

# I. SCHOOL INFORMATION AND COVER PAGE

Created Tuesday, July 09, 2013

Updated Thursday, August 01, 2013

## Page 1

### 1. SCHOOL NAME

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

320900860913 BRONX ACADEMY OF PROMISE CS

### 2. CHARTER AUTHORIZER

NYCDOE-Authorized Charter School

### 3. DISTRICT / CSD OF LOCATION

NYC CSD 9

### 4. SCHOOL INFORMATION

PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
1349 Inwood Avenue Bronx, New York 10452	718-681-8275	718-681-8225	cjackvony@bronxacademyofpromise.com

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

4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES   Contact Name	Catherine Jackvony
4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES   Title	Principal
4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES   Emergency Phone Number (###-###-####)	

### 5. SCHOOL WEB ADDRESS (URL)

www.bronxacademyofpromise.org

### 6. DATE OF INITIAL CHARTER

2012-02-01 00:00:00

### 7. DATE FIRST OPENED FOR INSTRUCTION

2008-09-01 00:00:00

### 8. TOTAL NUMBER OF STUDENTS ENROLLED IN 2012-13 (as reported on BEDS Day)

(as reported on BEDS Day)

**9. GRADES SERVED IN SCHOOL YEAR 2012-13**

Check all that apply

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

Yes/No	Name of CMO/EMO
No	

### 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 2013-14.

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	1349 Inwood Avenue Bronx, NY 10452	718-681-8275	BRONX (TOTAL)	K-7	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	Catherine Jackvony			
Operational Leader	Catherine Jackvony			
Compliance Contact	Catherine Jackvony			
Complaint Contact	Catherine Jackvony			

13. Are the School sites co-located?

No

14. Were there any revisions to the school's charter during the 2012-2013 school year? (Please include both those that required authorizer approval and those that did not require authorizer approval).

No

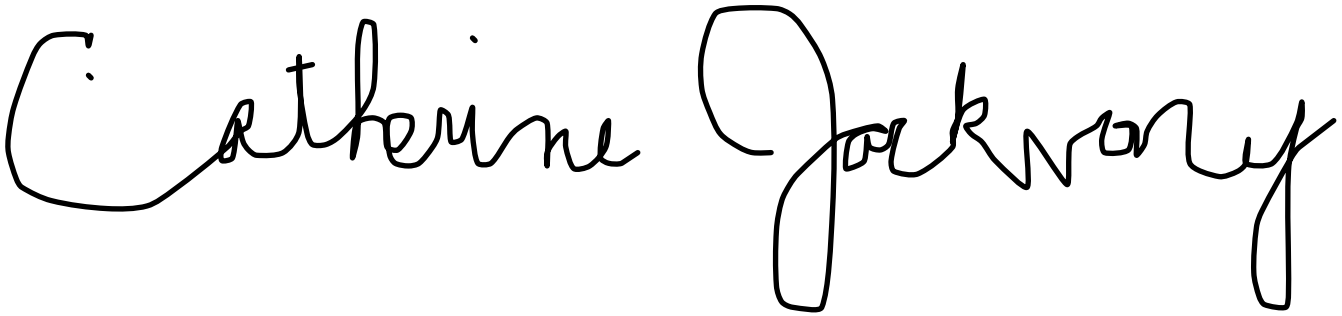
16. Our signatures below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in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

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• Yes

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Signature, Head of Charter School

A handwritten signature in black ink that reads "Catherine Jackman". The signature is written in a cursive style with a large initial 'C' and a long, sweeping tail on the 'n'.

Signature, President of the Board of Trustees

Thank you.

# Signature Page for President of Board of Trustees

Created Thursday, August 01, 2013

Updated Thursday, October 31, 2013

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## Page 1

320900860913 BRONX ACADEMY OF PROMISE CS

16. My signature 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).

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- Yes
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Signature, Board President

Thank you.

# Appendix A: Progress Toward Goals

Created Wednesday, July 24, 2013

Updated Monday, November 25, 2013

## Page 1

Charter School Name: 320900860913 BRONX ACADEMY OF PROMISE CS

### 1. NEW YORK STATE REPORT CARD

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

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

<https://reportcards.nysed.gov/files/2011-12/RC-2012-320900860913.pdf>

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

#### 2a. ACADEMIC STUDENT PERFORMANCE GOALS

If the Progress Toward Charter Goals are based on student performance data that the school will not have access to by August 1, 2013 (e.g., the NYS Assessment results), please list goals and explain this in the "Progress Towards Attainment" column. This information can be updated for Appendix A when available but no later than November 1, 2013. Board of Regents-authorized charter schools that opened for instruction in the fall of 2012 or that were renewed in 2012-13 will be held to the same charter-specific academic goals. Board of Regents-authorized charter schools will also be held accountable to Student Performance Benchmark 1 of the Performance Framework.

#### 2012-13 Progress Toward Attainment of Academic Goals

Academic Student Performance Goal	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Academic Goal 1 Each year, 75 percent of students in the grades assessed will perform at or above Level 3 on the New York State ELA examination.	NYS English Language Arts Exam	BAOPCS did not meet this academic goal.  Percent at levels 3 & 4 Grade All Students / Cohort 3 13% / 13% 4 22% / 20% 5 15% / 16% 6 30% / 30% All 19% / 19%	BAOPCS has reflected on the ELA program as a whole and made some updates in an effort to improve student performance. Revisions of ELA Curriculum Maps June 2013—Teachers met as a grade level together with our Literacy Coach, Dr. Jane Spielman, for an entire day to address the gaps in the curriculum in order to build rigor and provide performance tasks that support higher order thinking skills and reflect the Common Core Standards.

August 2013—Prof. Development Shared Inquiry—Professional Development was arranged through the Great Books Foundation to present the Shared Inquiry process to the entire teaching staff. Shared Inquiry is a discussion method a teaching and learning environment, and a way for individuals to achieve a more thorough understanding of a text by discussing questions, responses, and insights with fellow readers. In addition, Shared Inquiry combines a sound theoretical base with proven strategies to engage all readers in higher-order thinking and collaborative problem solving This process was introduced to address our ELA academic goals of building our teacher’s questioning strategies in order to improve student comprehension and inferencing skills.

