1<sup>st</sup> 10AM: **Democracy Prep Charter Middle**  
Wednesday, February 12<sup>th</sup> 6PM: **Democracy Prep Charter High**  
Tuesday, February 25<sup>th</sup> 6PM: **Harlem Prep Elementary**  
Saturday, March 1<sup>st</sup> 10AM: **Harlem Prep Middle**  
Thursday, March 13<sup>th</sup> 6PM: **Democracy Prep Harlem High**  
Thursday, March 20<sup>th</sup> 6PM: **Democracy Prep Harlem Elementary**  
Saturday, March 29<sup>th</sup> 10AM: **Democracy Prep Harlem Middle**

### **B. Outreach via Canvassing and Literature Drops in Housing Developments in Upper Manhattan January 25<sup>th</sup> – April 2<sup>nd</sup> 2014**

- St. Nicholas Houses, 2406 Frederick Douglas Blvd
- Manhattanville Houses Rehab, 515 W 134<sup>th</sup> Street
- Manhattanville Houses, 1425 Amsterdam Avenue
- Lincoln Houses, 60 East 135<sup>th</sup> Street
- 3333 Broadway, 135<sup>th</sup>/ Broadway
- Wagner Houses, 435 East 120<sup>th</sup> Street
- Jackie Robinson Houses, 111 East 128<sup>th</sup> Street
- Frederick E. Samuel, 109 West 144<sup>th</sup> Street
- Ralph Rangel Houses, 159-14 Harlem River Drive
- Polo Grounds Houses, 2931 Frederick Douglas Blvd
- Milbank-Frawley Houses, 1780 Madison Avenue
- Metro Plaza North, 307 East 101<sup>st</sup> Street
- Lexington Houses, 110 East 115<sup>th</sup> Street
- Lehman Houses, 1641 Madison Avenue
- King Towers, 70 West 115<sup>th</sup> Street
- James Weldon Johnson, 1581 Park Avenue
- Thomas Jefferson Houses, 310 East 115<sup>th</sup> Street
- John Hayne Houses, 1780 1<sup>st</sup> Avenue
- Drew Hamilton Houses, 2660 Frederick Douglas Blvd
- Dyckman Houses, 177 Nagle Avenue

- Tianno Towers, 240 East 123<sup>rd</sup> Street
- Harlem River Houses, 231 West 151<sup>st</sup> Street

**C. Promotional Advertisements at Bus Shelters  
February 24<sup>th</sup>- April 15<sup>th</sup> 2014**

Locations included:

- Madison Avenue Between East 125<sup>th</sup> Street & East 126<sup>th</sup> Street
- 3<sup>rd</sup> Avenue Between East 106<sup>th</sup> Street & East 107<sup>th</sup> Street
- 125<sup>th</sup> Street Between Adam Clayton Powell & Lenox Avenue
- 125<sup>th</sup> Street Between Lenox & Adam Clayton Powell Jr. Blvd
- Adam Clayton Powell Jr. Blvd Between West 135<sup>th</sup> Street and West 134<sup>th</sup> Street
- Adam Clayton Powell Jr. Blvd Between West 126<sup>th</sup> Street and 125<sup>th</sup> Street
- Madison Avenue & East 127<sup>th</sup> Street
- Malcolm X Blvd Between West 125<sup>th</sup> Street and West 126<sup>th</sup> Street
- 135<sup>th</sup> Street Between Madison Avenue and 5<sup>th</sup> Avenue
- Malcolm X Blvd Between West 135<sup>th</sup> Street and West 134<sup>th</sup> Street

**D. Vanguard Mailings: 3 mailings sent to over 100,000 families. Mailings included a letter and application for admissions**

Zip Codes included:

- |         |         |
|---------|---------|
| • 10026 | • 10452 |
| • 10027 | • 10453 |
| • 10029 | • 10454 |
| • 10030 | • 10455 |
| • 10031 | • 10456 |
| • 10032 | • 10457 |
| • 10033 | • 10458 |
| • 10034 | • 10459 |
| • 10035 | • 10462 |
| • 10037 | • 10468 |
| • 10039 | • 10473 |
| • 10040 | • 10474 |
| • 10451 |         |

**E. Participating in Recruiting Events (Including but not limited to the following:)**

District 3 Middle School Fair- October 8<sup>th</sup>, 2013 Alfred E Smith (P.S. 163)

District 5 Middle School Fair- October 10<sup>th</sup>, 2013 Henry H. Garnet (P.S. 175)

