



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

Created: 07/13/2015

Last updated: 08/14/2015

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)

DISCOVERY CS (REGENTS) 260501861002

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

Greece

4. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	133 Hoover Drive Rochester, NY 14615	585-342-4032	585-342-4003	[REDACTED]

4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Joseph Saia
Title	School Director
Emergency Phone Number (###-###-####)	[REDACTED]

5. SCHOOL WEB ADDRESS (URL)

rochesterdiscovery.com

6. DATE OF INITIAL CHARTER

2010-12-01 00:00:00

7. DATE FIRST OPENED FOR INSTRUCTION

2011-08-01 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.

250

9. GRADES SERVED IN SCHOOL YEAR 2014-15

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5
---------------	------------------

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

	Yes/No	Name of CMO/EMO
	No	

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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 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)	133 Hoover Drive Rochester, NY 14615	585-342-4032	GREECE CSD	K-5	No	Rent/Lease
Site 2						
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	Joseph Saia	585-342-4032	[REDACTED]	[REDACTED]
Operational Leader	Anne Culver	585-342-4032	[REDACTED]	[REDACTED]
Compliance Contact	Joseph Saia	585-342-4032	[REDACTED]	[REDACTED]
Complaint Contact	Dave Vigen	585-342-4032	[REDACTED]	[REDACTED]

13. Are the School sites co-located?

No

Page 3

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).

No

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

Joseph Saia, School Director

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).**

Responses Selected:

Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees

David Vignem

Thank you.



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

Created: 07/13/2015

Last updated: 07/20/2015

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Charter School Name:

1. NEW YORK STATE REPORT CARD

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

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

<http://data.nysed.gov/reportcard.php?year=2014&instid=800000070175>



Appendix B: Total Expenditures and Administrative Expenditures per Child

Created: 07/14/2015

Last updated: 07/20/2015

Page 1

Charter School Name:

B. Financial Information

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

1. Total Expenditures Per Child

To calculate '**Total Expenditures per Child**' take total expenditures (from the unaudited 2014-15 Schedule of Functional Expenses) and divide by the year end per pupil count. (Integers Only. No dollar signs or commas).

Line 1: Total Expenditures	3844935
Line 2: Year End Per Pupil Count	250
Line 3: Divide Line 1 by Line 2	15380

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)	279744
Line 2: Management and General Cost (Column)	183315
Line 3: Sum of Line 1 and Line 2	463059
Line 4: Year End Per Pupil Count	250
Line 5: Divide Line 3 by the Year End Per Pupil Count	1852

Thank you.



Financial

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

Discovery Charter School

July 15, 2015

Anne Culver

[REDACTED]
Greece Central School District
Board of Regents

4

Private

K-5

K-6

255

280

2015

585-342-4032 x652

Mengel Metzger Barr & Co, LLP

Michelle Cain

mcain@mmb-co.com

585-423-1860

2015

Discovery Charter School2015

FILL IN GRAY CELLS

Discovery Charter School

STATEMENTS OF FINANCIAL POSITION

FOR THE YEARS ENDED JUNE 30,

	<u>2015</u>	<u>2014</u>
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$795,308	\$557,280
Grants and contracts receivable	38,538	45,519
Accounts receivables	101,113	344,467
Inventory	-	-
Prepaid Expenses	10,120	2,573
Contributions and other receivables	-	-
Other	-	-
TOTAL CURRENT ASSETS	\$945,079	\$949,839
OTHER ASSETS		
Investments	\$-	\$-
Property, Plant and Equipment, Net	310,084	297,503
Restricted Cash	-	-
OTHER ASSETS	\$310,084	\$297,503
TOTAL ASSETS	\$1,255,163	\$1,247,342
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable and accrued expenses	\$108,161	\$314,935
Accrued payroll and benefits	396,590	274,855
Refundable Advances	-	-
Dreferred Revenue	-	-
Current maturities of long-term debt	-	-
Short Term Debt - Bonds, Notes Payable	-	-
Other	-	-
TOTAL CURRENT LIABILITIES	\$504,751	\$589,790
LONG-TERM DEBT, net current maturities	\$-	\$-
TOTAL LIABILITIES	\$504,751	\$589,790
NET ASSETS		
Unrestricted	\$658,210	\$596,500
Temporarily restricted	92,202	61,052
TOTAL NET ASSETS	\$750,412	\$657,552
TOTAL LIABILITIES AND NET ASSETS	\$1,255,163	\$1,247,342

Check

-

-

FILL IN GRAY CELLS

Discovery Charter School
STATEMENTS OF ACTIVITIES
FOR THE YEARS ENDED JUNE 30,

	2015			2014
	Unrestricted	Temporarily Restricted	Total	Total
REVENUE, GAINS AND OTHER SUPPORT				
State & Local Operating Revenue	\$3,378,398	\$-	\$3,378,398	\$2,624,359
Federal - Title and IDEA	149,588	-	149,588	165,782
Federal - Other	-	-	-	81,927
State and City Grants	14,519	-	14,519	128,217
Contributions and private grants	59,285	-	59,285	21,761
After school revenue	-	-	-	-
Other	101,365	-	101,365	55,177
Food Service/Child Nutrition Program	<u>234,631</u>	<u>31,850</u>	<u>266,481</u>	<u>177,028</u>
TOTAL REVENUE, GAINS AND OTHER SUPPORT	\$3,937,786	\$31,850	\$3,969,636	\$3,254,251
EXPENSES				
Program Services				
Regular Education	\$2,999,049	\$-	\$2,999,049	\$2,370,484
Special Education	269,145	-	269,145	203,126
Other Programs	-	-	-	-
Total Program Services	\$3,268,194	\$-	\$3,268,194	\$2,573,610
Supporting Services				
Management and general	\$576,741	\$-	\$576,741	\$471,670
Fundraising	-	-	-	-
TOTAL OPERATING EXPENSES	\$3,844,935	\$-	\$3,844,935	\$3,045,280
SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS	\$92,851	\$31,850	\$124,701	\$208,971
Contributions				
Foundations	\$-	\$-	\$-	\$-
Individuals	-	-	-	-
Corporations	-	-	-	-
Fundraising	-	-	-	-
Interest income	11	-	11	-
Miscellaneous income	-	-	-	-
Net assets released from restriction	-	-	-	-
TOTAL SUPPORT AND OTHER REVENUE	\$11	\$-	\$11	\$-
CHANGE IN NET ASSETS	\$92,862	\$31,850	\$124,712	\$208,971
NET ASSETS BEGINNING OF YEAR	\$657,552	\$-	\$657,552	\$448,581
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
NET ASSETS - END OF YEAR	\$750,414	\$31,850	\$782,264	\$657,552

DISCOVERY CHARTER SCHOOL

ADVISORY COMMENT LETTER

JUNE 30, 2015



MENGEL METZGER BARR & CO. LLP

Certified Public Accountants



MENGEL METZGER BARR & CO. LLP

Certified Public Accountants

October 13, 2015

To the Board of Trustees
Discovery Charter School

In planning and performing our audit of the financial statements of Discovery Charter School (the "Charter School") 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 Charter 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 Charter School's internal control. Accordingly, we do not express an opinion on the effectiveness of the Charter School's internal control.

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

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Additional Offices: Elmira, NY • Canandaigua, NY • Hornell, NY • An Independent Member of the BDO Seidman Alliance

WE VALUE YOUR FUTURE

Status of matters included in our letter as of June 30, 2013 and 2014

Director Reimbursement Forms

During our audit, we noted the Discovery Charter School's Financial Procedures states the reimbursement forms submitted by the Director shall be reviewed and approved for payment by a member of the Board of Trustees. In our testing, we noted the Director's reimbursement forms were being reviewed by the Business Manager instead of a member of the Board and the Director signed the check written to himself.

Recommendation

We recommend a Board member review and approve all of the Director's expense reimbursement forms and someone other than the Director sign his checks.

Status as of June 30, 2014

During our audit, we noted the Director did not receive any reimbursement checks.

Status as of June 30, 2015

During our audit testing, we noted the Director's reimbursement form was reviewed and approved by the Board Chairman.

Business Manager Review

During our audit, we noted the Business Manager reviews both the bank reconciliations and billing invoices prepared by the Office Manager, but is not signing off as evidence of her approval.

Recommendation

We recommend the Business Manager initial or sign off and date any items she reviews to provide evidence that a review has been made in accordance with the School's Financial Procedures.

Status as of June 30, 2014

During our 2014 audit, we noted the Business Manager's signature on the bank reconciliation selected, but no signature on one of two billing invoices selected.

Status as of June 30, 2015

During our 2015 audit testing, we noted the Business Manager's signature on both the bank reconciliation and the billing invoices that were selected.

* * * * *

This communication is intended solely for the information and use of Management and Board Members and is not intended to be and should not be used by anyone other than these specified parties.

We appreciate the outstanding cooperation from your staff that our personnel received during the audit of the Charter School's financial statements. Should you have any questions or comments, please contact Michelle Cain or Kate Welc.

