



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

Created: 07/22/2015

Last updated: 08/01/2015

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)

NEW YORK FRENCH-AMERICAN CS (NYC CHANCELLOR) 310300860963

### 2. CHARTER AUTHORIZER

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

NYCDOE-Authorized Charter School

### 3. DISTRICT / CSD OF LOCATION

NYC CSD 3

### 4. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	311 West 120th Street New York, NY 10027	212-666-4134	212-933-4548	

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

Contact Name	
Title	Principal
Emergency Phone Number (###-###-####)	

### 5. SCHOOL WEB ADDRESS (URL)

[www.nyfacs.net](http://www.nyfacs.net)

### 6. DATE OF INITIAL CHARTER

2010-07-01 00:00:00

**7. DATE FIRST OPENED FOR INSTRUCTION**

2010-07-01 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.**

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

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5
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**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.
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**12. SCHOOL SITES**

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

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	311 West 120th Street New York, NY 10027	212-666-4134	CSD 3	K-5	Yes	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
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School Leader	Marc Maurice			
Operational Leader				
Compliance Contact	Nancy Sako			
Complaint Contact				

**13. Are the School sites co-located?**

No

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

No

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

Marc Maurice (Principal)

**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**

A handwritten signature in black ink on a light gray background. The signature is written in a cursive style and appears to read "Howard Meyer".

Thank you.

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

Created: 07/27/2015  
Last updated: 07/28/2015

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Charter School Name:

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**1. NEW YORK STATE REPORT CARD**

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

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

[http://data.nysed.gov/reportcard.php?  
instid=80000067011&year=2014&createreport=1&enrollment=1&freelunch=1&attendance=1&teacherqual=1&staffcounts=1&38ELA=1&38MATH=1&48SCI=1&lep=1&naep=1&nyseslat=1&elemELA=1&elemMATH=1&elemSci=1&u](http://data.nysed.gov/reportcard.php?instid=80000067011&year=2014&createreport=1&enrollment=1&freelunch=1&attendance=1&teacherqual=1&staffcounts=1&38ELA=1&38MATH=1&48SCI=1&lep=1&naep=1&nyseslat=1&elemELA=1&elemMATH=1&elemSci=1&u)



# Appendix A: Progress Toward Goals

Created: 08/01/2015

Last updated: 11/02/2015

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**Charter School Name:**

## 1. NEW YORK STATE REPORT CARD

**Provide a direct URL or web link to the most recent New York State School Report Card for the charter school (See <https://reportcards.nysed.gov/>) which captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State statute (8 NYCRR 119.3).**

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

<http://data.nysed.gov/assessment.php?year=2015&instid=800000067011>

## 2. APPENDIX A: PROGRESS TOWARD CHARTER GOALS

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

### 2a. ACADEMIC STUDENT PERFORMANCE GOALS

#### 2014-15 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	2014-2015 Progress Toward Attainment of Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
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Academic Goal 1	<p>The Academic Student Performance Goals are reset for the 2015 - 2016 academic year.</p> <p>Our current testing grades are third, fourth and fifth. Our goal is to improve the Test Scores by fifteen percent at each grade level. To that end, we have purchased new materials and web-based programs, IXL and Study Island, that are aligned to the Common Core Standards. We also hired Certified Teachers and adopted Engage New York as a roadmap to instruction. As per our Charter, we are to provide instruction in French and English. We have organized instruction so students receive a double period of Math and ELA. We introduced Grade Level Meetings so teachers of the same grade level can examine students' progress in order to differentiate instruction.</p> <p>We have targeted a group of partially proficient students that will be encouraged to attend our Test Preparation program that will be held on Saturdays for a duration of nineteen weeks. Instruction is being closely monitored by reviewing Lesson Plans and frequent walkthroughs by the Principal. Each student has a portfolio that is used to review students' activities and assessments. We restructured our After School Program to make everyone participating accountable for students' success.</p>	<p>The measures being used are the following:</p> <ul style="list-style-type: none"> <li>* Weekly Assessments</li> <li>* Modules and Unit Assessments</li> <li>* Use of assessments that mirrors the questions on the Standardized Test</li> <li>* Parent Conferences and Access to RealTime ( online Grading portal) so parents can remain abreast of their child's progress.</li> <li>* Use of instruments that simulate the NY Standardized Test</li> </ul>	Not met	
Academic Goal 2				
Academic Goal 3				
Academic Goal 4				
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				

2a1. Do have more academic goals to add?

(No response)

### 2014-15 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Measure Used to Evaluate Progress Toward Attainment of Goal - Met, Partially Met, Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 9				
Academic Goal 10				
Academic Goal 11				
Academic Goal 12				
Academic Goal 13				
Academic Goal 14				
Academic Goal 15				
Academic Goal 16				

### 2a2. Do have more academic goals to add?

(No response)

### 2014-15 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	2014-15 Progress Toward Attainment of Goal - Met, Partially Met, Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 17				
Academic Goal 18				
Academic Goal 19				
Academic Goal 20				
Academic Goal 21				
Academic Goal 22				
Academic Goal 23				
Academic Goal 24				
Academic Goal 25				
Academic Goal 26				
Academic Goal 27				
Academic Goal 28				
Academic Goal 29				
Academic Goal 30				

## 2b. ORGANIZATIONAL GOALS

### 2014-15 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	2014-15 Progress Toward Attainment	If Not Met, Describe Efforts School Will Take
Org Goal 1				
Org Goal 2				
Org Goal 3				
Org Goal 4				
Org Goal 5				

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

(No response)

### 2014-15 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	2014-2015 Progress Toward Attainment	If Not Met, Describe Efforts School Will Take
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				

## 2c. FINANCIAL GOALS

### 2014-15 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	2014-2015 Progress Toward Attainment	If Not Met, Describe Efforts School Will Take
Financial Goal 1				
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				

Financial Goal 5				
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# Appendix B: Total Expenditures and Administrative Expenditures per Child

Created: 07/27/2015

Last updated: 07/31/2015

## 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	3602012
Line 2: Year End Per Pupil Count	250
Line 3: Divide Line 1 by Line 2	14412

#### **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)	140856
Line 2: Management and General Cost (Column)	177729
Line 3: Sum of Line 1 and Line 2	318585
Line 4: Year End Per Pupil Count	250
Line 5: Divide Line 3 by the Year End Per Pupil Count	1275

***Thank you.***



**N Y** NEW YORK  
**F A** FRENCH AMERICAN  
**C S** CHARTER SCHOOL

Audited Financial Statements in Accordance  
With Government Auditing Standards

June 30, 2015

**NEW YORK FRENCH AMERICAN CHARTER SCHOOL**

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## INDEPENDENT AUDITORS' REPORT

To the Board of Trustees of  
New York French American Charter School

### Report on the Financial Statements

We have audited the accompanying financial statements of New York French American Charter School ("the School"), which comprise the statement of financial position as of June 30, 2015, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the organization's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

## **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of New York French American Charter School as of June 30, 2015, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Report on Summarized Comparative Information**

We have previously audited the School's 2014 financial statements, and we expressed an unmodified audit opinion on those audited 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 financial statements from which it has been derived.