District 7 Middle School Fair- October 16<sup>th</sup>, 2013 South Bronx Prep  
District 4 Middle School Fair- October 17<sup>th</sup>, 2013 Esperanza Preparatory Academy  
Citywide High School Fair- October 19<sup>th</sup>, 2013 MLK Educational Campus  
Citywide High School Fair, Day 2- October 20<sup>th</sup>, 2013 MLK Educational Campus  
Sissulu Walker Middle School Fair- November 21<sup>st</sup>, 2013 Sissulu Walker  
Uptown Harlem Gems Fair- December 18<sup>th</sup>, 2013 232 West 124<sup>th</sup> Street  
Community Life Head Start Kindergarten Fair- February 6<sup>th</sup>, 2014 15 Mount Morris Park West  
Boys & Girls Harbor Fair- February 6<sup>th</sup>, 2014 Boys & Girls Harbor

**F. Recruitment Activities for English Language Learners and Special Education Students.**

- All marketing materials and applications state that we actively encourage English Language Learners and students with Individualized Education Plans to apply to our schools.
- In marketing for recruitment we place a special emphasis on reaching out to ELL instructors and Special Education Instructors in elementary schools in District 4 and District 5.

**G. Lottery**

- The Lottery Process took place electronically and was viewed by auditors on April 17<sup>th</sup>, 2014. Lottery results were followed by letters sent home to parents stating whether their students had been accepted or waitlisted for admission. All waitlisted students were provided with their waitlist number and are being followed up with as we get to their number on our waitlist.

# Appendix I: Teacher and Administrator Attrition

Created Monday, July 21, 2014

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Page 1

Charter School Name: 310500861001 DEMOCRACY PREP ENDURANCE CS

Instructions for completing the Teacher and Administrator Attrition Tables  
Board of Regents-authorized 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
10	8	0

## 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
1	0	0

Thank you

# Appendix J: Uncertified Teachers

Created Wednesday, July 30, 2014

## Page 1

Charter School Name: 310500861001 DEMOCRACY PREP ENDURANCE CS

### Note Definition of FTE:

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

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

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

	FTE
(i) uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience	4
(ii) tenured or tenure track college faculty	0
(iii) individuals with two years satisfactory experience through Teach for America	2
(iv) individuals who possess exceptional business, professional, artistic, athletic, or military experience	0
Total FTE (Sum of all Uncertified Teaching Staff)	6

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

11

Thank you.



# DEMOCRACY PREP ENDURANCE MIDDLE SCHOOL

## 2014-15 ORGANIZATION CHART

○ Board of Trustees

○ Democracy Prep Public Schools  
(CMO)

○ Principal  
Margaret Marrer



● Teachers  
x29

● Social Worker  
Jenna Blashek

● DREAM Coach  
Bryan Harrold



○ Operations Manager  
Madelyn Lantigua

● Registrar  
Ken Francis

● Receptionist  
Kelvin Bernard

● Operations / Technology  
Associate  
Latisa Hall

● Librarian  
Vanessa Nutter

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

Created Tuesday, August 18, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/0fc7057a8fd9bbed>

## 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	Rashida	La Lande

### 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.

*DEMOCRACY PREP ENDURANCE CS (REGENTS) 310500861001*

8. Select all positions you have held on the Board:

(check all that apply)

---

- Secretary
- 

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

No

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

No

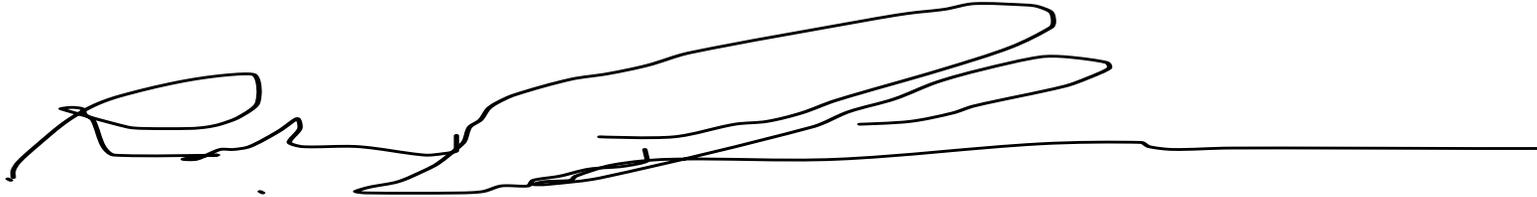
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

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 in black ink, consisting of several loops and a long horizontal stroke extending to the right.

**Thank you.**

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

Created Wednesday, August 19, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/c5ad114b7191a26d6>

## 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	Ross	Frommer

### 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.

*DEMOCRACY PREP ENDURANCE CS (REGENTS) 310500861001*

8. Select all positions you have held on the Board:

(check all that apply)

- 
- Other, please specify...: Chair, Committee on Community Relations
- 

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

Ross Framer.