Very truly yours,

Mengel, Metzger, Barr & Co. LLP

MENGEL, METZGER, BARR & CO. LLP

DISCOVERY CHARTER SCHOOL

ROCHESTER, NEW YORK

AUDITED CONSOLIDATED FINANCIAL STATEMENTS

OTHER CONSOLIDATING FINANCIAL INFORMATION

REPORT REQUIRED BY
GOVERNMENT AUDITING STANDARDS

AND

INDEPENDENT AUDITOR'S REPORTS

JUNE 30, 2015
(With Comparative Totals for 2014)



MENGEL METZGER BARR & CO. LLP

Certified Public Accountants

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MENGEL METZGER BARR & CO. LLP

Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT

Board of Trustees
Discovery Charter School

Report on the Consolidated Financial Statements

We have audited the accompanying consolidated financial statements of Discovery Charter School which comprise the consolidated statement of financial position as of June 30, 2015, and the related consolidated statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the consolidated financial statements.

Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated 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 consolidated 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 consolidated 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 consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the consolidated 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 consolidated financial statements referred to above present fairly, in all material respects, the financial position of Discovery Charter School as of June 30, 2015, and the changes in its net assets, functional expenses and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited Discovery Charter School's June 30, 2014 consolidated financial statements, and we expressed an unmodified audit opinion on those audited consolidated financial statements in our report dated October 14, 2014. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2014 is consistent, in all material respects, with the audited consolidated financial statements from which it has been derived.

Other Report Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 13, 2015 on our consideration of Discovery Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Discovery Charter School's internal control over financial reporting and compliance.

Mengel, Metzger, Barw & Co. LLP

Rochester, New York
October 13, 2015

DISCOVERY CHARTER SCHOOL

CONSOLIDATED STATEMENT OF FINANCIAL POSITION

JUNE 30, 2015

(With Comparative Totals for 2014)

<u>ASSETS</u>	<u>June 30,</u>	
	<u>2015</u>	<u>2014</u>
<u>CURRENT ASSETS</u>		
Cash	\$ 730,399	\$ 399,964
Cash in escrow	75,000	167,407
Grants and other receivables	136,295	389,986
Prepaid expenses	<u>10,121</u>	<u>2,573</u>
TOTAL CURRENT ASSETS	951,815	959,930
 <u>PROPERTY AND EQUIPMENT, net</u>	 <u>308,389</u>	 <u>297,503</u>
TOTAL ASSETS	<u>\$ 1,260,204</u>	<u>\$ 1,257,433</u>
 <u>LIABILITIES AND NET ASSETS</u>		
<u>CURRENT LIABILITIES</u>		
Accounts payable and accrued expenses	\$ 89,411	\$ 314,935
Accrued payroll and benefits	<u>396,590</u>	<u>274,855</u>
TOTAL CURRENT LIABILITIES	486,001	589,790
 <u>NET ASSETS</u>		
Unrestricted	644,970	596,591
Temporarily restricted	<u>129,233</u>	<u>71,052</u>
TOTAL NET ASSETS	<u>774,203</u>	<u>667,643</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 1,260,204</u>	<u>\$ 1,257,433</u>

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

DISCOVERY CHARTER SCHOOL

CONSOLIDATED STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

YEAR ENDED JUNE 30, 2015
(With Comparative Totals for 2014)

	Year ended June 30,			2014
	2015		Total	
	Unrestricted	Temporarily restricted		Total
Operating revenue and support:				
Public school districts:				
Per pupil allocation income	\$ 3,124,722	\$ -	\$ 3,124,722	\$ 2,526,592
District textbooks in-kind	14,324	-	14,324	12,174
Students with disabilities	235,996	-	235,996	85,593
Total revenue from public schools	<u>3,375,042</u>	<u>-</u>	<u>3,375,042</u>	<u>2,624,359</u>
Federal and State grants	349,193	58,181	407,374	552,954
Private grants	32,682	-	32,682	46,199
Donated supplies, materials and services	2,058	-	2,058	5,562
Interest income	11	-	11	59
Loss on disposal of equipment	-	-	-	(38,382)
Rental income	95,400	-	95,400	93,500
Total other revenue and support	<u>479,344</u>	<u>58,181</u>	<u>537,525</u>	<u>659,892</u>
TOTAL OPERATING REVENUE AND SUPPORT	3,854,386	58,181	3,912,567	3,284,251
Expenses:				
Program services				
Regular education	2,765,668	-	2,765,668	2,390,484
Special education	458,244	-	458,244	203,126
Supporting services				
Management and general	582,095	-	582,095	482,680
TOTAL EXPENSES	<u>3,806,007</u>	<u>-</u>	<u>3,806,007</u>	<u>3,076,290</u>
CHANGE IN NET ASSETS	48,379	58,181	106,560	207,961
Net assets at beginning of year	596,591	71,052	667,643	459,682
NET ASSETS AT END OF YEAR	<u>\$ 644,970</u>	<u>\$ 129,233</u>	<u>\$ 774,203</u>	<u>\$ 667,643</u>

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

DISCOVERY CHARTER SCHOOL

CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES

YEAR ENDED JUNE 30, 2015
(With Comparative Totals for 2014)

	No. of positions June 30,		Year ended June 30,					2014
			2015			2014		
			Program Services		Supporting Services		Total	
			Regular education	Special education	Sub-total	Management and general		Total
	2015	2014						
Personnel service costs								
Administrative staff	5	6	\$ -	\$ -	\$ -	\$ 231,903	\$ 231,903	\$ 201,756
Instructional personnel	26	22	938,573	296,864	1,235,437	-	1,235,437	884,586
Non-instructional personnel	6	4	317,873	48,075	365,948	-	365,948	323,808
Total salaries and wages			1,256,446	344,939	1,601,385	231,903	1,833,288	1,410,150
Payroll taxes and employee benefits			389,396	103,782	493,178	70,021	563,199	426,148
Professional development			7,310	-	7,310	-	7,310	9,058
Legal fees			-	-	-	14,726	14,726	26,170
Audit fees			-	-	-	11,900	11,900	16,592
Professional fees - education			109,800	-	109,800	-	109,800	119,650
Professional fees - other			43,320	-	43,320	33,772	77,092	51,930
Curriculum/classroom expenses			69,371	9,523	78,894	-	78,894	65,430
Supplies/ materials			14,890	-	14,890	17,210	32,100	26,356
Food service fees			171,029	-	171,029	-	171,029	136,250
Student transportation services			30,574	-	30,574	-	30,574	26,000
Travel/conferences			9,779	-	9,779	-	9,779	8,218
Postage, printing and copying			6,308	-	6,308	5,760	12,068	6,580
Insurance			-	-	-	18,573	18,573	16,121
Information technology			43,500	-	43,500	14,500	58,000	38,591
Leased equipment			2,080	-	2,080	2,628	4,708	2,706
Non-capitalized equipment/furnishings			3,856	-	3,856	-	3,856	6,740
Repairs and maintenance			-	-	-	2,471	2,471	2,549
Depreciation and amortization			55,985	-	55,985	6,033	62,018	61,917
Occupancy			548,154	-	548,154	137,406	685,560	578,076
Moving expense			-	-	-	-	-	21,966
Other expenses			3,870	-	3,870	15,192	19,062	19,092
			\$ 2,765,668	\$ 458,244	\$ 3,223,912	\$ 582,095	\$ 3,806,007	\$ 3,076,290

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

DISCOVERY CHARTER SCHOOL

CONSOLIDATED STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2015
(With Comparative Totals for 2014)

	<u>Year ended June 30,</u>	
	<u>2015</u>	<u>2014</u>
<u>CASH FLOWS - OPERATING ACTIVITIES</u>		
Change in net assets	\$ 106,560	\$ 207,961
Adjustments to reconcile change in net assets to net cash provided from operating activities:		
Depreciation and amortization	62,018	61,917
Loss on disposal of equipment	-	38,382
Changes in certain assets and liabilities affecting operations:		
Grants and other receivables	253,691	(312,349)
Prepaid expenses	(7,548)	1,529
Accounts payable and accrued expenses	(225,524)	240,100
Accrued payroll and benefits	<u>121,735</u>	<u>112,749</u>
NET CASH PROVIDED FROM OPERATING ACTIVITIES	310,932	350,289
<u>CASH FLOWS - INVESTING ACTIVITIES</u>		
Purchases of property and equipment	(72,904)	(233,395)
Change in cash in escrow	<u>92,407</u>	<u>(117,407)</u>
NET CASH PROVIDED FROM (USED FOR) INVESTING ACTIVITIES	19,503	(350,802)
NET INCREASE (DECREASE) IN CASH	330,435	(513)
Cash at beginning of year	<u>399,964</u>	<u>400,477</u>
CASH AT END OF YEAR	<u>\$ 730,399</u>	<u>\$ 399,964</u>

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

DISCOVERY CHARTER SCHOOL

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

JUNE 30, 2015 AND 2014

NOTE A: THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation and principles of consolidation

The accompanying consolidated financial statements include the accounts of Discovery Charter School (the "School") and Friends of Discovery Charter School, Inc. ("Friends"), (collectively referred to as the "Organization"). The Organizations are presenting consolidated financial statements because they have a common Board of Trustees and economic interest. All intercompany balances and transactions have been eliminated in the accompanying consolidated financial statements.