## **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated October 23, 2015 on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.



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Schall & Ashenfarb  
Certified Public Accountants, LLC

October 23, 2015

**NEW YORK FRENCH AMERICAN CHARTER SCHOOL**  
**STATEMENT OF FINANCIAL POSITION**  
**AT JUNE 30, 2015**  
(With comparative totals at June 30, 2014)

	<u>6/30/15</u>	<u>6/30/14</u>
<b>Assets</b>		
Cash and cash equivalents	\$298,651	\$55,474
Restricted cash (Note 3)	70,002	70,002
Government grants receivable	155,621	49,082
Grant receivable - New York City (Note 4)	0	7,533
Prepaid expenses and other receivables	111,548	9,862
Security deposit and other assets	60,263	60,263
Fixed assets, net (Note 5)	427,429	412,303
	<u>                    </u>	<u>                    </u>
Total assets	<u>\$1,123,514</u>	<u>\$664,519</u>
<b>Liabilities and Net Assets</b>		
<b>Liabilities:</b>		
Accounts payable and accrued expenses	\$408,477	\$467,383
Advance payable - government grants	0	36,114
Advance payable - New York City (Note 4)	9,156	0
Rent payable (Note 10)	50,000	115,000
Deferred rent	173,930	191,322
	<u>                    </u>	<u>                    </u>
Total liabilities	<u>641,563</u>	<u>809,819</u>
<b>Net Assets:</b>		
Unrestricted	467,975	(155,168)
Temporarily restricted (Note 7)	13,976	9,868
	<u>                    </u>	<u>                    </u>
Total net assets	<u>481,951</u>	<u>(145,300)</u>
	<u>                    </u>	<u>                    </u>
Total liabilities and net assets	<u>\$1,123,514</u>	<u>\$664,519</u>

*The attached notes and auditors' report  
are an integral part of these financial statements.*

**NEW YORK FRENCH AMERICAN CHARTER SCHOOL**  
**STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED JUNE 30, 2015**  
(With comparative totals for the year ended June 30, 2014)

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total 6/30/15</u>	<u>Total 6/30/14</u>
<b>Public Support and Revenue:</b>				
Public school district: (Note 5)				
Revenue - resident student enrollment - NYC	\$3,443,231		\$3,443,231	\$3,329,035
Revenue - students with special education services - NYC	524,713		524,713	412,106
	<u>3,967,944</u>		<u>3,967,944</u>	<u>3,741,141</u>
Revenue - nonresident student enrollment	76,073		76,073	0
Subtotal public school district	4,044,017	0	4,044,017	3,741,141
Government grants	173,638		173,638	152,603
After school program	74,123		74,123	31,312
Contributions	4,130	4,700	8,830	26,520
Fundraising income	2,287		2,287	15,344
Other income			0	1,500
Interest income			0	97
Net assets released from restrictions (Note 7)	592	(592)	0	0
Total public support and revenue	<u>4,298,787</u>	<u>4,108</u>	<u>4,302,895</u>	<u>3,968,517</u>
<b>Expenses:</b>				
Program Services:				
Regular education	2,546,293		2,546,293	2,446,863
Special education	753,521		753,521	743,244
Total program services	<u>3,299,814</u>	<u>0</u>	<u>3,299,814</u>	<u>3,190,107</u>
Supporting services:				
Management and general	367,163		367,163	472,156
Fundraising	8,667		8,667	18,688
Total supporting services	<u>375,830</u>	<u>0</u>	<u>375,830</u>	<u>490,844</u>
Total expenses	<u>3,675,644</u>	<u>0</u>	<u>3,675,644</u>	<u>3,680,951</u>
Change in net assets	623,143	4,108	627,251	287,566
Net assets - beginning	<u>(155,168)</u>	<u>9,868</u>	<u>(145,300)</u>	<u>(432,866)</u>
Net assets - ending	<u>\$467,975</u>	<u>\$13,976</u>	<u>\$481,951</u>	<u>(\$145,300)</u>

*The attached notes and auditors' report  
are an integral part of these financial statements.*

**NEW YORK FRENCH AMERICAN CHARTER SCHOOL**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
**FOR THE YEAR ENDED JUNE 30, 2015**  
(With comparative totals for the year ended June 30, 2014)