**Thank you.**

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

Created Friday, August 21, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/2cb6faade799b73e91>

## 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	Sonya	Crosswell

### 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.

*DEMOCRACY PREP ENDURANCE CS (REGENTS) 310500861001*

8. Select all positions you have held on the Board:

(check all that apply)

- 
- Other, please specify...: Chair of Governance Committee
- 

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

No

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

No

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 in black ink that reads "Sonya L. Cresswell". The signature is written in a cursive style with a horizontal line above the name.

**Thank you.**

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

Created Wednesday, August 26, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/1551fd63d18b682b9>

## 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	Khary	Barnes

### 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.

*DEMOCRACY PREP ENDURANCE CS (REGENTS) 310500861001*

8. Select all positions you have held on the Board:

(check all that apply)

- 
- Chair/President
- 

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

No

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

No

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?

Yes

11a. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered Yes to Question 2-4 above, you need not disclose again your employment status, salary, etc.

	Date(s) of Transactions	Nature of Financial Interest/Transaction	Steps Taken to Avoid Conflict of Interest (e.g., did not vote, did not participate in discussion)	Name of Person Holding Interest and Relationship to You
1	2012	Employee (Development)	No discussion	Fiancée
2				
3				
4				
5				

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

Thank you.

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

Created Friday, September 25, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/af307bf8cfd9a50bb5>

## 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	Kathryn	Stanton

### 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.

*DEMOCRACY PREP ENDURANCE CS (REGENTS) 310500861001*

8. Select all positions you have held on the Board:

(check all that apply)

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

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

No

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

Yes

10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date.

[cmoeY.0] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date.   Position Held	CEO
[cmoeY.1] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date.   Responsibilities	Management
[cmoeY.2] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date.   Salary	232,000
[cmoeY.3] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date.   Start Date	7/1/14

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?

Yes

11a. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered Yes to Question 2-4 above, you need not disclose again your employment status, salary, etc.

	Date(s) of Transactions	Nature of Financial Interest/Transaction	Steps Taken to Avoid Conflict of Interest (e.g., did not vote, did not participate in discussion)	Name of Person Holding Interest and Relationship to You
1	June 2014	Management Contract	recused	me
2				
3				
4				
5				

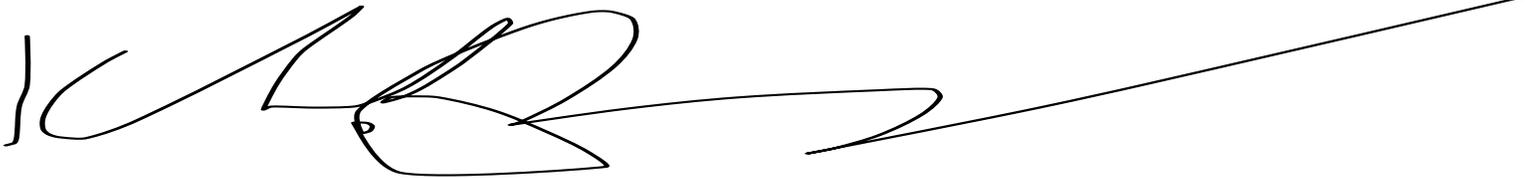
12. Are you a member, director, officer or employee of an organization formally partnered with a school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest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

Yes

12a. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write **None**.

	Organization Conducting Business with the School	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Member with Interest	Steps Taken to Avoid Conflict of Interest
1	Democracy Prep Public Schools	Management Services	788469	me	recused
2					
3					
4					
5					

Signature of Trustee



**Thank you.**

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

Created Wednesday, October 14, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/060c82ff7b48dd0c90>

## 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	Donald-Stephen	Porter

### 2. \*Your Home Address:

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

*DEMOCRACY PREP ENDURANCE CS (REGENTS) 310500861001*

8. Select all positions you have held on the Board:

(check all that apply)

- 
- Other, please specify...: Trustee
- 

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

No

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

No

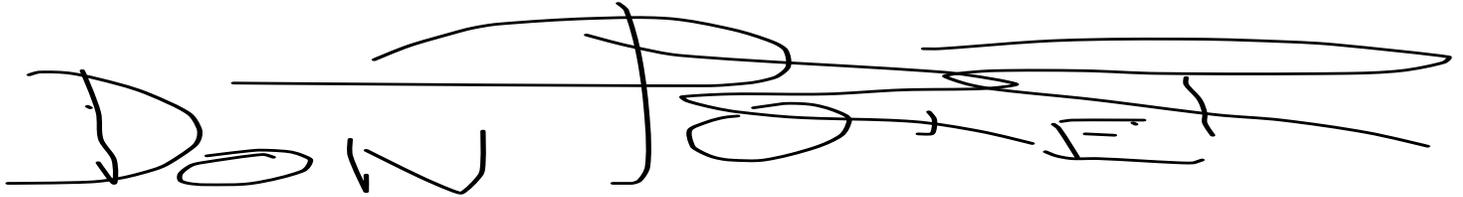
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