The Organization

The School is an educational corporation that operates as a charter school in Rochester, New York. On December 14, 2010 (School's date of inception), the Board of Regents of the University of the State of New York granted the School a provisional charter valid for a term of five years and renewable upon expiration. The School is currently in the process of renewing its charter which expires in December 2015. The School was established to prepare students to meet the challenges of a rapidly changing world, providing elementary school children real skills for the real world through an interdisciplinary program that integrates literacy, language arts, mathematics, social studies, visual arts and science.

Friends was organized under the laws of the State of New York on February 9, 2006 (Friends' date of inception) as a not-for-profit corporation under subparagraph (a)(5) of Section 102 of the Not-For-Profit Corporation Law as Friends of Community Charter School of Rochester, Inc. Friends was formed to provide funding and administrative assistance to promote the application for a charter school, to provide ongoing financial and volunteer support for such school and to engage in any and all activities reasonably related to such purpose. In 2009, this Organization changed its name to Friends of Discovery Charter School, Inc.

Financial Statement presentation

The consolidated financial statements of the Organization have been prepared on the accrual basis of accounting in conformity with accounting principles generally accepted in the United States of America. The Organization reports information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets and permanently restricted net assets.

These classes of net assets are defined as follows:

Permanently restricted – Net assets resulting from contributions and other inflows of assets whose use by the Organization is limited by donor-imposed stipulations that neither expire by passage of time nor can be fulfilled or otherwise removed by actions of the Organization. The Organization had no permanently restricted net assets at June 30, 2015 or 2014.

Temporarily restricted – Net assets resulting from contributions and other inflows of assets whose use by the Organization is limited by donor-imposed stipulations that either expire by passage of time or can be fulfilled and removed by actions of the Organization pursuant to those stipulations.

DISCOVERY CHARTER SCHOOL

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2015 AND 2014

NOTE A: THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Unrestricted – The net assets over which the Governing Board has discretionary control to use in carrying on the Organization's operations in accordance with the guidelines established by the Organization. The Board may designate portions of the current unrestricted net assets for specific purposes, projects or investment.

Revenue and support recognition

Revenue from public school districts is based on the number of students enrolled in the School from each district. Revenue is recognized when services are performed in accordance with the charter agreement.

Revenue from federal, state and local government grants and contracts are recorded by the School when qualifying expenditures are incurred and billable or requirements of the grant are met.

Contributions are recognized as revenue in the year the pledge is received and documented.

Contributions

Contributions and unconditional promises to give are recorded as unrestricted, temporarily or permanently restricted support depending on the existence of any donor restrictions. A contribution that is received and expended in the same year for a specific purpose is classified as unrestricted revenue.

Contributions are recorded as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated purpose restriction is accomplished, 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.

Cash

Cash balances are maintained at financial institutions located in New York State and are insured by the FDIC up to \$250,000 at each institution. In the normal course of business, the cash account balances at any given time may exceed insured limits. However, the Organization has not experienced any losses in such accounts and does not believe it is exposed to significant risk in cash.

Cash in escrow

The School maintains cash in an escrow account in accordance with the terms of its charter agreement. The amount in escrow was \$75,000 at June 30, 2015 and 2014.

The School opened an additional escrow account for potential amounts due to a former landlord, regarding a facility lease as noted in Note B. This escrow account had no balance at June 30, 2015. The escrow account was \$92,407 as of June 30, 2014.

Grants and other receivables

Grants and other receivables are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts based on its assessment of the current status of individual receivables from grants, agencies and others. Balances that are still outstanding after management has used reasonable collection efforts are written off against the allowance for doubtful accounts. There was no allowance for doubtful accounts at June 30, 2015 and 2014.

DISCOVERY CHARTER SCHOOL

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2015 AND 2014

NOTE A: THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Property and equipment

Property and equipment are recorded at cost. Depreciation and amortization are computed using the straight-line method on a basis considered adequate to depreciate the assets over their estimated useful lives, which range from five to ten years.

Tax exempt status

The School and Friends are tax-exempt organizations under section 501(c)(3) of the Internal Revenue Code and applicable state regulations and, accordingly, are exempt from federal and state taxes on income.

The Organizations have filed for and received income tax exemptions in the various jurisdictions where they are required to do so. The School and Friends file Form 990 tax returns in the U.S. federal jurisdiction and Friends files in New York State. With few exceptions, as of June 30, 2015, the Organizations are no longer subject to U.S. federal or state income tax examinations by tax authorities for years ended before June 30, 2012. Years ended June 30, 2012 through June 30, 2015 are still subject to potential audit by the IRS and the taxing authorities in New York State. Management of the Organizations believe they have no material uncertain tax positions and, accordingly, will not recognize any liability for unrecognized tax benefits.

Contributed services

The Organization receives contributed services from volunteers to develop its academic program and to serve on the Board of Trustees. These services are not valued in the financial statements because they do not require "specialized skills" and would typically not be purchased if they were not contributed.

The School received contributed legal services which were valued at approximately \$2,100 and \$5,600 which are included in the accompanying statement of activities and changes in net assets for the years ended June 30, 2015 and June 30, 2014, respectively.

In-kind contributions

Gifts and donations other than cash are recorded at fair market value at the date of contribution.

Use of estimates in the preparation of consolidated financial statements

The preparation of consolidated 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 consolidated financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Comparatives for the period ended June 30, 2014

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

DISCOVERY CHARTER SCHOOL

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2015 AND 2014

NOTE A: THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Subsequent events

The Organization has conducted an evaluation of potential subsequent events occurring after the statement of financial position date through October 13, 2015, which is the date the financial statements are available to be issued. No subsequent events requiring disclosure were noted.

NOTE B: SCHOOL FACILITY

The School leased its facilities from a third party. The lease agreement, a sublease with an expiration date of June 30, 2012 and a sublease extension agreement with an expiration date of June 30, 2015, call for rent based each year on the number of square feet used by the School based on the School's need and space availability. Total square feet used during the year ended June 30, 2014 was 22,803. The square footage rate for the fiscal year ended June 30, 2014 was \$16.20. Rent for this lease was approximately \$30,800 per month. Rent expense incurred under this lease for the year ended June 30, 2014 was approximately \$250,000. The School had discontinued making monthly payments on this lease as of August 2013, and a settlement had been reached in July 2015. All payments due on this lease have been paid, and no further amounts will be due.

In July 2013, the School entered into a facility lease at a new location through June 30, 2016. Rent is based each year on the number of square feet used by the School, the square feet used by the sub-lessee (see below), and a set property management fee which may be waived if the School's revenue does not exceed its expenses by \$50,000 each year. The gross square footage rate for the space for the fiscal year ended June 30, 2014 is \$16.20, \$16.65 for 2015, and \$17.08 for 2016, which are reduced by square footage abatement of 5,104 square feet in 2014, 2,290 square feet in 2015, 2,830 square feet in 2016, which result in an actual square footage rate of \$13.91 in 2014, \$15.67 in 2015, and \$15.94 in 2016. The square footage rate for the space that was subleased for the fiscal year ending June 30, 2014 is \$12.23, \$12.48 for 2015, and \$12.73 for 2016. During fiscal years 2015 and 2014, the rent was reduced by the amount of rent paid on the above lease. Rent expense incurred under this lease for years ended June 30, 2015 and 2014 was approximately \$686,000 and \$328,000, respectively.

The future minimum payments on this agreement based on the current square footage usage and property management fee is as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2016	\$ 855,572

DISCOVERY CHARTER SCHOOL

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2015 AND 2014

NOTE B: SCHOOL FACILITY, Cont'd

In July 2013, the Organization entered into a sublease agreement with a corporation agreeing to sublease space in their building (see above). The sublease agreement expires on June 30, 2016. Rent is based each year on the number of square feet used by the corporation. Future minimum rents to be received are as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2016	\$ 78,035

NOTE C: PROPERTY AND EQUIPMENT

Property and equipment consists of the following:

	<u>June 30,</u>	
	<u>2015</u>	<u>2014</u>
Classroom/playground equipment	\$ 48,406	\$ 48,406
Office equipment	18,304	12,201
Computer equipment	262,728	215,095
Food service equipment	6,648	6,648
Leasehold improvements	107,378	88,210
	<u>443,464</u>	<u>370,560</u>
Less accumulated depreciation and amortization	135,075	73,057
	<u>\$ 308,389</u>	<u>\$ 297,503</u>

NOTE D: TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets consisted of the following:

	<u>June 30,</u>	
	<u>2015</u>	<u>2014</u>
Child Nutrition Program	\$ 94,233	\$ 61,052
Summer Learning Program	25,000	-
After School Program	10,000	10,000
	<u>\$ 129,233</u>	<u>\$ 71,052</u>

DISCOVERY CHARTER SCHOOL

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2015 AND 2014

NOTE E: OPERATING LEASES

The Organization leases office equipment under non-cancelable lease agreements expiring at various dates through October 2019. The future minimum payments on these agreements are as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2016	\$ 2,002
2017	2,002
2018	2,002
2019	2,002
2020	500
	<u>\$ 8,508</u>

NOTE F: LONG-TERM DEBT

Effective July 8, 2013, the School entered into a promissory note with a foundation that allows for borrowings of up to \$150,000 per year for the next two years up to a total of \$300,000. As of June 30, 2015 and 2014, there have been no borrowings on the promissory note.