	Program Services			Supporting Services			Total Expenses 6/30/15	Total Expenses 6/30/14
	Regular Education	Special Education	Total	Management and General	Fundraising	Total		
Salaries	\$1,367,942	\$411,854	\$1,779,796	\$140,857	\$4,143	\$145,000	\$1,924,796	\$1,849,206
Fringe benefits and payroll taxes	306,167	92,180	398,347	31,526	927	32,453	430,800	482,271
Retirement	6,124	1,844	7,968	630	19	649	8,617	6,268
<b>Total personnel costs</b>	<b>1,680,233</b>	<b>505,878</b>	<b>2,186,111</b>	<b>173,013</b>	<b>5,089</b>	<b>178,102</b>	<b>2,364,213</b>	<b>2,337,745</b>
Professional development	2,061	621	2,682	212	6	218	2,900	3,088
Legal fees			0	27,801		27,801	27,801	48,534
Professional fees - other	65,464	17,610	83,074	63,732	158	63,890	146,964	192,369
Marketing and recruitment	8,688	2,616	11,304	895	26	921	12,225	29,885
Supplies and materials	52,626	7,459	60,085			0	60,085	52,820
Office expenses	8,140	2,451	10,591	14,905	970	15,875	26,466	12,110
Food services	2,574	365	2,939			0	2,939	9,448
Student services	9,380	1,330	10,710		267	267	10,977	13,903
Travel and conferences	1,194	359	1,553	123	4	127	1,680	95
Insurance	17,612	5,302	22,914	1,814	53	1,867	24,781	22,804
Technology	23,235	6,996	30,231	2,393	70	2,463	32,694	32,541
Equipment and furnishings	6,433	912	7,345			0	7,345	847
Repairs and maintenance	136,743	41,170	177,913	14,081	414	14,495	192,408	170,576
Building rent	345,742	104,094	449,836	35,601	1,047	36,648	486,484	493,481
Utilities	128,150	38,583	166,733	13,196	388	13,584	180,317	157,498
Depreciation	56,698	17,070	73,768	5,838	172	6,010	79,778	78,597
Other	1,320	705	2,025	13,559	3	13,562	15,587	24,610
<b>Total other than personnel costs</b>	<b>866,060</b>	<b>247,643</b>	<b>1,113,703</b>	<b>194,150</b>	<b>3,578</b>	<b>197,728</b>	<b>1,311,431</b>	<b>1,343,206</b>
<b>Total expenses</b>	<b>\$2,546,293</b>	<b>\$753,521</b>	<b>\$3,299,814</b>	<b>\$367,163</b>	<b>\$8,667</b>	<b>\$375,830</b>	<b>\$3,675,644</b>	<b>\$3,680,951</b>

*The attached notes and auditors' report  
are an integral part of these financial statements.*

**NEW YORK FRENCH AMERICAN CHARTER SCHOOL**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED JUNE 30, 2015**  
(With comparative totals for the year ended June 30, 2014)

	<u>6/30/15</u>	<u>6/30/14</u>
<b>Cash Flows from Operating Activities:</b>		
Change in net assets	\$627,251	\$287,566
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation	79,778	78,597
Changes in assets and liabilities:		
Restricted cash	0	(69,000)
Government grants receivable	(106,539)	(47,943)
Grant receivable - New York City	7,533	(7,533)
Prepaid expenses and other receivables	(101,686)	(6,539)
Accounts payable and accrued expenses	(58,906)	(117,442)
Advance payable - government grants	(36,114)	0
Advance payable - New York City	9,156	(13,023)
Rent payable	(65,000)	105,000
Deferred rent	(17,392)	(17,392)
Total adjustments	<u>(289,170)</u>	<u>(95,275)</u>
Net cash provided by operating activities	<u>338,081</u>	<u>192,291</u>
<b>Cash Flows from Investing Activities:</b>		
Purchase of fixed assets	<u>(94,904)</u>	<u>(110,417)</u>
Net cash used for investing activities	<u>(94,904)</u>	<u>(110,417)</u>
<b>Cash Flows from Financing Activities:</b>		
Proceeds from loans	0	10,000
Loan repayments	<u>0</u>	<u>(50,000)</u>
Net cash used for financing activities	<u>0</u>	<u>(40,000)</u>
Net increase in cash and cash equivalents	243,177	41,874
Cash and cash equivalents - beginning	<u>55,474</u>	<u>13,600</u>
Cash and cash equivalents - ending	<u><u>\$298,651</u></u>	<u><u>\$55,474</u></u>
Supplemental disclosures:		
Interest paid - \$28		
Taxes paid - \$0		

*The attached notes and auditors' report  
are an integral part of these financial statements.*

**NEW YORK FRENCH AMERICAN CHARTER SCHOOL  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2015**

**Note 1 - Organization and Nature of Activities**

New York French American Charter School (“the School”), located in Manhattan, New York, is a not-for-profit education corporation chartered by the Regents of the University of the State of New York. The School provides a full range of educational services appropriate for kindergarten, first, second, third, fourth and fifth grade levels. The School completed the 2014-2015 fiscal year, with an average enrollment of approximately 250 students. The School is a publicly funded, privately managed school, which is independent of the New York City Department of Education (“NYCDOE”).

On September 15, 2009, the School was originally granted a provisional charter by the University of the State of New York, Education Department (“NYSED”) for a term up through and including September 14, 2014. Such a provisional charter may be extended upon application for a term of up to five years in accordance with the provisions of Article 56 of the Education Law. On May 19, 2014, the School was granted an extension for a term up through and including June 30, 2017.

The School is exempt from Federal income taxes under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no provision for income taxes has been made. The School has not been designated as a private foundation.

**Note 2 - Significant Accounting Policies**

a. Basis of Presentation

The accompanying financial statements have been prepared using the accrual basis of accounting which is the process of recognizing revenue and expenses when earned or incurred rather than when received or paid.

The School’s net assets are classified based upon the existence or absence of donor-imposed restrictions as follows:

- *Unrestricted* – represent those resources for which there are no restrictions by donors as to their use.
- *Temporarily restricted* – represent those resources, the uses of which have been restricted by donors to specific purposes or the passage of time. The release from restrictions results from the satisfaction of the restricted purposes specified by the donor.
- *Permanently restricted* – accounts for activity restricted by donors that must remain intact in perpetuity. The School did not have any permanently restricted net assets at June 30, 2015.

b. Revenue Recognition

Public school district revenue is recognized based on rates established by the School's funding source and the amount realizable on the accrual basis in the period during which services are provided.

The terms of each government grant are reviewed to determine if they contain traits more closely associated with contributions or exchange transactions. Management has determined that all existing government grants are exchange transactions because they contain traits more similar to contracts for service. The difference between grant revenue earned and cash received is reflected as grants receivable or advance payable.

Contributions are recorded as revenue at the earlier of the receipt of cash or when pledges are considered unconditional in nature. Contributions are considered available for unrestricted use, unless specifically restricted by the donor, in which case they are recorded as temporarily restricted.