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 in black ink. The name "DON" is written in large, bold, capital letters. The last name is partially obscured by a large, stylized flourish that loops back over the signature.

**Thank you.**

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

Created Wednesday, October 14, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/9bb8f1437482ac7320>

## 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	Christina	Grant

### 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.

*DEMOCRACY PREP ENDURANCE CS (REGENTS) 310500861001*

8. Select all positions you have held on the Board:

(check all that apply)

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

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

No

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

No

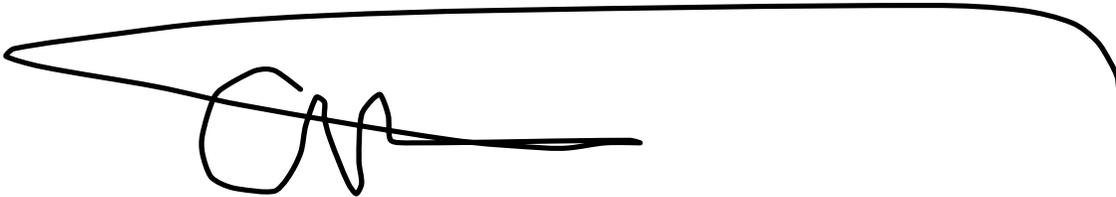
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

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 in black ink, consisting of a long horizontal line that curves upwards at the right end, and a smaller, more complex scribble below it.

**Thank you.**

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

Created Wednesday, November 04, 2015

Updated Thursday, November 05, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/e0cb21d610e0f4981b>

## 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	Kathryn	Stanton

### 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.

*DEMOCRACY PREP ENDURANCE CS (REGENTS) 310500861001*

8. Select all positions you have held on the Board:

(check all that apply)

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

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

No

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

Yes

10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date.

[cmoeY.0] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date.   Position Held	CEO
[cmoeY.1] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date.   Responsibilities	Management
[cmoeY.2] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date.   Salary	232,000
[cmoeY.3] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date.   Start Date	7/1/14

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?

Yes

11a. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered Yes to Question 2-4 above, you need not disclose again your employment status, salary, etc.

	Date(s) of Transactions	Nature of Financial Interest/Transaction	Steps Taken to Avoid Conflict of Interest (e.g., did not vote, did not participate in discussion)	Name of Person Holding Interest and Relationship to You
1	June 2014	Management Contract	recused	me
2				
3				
4				
5				

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 in black ink, consisting of several loops and a long horizontal stroke extending to the right.

**Thank you.**

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

Created Thursday, November 05, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/157aef583051213105>

## 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	Craig	Canton

### 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.

*DEMOCRACY PREP ENDURANCE CS (REGENTS) 310500861001*

8. Select all positions you have held on the Board:

(check all that apply)

---

- Treasurer
- 

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

No

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

No

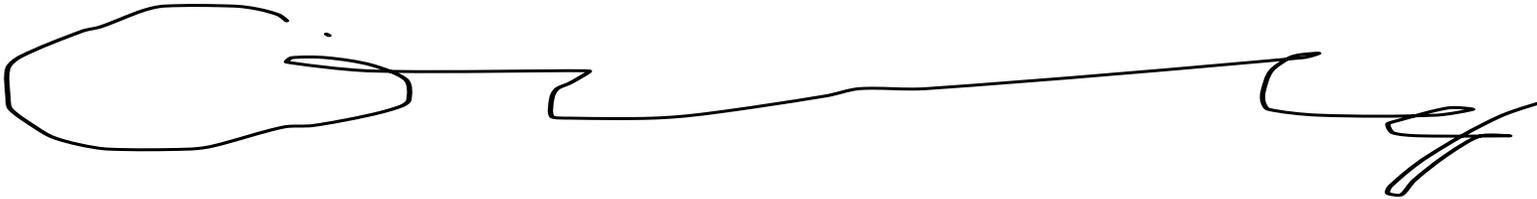
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

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 in black ink, consisting of a large, rounded initial 'C' followed by a long, horizontal line that ends in a stylized flourish.

**Thank you.**