Professional Development with Leadership and Learning Center (A professional development company that provides comprehensive services that transform the way teachers teach, leaders lead, and learning organizations collaborate to increase achievement) to further improve the ELA Curriculum Maps that were revised in June 2013. The seminar, entitled Creating Rigorous Curriculum Design, will help to build a model designed to represents a rigorous 21st-century set of comprehensive units of study aligned with existing state and the new Common Core State Standards. Teachers worked together to incorporate formative assessments and data analysis that will guide instruction, as well as provide additional rigorous performance tasks into each unit of study.

Support from both professional development partners, Great Books Foundation and Leadership and Learning, to be given throughout the school year to teachers as they work through the curriculum and integrate the

				shared inquiry model in their classrooms. Classroom Materials Bronx Academy of Promise made a substantial purchase of ELA non-fiction materials to support the Common Core instruction.
Academic Goal 2	Each year, 75 percent of students in the grades assessed will perform at or above Level 3 on the New York State Mathematics examination.	NYS Mathematics Exam	BAOPCS did not meet this academic goal.  Percent at levels 3 & 4 Grade All Students / Cohort 3 30% / 31% 4 24% / 23% 5 17% / 18% 6 30% / 34% All 25% / 26%	BAOPCS has reflected on the math program as a whole and made some updates in an effort to improve student performance. August 2013 Professional Development Implementation of the program 5 Easy Steps to a Balance Math Program to support the current math program, EnVision. Teachers were introduced to strategies that will help students in applying their math skills and reasoning ability to solve real-life problems requiring mathematical solutions. By developing a balanced math program we plan to ensure that our students would receive the full range and balance of mathematical understanding and skills necessary to tackle challenged areas of focus and the new math standards. This program will build computational skills, develop mathematical reasoning and problem-solving abilities, deepen conceptual understanding and demonstrate understanding in a variety of assessment formats.
Academic Goal 3	For years 2 through 5 of our proposed charter, grade-level cohorts of students will reduce by one-half the gap between the percent at or above Level 3 on the previous year's State ELA exam and 75 percent at or above Level 3 on the current year's State ELA exam.	NYS English Language Arts Exam	BAOPCS did not meet this academic goal; however, the test content, format and length changed from 2012 to 2013.	BAOPCS will make the following changes to benefit both ELA and math:  Introduction of an Assistant Principal After a comprehensive search, Bronx Academy of Promise hired an Assistant Principal with an extensive math and science background who will help to support the instructional programs as well as the teaching strategies in all grades. Classroom Support Academic Intervention Services added to include comprehensive "push-in" (team teaching) models as well as small group



interventions for those students who need the extra help in reaching the grade level standards.  
 A focused search for Teacher Assistants hired during the summer of 2013 to who possessed a teaching certification and/or master's degree in education to help support the instruction in the classrooms.  
 Classroom Structure  
 Bronx Academy of Promise added an Inclusive classroom on the second grade level, in addition to the 5th and 6th grade inclusion classrooms to address the needs of our struggling students.  
 Data Teams  
 Continued implementation of the Data Team process -- (collect and chart data, analyze data and prioritize needs, set, review, and revise incremental SMART goals, select common instructional strategies, determine results indicators and monitor and evaluate results) with further emphasis on instructional support from the Art, Music and Physical Education curricula.

Academic Goal 4 For years 2-5 of the charter, grade-level cohorts of students will reduce by one-half the gap between the percent at or above Level 3 on the previous year's State Math exam and 75 percent at or above Level 3 on the current year's State Math exam.

NYS Mathematics Exam

BAOPCS did not meet this academic goal; however, the test content, format and length changed from 2012 to 2013.

Academic Goal 5 Each year, the percent of students performing at or above Level 3 on the State ELA exam in each tested grade will place the school in the top quartile of all similar schools

NYCDOE Progress Report

This academic goal was not achieved.  
  
 Based on the NYCDOE Progress Report, students performed at 50.3 percent of the peer range on the NYS ELA exam.

Please refer to the aforementioned strategies.

Academic Goal 6 Each year, the percent of students performing at or above Level 3 on the State Math exam in each tested grade will place the school in the top quartile of all similar schools.

NYCDOE Progress Report

This academic goal was not achieved.  
  
 Based on the NYCDOE Progress Report, students performed at 52.3 percent of the peer range on the NYS Math exam.

Please refer to the aforementioned strategies.

Academic Goal 7	Each year, the school will make Adequate Yearly Progress (AYP) in ELA, math and science.	NYS Report Card	This report has not been released yet.
Academic Goal 8	The percent of students scoring at Level 3 or 4 in the NYS ELA will meet or exceed the percent of students elsewhere in NYC District #9 scoring at Level 3 or 4.	NYS English Language Arts Exam	BAOPCS did meet this academic goal.  Percent at levels 3 & 4 Grade BAOPCS Cohort/ Bronx #9 3 13% / 12% 4 20% / 10% 5 16% / 13% 6 30% / 8% All 19% / 9%