Contributions expected to be received within one year are recorded at their net realizable value. Long-term pledges are recorded at fair value using a risk adjusted discounted rate. Conditional contributions are recognized as income when the conditions have been substantially met.

c. Cash and Cash Equivalents

The School considers all liquid instruments with an initial maturity of three months or less to be cash and cash equivalents.

d. Concentration of Credit

Financial instruments which potentially subject the School to concentration of credit risk consist of cash and money market accounts, which have been placed with a financial institution that management deems to be creditworthy. At times, balances may exceed federally insured limits. A significant portion of the funds is not insured by the FDIC or related entity, however the School has not experienced any losses from these accounts.

e. Allowance for Uncollectible Receivables

Management has not established a reserve for bad debt because they deem all receivables to be fully collected based on specific identification and analysis. Write-offs will be recorded as an expense in the year they are deemed to be uncollectible.

f. Fixed Assets and Capitalization Policy

Furniture, equipment and leasehold improvements are stated at cost or at fair value on the date of the gift, if donated. The School capitalizes fixed assets in excess of pre-defined amounts that have a useful life of more than one year. Depreciation is computed using the straight-line method over the estimated useful life of the respective assets as follows:

Office equipment – 5 years

Computer equipment – 3 years

Furniture and fixtures – 7 years

Leasehold improvements – Life of lease

- g. Deferred Rent  
Rent expense is recorded on the straight-line basis over the life of the lease. Rent expense recognized in excess of cash payments, due to free rent received at the beginning of the lease, is reflected as deferred rent. As future payments exceed the annual expense recognized, deferred rent will be reduced to zero by the end of the lease term.
- h. Functional Allocation of Expenses  
The costs of providing various programs and other activities have been summarized on a functional basis in the accompanying financial statements. Accordingly, certain costs have been allocated among the programs and supporting services benefited.
- i. Use of Estimates  
The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Actual results could differ from those estimates.
- j. Summarized Comparative Information  
The financial statements include certain prior-year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the School's financial statements for the year ended June 30, 2014, from which the summarized information was derived.
- k. Accounting for Uncertainty in Income Taxes  
The School does not believe its financial statements include any material, uncertain tax positions. Tax returns for periods ending June 30, 2012 (the initial filing period) and later are subject to examination by applicable taxing authorities.
- l. Subsequent Events  
Management has evaluated for potential recognition and disclosure events subsequent to the date of the statement of financial position through October 23, 2015, the date the financial statements were available to be issued. No events have occurred subsequent to the statement of financial position date through our evaluation date that would require adjustment to or disclosure in the financial statements.

**Note 3 - Restricted Cash**

An escrow account has been established to meet the requirement of NYCDOE. The purpose of this account is to ensure sufficient funds are available for an orderly dissolution or transition process in the event of termination of the charter or school closure.

**Note 4 - Grant Receivable/Advance Payable – New York City Department of Education**

	<u>6/30/15</u>	<u>6/30/14</u>
Beginning receivable/(advance payable)	\$7,533	(13,023)
Payments (received)/recovered	(9,277)	11,280
Funding based on allowable FTE's	3,967,944	3,741,141
Advances received	<u>(3,975,356)</u>	<u>(3,731,865)</u>
Ending (advance payable)/grants receivable	<u>(\$9,156)</u>	<u>\$7,533</u>

**Note 5 - Fixed Assets**

At year-end, fixed assets consisted of the following:

	<u>6/30/15</u>	<u>6/30/14</u>
Leasehold improvements	\$509,352	\$441,727
Furniture and equipment	<u>164,945</u>	<u>137,666</u>
Total fixed assets – cost	674,297	579,393
Less: accumulated depreciation	<u>(246,868)</u>	<u>(167,090)</u>
Fixed assets, net	<u>\$427,429</u>	<u>\$412,303</u>

**Note 6 – Significant Concentrations**

The School is dependent upon grants from NYCDOE to carry out its operations. For the years ended June 30, 2015 and 2014, approximately 92% and 94% of the School's total support and revenue was from NYCDOE.

**Note 7- Temporarily Restricted Net Assets**

At year-end, temporarily restricted net assets consisted of:

	<u>6/30/15</u>	<u>6/30/14</u>
Purchase of smartboards	\$9,868	\$9,868
School leadership	2,700	0
Gardening	<u>1,408</u>	<u>0</u>
	<u>\$13,976</u>	<u>\$9,868</u>

Net assets of \$592 were released from restrictions during the year ended June 30, 2015 by incurring expenses related to the gardening program.

**Note 8- Line of Credit**

The School has a \$50,000 revolving line of credit with a financial institution. During the fiscal year ended June 30 2014, \$10,000 was borrowed and repaid. As of June 30, 2015 and 2014, the entire line was available.

**Note 9 - Retirement Plan**

The School sponsors a 401(k) profit sharing plan. Employees that were employed on January 1, 2011 or who have completed at least 1,000 hours and are employed on the last day of the plan year are eligible to participate. Eligible employees may designate a percentage of their salaries, subject to regulatory limits, to be contributed to the plan on a pre-tax basis. The plan provides for discretionary employer matching contributions on an annual basis for eligible employees. In September 2013, the School reached an agreement with the United Federation of Teachers (“UFT”), and agreed to match up to 4% of eligible employees’ salaries to the 401(k) effective November 1, 2013 and up to 5% effective September 1, 2014. For the years ended June 30, 2015 and 2014 employer contributions were \$8,617 and \$6,268, respectively.

**Note 10 - Commitments and Contingencies**

- a. Government contracts are subject to audit by the grantor. Management does not anticipate any material disallowances to result from those audits and has not established any reserves. Any disallowances will be expensed when a liability becomes probable of requiring a payout.
- b. In the normal course of business, the School is involved in proceedings, lawsuits and other claims. These matters are subject to many uncertainties, and outcomes are not predictable with a high degree of assurance. Consequently, the ultimate aggregate amount of monetary liability or financial impact with respect to these matters as of June 30, 2015 cannot be ascertained. Management believes that the final outcome of these matters will not have a material impact on the financial statements.
- c. Under the agreement referred to earlier with UFT, the School recognizes the UFT as the exclusive collective bargaining representative of school faculty. The agreement which expired June 30, 2015 was extended through June 30, 2018.
- d. The School has an operating lease for classroom space and administrative offices that expires in June 2020, with an option to extend the lease for five more years. In June 2013, the School entered into an agreement with the landlord to defer \$120,000 of rent payments which requires repayments of \$5,000 per month beginning June 2014 and ending May 2016.