In addition, the School has available \$400,000 of a line of credit with a bank, with interest at prime plus 1.5%. There were no borrowings outstanding on this line at June 30, 2015 or 2014.

NOTE G: RETIREMENT PLANS

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

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

The System is noncontributory for the employee, except for those who joined the System after July 27, 1976 and before January 1, 2010 with less than ten years membership, who contribute 3% of their salary. Those joining on or after January 1, 2010 are required to contribute 3.5% of their annual salary for their entire career. Pursuant to Article 11 of the Education Law, the New York State Teachers' Retirement Board establishes rates annually for NYSTRS.

DISCOVERY CHARTER SCHOOL

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2015 AND 2014

NOTE G: RETIREMENT PLANS, Cont'd

The Organization is required to contribute at an actuarially determined rate, currently 17.5% of the annual covered payroll for the fiscal year ended June 30, 2015. The rate applicable to the year ended June 30, 2014 was 16.25%. The Organization's contributions made to the system was equal to 100% of the contributions required for each year. The required contributions for the current year and preceding year was:

2015	\$ 281,014
2014	196,010

Effective July 2012, the School established an Employee Retirement 403(b) Plan for all employees. The School may make a discretionary contribution to the Plan. There were no discretionary contributions made by the School for the years ended June 30, 2015 and 2014.

NOTE H: CONTINGENCY

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

NOTE I: CONCENTRATIONS

At June 30, 2015 approximately 77% of grants and other receivables are due from the New York State Department of Education relating to certain grants.

At June 30, 2014 approximately 38% and 33% of grants and other receivables are due from a landlord and the University of the State of New York relating to certain grants.

The School's primary source of funding is obtained from the New York State Department of Education and is reported as public school district income in the accompanying statement of activities and changes in net assets. This funding is based on the home district of each pupil and is received from various districts. The total per pupil allocation income for the years ended June 30, 2015 and 2014 was \$3,124,722 and \$2,526,592, respectively. This is approximately 80% and 77% of total operating revenue and support for the years ended June 30, 2015 and 2014, respectively. The per-pupil rate is set annually by the State and is currently frozen at 2011 rates.

NOTE J: COMMITMENTS

The School has a yearly services agreement with a not-for-profit organization to provide administrative management, human resources and information technology support. This expense amounted to approximately \$34,000 and \$32,000 for the years ended June 30, 2015 and 2014, respectively.

DISCOVERY CHARTER SCHOOL

OTHER CONSOLIDATING FINANCIAL INFORMATION



MENGEL METZGER BARR & CO. LLP

Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT ON CONSOLIDATING FINANCIAL INFORMATION

Board of Trustees
Discovery Charter School

We have audited the consolidated financial statements of Discovery Charter School as of and for the year ended June 30, 2015, and we have issued our report thereon dated October 13, 2015, which contained an unmodified opinion on those consolidated financial statements. Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The 2015 consolidating financial information hereinafter is presented for purposes of additional analysis and is not a required part of the consolidated 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 consolidated financial statements. The information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the consolidated financial statements or to the consolidated 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 consolidated financial statements for the year ended June 30, 2015, as a whole.

Mengel, Metzger, Barr & Co. LLP

Rochester, New York
October 13, 2015

DISCOVERY CHARTER SCHOOL

CONSOLIDATING STATEMENT OF FINANCIAL POSITION

JUNE 30, 2015

<u>ASSETS</u>	<u>Discovery Charter School</u>	<u>Friends of Discovery Charter School, Inc.</u>	<u>Eliminations</u>	<u>Total</u>
<u>CURRENT ASSETS</u>				
Cash	\$ 720,308	\$ 10,091	\$ -	\$ 730,399
Cash in escrow	75,000	-	-	75,000
Grants and other receivables	136,295	-	-	136,295
Prepaid expenses	10,121	-	-	10,121
TOTAL CURRENT ASSETS	941,724	10,091	-	951,815
<u>PROPERTY AND EQUIPMENT, net</u>	308,389	-	-	308,389
TOTAL ASSETS	\$ 1,250,113	\$ 10,091	\$ -	\$ 1,260,204
 <u>LIABILITIES AND NET ASSETS</u>				
<u>CURRENT LIABILITIES</u>				
Accounts payable and accrued expenses	89,411	-	-	89,411
Accrued payroll and benefits	396,590	-	-	396,590
TOTAL CURRENT LIABILITIES	486,001	-	-	486,001
 <u>NET ASSETS</u>				
Unrestricted	644,879	91	-	644,970
Temporarily restricted	119,233	10,000	-	129,233
TOTAL NET ASSETS	764,112	10,091	-	774,203
TOTAL LIABILITIES AND NET ASSETS	\$ 1,250,113	\$ 10,091	\$ -	\$ 1,260,204

DISCOVERY CHARTER SCHOOL

CONSOLIDATING STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

YEAR ENDED JUNE 30, 2015

	Discovery Charter School	Friends of Discovery Charter School, Inc.	Eliminations	Total
Operating revenue and support:				
Public school districts:				
Per pupil allocation income	\$ 3,124,722	\$ -	\$ -	\$ 3,124,722
District textbooks in-kind	14,324	-	-	14,324
Students with disabilities	<u>235,996</u>	-	-	<u>235,996</u>
Total revenue from public school districts	3,375,042	-	-	3,375,042
Federal and State grants	407,374	-	-	407,374
Private grants	32,682	-	-	32,682
Donated supplies, materials and services	2,058	-	-	2,058
Interest income	11	-	-	11
Rental income	<u>95,400</u>	-	-	<u>95,400</u>
Total other revenue and support	<u>537,525</u>	-	-	<u>537,525</u>
TOTAL OPERATING REVENUE AND SUPPORT	3,912,567	-	-	3,912,567
Expenses:				
Program services				
Regular education	2,765,668	-	-	2,765,668
Special education	458,244	-	-	458,244
Supporting services				
Management and general	<u>582,095</u>	-	-	<u>582,095</u>
TOTAL EXPENSES	<u>3,806,007</u>	-	-	<u>3,806,007</u>
CHANGE IN NET ASSETS	106,560	-	-	106,560
Net assets at beginning of year	<u>657,552</u>	<u>10,091</u>	-	<u>667,643</u>
NET ASSETS AT END OF YEAR	<u>\$ 764,112</u>	<u>\$ 10,091</u>	<u>\$ -</u>	<u>\$ 774,203</u>

DISCOVERY CHARTER SCHOOL
REPORT REQUIRED BY GOVERNMENT AUDITING STANDARDS



MENGEL METZGER BARR & CO. LLP

Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Trustees
Discovery 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 consolidated financial statements of Discovery Charter School, which comprise the consolidated statement of financial position as of June 30, 2015 and the related consolidated statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 13, 2015.

Internal Control over Financial Reporting

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

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Organization'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 over financial reporting was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

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

We noted certain matters that we have reported to management of Discovery Charter School in a separate letter dated October 13, 2015.