## 2a1. Do have more academic goals to add?

Yes

## 2012-13 Progress Toward Attainment of Academic Goals

Academic Student Performance Goal	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Academic Goal 9	The percent of students scoring at Level 3 or 4 on the NYS Math will meet or exceed the percent of students in NYC District # 9 scoring at Level 3 or 4.	NYS Mathematics Exam	BAOPCS did meet this academic goal.  Percent at levels 3 & 4 Grade BAOPCS Cohort/ Bronx #9 3 31% / 14% 4 23% / 14% 5 18% / 13% 6 34% / 13% All 26% / 13%
Academic Goal 10	Each year, the percent of students scoring Levels 3 and 4 on the NYS ELA exam will increase by at least 8 percentage points annually, until it reaches and stays at 100%.	NYS English Language Arts Exam	BAOPCS did not meet this academic goal; however, the test content, format and length changed from 2012 to 2013.
Academic Goal 11	Each year, the percent of students scoring Levels 3 and 4 on the NYS Math exam will increase by at least 8 percentage points annually, until it reaches and stays at 100%.	NYS Mathematics Exam	BAOPCS did not meet this academic goal; however, the test content, format and length changed from 2012 to 2013.
Academic Goal 12	Each year, the percent of students scoring at Level 1 on the NYS ELA exam will be lower than the percent of students in the rest of the school district scoring at Level 1.	NYS English Language Arts Exam	BAOPCS did meet this academic goal.  Total Percent Scoring at Level 1 (Grades 3-6) BAOPCS / Bronx District #9 36% / 55%
Academic Goal 13	Each year, the percent of students scoring at Level 1 on the NYS Math exam will be lower than the percent of	NYS Mathematics Exam	BAOPCS did meet this academic goal.  Total Percent Scoring at Level 1

	students in the rest of the school district scoring at Level 1.		(Grades 3-6) BAOPCS / Bronx District #9 31% / 55%
Academic Goal 14	Each year, the percent of students scoring Level 1 on the NYS ELA exam will decrease by at least 8 percentage points annually, until it reaches and stays at 0%.	NYS English Language Arts Exam	BAOPCS did not meet this academic goal; however, the test content, format and length changed from 2012 to 2013.
Academic Goal 15	Each year, the percent of students scoring Level 1 on the NYS Math exam will decrease by at least 8 percentage points annually, until it reaches and stays at 0%.	NYS Mathematics Exam	BAOPCS did not meet this academic goal; however, the test content, format and length changed from 2012 to 2013.
Academic Goal 16	Each grade-level cohort will reduce by one-half the gap between prior year NCE group average in Reading (TerraNova) and an NCE group average of 50.	TerraNova Reading Test Form G-11	BAOPCS did meet this academic goal.  Group Avg NCE 2012/ Avg NCE 2013  Cohort 1 Grade 1 to 2 46 / 51  Cohort 2 Grade 2 to 3 44 / 51

2a2. Do have more academic goals to add?

Yes

2012-13 Progress Toward Attainment of Academic Goals

Academic Student Performance Goal	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Academic Goal 17	Each grade-level cohort will reduce by one-half the gap between prior year NCE group average in Math (TerraNova) and an NCE group average of 50.	TerraNova Math Test Form G-11	BAOPCS did meet this academic goal.  Group Avg NCE 2012/ Avg NCE 2013  Cohort 1 Grade 1 to 2 46 / 51  Cohort 2 Grade 2 to 3 48 / 53

2b. ORGANIZATIONAL GOALS

2012-13 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Org Goal 1	Each year, the school will have a daily student attendance rate of at least 95 percent.	ATS Student Data	BAOPCS is making progress toward this objective. The attendance rate is 94% for the 2012-13 school year, down two percentage points from last year.	BAOPCS staff make every effort to encourage regular student attendance during school year. BAOPCS maintains that the current incentives are effective, which include social work intervention and celebrations for regular attendance.
Org Goal 2	At least 95% of the students will re-enroll at the school each year, not including any who might leave due to geographic reasons.	Student Enrollment Data	As of Aug 1, just one student is leaving due to geographic reasons. All others have indicated they plan to return in September.	
Org Goal 3	Each year, the students' grade promotion rate will meet or exceed the district's rate, while adhering to standards for grade promotion that are consistent with NYC's standards.	Student Records	BAOPCS achieved this objective. 98.2% of students were promoted to the next grade. Although, we are unable to get the promotion rate from the local district, we are confident that it is likely below 98.2%.	
Org Goal 4	Each year, the school will comply with all applicable laws, rules, regulations and contract terms applicable to charter schools including, but not limited to, the New York Charter Schools Act, the New York Freedom of Information Law, the New York Open Meetings Law, the federal Individuals with Disabilities Education Act, and federal Family Educational Rights and Privacy Act.	Board Policies and Meetings	BAOPCS achieved this objective.	
Org Goal 5	Each year, student enrollment will be within 15% of full enrollment as defined in the school's contract.	ATS Enrollment Data This will be maintained on an ongoing basis and monitored bi-monthly.	BAOPCS achieved this objective. The FTE was 426.08, well within 15% of planned capacity.	

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

(No response)

## 2012-13 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Org Goal 6	Each year, each child will successfully complete two career education projects that are developmentally appropriate to research a career category and define the impact those working in the category have on the community.	School Records and Events	BAOPCS achieved this objective.	<p>First, all students were an integral part of our annual Career Day festivities. For example, fourth, fifth and sixth grade students were Career Day Ambassadors. Career Day Ambassadors are chosen to help with various functions of the day such as making arrangements for individual visitors, setting up the schedule, assisting the visitors on Career Day and presenting Career Day certificates to our honored guests. All of our students were given the opportunity to interact with over twenty Career Day guests, on an intimate level within their individual classrooms, while the visitors presented their positions and explained their responsibilities.</p> <p>Individual grades have worked on various Career projects that coincided with their curriculums. For example, kindergarten and first grade students worked with their teachers to highlight their science curriculum and interact with such places like the Bronx Zoo and the New York Botanical Gardens to present a variety of career options.</p> <p>In addition, the fourth and fifth grade classes worked on Career Day projects relating to the Social Studies program in relationship to our location in New York City. Second and third grade classes, together with their ESL teachers, worked to create a series of “mini-plays” that were associated with many social and cultural issues as well as career aspects. For example, one play showcased the role of women in the workforce and the story of Susan B. Anthony.</p> <p>Our sixth grade teachers incorporated literature to highlight an assortment of career options. For instance, students read the book, <i>The Giver</i> and integrated ELA activities to investigate future employment</p>

				positions.
Org Goal 7	Each year, parents will express satisfaction with the school's program, based on the school's Parent Survey in which at least 80% of all parents provide a positive response to each of the survey items.	NYCDOE School Survey	BAOPCS did not achieve this objective. Academic Expectations: 8.8 Communication: 9.1 Safety & Respect: 8.7 Engagement: 8.9 Response Rate: 76%	Although the positive responses yielded good results, only 76% of parents completed the survey. Going forward, we would like to hear from all our parents and will provide more opportunities to complete the survey at school events and increase the number of reminders.