Future minimum lease payments are as follows:

For the year ended:	June 30, 2016	\$512,139
	June 30, 2017	512,139
	June 30, 2018	512,139
	June 30, 2019	531,465
	June 30, 2020	<u>531,465</u>
		<u>\$2,599,347</u>



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

To the Board of Trustees of  
New York French American Charter School

**Report on the Financial Statements**

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of New York French American Charter School (the "School"), which comprise the statement of financial position as of June 30, 2015, and the related statements of activities, functional expenses, and cash flows for the year then ended and the related notes to the financial statements, and have issued our report thereon dated October 23, 2015.

**Internal Control over Financial Reporting**

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

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

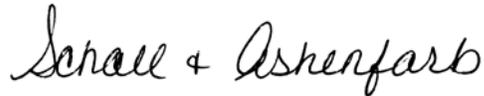
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during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

## Compliance and Other Matters

As part of obtaining reasonable assurance about whether the School's 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*.

## 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.



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Schall & Ashenfarb  
Certified Public Accountants, LLC

October 23, 2015

**NEW YORK FRENCH AMERICAN CHARTER SCHOOL  
SCHEDULE OF FINDINGS AND RESPONSES  
JUNE 30, 2015**

Current Year:

None

Prior Year:

None

# New York State Education Department

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

### 2015-16 Budget & Cash Flow Template

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

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

**New York French-American 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	3,303,996	750,583	-	40,862	666,830	4,762,270	
Total Expenses	2,941,720	750,583	-	25,676	666,829	4,384,808	
Net Income	362,276	(0)	-	15,186	0	377,462	
Actual Student Enrollment	257	31				-	
Total Paid Student Enrollment	275	31				306	
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
<b>REVENUE</b>							
<b>REVENUES FROM STATE SOURCES</b>							
Per Pupil Revenue	CY Per Pupil Rate						
District of Location	\$13,877.00	2,969,589	161,655	-	38,162	646,770	3,816,175
School District 2 (Enter Name)		-	-	-	-	-	-
School District 3 (Enter Name)		-	-	-	-	-	-
School District 4 (Enter Name)		-	-	-	-	-	-
School District 5 (Enter Name)		-	-	-	-	-	-
		2,969,589	161,655	-	38,162	646,770	3,816,175
Special Education Revenue		-	533,372	-	-	-	533,372
Grants							
Stimulus		144,000	16,000	-	-	-	160,000
Other		-	-	-	-	-	-
Other State Revenue		-	-	-	-	-	-
<b>TOTAL REVENUE FROM STATE SOURCES</b>		<b>3,113,589</b>	<b>711,027</b>	<b>-</b>	<b>38,162</b>	<b>646,770</b>	<b>4,509,547</b>
<b>REVENUE FROM FEDERAL FUNDING</b>							
IDEA Special Needs		-	18,400	-	-	-	18,400
Title I		68,772	7,641	-	-	-	76,413
Title Funding - Other		6,366	707	-	-	-	7,073
School Food Service (Free Lunch)		-	-	-	-	-	-
Grants							
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	-
Other		22,523	2,503	-	-	-	25,025
Other Federal Revenue		-	-	-	-	-	-
<b>TOTAL REVENUE FROM FEDERAL SOURCES</b>		<b>97,660</b>	<b>29,251</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>126,911</b>
<b>LOCAL and OTHER REVENUE</b>							
Contributions and Donations, Fundraising		68,040	7,560	-	2,700	-	78,300
Erate Reimbursement		24,707	2,745	-	-	-	27,452
Interest Income, Earnings on Investments,		-	-	-	-	-	-
NYC-DYCD (Department of Youth and Community Developmt.)		-	-	-	-	-	-
Food Service (Income from meals)		-	-	-	-	-	-
Text Book		-	-	-	-	-	-
Other Local Revenue		-	-	-	-	20,060	20,060
<b>TOTAL REVENUE FROM LOCAL and OTHER SOURCES</b>		<b>92,747</b>	<b>10,305</b>	<b>-</b>	<b>2,700</b>	<b>20,060</b>	<b>125,812</b>
<b>TOTAL REVENUE</b>		<b>3,303,996</b>	<b>750,583</b>	<b>-</b>	<b>40,862</b>	<b>666,830</b>	<b>4,762,270</b>
<b>EXPENSES</b>							
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>							
	No. of Positions						
Executive Management	-	-	-	-	-	-	-
Instructional Management	1.00	72,510	36,255	-	1,450	34,805	145,020
Deans, Directors & Coordinators	-	-	-	-	-	-	-
CFO / Director of Finance	-	-	-	-	-	-	-
Operation / Business Manager	1.00	7,500	-	-	-	67,500	75,000
Administrative Staff	5.00	24,374	-	-	-	219,367	243,741
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>7</b>	<b>104,384</b>	<b>36,255</b>	<b>-</b>	<b>1,450</b>	<b>321,672</b>	<b>463,761</b>
<b>INSTRUCTIONAL PERSONNEL COSTS</b>							
Teachers - Regular	14.00	921,304	102,367	-	-	-	1,023,671
Teachers - SPED	4.00	22,212	199,911	-	-	-	222,123
Substitute Teachers	-	-	-	-	-	-	-
Teaching Assistants	2.00	67,162	7,462	-	-	-	74,624
Specialty Teachers	3.00	247,774	27,530	-	-	-	275,304