Purpose of This Report

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

Mengel, Metzger, Barw & Co. LLP

Rochester, New York
October 13, 2015

New York State Education Department

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

2015-16 Budget & Cash Flow Template

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

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

Discovery Charter School

PROJECTED BUDGET FOR 2015-2016

PROJECTED BUDGET FOR 2015-2016							Assumptions
July 1, 2015 to June 30, 2016							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	3,974,286	448,144	97,300	-	-	4,519,730	
Total Expenses	1,950,641	723,612	78,030	-	1,794,370	4,546,653	
Net Income	2,023,645	(275,468)	19,270	-	(1,794,370)	(26,923)	
Actual Student Enrollment	280	-	-	-	-	-	
Total Paid Student Enrollment	-	-	-	-	-	-	
	PROGRAM SERVICES			SUPPORT SERVICES			
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
REVENUE							
REVENUES FROM STATE SOURCES							
Per Pupil Revenue	CY Per Pupil Rate						
Greece Central School District	\$11,329.00	169,935	-	-	-	169,935	
Rochester City School District	\$12,440.00	3,234,400	-	-	-	3,234,400	
West Irondequoit Central School District	\$10,763.00	21,526	-	-	-	21,526	
East Irondequoit Central School District	\$11,907.00	11,907	-	-	-	11,907	
Gates-Chili Central School District	\$12,709.00	25,418	-	-	-	25,418	
		3,463,186	-	-	-	3,463,186	
Special Education Revenue		-	428,424	-	-	428,424	
Grants							
Stimulus		-	-	-	-	-	
Other		-	-	-	-	-	
Other State Revenue		-	-	-	-	-	
TOTAL REVENUE FROM STATE SOURCES		3,463,186	428,424	-	-	3,891,610	
REVENUE FROM FEDERAL FUNDING							
IDEA Special Needs		-	19,720	-	-	19,720	
Title I		142,975	-	-	-	142,975	
Title Funding - Other		7,232	-	-	-	7,232	
School Food Service (Free Lunch)		253,236	-	-	-	253,236	
Grants							
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	
Other		15,360	-	-	-	15,360	
Other Federal Revenue		-	-	-	-	-	
TOTAL REVENUE FROM FEDERAL SOURCES		418,803	19,720	-	-	438,523	
LOCAL and OTHER REVENUE							
Contributions and Donations, Fundraising		10,000	-	-	-	10,000	
Erate Reimbursement		-	-	-	-	-	
Interest Income, Earnings on Investments,		-	-	-	-	-	
NYC-DYCD (Department of Youth and Community Developmt.)		-	-	-	-	-	
Food Service (Income from meals)		-	-	-	-	-	
Text Book		-	-	-	-	-	
Other Local Revenue		82,297	-	97,300	-	179,597	
TOTAL REVENUE FROM LOCAL and OTHER SOURCES		92,297	-	97,300	-	189,597	
TOTAL REVENUE		3,974,286	448,144	97,300	-	4,519,730	
EXPENSES							
ADMINISTRATIVE STAFF PERSONNEL COSTS							
	No. of Positions						
Executive Management	1.00	64,012	-	-	64,012	128,024	School Director 1.0 FTE
Instructional Management	-	-	-	-	-	-	
Deans, Directors & Coordinators	4.00	-	56,559	-	191,664	248,223	Dean of Students 2.0 FTE, Curriculum Coordinator 1.0 FTE, Special Ed Coordinator 1.0 FTE
CFO / Director of Finance	-	-	-	-	-	-	
Operation / Business Manager	1.00	-	-	-	80,300	80,300	Business Manager 1.0 FTE
Administrative Staff	2.00	-	-	-	79,726	79,726	Office Manager 1.0 FTE, Administrative Assistant 1.0 FTE
TOTAL ADMINISTRATIVE STAFF	8	64,012	56,559	-	415,702	536,273	
INSTRUCTIONAL PERSONNEL COSTS							
Teachers - Regular	15.00	682,783	-	-	-	682,783	
Teachers - SPED	11.00	-	482,419	-	-	482,419	SPED Teachers 6.0 FTE, Intervention Teachers 5.0 FTE
Substitute Teachers	-	-	-	-	-	-	

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

Discovery Charter School

PROJECTED BUDGET FOR 2015-2016

PROJECTED BUDGET FOR 2015-2016							Assumptions
July 1, 2015 to June 30, 2016							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	3,974,286	448,144	97,300	-	-	4,519,730	
Total Expenses	1,950,641	723,612	78,030	-	1,794,370	4,546,653	
Net Income	2,023,645	(275,468)	19,270	-	(1,794,370)	(26,923)	
Actual Student Enrollment	280	-	-	-	-	-	
Total Paid Student Enrollment	-	-	-	-	-	-	
	PROGRAM SERVICES			SUPPORT SERVICES			
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Teaching Assistants	4.00	98,000	-	-	-	98,000	
Specialty Teachers	5.60	261,819	-	-	-	261,819	Art 1.0 FTE, Music 1.0 FTE, PE 2.0 FTE, Math Specialist 0.6 FTE, ESOL 1.0 FTE
Aides	-	-	-	-	-	-	
Therapists & Counselors	1.40	57,121	-	-	-	57,121	Social Worker 1.0 FTE, Primary Project Associate 0.4 FTE
Other	-	-	-	-	-	-	
TOTAL INSTRUCTIONAL	37	1,099,723	482,419	-	-	1,582,142	
NON-INSTRUCTIONAL PERSONNEL COSTS							
Nurse	-	-	-	-	-	-	
Librarian	-	-	-	-	-	-	
Custodian	-	-	-	-	-	-	
Security	-	-	-	-	-	-	
Other	2.44	-	-	-	59,280	59,280	Family Liaison 0.5 FTE, Cafeteria workers 1.9375 FTE
TOTAL NON-INSTRUCTIONAL	2	-	-	-	59,280	59,280	
SUBTOTAL PERSONNEL SERVICE COSTS	47	1,163,735	538,978	-	474,982	2,177,695	
PAYROLL TAXES AND BENEFITS							
Payroll Taxes		116,396	48,508	-	42,748	207,652	
Fringe / Employee Benefits		111,187	40,949	-	33,749	185,885	
Retirement / Pension		165,923	75,457	-	50,996	292,376	
TOTAL PAYROLL TAXES AND BENEFITS		393,506	164,914	-	127,493	685,913	
TOTAL PERSONNEL SERVICE COSTS		1,557,241	703,892	-	602,475	2,863,608	
CONTRACTED SERVICES							
Accounting / Audit		-	-	-	12,500	12,500	
Legal		-	-	-	15,000	15,000	
Management Company Fee		-	-	-	-	-	
Nurse Services		-	-	-	1,495	1,495	
Food Service / School Lunch		-	-	-	234,820	234,820	
Payroll Services		-	-	-	6,000	6,000	
Special Ed Services		-	-	-	-	-	
Titlement Services (i.e. Title I)		-	-	-	14,200	14,200	
Other Purchased / Professional / Consulting		220,900	-	-	46,900	267,800	
TOTAL CONTRACTED SERVICES		220,900	-	-	330,915	551,815	
SCHOOL OPERATIONS							
Board Expenses		-	-	-	500	500	
Classroom / Teaching Supplies & Materials		28,000	-	-	-	28,000	
Special Ed Supplies & Materials		-	19,720	-	-	19,720	
Textbooks / Workbooks		31,500	-	-	-	31,500	
Supplies & Materials other		8,000	-	-	-	8,000	
Equipment / Furniture		4,000	-	-	2,000	6,000	
Telephone		-	-	-	14,200	14,200	
Technology		9,000	-	-	9,000	18,000	
Student Testing & Assessment		6,100	-	-	-	6,100	
Field Trips		7,000	-	-	-	7,000	
Transportation (student)		49,500	-	-	-	49,500	
Student Services - other		1,400	-	-	-	1,400	
Office Expense		-	-	-	27,000	27,000	
Staff Development		10,000	-	-	-	10,000	
Staff Recruitment		-	-	-	-	-	
Student Recruitment / Marketing		1,500	-	-	-	1,500	
School Meals / Lunch		-	-	-	500	500	
Travel (Staff)		12,000	-	-	-	12,000	

Discovery Charter School

PROJECTED BUDGET FOR 2015-2016

PROJECTED BUDGET FOR 2015-2016							Assumptions
July 1, 2015 to June 30, 2016							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	3,974,286	448,144	97,300	-	-	4,519,730	
Total Expenses	1,950,641	723,612	78,030	-	1,794,370	4,546,653	
Net Income	2,023,645	(275,468)	19,270	-	(1,794,370)	(26,923)	
Actual Student Enrollment	280	-				-	
Total Paid Student Enrollment	-	-				-	
	PROGRAM SERVICES			SUPPORT SERVICES			
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Fundraising	-	-	-	-	-	-	
Other	-	-	-	-	2,450	2,450	
TOTAL SCHOOL OPERATIONS	168,000	19,720	-	-	55,650	243,370	
FACILITY OPERATION & MAINTENANCE							
Insurance	-	-	-	-	25,879	25,879	
Janitorial	-	-	-	-	-	-	
Building and Land Rent / Lease	-	-	78,030	-	675,121	753,151	
Repairs & Maintenance	2,500	-	-	-	2,500	5,000	
Equipment / Furniture	2,000	-	-	-	500	2,500	
Security	-	-	-	-	-	-	
Utilities	-	-	-	-	-	-	
TOTAL FACILITY OPERATION & MAINTENANCE	4,500	-	78,030	-	704,000	786,530	
DEPRECIATION & AMORTIZATION	-	-	-	-	71,330	71,330	
DISSOLUTION ESCROW & RESERVES / CONTINGENCY	-	-	-	-	30,000	30,000	
TOTAL EXPENSES	1,950,641	723,612	78,030	-	1,794,370	4,546,653	
NET INCOME	2,023,645	(275,468)	19,270	-	(1,794,370)	(26,923)	
ENROLLMENT - *School Districts Are Linked To Above Entries*	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED				
Greece Central School District	15		15				
Rochester City School District	260		260				
West Irondequoit Central School District	2		2				
East Irondequoit Central School District	1		1				
Gates-Chili Central School District	2		2				
TOTAL ENROLLMENT	280	-	280				
REVENUE PER PUPIL	14,194	-	348				
EXPENSES PER PUPIL	6,967	-	279				



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)	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 2014-15 Audited Financial Statement.