## 2c. FINANCIAL GOALS

### 2012-13 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Financial Goal 1	Upon completion of the school's first year of operation and every year thereafter, the school will undergo an independent financial audit that will result in an unqualified opinion and no major findings.	Independent Audit		
Financial Goal 2	Each year, the school will operate on a balanced budget and maintain a stable cash flow.	The budget is reviewed month to month by the Finance Committee of the Board of Trustees.	BAOPCS achieved this objective. The school maintained a positive operating and cash surplus throughout the year and kept within the limits of the budget of operating expenses throughout the school year.	

Bronx Academy of Promise Charter School

***Appendix B: Total Expenditures and Administrative Expenditures per Child***

2012-13

<b>School Expenditures Per Child</b>	
Total Expenditures per Child	<b>\$13,052.77</b>
Administrative Expenditures per Child	<b>\$2,424.53</b>

# Audited Financial Statement Checklist

Created Wednesday, October 30, 2013

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## Page 1

Charter School Name

1. Please check each item that is included in the 2012-13 Audited Financial Statement submitted for your charter school.

	Yes	No	NA
Audited Financial Statements (including report on compliance and report on internal control over financial reporting)	True	False	False
Single Audit (if applicable)	True	False	False
CSP Agreed Upon Procedures (if applicable)	False	False	True
Management Letter	True	False	False
Report on Extracurricular Student Activity Accounts (if applicable)	False	False	True
Corrective Action Plans for any Findings	False	False	True

2. Please indicated if there is a finding(s) noted in any of the following sections of your charter school's 2012-13 Audited Financial Statement.

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

Thank you Kathleen .



**BRONX ACADEMY OF PROMISE  
CHARTER SCHOOL, INC.**

**MANAGEMENT LETTER**

**JUNE 30, 2013**



**Board of Trustees  
Bronx Academy of Promise Charter School, Inc.**

In planning and performing our audit of the financial statements of Bronx Academy of Promise Charter School, Inc. (BAOP) as of and for the year ended June 30, 2013 in accordance with auditing standards generally accepted in the United States of America, we considered BAOP's internal control over financial reporting (internal control) as a basis for designing auditing 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 BAOP's internal control. Accordingly, we do not express an opinion on the effectiveness of BAOP'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.

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.

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

A handwritten signature in cursive script that reads "Loeb &amp; Troper LLP".

September 12, 2013

**BRONX ACADEMY OF  
PROMISE CHARTER SCHOOL**

**FINANCIAL STATEMENTS  
AND AUDITOR'S REPORTS**

**JUNE 30, 2013 AND 2012**

**BRONX ACADEMY OF PROMISE CHARTER SCHOOL**

**TABLE OF CONTENTS**

**Independent Auditor's Report on Financial Statements**

**Exhibit**

**A - Balance Sheet**

**B - Statement of Activities**

**C - Statement of Functional Expenses**

**D - Statement of Cash Flows**

**Notes to Financial Statements**

**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**



## **Independent Auditor's Report on Financial Statements**

**Board of Trustees  
Bronx Academy of Promise Charter School**

### ***Report on the Financial Statements***

We have audited the accompanying financial statements of Bronx Academy of Promise Charter School which comprise the balance sheet as of June 30, 2013 and 2012, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements.

### ***Management's Responsibility for the Financial Statements***

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

### ***Auditor's Responsibility***

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

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

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

***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Bronx Academy of Promise Charter School as of June 30, 2013 and 2012, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated September 12, 2013 on our consideration of Bronx Academy of Promise 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 Bronx Academy of Promise Charter School's internal control over financial reporting and compliance.

*Loeb & Troper LLP*

September 12, 2013

## BRONX ACADEMY OF PROMISE CHARTER SCHOOL

## BALANCE SHEET

JUNE 30, 2013 AND 2012

	<u>2013</u>	<u>2012</u>
<b>ASSETS</b>		
Current assets		
Cash	\$ 1,612,241	\$ 661,270
Cash held in escrow	70,000	70,000
Grants and contracts receivable	43,471	60,854
Security deposits (Note 4)	540,815	500,000
Prepaid expenses	<u>55,969</u>	<u>37,203</u>
Total current assets	2,322,496	1,329,327
Fixed assets - net (Note 3)	<u>204,989</u>	<u>508,705</u>
Total assets	<u>\$ 2,527,485</u>	<u>\$ 1,838,032</u>
<b>LIABILITIES AND NET ASSETS</b>		
Current liabilities		
Accounts payable and accrued expenses	\$ 152,730	\$ 220,171
Accrued salaries and related liabilities	<u>306,780</u>	<u>238,165</u>
Total current liabilities	459,510	458,336
Net assets (deficit) - unrestricted (Exhibit B)	<u>2,067,975</u>	<u>1,379,696</u>
Total liabilities and net assets	<u>\$ 2,527,485</u>	<u>\$ 1,838,032</u>

See independent auditor's report.

The accompanying notes are an integral part of these statements.

## BRONX ACADEMY OF PROMISE CHARTER SCHOOL

## STATEMENT OF ACTIVITIES

YEARS ENDED JUNE 30, 2013 AND 2012

	<u>2013</u>	<u>2012</u>
<b>Revenues</b>		
State and local per-pupil operating revenues	\$ 6,236,526	\$ 4,858,146
Government grants and contracts	394,391	283,696
Contributions	32,077	34,817
Miscellaneous income	129	48
	<u>6,663,123</u>	<u>5,176,707</u>
<b>Expenses (Exhibit C)</b>		
Program services		
Education	4,053,174	2,747,049
Special education	1,160,935	520,677
	<u>5,214,109</u>	<u>3,267,726</u>
Supporting services		
Management and general	645,158	1,324,281
Fund raising	4,245	2,226
	<u>649,403</u>	<u>1,326,507</u>
<b>Total expenses</b>	<u>5,863,512</u>	<u>4,594,233</u>
Change in net assets before loss on disposal of fixed assets	799,611	582,474
Loss on disposal of fixed assets	<u>(111,332)</u>	<u>          </u>
Change in unrestricted net assets (Exhibit D)	688,279	582,474
Net assets (deficit) - unrestricted - beginning of year	<u>1,379,696</u>	<u>797,222</u>
Net assets (deficit) - unrestricted - end of year (Exhibit A)	<u>\$ 2,067,975</u>	<u>\$ 1,379,696</u>

See independent auditor's report.