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

New York French-American 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	3,303,996	750,583	-	40,862	666,830	4,762,270	
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Net Income	362,276	(0)	-	15,186	0	377,462	
Actual Student Enrollment	257	31				-	
Total Paid Student Enrollment	275	31				306	
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Aides	-	-	-	-	-	-	
Therapists & Counselors	-	17,500	17,500	-	-	35,000	Social Worker
Other	2.00	-	-	-	-	-	
<b>TOTAL INSTRUCTIONAL</b>	<b>25</b>	<b>1,275,951</b>	<b>354,771</b>	<b>-</b>	<b>-</b>	<b>1,630,722</b>	
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>							
Nurse	-	-	-	-	-	-	
Librarian	-	-	-	-	-	-	
Custodian	-	-	-	-	-	-	
Security	-	-	-	-	-	-	
Other	-	66,768	7,419	-	-	74,187	Morning Program/Lunch Duty/School Aides; Pupil Allocation
<b>TOTAL NON-INSTRUCTIONAL</b>	<b>-</b>	<b>66,768</b>	<b>7,419</b>	<b>-</b>	<b>-</b>	<b>74,187</b>	
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>	<b>32</b>	<b>1,447,104</b>	<b>398,444</b>	<b>-</b>	<b>1,450</b>	<b>321,672</b>	<b>2,168,670</b>
<b>PAYROLL TAXES AND BENEFITS</b>							
Payroll Taxes	110,694	30,473	-	116	24,600	165,883	Payroll Allocation, See Allocation Tab
Fringe / Employee Benefits	284,248	78,250	-	298	63,171	425,968	Payroll Allocation, See Allocation Tab
Retirement / Pension	23,356	6,430	-	25	5,191	35,000	Payroll Allocation, See Allocation Tab
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>	<b>418,298</b>	<b>115,153</b>	<b>-</b>	<b>439</b>	<b>92,962</b>	<b>626,851</b>	
<b>TOTAL PERSONNEL SERVICE COSTS</b>	<b>1,865,401</b>	<b>513,597</b>	<b>-</b>	<b>1,889</b>	<b>414,634</b>	<b>2,795,521</b>	
<b>CONTRACTED SERVICES</b>							
Accounting / Audit	-	-	-	-	14,500	14,500	Direct Allocation
Legal	-	-	-	-	40,000	40,000	Direct Allocation
Management Company Fee	-	-	-	-	-	-	
Nurse Services	-	-	-	-	-	-	
Food Service / School Lunch	-	-	-	-	-	-	
Payroll Services	10,143	2,792	-	11	2,254	15,200	Payroll Allocation
Special Ed Services	-	-	-	-	-	-	
Titlement Services (i.e. Title I)	-	-	-	-	-	-	
Other Purchased / Professional / Consulting	134,763	37,099	-	141	29,950	201,953	Payroll Allocation
<b>TOTAL CONTRACTED SERVICES</b>	<b>144,906</b>	<b>39,891</b>	<b>-</b>	<b>152</b>	<b>86,704</b>	<b>271,653</b>	
<b>SCHOOL OPERATIONS</b>							
Board Expenses	-	-	-	4,500	500	5,000	90% Fundraising, 10% Mgmt
Classroom / Teaching Supplies & Materials	22,500	2,500	-	-	-	25,000	Pupil Allocation, See Allocation Tab
Special Ed Supplies & Materials	-	-	-	-	-	-	
Textbooks / Workbooks	40,500	4,500	-	-	-	45,000	Pupil Allocation, See Allocation Tab
Supplies & Materials other	-	-	-	-	-	-	
Equipment / Furniture	2,500	2,500	-	100	4,900	10,000	50% Program, 1% Fundraising, 49% Mgmt
Telephone	6,292	1,732	-	7	1,398	9,429	Payroll Allocation, See Allocation Tab
Technology	28,394	7,816	-	30	6,310	42,550	Payroll Allocation, See Allocation Tab
Student Testing & Assessment	-	-	-	-	-	-	
Field Trips	9,000	1,000	-	-	-	10,000	Pupil Allocation, See Allocation Tab
Transportation (student)	-	-	-	-	-	-	
Student Services - other	17,910	1,990	-	-	-	19,900	Pupil Allocation, See Allocation Tab
Office Expense	1,400	1,400	-	2,800	22,400	28,000	10% Program, 10% Fundraising, 80% Mgmt
Staff Development	10,010	2,756	-	11	2,225	15,000	Payroll Allocation, See Allocation Tab
Staff Recruitment	3,337	919	-	4	742	5,000	Payroll Allocation, See Allocation Tab
Student Recruitment / Marketing	6,673	1,837	-	7	1,483	10,000	Payroll Allocation, See Allocation Tab
School Meals / Lunch	4,500	500	-	-	-	5,000	Pupil Allocation, See Allocation Tab
Travel (Staff)	-	-	-	-	2,000	2,000	Direct Allocation
Fundraising	-	-	-	10,000	-	10,000	Direct Allocation
Other	46,373	5,153	-	-	-	51,525	Pupil Allocation, See Allocation Tab
<b>TOTAL SCHOOL OPERATIONS</b>	<b>199,387</b>	<b>34,602</b>	<b>-</b>	<b>17,457</b>	<b>41,957</b>	<b>293,404</b>	

**New York French-American 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
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Net Income	362,276	(0)	-	15,186	0	377,462	
Actual Student Enrollment	257	31				-	
Total Paid Student Enrollment	275	31				306	
	PROGRAM SERVICES REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	SUPPORT SERVICES MANAGEMENT & GENERAL	TOTAL	
<b>FACILITY OPERATION &amp; MAINTENANCE</b>							
Insurance	20,019	5,511	-	21	4,449	30,000	Payroll Allocation, See Allocation Tab
Janitorial	72,736	20,023	-	76	16,165	109,000	Payroll Allocation, See Allocation Tab
Building and Land Rent / Lease	440,354	82,199	-	5,871	58,714	587,139	89% Program Services, 11% Support Services
Repairs & Maintenance	42,894	11,808	-	45	9,533	64,280	Payroll Allocation, See Allocation Tab
Equipment / Furniture	2,602	716	-	3	578	3,900	Payroll Allocation, See Allocation Tab
Security	26,692	7,348	-	28	5,932	40,000	Payroll Allocation, See Allocation Tab
Utilities	77,407	21,309	-	81	17,203	116,000	Payroll Allocation, See Allocation Tab
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	<b>682,704</b>	<b>148,916</b>	<b>-</b>	<b>6,126</b>	<b>112,573</b>	<b>950,319</b>	
<b>DEPRECIATION &amp; AMORTIZATION</b>	<b>49,321</b>	<b>13,577</b>	<b>-</b>	<b>52</b>	<b>10,961</b>	<b>73,911</b>	Payroll Allocation, See Allocation Tab
<b>DISSOLUTION ESCROW &amp; RESERVES / CONTIGENCY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL EXPENSES</b>	<b>2,941,720</b>	<b>750,583</b>	<b>-</b>	<b>25,676</b>	<b>666,829</b>	<b>4,384,808</b>	
<b>NET INCOME</b>	<b>362,276</b>	<b>(0)</b>	<b>-</b>	<b>15,186</b>	<b>0</b>	<b>377,462</b>	
<b>ENROLLMENT - *School Districts Are Linked To Above Entries*</b>	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED				
District of Location	244	31	275				
School District 2 (Enter Name)			-				
School District 3 (Enter Name)			-				
School District 4 (Enter Name)			-				
School District 5 (Enter Name)			-				
<b>TOTAL ENROLLMENT</b>	<b>244</b>	<b>31</b>	<b>275</b>				
<b>REVENUE PER PUPIL</b>	13,541	24,212	-				
<b>EXPENSES PER PUPIL</b>	12,056	24,212	-				