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

Thank you.



Appendix E: Disclosure of Financial Interest Form

Created: 07/14/2015

Last updated: 09/08/2015

Page 1

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

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

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

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

Yes

Thank you.



Appendix F: BOT Membership Table

Created: 07/13/2015

Last updated: 07/28/2015

Page 1

1. Current Board Member Information

	Trustee Name	Email Address	Committee Affiliation(s)	Voting Member? (Y/N)	Area of Expertise, and/or Additional Role and School (parent, staff member, etc.)	Number of Terms Served and Length of Each (Include election date and term expiration)
1	Scott Adair	[REDACTED]	Treasurer	Yes	Accounting & Finance	Elected 12.13; Current term expires 7.16
2	Sarah Armignacco	[REDACTED]	Trustee/Member	Yes	Education & Human Resources	Elected 6.14; Current term expires 7.15
3	Dan Aureli	[REDACTED]	Vice Chair/Vice President	Yes	Legal	Elected 1.11; Current term expires 7.15
4	Yoshida Blackman	[REDACTED]	Parent Representative	Yes	Families	Elected 6.14; Current term expires 7.17
5	Tom DaRin	[REDACTED]	Trustee/Member	Yes	Education & Marketing	Elected 12.13; Current term expires 7.15
6	Donno Dedee Doyle	[REDACTED]	Trustee/Member	Yes	Education & Administration	Elected 12.12; Current term expires 7.15
7	Lisa Lewis	[REDACTED]	Trustee/Member	Yes	Administration & Families	Elected 11.14; Current term expires 7.17
8	Joe Martino	[REDACTED]	Trustee/Member	Yes	Education & Business	Elected 1.11; Current term expires 7.16
9	Sara Varhus	[REDACTED]	Secretary	Yes	Education & Administration	Elected 10.11; Current term expires 7.16
10	Dave Vigren	[REDACTED]	Chair/Board President	Yes	Business & Finance	Elected 1.11; Current term expires 7.16
11	Olivia West	[REDACTED]	Trustee/Member	Yes	Business & Finance	Elected 9.14; Current term expires 7.17
12						
13						

14						
15						
16						
17						
18						
19						
20						

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

2

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

1

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

11

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

14

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

14

Thank you.

Detailed Explanation of Enrollment and Retention Targets for Discovery Charter School

Discovery Charter School (DCS) has a very strong record of enrolling and retaining target population students (i.e. those who qualify for free and reduced priced lunch (FRPL), students with disabilities (SWD) and English language learners (ELL)).

Enrollment rates were substantially above NYSED targets for FRPL and SWD for the 2014-15 school year: 97% FRPL (NYSED target of 43%) and 10% SWD (NYSED target of 3%). Enrollment rate for ELL students was 2% (NYSED target of 6%). The school was unable to enroll enough ELL students to meet the target, despite aggressive recruiting outlined below, due to the random lottery process.

Retention rates for all three categories of these students were consistently, and in virtually every case, substantially above NYSED targets throughout the charter term.

Economically Disadvantaged Students (FRPL)

Students who are eligible applicants for the free and reduced price lunch program continue to be the focus target population for DCS. Throughout its first charter, the school has never fallen below a 96% poverty rate. The high poverty rate has allowed the school to easily exceed NYSED enrollment and retention targets for this demographic of students. Success with this group allows the school to focus more attention on attracting and maintaining other traditionally underserved populations. Continued outreach to this group will continue in the form of sending school brochures and applications to county social service agencies for distribution, but the best public relations work stems from word-of-mouth recommendations from current families. DCS continues to work to make itself an attractive option for families within this demographic (e.g. providing wrap around care like on-site student physicals and dental care).

Students with Disabilities (SWD)

The enrollment and retention targets for students with disabilities were met by DCS throughout its first charter term. For 2014-15, the school enrolled approximately 10% of SWD. The NYSED target was 3%. The school will continue to attract and retain students with disabilities through its recruitment at those Head Start preschool programs that provide special education services and by offering a wide array of special education services (e.g. For the 2014-15 school year, DCS offered four integrated co-taught special education classes out of 12 classes. For the 2015-16 school year, DCS will increase to five integrated co-taught special education classes out of 14 classes).

English Language Learners (ELL)

Discovery has not traditionally enrolled very many ELL students, approximately 2%. Its outreach focus has been largely within the Hispanic community, the largest non-English speaking community locally, for the majority of the initial charter. Within the last year, that focus has shifted to the local refugee community. Various agencies serving refugees have been cultivated to help recruit students for DCS and the school has provided translators and other assistance in helping ELL families navigate the application process. A new board member was recruited during the 2014-15 school year who brings expertise and connections within the refugee population of Rochester. Efforts appear to be working since six of the

forty-four incoming kindergarteners (14%) for 2015-16 have indicated that another language is spoken at home (the NYSED ELL identification assessment has not yet been administered to the students to determine if they qualify for services).

In order to attract and retain English Language Learners the school will continue to:

- Provide extensive supplemental instruction designed specifically to meet the language needs of ELL, by TESOL certified teachers, according to proficiency-mandated minutes
- Create an inclusive school climate where diversity is embraced
- Provide wrap around services (e.g. after school and summer programming)
- Conduct open houses with bi-lingual staff available
- Offer applications in Spanish and provide translations in other languages as needed
- Advertise in local publications and media in languages other than English
- Cultivate agencies serving the local refugee population, e.g. Rochester Refugee Resettlement Agency, Mary’s Place, Catholic Family Center (e.g. Family Liaison has met with parent groups at these organizations to encourage ELL applicants)

In addition to these current efforts, the school is currently in the process of:

- Translating its school brochure into Spanish
- Actively encouraging word-of-mouth recruiting by current ELL families within their family networks (e.g. having application available at various places of worship within the Rochester community)

Target Population Student History

	FRPL (ED)	SWD	ELL (LEP)
2011-12			
DCS Students	118 of 119	9 of 119	4 of 119
DCS Enrollment %	99%	8%	3%
<i>NYSED Target</i>	<i>43%</i>	<i>3%</i>	<i>6%</i>
DCS Students Staying for the Year	100	7	4
DCS Retention %	84%	78%	100%
<i>NYSED Target</i>	<i>78%</i>	<i>47%</i>	<i>60%</i>

2012-13			
DCS Students	170 of 174	12 of 174	2 of 174
DCS Enrollment %	98%	7%	1%
<i>NYSED Target</i>	43%	3%	6%
DCS Students Staying for the Year	156	10	2
DCS Retention %	92%	83%	100%
<i>NYSED Target</i>	78%	47%	60%
2013-14			
DCS Students	207 of 214	18 of 214	2 of 214
DCS Enrollment % (Annual Report/SED)	97%	8%	1%
<i>NYSED Target</i>	43%	3%	6%
DCS Students Staying for the Year	201	16	2
DCS Retention %	94%	90%	100%
<i>NYSED Target</i>	78%	47%	60%
2014-15			
DCS Students	250 of 259	26 of 259	4 of 259
DCS Enrollment %	97%	10%	2%
<i>NYSED Target</i>	43%	3%	6%
DCS Students Staying for the Year	241	26	3
DCS Retention %	97%	100%	75%
<i>NYSED Target</i>	78%	47%	60%



Appendix I: Teacher and Administrator Attrition

Last updated: 07/14/2015

Report changes in teacher and administrator staffing.

Page 1

Charter School Name:

Instructions for completing the Teacher and Administrator Attrition Tables

ALL charter schools should provide, for teachers and administrators only, the full time equivalent (FTE) of staff on June 30, 2014, the FTE for added staff from July 1, 2014 through June 30, 2015, and the FTE for any departed staff from July 1, 2014 through June 30, 2015 using the two tables provided.