The accompanying notes are an integral part of these statements.



BRONX ACADEMY OF PROMISE CHARTER SCHOOL

EXHIBIT C

STATEMENT OF FUNCTIONAL EXPENSES

YEARS ENDED JUNE 30, 2013 AND 2012

	2013					
	No. of Positions	Program Services		Total	Supporting Services	
		Education	Special Education		Management and General	Fund Raising
Salaries						
Administrative	8	\$ 1,711,333	\$ 475,990	\$ 2,187,323	\$ 307,215	\$ 2,180
Instructional	43	127,945	16,558	144,503	36,337	
Non-instructional	3					
Total salaries		1,839,278	492,548	2,331,826	343,552	2,180
Payroll taxes and employee benefits		417,847	147,707	565,554	74,436	522
Occupancy (Note 4)		833,605	294,677	1,128,282	52,741	962
Contracted services		186,990	24,199	211,189		
Supplies and equipment		234,010	42,530	276,540	3,458	63
Repairs and maintenance		26,558	9,388	35,946	1,680	31
Printing and postage		2,506	886	3,392	159	3
Professional fees		238,179	73,576	311,755	143,975	221
Dues and subscription		10,862	1,406	12,268		
Insurance		23,486	8,302	31,788	1,486	27
Telephone		12,218	4,319	16,537	773	14
Travel		18,533	6,551	25,084	1,173	21
Professional development		4,380	567	4,947	588	
Technology services		7,644	2,702	10,346	484	9
Board expenses		174,815	51,577	226,392	10,047	192
Depreciation		22,263		22,263	10,583	
Miscellaneous expenses					23	
Total expenses (Exhibit B)		\$ 4,053,174	\$ 1,160,935	\$ 5,214,109	\$ 645,158	\$ 4,245
						\$ 5,863,512

-continued-

## BRONX ACADEMY OF PROMISE CHARTER SCHOOL

## STATEMENT OF CASH FLOWS

YEARS ENDED JUNE 30, 2013 AND 2012

	<u>2013</u>	<u>2012</u>
Cash flows from operating activities		
Change in net assets (Exhibit B)	\$ 688,279	\$ 582,474
Adjustments to reconcile change in net assets to net cash provided by operating activities		
Loss on disposal of fixed assets	111,332	
Depreciation	237,167	112,460
Decrease (increase) in assets		
Grants and contracts receivable	17,383	89,795
Security deposits	(40,815)	(500,000)
Prepaid expenses	(18,766)	7,930
Increase (decrease) in liabilities		
Accounts payable and accrued expenses	(67,441)	123,621
Accrued salaries and related liabilities	68,615	105,552
Due to New York City Department of Education		(73,253)
Net cash provided by operating activities	<u>995,754</u>	<u>448,579</u>
Cash flows from investing activities		
Fixed asset acquisitions	<u>(44,783)</u>	<u>(390,347)</u>
Net increase in cash	950,971	58,232
Cash - beginning of year	<u>661,270</u>	<u>603,038</u>
Cash - end of year	<u>\$ 1,612,241</u>	<u>\$ 661,270</u>

See independent auditor's report.

The accompanying notes are an integral part of these statements.

# BRONX ACADEMY OF PROMISE CHARTER SCHOOL

## NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2013 AND 2012

### NOTE 1 - NATURE OF ORGANIZATION

Bronx Academy of Promise Charter School (BAOP) is an educational corporation that operates as a charter school in the borough of Bronx, New York City. On April 21, 2008, the Board of Regents and the Board of Trustees of the University of the State of New York, for and on behalf of the State Education Department, granted BAOP a charter valid for a term of 5 years and renewable upon expiration. On June 1, 2013, BAOP's charter was renewed until January 15, 2018. BAOP was organized to increase learning opportunities for students through innovative educational programs and to enable parents to be more involved in their children's education. In fiscal year 2013, BAOP operated classes for 426 students in grades K-6. BAOP began operations on May 1, 2008.

Bronx Academy of Promise Charter School is exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code. BAOP is supported primarily by state and local per-pupil operating revenues.

### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

*Basis of accounting* - The financial statements are prepared on the accrual basis of accounting.

*Use of estimates* - The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

*Cash held in escrow* - BAOP established an escrow account of \$70,000 as of June 30, 2013 and 2012, which is held aside for contingency purposes as required by the New York City Department of Education.

*Receivables* - Receivables are recorded when services are rendered. Receivables are presented net of allowances for doubtful accounts. The allowances are based on management's evaluation of the collectibility of the related accounts. Interest is not accrued or recorded on outstanding receivables.

*Allowance for doubtful accounts* - BAOP determines whether an allowance for uncollectibles should be provided for receivables. Such estimates are based on management's assessment of the aged basis of its receivables, current economic conditions and historical information. Receivables are written off against the allowance for doubtful accounts when all reasonable collection efforts have been exhausted. BAOP has determined that no allowance for uncollectible accounts for grant and contracts receivable is necessary as of June 30, 2013.

-continued-

## BRONX ACADEMY OF PROMISE CHARTER SCHOOL

## NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2013 AND 2012

## NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

**Fixed assets** - Fixed assets including leasehold improvements are recorded at cost. Items with a cost of \$3,000 and an estimated useful life of more than one year are capitalized.