Pupil                      **244.00**                      **31.00**

<u>Allocations:</u>	<b>Program Regular Ed</b>	<b>Program SPED</b>	<b>Manageme nt &amp;General</b>	<b>Fundraising</b>
Pupil Allocation	90%	10%		
Payroll Allocation	66.73%	18.37%	14.83%	0.07%
Indirect Allocation	-	-	-	-

Afterschool	84618 instructional
Saturday	12705 instructional
Summer	18560 instructional
PD	7830 instructional
Specialist Hours	10000 put in specialist
Preparation Periods	10000 teachers
	143713



# Appendix E: Disclosure of Financial Interest Form

Created: 07/27/2015

Last updated: 11/02/2015

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Page 1

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

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

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

---

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

Yes

---

Thank you.



# Appendix F: BOT Membership Table

Created: 07/27/2015

Last updated: 08/01/2015

## 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	Richard Ortoli		Chair/Board President	Yes	Lawyer	06/12/2012
2	Mason Mallory		Treasurer	Yes	Finance	08/07/2013
3	Daniel Vos		Trustee/Member	Yes	Finance and Facilities	06/10/14
4	Carine Pena		Trustee/Member	Yes	Governance	12/18/2012
5	Rebecca Engle		Trustee/Member	Yes	Development	06/10/2014
6	Dionne Beckford		Secretary	Yes	Education & Accountability	06/10/2014
7	Diane Rosen		Trustee/Member	Yes	Lawyer	02/12/2013
8	James Zika		Trustee/Member	No	Development	07/08/2014
9	Pierre Fontaine		Parent Representative	Yes	PTO President	07/08/2014 - 6/30/2015
10	Michelle Sidibe		Parent Representative	No	Parent	12/11/2014 - 6/30/2015
11	Nicole Lloyd-Adbou		Trustee/Member	Yes	Real Estate	06/12/2012-01/13/2015
12	Amondine Courtois		Parent Representative	No	Parent	07/08/2014 - 11/24/2014
13	Laurence Falgorana		Parent Representative	No	Parent	11/26/2014 - 11/24/2014
14						
15						
16						
17						
18						

19						
20						

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

7

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

5

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

15

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

14

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

12

**Thank you.**

# NYFACS

## Recruitment of Students with Disabilities

NYFACS has always exercised due diligence in attracting and retaining a great number of enrollment of students with disabilities in comparison to the local School District. The following recruitment strategies will continue to be utilized in our successful effort to recruit special needs students. Our recruiters have always stressed that NYFACS is open to all students regardless of disabilities.

- In our promotional literature, it is emphasized that special programs are tailored based on the assessed needs of students.
- Meetings are established with local CSEs to assess and provide requested services.
- NYFACS keeps a close watch on the rate of enrollment and the quality of services being provided.

### Overall Strategy and Philosophy

NYFACS believes that we must differentiate instruction for all of our students. To that end, we have developed an individual plan for each child.



# Appendix I: Teacher and Administrator Attrition

Created: 07/27/2015

Last updated: 07/30/2015

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
	22.5	13.5	10

### **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
	5	5.5	5

**Thank you**



# Appendix J: Uncertified Teachers

Last updated: 08/01/2015

"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](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	
(ii) individuals who are tenured or tenure track college faculty	
(iii) individuals with two years satisfactory experience through Teach for America	
(iv) individuals who possess exceptional business, professional, artistic, athletic, or military experience	
FTE count of uncertified teachers who do not fit into any of the four statutory categories	
Total	0

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

(No response)

Thank you.

# **New York French American Charter School**

## **Organizational Chart**

Principal - Marc Maurice

Parent Coordinator - Mamadou Ba

Finance Manager - Nancy Sako

Operations Assistant - Samantha Anzinge

Administrative Assistant - Danielle Lynch

## **New York French American Charter School**

### **MISSION STATEMENT**

The mission of the bilingual/biliterate New York French-American Charter School is to develop global citizens who are well-poised to take thoughtful leadership in a multicultural society. Preparing students for the International Baccalaureate (IB) as well as the advanced Regents High School Diploma, the school blends the rigorous standards of learning that are characteristic of the French educational system with American approaches that value individuality and critical thinking. Fortified by this unique education, graduates will be viable candidates for English and French-based competitive universities throughout the world.

#### Key Design

- Allowing students to learn a true appreciation, respect for and understanding of diversity through the example of the adults who work with them.
- Teaching students the foundations of respect and responsibility, first for themselves, and then for their community.
- Providing students with opportunities for cross-cultural enrichment.
- Educating students with a global perspective using critical thinking and resources from other cultures and countries.
- Providing students with the language, vocabulary and contexts that will enable them to create open dialogues with others.
- Equipping students for the 21st century by means of a rigorous and well-rounded biliterate and bilingual education.
- Hiring a diverse team of teachers, interns and administrators both from the U.S. and other countries who provide a variety of viewpoints and experiences.

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

Created Monday, November 02, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/18c1414faa897ef528>

## 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	Carine	Pena

### 2. \*Your Home Address:

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

### 3. \*Your Business Address

3. *Your Business Address   Street Address		
3. *Your Business Address   City/State		
3. *Your Business Address   Zip		

### 4. \*Daytime Phone Number:

--

### 5. \*E-mail Address:

--

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.

*NEW YORK FRENCH-AMERICAN CS (NYC CHANCELLOR) 310300860963*

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

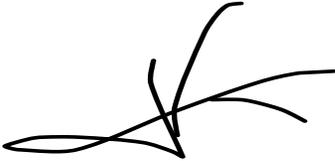
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

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, consisting of several overlapping, fluid strokes that form a stylized, abstract shape.