2013-14 Teacher Attrition Table

	FTE Teachers on June 30, 2014	FTE Teachers Additions 7/1/14 – 6/30/15	FTE Teacher Departures 7/1/14 – 6/30/15
	26.70	6.95	2.0

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
	1.0	0	0

Thank you



Appendix J: Uncertified Teachers

Last updated: 07/20/2015

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

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

Page 1

Charter School Name:

Note Definition of FTE:

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

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

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

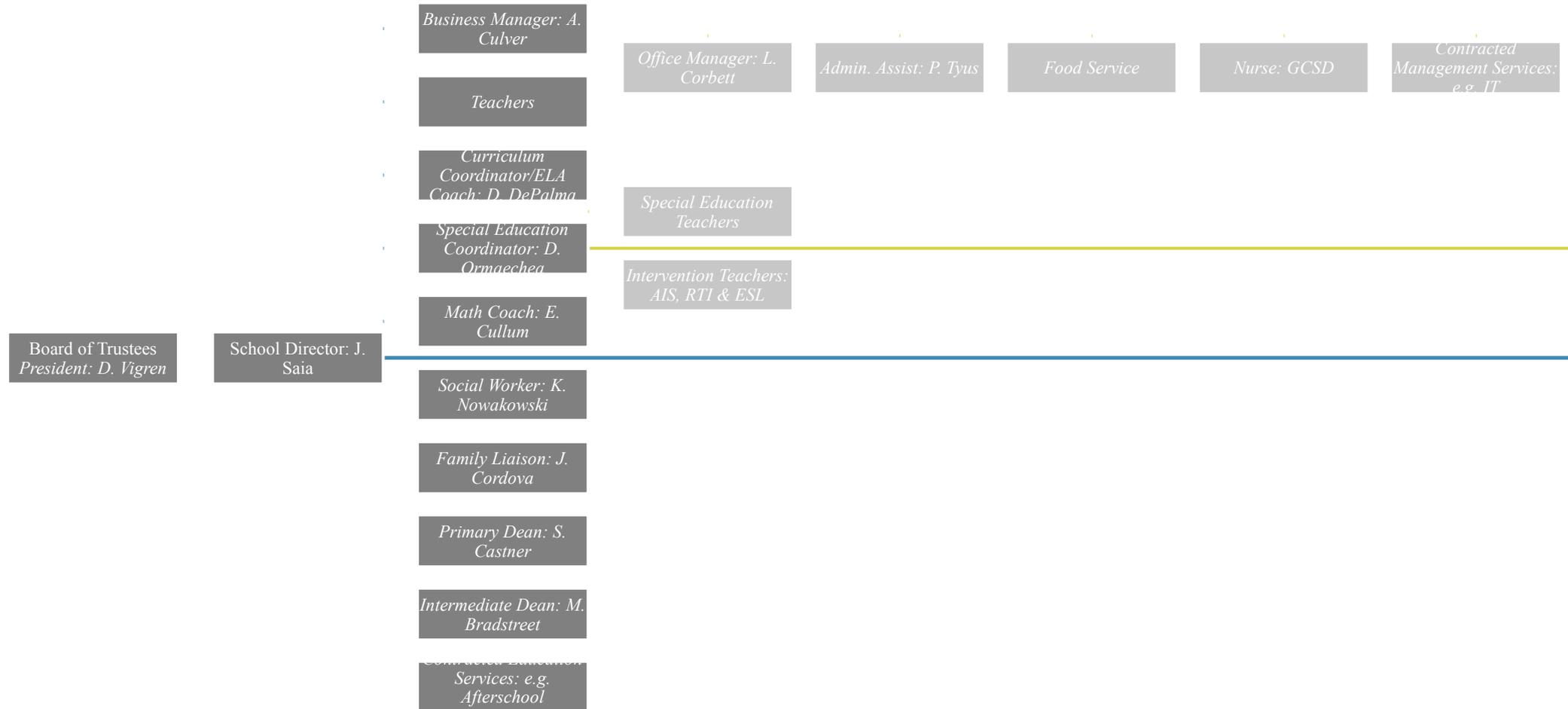
	FTE - (June 30, 2015)
(i) uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience	0
(ii) individuals who are tenured or tenure track college faculty	0
(iii) individuals with two years satisfactory experience through Teach for America	0
(iv) individuals who possess exceptional business, professional, artistic, athletic, or military experience	0
FTE count of uncertified teachers who do not fit into any of the four statutory categories	0
Total	0.0

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

33

Thank you.

Discovery Charter School: Organization Chart (updated 12.14)



Mission. Discovery Charter School prepares students to meet the challenges of a rapidly changing world, providing children living in poverty “real skills for the real world.” Within a learning environment featuring a rigorous and highly enriched curriculum, Expeditionary Learning, assessment-guided instruction, a culture of inquiry and enthusiasm, and services designed to mitigate the major negative impacts of poverty, students achieve beyond their peers and become exceptionally well prepared to engage the world wherever their interests take them.

Key Design Elements. The Key Design Elements described in the school’s application for an initial charter are listed below. All have been implemented and most have been enhanced from experience in managing the school and learning more about student and teacher needs.

- 6.75 hours of daily instruction and 200 days of instruction per year. **Implemented with enhancement.** The school, in each of its first four years, achieved its instruction targets. In its third year its daily schedule was enhanced by shifting 25 minutes of daily professional development, staff collaboration, planning, curriculum review, and parent/teacher conferences time to a 120 minute block on Friday. DCS also doubled its professional development days during the year to 4 from 2.
- Class size will be limited to 20 with a classroom teacher and one shared aide. **Implemented with enhancement.** The school, in each of its first four years, maintained a minimum of 20 students in each classroom and met or exceeded its classroom staffing goals. Enrollment management was enhanced to accommodate greater mobility in the school’s urban student population than originally expected. Managing enrollment to an average of 20 students in each class was adopted. This meant that every year 22 students per class were enrolled and attrition was managed throughout the year with an average of 20 targeted for the year. In the first years using this process, the target was exceeded but by year 5 enough attrition history had been obtained to give the school confidence that it could achieve its target. Also as the school gained a greater population of students with disabilities, a number of classes were converted to “co-taught” classrooms where more than one classroom teacher and a shared aide were present. A staffing model has been adopted where there are four teachers at each grade level to allow for more teaming and collaboration.
- Classroom teachers will be supported by full-time substitutes, teaching assistants, and reading and special education teachers to accommodate the needs of the student population. **Implemented with enhancement.** The school maintained its planned staff model during each of its first four years. The model was enhanced by responding to the needs of students through the employment of “Apprentice Teachers” instead of teaching assistants at some grade levels. It was also enhanced by obtaining community partner support in the form of tutors and speech language pathologists. Apprentice teachers are certified teachers, generally very early in their career. They represent a pipeline of potential classroom teachers for the school.
- An ESL teacher, a Reading Specialist, a Librarian/Media Specialist, special education teachers, and a Dean of Students/Community Liaison on staff. **Implemented with enhancement.** The school, during its first four years, maintained the staff listed above with one exception. The staff was enhanced by substituting an instructional position for the Librarian/Media Specialist when it became evident that there was a great need for Response to Intervention services. This was accomplished by placing a library of books and computers in each classroom instead of a central location. A central library is currently under consideration. If it materializes, proper supervision will be implemented.
- Whole group, small group, pairs, and one-on-one instruction; Looping of teachers to offer students greater continuity. **Implemented with enhancement.** The school, during its first four years,

implemented this design element with one exception. In some cases not every teacher looped when it was deemed more beneficial to students and/or the development of the teacher.

- Commitment of community partners will be obtained to provide services and programs aimed squarely at mitigating the most serious negative impacts on learning, providing adequate food and nutrition, adequate health care, learning reinforcement and positive role modeling, and supervision during non-school hours. **Implemented with enhancement.** The school has obtained commitments from various community partners as envisioned. The original vision has been enhanced by obtaining a far deeper relationship than originally envisioned with two partners in particular: Nazareth College and Education Enterprise of NY (a not-for-profit education corporation). The College provides considerable academic support and provides its campus to the school for its summer learning program; Education Enterprise provides educational, administrative, and financial support as well as being the school's landlord. Health support comes from Genesee Mental Health, Mt. Hope Family Center, Eastman Dental Center, Association for the Blind and Visually Impaired, and Golisano Children's Hospital. The Children's Institute provides intervention services, Medical Motors provides transportation to and from medical appointments, and Wegmans Food Markets provides nutritious snacks.
- Encourage parent representation on the Board of Trustees, participation in Parent Association, and attendance at school Community Meetings with staff and parents. School staff will conduct home visits, and keep parents abreast of student progress on daily basis. **Implemented with enhancement.** The school has implemented this key design element with a voting Family Representative on the Board of Trustees and increased attendance at Family Association meetings and weekly Community Circle meetings. DCS found it necessary to have two or three staff attend every home visit for safety reasons. While home visits do take place, greater reliance has been placed on direct telephone and electronic communication with parents or meeting in mutually convenient locations like neighborhood libraries.
- Differentiated instruction and multiple instructional methodologies. **Implemented.** Formative and summative assessments have been part of the school's practice since inception. They are used to inform student learning plans, instructional practices, and measure the effectiveness of school decisions.
- Receive support from the Rochester City School District (RCSD) and the District of the school's location, Greece Central School District (GCSD). **Implemented.** RCSD is home to 93% of the school's students; GCSD is home to 1%; several other districts are home to the rest. All school districts furnish transportation for the school's students living within their districts. RCSD and GCSD supply special education services and textbooks. GCSD provides nurse service. Teams of teachers from RCSD have been released to observe best practices at the school. Teachers from the school have been invited to observe best practices within RCSD.

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

Created Tuesday, September 08, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/9119b0491a2d70207>

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	David	Vigren

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.