Depreciation is computed on the straight-line basis over the estimated useful lives of 3-5 years. Depreciation and amortization on leasehold improvements are amortized on the straight-line basis over the lesser of their useful lives of 37-39 years or the term of the lease, whichever is shorter.

**Due to New York City Department of Education** - Due to New York City Department of Education is recorded when payments received exceed the per-pupil revenue.

**Unrestricted net assets** - Unrestricted net assets include funds having no restrictions as to use or purpose imposed by donors.

**State and local per-pupil revenues** - Revenues from the state and local governments resulting from BAOP's charter status and based on the number of students enrolled are recorded when services are performed in accordance with the charter agreement. Federal and state funds are recorded by BAOP when expenditures are incurred and billed.

**Government grants and contracts** - Revenues from government grants and contracts to which BAOP is entitled are recognized mostly on student enrollment. Some grants are provided for specific educational endeavors which are not based on student enrollment and are recorded when related expenditures are incurred by BAOP.

**Contributions** - Unconditional contributions, including promises to give cash and other assets, are reported at fair value at the date the contribution is received. All contributions are considered to be available for unrestricted use unless specifically restricted by the donors. The gifts are reported as temporarily or permanently 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 time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified as unrestricted net assets and reported in the statement of activities as net assets released from restrictions. Donor-restricted contributions whose restrictions are met within the same year as received are reported as unrestricted contributions in the accompanying financial statements.

**Functional allocation of expenses** - The costs of providing the School's programs and other activities have been summarized on a functional basis. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

-continued-

## BRONX ACADEMY OF PROMISE CHARTER SCHOOL

## NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2013 AND 2012

## NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

*Operating leases* - Operating lease payments are charged to rental expense. Operating lease expense has been recorded on the straight-line basis over the life of the lease. Deferred rent, when material, is recorded for the difference between the fixed payment and the rent expense.

*Uncertainty in income taxes* - BAOP has determined that there are no material uncertain tax positions that require recognition or disclosure in the financial statements. Periods ending June 30, 2010 and subsequent remain subject to examination by applicable taxing authorities.

*Subsequent events* - Subsequent events have been evaluated through September 12, 2013, which is the date the financial statements were available to be issued.

## NOTE 3 - FIXED ASSETS

	<u>2013</u>	<u>2012</u>
Furniture, fixtures and equipment	\$ 299,741	\$ 277,628
Leasehold improvements	24,256	503,642
Construction in progress	<u>152,350</u>	<u>          </u>
	476,347	781,270
Accumulated depreciation	<u>(271,358)</u>	<u>(272,565)</u>
	<u>\$ 204,989</u>	<u>\$ 508,705</u>

## NOTE 4 - LEASE COMMITMENT

BAOP has a verbal month-to-month rental agreement with Claremon LLC. The total rent expense for the years ended June 30, 2013 and 2012 was \$600,000 and \$595,000, respectively. In August 2012, BAPCS entered into a new lease of a school building located at 1349 Inwood Avenue Bronx, NY. Rent expense as of June 30, 2013 was \$301,405. The security deposit paid of \$500,000 was for the facility at 1349 Inwood Avenue, which is refundable at the demise of the lease.

-continued-

**BRONX ACADEMY OF PROMISE CHARTER SCHOOL**

**NOTES TO FINANCIAL STATEMENTS**

**JUNE 30, 2013 AND 2012**

**NOTE 4 - LEASE COMMITMENT (continued)**

The future minimum lease payments as of June 30, 2013 are:

2014	\$ 1,215,500
2015	1,362,465
2016	1,403,339
2017	1,445,439
2018	1,488,802
Thereafter	<u>17,746,614</u>
	<u>\$ 24,662,159</u>

**NOTE 5 - PENSIONS**

BOAP adopted a 403(b) profit sharing plan (the "Plan") which covers most of the employees. The Plan is a defined contribution plan. Employees are eligible to enroll in the Plan on the first day of the plan year. Those employees who have completed at least 1 full year of service are also eligible for employer contribution. The Plan provides for the School to contribute up to 5% of an employee's salary. BOAP contribution does not become vested until completion of the first year of employment. For the fiscal years ended June 30, 2013 and 2012, pension expense for BOAP was \$42,406 and \$48,138, respectively.

**NOTE 6 - CONTINGENCIES AND CONCENTRATIONS**

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

Financial instruments that potentially subject BAOP to a concentration of credit risk are cash accounts with financial institutions in excess of FDIC insurance limits. Management believes that the credit risk related to these accounts is minimal.

A significant portion of BAOP's operating revenue is paid by New York City Department of Education.



**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  
Bronx Academy of Promise Charter School**

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Bronx Academy of Promise Charter School, which comprise the balance sheet as of June 30, 2013, 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 September 12, 2013.

***Internal Control over Financial Reporting***

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

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

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

#### ***Compliance and Other Matters***

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

#### ***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.

*Loeb & Troper LLP*

September 12, 2013



# Appendix E: Disclosure of Financial Interest Form

Created Wednesday, July 24, 2013

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Page 1

320900860913 BRONX ACADEMY OF PROMISE CS

An Appendix E: Disclosure of Financial Interest Form must be completed for each active Trustee who served on the charter school's Board of Trustees during the 2012-13 school year. Trustees are at times difficult to track down in the summer months. Trustees may complete and submit at their leisure (but before the deadline) their individual form at: <http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/>.

Trustees who are technologically advanced may complete the survey using their smartphones or other mobile devices by downloading the this bar code link to the survey <http://fluidsurveys.com/account/surveys/210748/publish/qrcode/>. (Make sure you have the bar code application reader on your phone).

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

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

Thank you.

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

Yes

Thank you.