**Thank you.**

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

Created Monday, November 02, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/4bd3de751012a121ff>

## 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	Mason	Mallory

### 2. \*Your Home Address:

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

### 3. \*Your Business Address

3. *Your Business Address   Street Address	
3. *Your Business Address   City/State	
3. *Your Business Address   Zip	

### 4. \*Daytime Phone Number:

--

### 5. \*E-mail Address:

--

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.

*NEW YORK FRENCH-AMERICAN CS (NYC CHANCELLOR) 310300860963*

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

(check all that apply)

---

- Vice Chair/Vice President

---

- 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, appearing to read "R. or Mal". The signature is written in a cursive, somewhat stylized font.

**Thank you.**

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

Created Monday, November 02, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/6cdcee1c65ee163a1b>

## 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	Rebecca	Engle

### 2. \*Your Home Address:

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

### 3. \*Your Business Address

3. *Your Business Address   Street Address	
3. *Your Business Address   City/State	
3. *Your Business Address   Zip	

### 4. \*Daytime Phone Number:

--

### 5. \*E-mail Address:

--

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.

*NEW YORK FRENCH-AMERICAN CS (NYC CHANCELLOR) 310300860963*

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

(check all that apply)

- 
- Other, please specify...: Development Committee Chair
- 

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 Monday, November 02, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/a6de8cd2ff435ec25a>

## 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	James	Zika

### 2. \*Your Home Address:

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

### 3. \*Your Business Address

3. *Your Business Address   Street Address		
3. *Your Business Address   City/State		
3. *Your Business Address   Zip		

### 4. \*Daytime Phone Number:

--

### 5. \*E-mail Address:

--

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.

*NEW YORK FRENCH-AMERICAN CS (NYC CHANCELLOR) 310300860963*

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

(check all that apply)

- 
- Other, please specify...: Member
- 

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

No

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

No

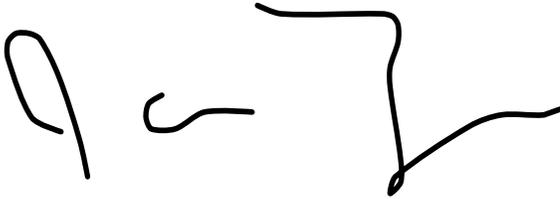
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink, consisting of several stylized, connected loops and lines.

**Thank you.**

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

Created Monday, November 02, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/00c6a21dc7f9652f5d>

## 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	Diane Rosen	

### 2. \*Your Home Address:

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

### 3. \*Your Business Address

3. *Your Business Address   Street Address	
3. *Your Business Address   City/State	
3. *Your Business Address   Zip	

### 4. \*Daytime Phone Number:

--

### 5. \*E-mail Address:

--

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.

*NEW YORK FRENCH-AMERICAN CS (NYC CHANCELLOR) 310300860963*

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, appearing to read "D. R. ...". The signature is written in a cursive style with a large initial "D" and "R".

**Thank you.**

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

Created Monday, November 02, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/d5918fbd9b518c91cc>

## 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	Dionne	Beckford

### 2. \*Your Home Address:

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

### 3. \*Your Business Address

3. *Your Business Address   Street Address	
3. *Your Business Address   City/State	
3. *Your Business Address   Zip	

### 4. \*Daytime Phone Number:

--

### 5. \*E-mail Address:

--

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.

*NEW YORK FRENCH-AMERICAN CS (NYC CHANCELLOR) 310300860963*

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

(check all that apply)

- 
- Secretary
- 

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

No

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

No

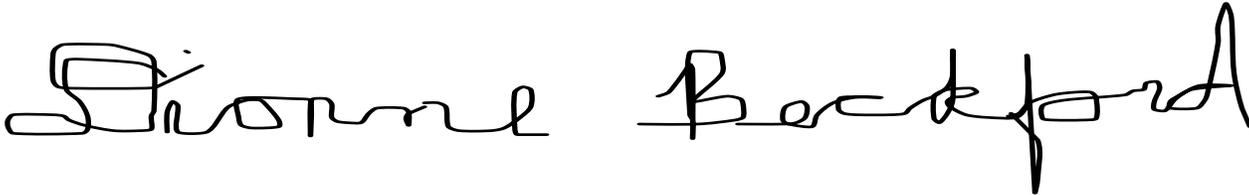
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink that reads "Simone Beckford". The signature is written in a cursive style with a large initial 'S' and a distinct 'B'.

**Thank you.**

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

Created Monday, November 02, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/e013ad556c1e788fbc>

## 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	Richard	Ortoli

### 2. \*Your Home Address:

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

### 3. \*Your Business Address

3. *Your Business Address   Street Address	
3. *Your Business Address   City/State	
3. *Your Business Address   Zip	

### 4. \*Daytime Phone Number:

--

### 5. \*E-mail Address:

--

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.

*NEW YORK FRENCH-AMERICAN CS (NYC CHANCELLOR) 310300860963*

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, appearing to read "R. Ontof". The signature is written in a cursive style with a large, looped "O" and a long, sweeping tail on the "f".

**Thank you.**

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

Created Monday, November 02, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/a493b1e1ca839cd17>

## 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	Vos

### 2. \*Your Home Address:

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

### 3. \*Your Business Address

3. *Your Business Address   Street Address	
3. *Your Business Address   City/State	
3. *Your Business Address   Zip	

### 4. \*Daytime Phone Number:

--

### 5. \*E-mail Address:

--

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.

*NEW YORK FRENCH-AMERICAN CS (NYC CHANCELLOR) 310300860963*

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

(check all that apply)

- 
- Other, please specify...: Finance and Facilities Co-Chair
- 

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

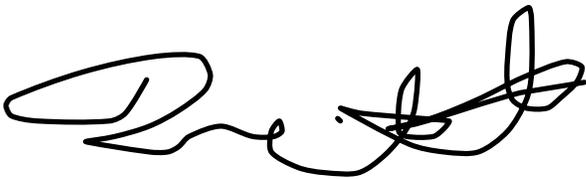
11a. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to 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	10/22/15	Wife hired as Development Coordinator	Recused self from discussions regarding her employment	Chantal Chanel Vos
2				
3				
4				
5				

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

No

Signature of Trustee



Thank you.