DISCOVERY CS (REGENTS) 260501861002

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

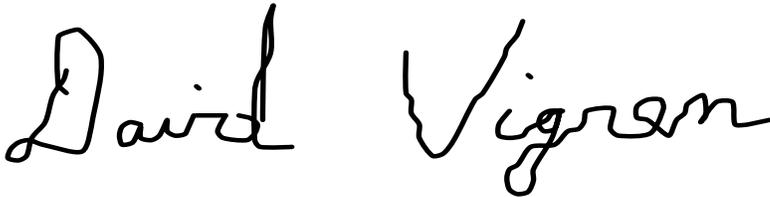
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

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 "David Vignora". The signature is written in a cursive style with a large, prominent 'D' and 'V'.

Thank you.

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

Created Sunday, September 13, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/1799cd0155df24c9ea>

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	Scott	Adair

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.

DISCOVERY CS (REGENTS) 260501861002

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 stylized first name followed by a period and a last name.

Thank you.

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

Created Wednesday, September 16, 2015

Updated Thursday, September 17, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/29e6a553ba3bc881b5>

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	Joseph	Martino

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.

DISCOVERY CS (REGENTS) 260501861002

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?

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	10/12-present	EnCompass, an E2NY supported organization, has provided academic extended learning and enrichment programs to Discovery. In 2012-13 the extended learning program was provided at no cost. In 2013-15 the extended learning program was primarily funded by EnCompass but a portion of the program was funded by Discovery by contract. In 2015-16 there is an agreement in place for EnCompass and Discovery to share extended learning program expenses. In Summer 2014 and 2015 EnCompass provided full time summer learning programs for Discovery students.	Provided background information. Did not participate in discussion (leave room), did not vote on agreements.	Joseph M. Martino
2	10/12-present	E2NY was first subcontracted to provide HR support in 2012-13, in 2013-14, 2014-15, 2015-16 contracted to provide HR, IT and Operations support.	Provided background information. Did not participate in discussion (leave room), did not vote on agreements.	Joseph M. Martino
3	2/13 - present	Representative of organization that owns space leased by charter school.	Provided background information, did not participate in discussion (leave room), did not vote on lease agreement.	Joseph M. Martino
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?

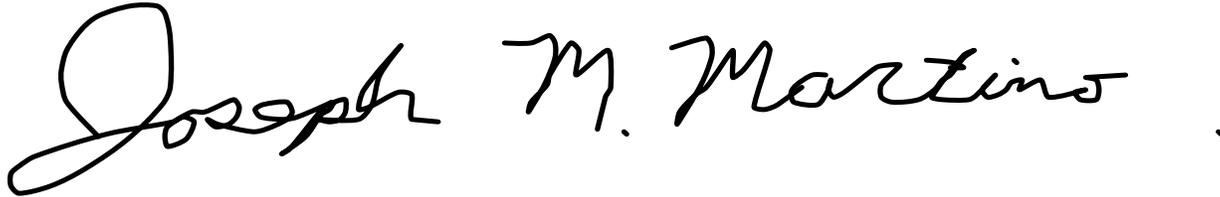
12a. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school and in 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	EnCompass Resources for Learning	Provided enrichment program, afterschool extended learning, summer learning.	2012-Extended Learning Program cost \$100,000 no cost to Discovery; 2012-13 Enrichment Program cost of \$60,000, Discovery cost \$25,000; 2013-14 Extended Learning Program cost of \$223,000 with Discovery cost of \$60,000; 2014-15 Summer Learning Program + Extended Learning + Language and Literacy Support Intervention total programs cost of \$368,129 with cost of \$60,000 to Discovery; 2015-16 Summer Learning Program + Extended Learning + Language and Literacy Support Intervention total programs cost of \$411,546 with cost of \$135,000 to Discovery (anticipated).	Joseph M. Martino	
2	Education Enterprise of New York	Provided HR, IT and Operations consultation/support.	2012-\$4,000; 2013-14 total cost of services \$50,985 with Discovery cost of \$31,875; 2014-15 total cost of service \$82,388, Discovery cost \$58,000; 2015-16 anticipated total cost \$73,448, Discovery cost \$63,800.	Joseph M. Martino	
3	133 Hoover Drive LLC	Entered into lease with Discovery Charter School. Provided access to additional space and use of furniture and equipment.	2013-14 \$379,939 lease payment, \$300,000 rent and property management fees abated; 2014-15 \$609,000 lease payment, \$213,651 rent and property management fees abated; 2015-16 \$675,121.16 lease and \$228,737 rent and property management fees abated.	Joseph M. Martino	

4	Education Enterprise of New York Foundation	Offered long term no interest loan with a no payback provision to support Discovery Charter School. Provided grant writing and development support. Provide other supports as requested.	Loan up to \$125,000 per year 2013-16; 2013-14 additional assistance \$50,000 from Foundation to Discovery. 2014-15 funded grant writing of \$2,500.	Joseph M. Martino
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5

Signature of Trustee

A handwritten signature in black ink that reads "Joseph M. Martino". The signature is written in a cursive style with a large initial "J" and a period at the end.

Thank you.

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

Created Friday, September 18, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/0bbe21df1a04f2bc67>

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	Olivia	West

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.

DISCOVERY CS (REGENTS) 260501861002

8. Select all positions you have held on the Board:

(check all that apply)

-
- Other, please specify...: board 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

Thank you.

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

Created Wednesday, September 23, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/32e8c390901abfae79>

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	Daniel	Aureli

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.

DISCOVERY CS (REGENTS) 260501861002

8. Select all positions you have held on the Board:

(check all that apply)

-
- Vice Chair/Vice 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?

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 first part of the signature is a stylized, cursive 'D' followed by 'an.' The second part is 'Auzali' written in a similar cursive style.

Thank you.

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

Created Friday, September 25, 2015

Updated Monday, October 05, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/e9707fc8fa8ccbe9db>

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	Alastair	Wood

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.

DISCOVERY CS (REGENTS) 260501861002

8. Select all positions you have held on the Board:

(check all that apply)

(No response)

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

No

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

No

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

No

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

No

Signature of Trustee

A handwritten signature in black ink that reads "Andrew Wood". The signature is written in a cursive style with a large initial 'A'.

Thank you.

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

Created Monday, October 05, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/3c5190bb2c5cf34d78>

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	Yoshida	Blackman

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.

DISCOVERY CS (REGENTS) 260501861002

8. Select all positions you have held on the Board:

(check all that apply)

-
- Parent Representative
-

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

Two handwritten signatures in black ink. The first signature is a stylized, cursive 'S' shape. The second signature is a more complex, cursive script that starts with a large loop and ends with a long horizontal line.

Thank you.

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

Created Tuesday, October 06, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/307e50d594a242b41>

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	Donna	Dedee Doyle

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.

DISCOVERY CS (REGENTS) 260501861002

8. Select all positions you have held on the Board:

(check all that apply)

-
- Other, please specify...: Trustee-Community Representative
-

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 "Donna M. Wade Doyle". The signature is written in a cursive style with a large initial 'D' for Donna and a large 'D' for Doyle.

Thank you.

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

Created Tuesday, October 06, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/d5d43a6a6d49901ae>

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	Sarah	Armignacco

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.

DISCOVERY CS (REGENTS) 260501861002

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, appearing to read "Sara Arriaga". The signature is written in a cursive style with a large, looped initial 'S'.

Thank you.

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

Created Wednesday, October 07, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/5c35703e571b74856>

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	Sara	Varhus

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.

DISCOVERY CS (REGENTS) 260501861002

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

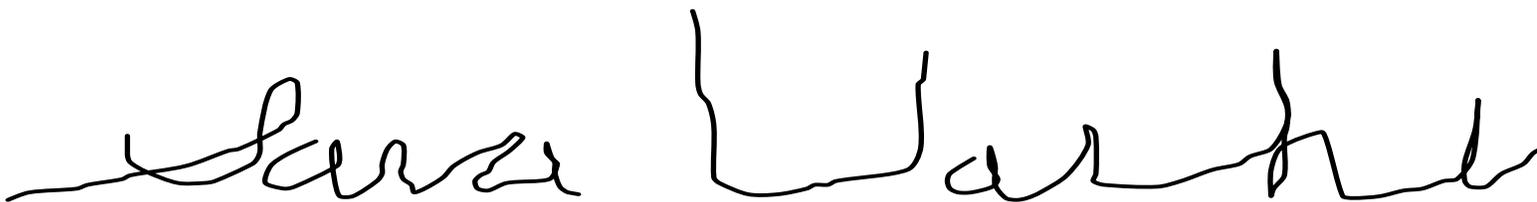
12. Are you a member, director, officer or employee of an organization formally partnered with a school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest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

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	Nazreth College	Hosts summer program	In kind contribution	Sara Varhus	
2					
3					
4					
5					

Signature of Trustee



Thank you.

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

Created Wednesday, October 07, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/259c1f42d19913c759>

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	Lisa	Lewis

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.

DISCOVERY CS (REGENTS) 260501861002

8. Select all positions you have held on the Board:

(check all that apply)

-
- Other, please specify...: board 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

Thank you.