# Appendix F: BOT Membership Table

Created Tuesday, July 09, 2013

Updated Thursday, August 01, 2013

## Page 1

### 320900860913 BRONX ACADEMY OF PROMISE CS

#### 1. Current Board Member Information

	Full Name of Individual Trustees	Position on Board (Officer or Rep).	Voting Member	Area of Expertise &/or Additional Role	Terms Served & Length (include date of election and expiration)	Committee affiliations
1	Rev. Dr. Michael Carrion	Chair/President	Yes	Founder, leadership, financial, academic	2 terms July 2008-July 2014	Executive, Financial
2	Ruben Austria	Secretary	Yes	Co-Founder, Leadership, financial, Community resources	2 terms July 2008-July 2014	Executive, Financial
3	Agatha Akyere	Member	Yes	Financial Past parent	2 terms July 2008-July 2014	Executive, Academic
4	Milca Meyers	Member	Yes	Financial, Technology	1 term November 2010-July 2013	Financial, Academic
5	Kevin Kearns	Member	Yes	Financial	1 term November 2013-July 2016	Chair of Financial Committee
6	Dennis Sze	Member	Yes	Academic	1 term November 2013-July	Chair Academic Committee
7	Carlibi Rojas	Member	Yes	Academic, Parent	1 term July 2013-July 2016	
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						

#### 2. Total Number of Members Joining Board during the 2012-13 school year

3

3. Total Number of Members Departing the Board during the 2012-13 school year

0

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 2012-13 school year?

10

6. How many times will the Board meet during the 2013-14 school year?

10

Thank you.

## ***Appendix H: Enrollment and Retention Efforts***

In 2012-13, the school made a good faith effort to attract and retain a greater enrollment of students with disabilities, English language learners, and students who are eligible applicants for the free and reduced price lunch program. The following list summarizes the actions taken.

### Students with Special Needs

- Advertising (e.g. radio, TV, newspaper, flyer) that mentions special needs
- Outreach to specialized feeder schools and programs
- Special Education Coordinator available for families at school events, such as parent-teacher conferences and open houses.
- Guidance counselors for Elementary and Middle School students to assist with students and families
- Introduction of Integrated Co-Teaching model (ICT) in grades five and six
- Outreach by Special Education teachers and Special Education Coordinator to the community

### English Language Learners

- Advertising (e.g. radio, TV, newspaper, flyer) in languages other than English
- Outreach by multi-lingual staff
- Outreach to immigrant community/ies
- Outreach to specialized feeder schools and programs
- Advertising and school materials are translated as needed
- Translators available for families at school and community events, such as parent-teacher conferences, School Board and Parent Community Organization meetings
- Technology integrated to enhance the communication between school and families
- Additional ELL faculty to provide extra support for students and families

### Students Eligible for Free and Reduced Lunch Programs

- Meal program was covered at school open house, on application and during tours
- Support is offered to assist families in completing all necessary paperwork to ensure eligible students participate in the lunch program
- Recruitment occurred throughout neighborhoods surrounding the school and in the local district

Going forward in 2013-14, the school plans to utilize additional measures.

- All school brochures, mailings and application will continue to mention that the school accommodates students with disabilities, English language learners and participates in the free and reduced lunch program
- A Google language translator dropdown will be added to the school website
- School information session(s) will be held in trusted cultural centers in the community to attract more families who speak a language other than English
- Advertising materials will be distributed in the primary languages other than English spoken in the area

## Bronx Academy of Promise Charter School

- Direct mail advertising that mentions special needs
- Direct mail advertising in languages other than English
- School website that mentions students with special needs, English language learners and students who are eligible applicants for the free and reduced price lunch program.
- Continued growth of the ICT classrooms, in grades two and seven, and ELL programs to assist with student and family needs
- Increased interaction between school and home through the Parent Coordinator and assorted monthly programs and workshops
- Creation of a community outreach program to strengthen the support of the community in school programs

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Monday, July 15, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/76c8a42df88b7afda5bf9f8fb69104b>

## 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:

*Agatha Akyere*

2. Charter School Name:

*Bronx Academy of Promise Charter School*

3. Charter Authorizer:

*NYC Department of Education*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- 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

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

No

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

No

Signature of Trustee

Agatha AKYER E



# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Monday, July 29, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/45d19d0705fadcb233f86c95be1ca>

## 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:

*Ruben S Austria*

### 2. Charter School Name:

*Bronx Academy of Promise Charter School*

### 3. Charter Authorizer:

*NYC Department of Education*

### 4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

### 5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

### 6. \*Daytime Phone Number:

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

### 8. Select all positions you held on Board:

(check all that apply)

- 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

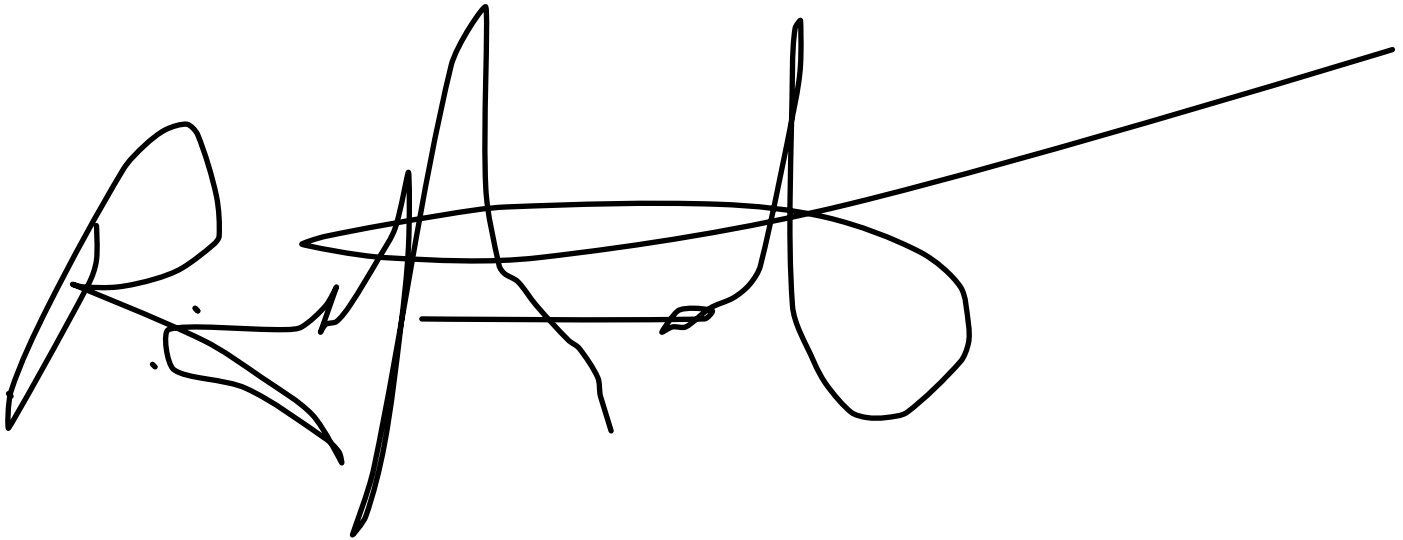
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 23, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/c878c35fb6a8550cc9fb309f5533b8>

## 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:

*Rev. Dr. Michael Carrion*

### 2. Charter School Name:

*Bronx Academy of Promise Charter School*

### 3. Charter Authorizer:

*NYC Department of Education*

### 4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

### 5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

### 6. \*Daytime Phone Number:

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

### 8. Select all positions you held on Board:

(check all that apply)

- 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

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

No

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

No

Signature of Trustee

Dr. Dr. Michael Carson

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Monday, July 15, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/541ebbd1f54a93044529acf50d7cf9>

## 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:

*Kevin Kearns*

2. Charter School Name:

*Bronx Academy of Promise Charter School*

3. Charter Authorizer:

*NYC Department of Education*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

*(No response)*

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

No

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

No



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

No

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

No

Signature of Trustee

Two handwritten signatures in black ink. The first signature is on the left and the second is on the right. Both are cursive and appear to be initials or first names.

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Wednesday, July 24, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/daddda03e1838d085274705f103bd>

## 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:

*Milca Meyer*

2. Charter School Name:

*Bronx Academy of Promise Charter School*

3. Charter Authorizer:

*NYC Department of Education*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- 
- Other, please specify...: Committee Chairs & committee member for educational committee and executive committee
- 

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

*No*

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

*No*

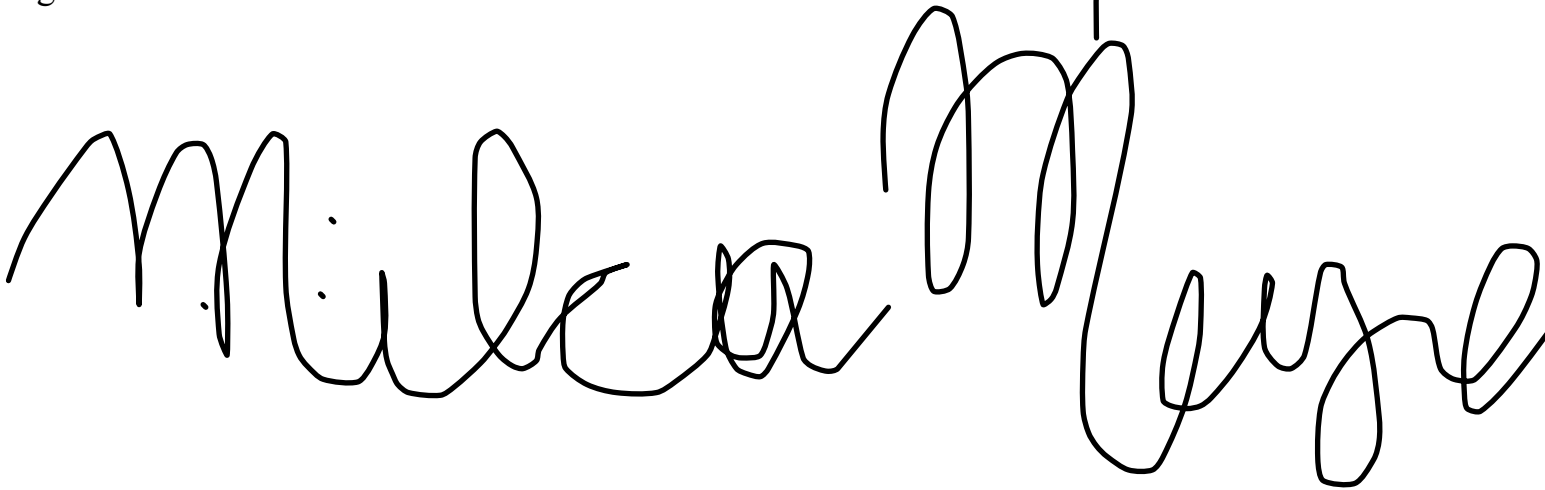
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink, reading "Milcah M. Case". The signature is written in a cursive style with large, flowing letters. A thin black line extends from the top of the signature, curving upwards and to the left, ending near the top right of the page, possibly indicating a connection to a question or a specific area of the document.

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Monday, July 15, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/5ed7f834daa0fadc2c9857f7cc240fe>

## 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:

*Carlibi Rojas*

### 2. Charter School Name:

*Bronx Academy of Promise Charter School*

### 3. Charter Authorizer:

*NYC Department of Education*

### 4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

### 5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

### 6. \*Daytime Phone Number:

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

### 8. Select all positions you held on Board:

(check all that apply)

- 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

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

No

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

No

Signature of Trustee

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Wednesday, July 24, 2013

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/86078bd0706a888079f92abdb3ef36>

## 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:

*Dennis Yan Chi Sze*

### 2. Charter School Name:

*Bronx Academy of Promise Charter School*

### 3. Charter Authorizer:

*NYC Department of Education*

### 4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

### 5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

### 6. \*Daytime Phone Number:

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

### 8. Select all positions you held on Board:

(check all that apply)

- Other, please specify...: Educational Subcommittee



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

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

No

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

No

Signature of Trustee

A handwritten signature in black ink, consisting of three parts: 'Yun', 'Chi', and 'S'. The 'Yun' is written in a cursive style with a large loop at the bottom. 'Chi' is written in a similar cursive style. 'S' is written in a simple, blocky cursive style.