Application: Girls Prep Lower East Side

Kasimeir Smith - ksmith@publicprep.org
Annual Reports

Summary

ID: 0000000184
Status: Annual Report Submission

Entry 1 School Info and Cover Page

Completed Aug 3 2020

Instructions

Required of ALL Charter Schools

Each Annual Report begins with a completed School Information and Cover Page. The information is collected in a survey format within Annual Report portal. When entering information in the portal, some of the following items may not appear, depending on your authorizer and/or your responses to related items.

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2019-20 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer (as of June 30, 2020) or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

GIRLS PREPARATORY CHARTER SCHOOL OF NEW YORK 310100860866
a1. Popular School Name

Girls Prep Lower East Side

b. CHARTER AUTHORIZER (As of June 30th, 2020)

Please select the correct authorizer as of June 30, 2020 or you may not be assigned the correct tasks.

SUNY BOARD OF TRUSTEES

c. DISTRICT / CSD OF LOCATION

CSD # 1 - MANHATTAN

d. DATE OF INITIAL CHARTER

8/204

e. DATE FIRST OPENED FOR INSTRUCTION

9/2004

h. SCHOOL WEB ADDRESS (URL)

https://www.publicprep.org/
i. TOTAL MAX APPROVED ENROLLMENT FOR THE 2019-2020 SCHOOL YEAR (exclude Pre-K program enrollment)

800

j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2020 (exclude Pre-K program enrollment)

768

k. GRADES SERVED IN SCHOOL YEAR 2019-2020 (exclude Pre-K program students)

Check all that apply

| Grades Served | K, 1, 2, 3, 4, 5, 6, 7, 8 |

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

Yes
I2. NAME OF CMO/EMO AND ADDRESS

<table>
<thead>
<tr>
<th>NAME OF CMO/EMO</th>
<th>Public Prep Network</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHYSICAL STREET ADDRESS</td>
<td>192 east 151st street</td>
</tr>
<tr>
<td>CITY</td>
<td>Bronx</td>
</tr>
<tr>
<td>STATE</td>
<td>NY</td>
</tr>
<tr>
<td>ZIP CODE</td>
<td>10541</td>
</tr>
<tr>
<td>EMAIL ADDRESS</td>
<td><a href="mailto:jbradshaw@publicprep.org">jbradshaw@publicprep.org</a></td>
</tr>
<tr>
<td>CONTACT PERSON NAME</td>
<td>Janelle Bradshaw</td>
</tr>
</tbody>
</table>

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2020-2021?

Yes, 2 sites

School Site 1 (Primary)
### m1. SCHOOL SITES

Please provide information on Site 1 for the upcoming school year.

<table>
<thead>
<tr>
<th>Physical Address</th>
<th>Phone Number</th>
<th>District/CSD</th>
<th>Grades to be Served at Site for coming year (K-5, 6-9, etc.)</th>
<th>Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).</th>
</tr>
</thead>
<tbody>
<tr>
<td>Site 1</td>
<td>442 East Houston, Room 316, New York, NY 10002</td>
<td>212-388-0241</td>
<td>NYC CSD 1</td>
<td>PK-4</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>No</td>
</tr>
</tbody>
</table>

### m1a. Please provide the contact information for Site 1.

<table>
<thead>
<tr>
<th>Name</th>
<th>Work Phone</th>
<th>Alternate Phone</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Leader</td>
<td>Rebekah Adamek</td>
<td></td>
<td><a href="mailto:radamek@girlsprep.org">radamek@girlsprep.org</a></td>
</tr>
<tr>
<td>Operational Leader</td>
<td>Naisha Blijd</td>
<td></td>
<td><a href="mailto:nblijd@girlsprep.org">nblijd@girlsprep.org</a></td>
</tr>
<tr>
<td>Compliance Contact</td>
<td>Michele Cerwin</td>
<td></td>
<td><a href="mailto:mcerwin@publicprep.org">mcerwin@publicprep.org</a></td>
</tr>
<tr>
<td>Complaint Contact</td>
<td>Michele Cerwin</td>
<td></td>
<td><a href="mailto:mcerwin@publicprep.org">mcerwin@publicprep.org</a></td>
</tr>
<tr>
<td>DASA Coordinator</td>
<td>Michele Cerwin</td>
<td></td>
<td><a href="mailto:mcerwin@publicprep.org">mcerwin@publicprep.org</a></td>
</tr>
<tr>
<td>Phone Contact for After Hours Emergencies</td>
<td>Michele Cerwin</td>
<td></td>
<td><a href="mailto:mcerwin@publicprep.org">mcerwin@publicprep.org</a></td>
</tr>
</tbody>
</table>
m1b. Is site 1 in public (co-located) space or in private space?

Co-located Space

m1c. Please list the terms of your current co-location.

<table>
<thead>
<tr>
<th>Date school will leave current co-location</th>
<th>Is school working with NYCDOE to expand into current space?</th>
<th>If so, list year expansion will occur.</th>
<th>Is school working with NYCDOE to move to separate space?</th>
<th>If so, list the proposed space and year planned for move</th>
<th>School at Full Capacity at Site</th>
</tr>
</thead>
<tbody>
<tr>
<td>Site 1</td>
<td>NA</td>
<td>No</td>
<td>No</td>
<td></td>
<td>Yes</td>
</tr>
</tbody>
</table>

**IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC**

m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 1 if located in private space in NYC or located outside of NYC.

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2020.

Site 1 Certificate of Occupancy (COO)

Site 1 Fire Inspection Report

School Site 2
m2. SCHOOL SITES

Please provide information on Site 2 for the upcoming school year.

<table>
<thead>
<tr>
<th>Site 2</th>
<th>Physical Address</th>
<th>Phone Number</th>
<th>District/CSD</th>
<th>Grades to be Served at Site for coming year (K-5, 6-9, etc.)</th>
<th>Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No.)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>420 East 12th Street, Room 103, New York, NY 10009</td>
<td>212-358-8216</td>
<td>NYC CSD 1</td>
<td>5-8</td>
<td>No</td>
</tr>
</tbody>
</table>

m2a. Please provide the contact information for Site 2.

<table>
<thead>
<tr>
<th>Name</th>
<th>Work Phone</th>
<th>Alternate Phone</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Leader</td>
<td>Jessica Strong</td>
<td></td>
<td><a href="mailto:istrong@girlsprep.org">istrong@girlsprep.org</a></td>
</tr>
<tr>
<td>Operational Leader</td>
<td>Serena Ruiz</td>
<td></td>
<td><a href="mailto:sruiz@girlsprep.org">sruiz@girlsprep.org</a></td>
</tr>
<tr>
<td>Compliance Contact</td>
<td>Michele Cerwin</td>
<td></td>
<td><a href="mailto:mcerwin@publicprep.org">mcerwin@publicprep.org</a></td>
</tr>
<tr>
<td>Complaint Contact</td>
<td>Michele Cerwin</td>
<td></td>
<td><a href="mailto:mcerwin@publicprep.org">mcerwin@publicprep.org</a></td>
</tr>
<tr>
<td>DASA Coordinator</td>
<td>Michele Cerwin</td>
<td></td>
<td><a href="mailto:mcerwin@publicprep.org">mcerwin@publicprep.org</a></td>
</tr>
<tr>
<td>Phone Contact for After Hours Emergencies</td>
<td>Michele Cerwin</td>
<td></td>
<td><a href="mailto:mcerwin@publicprep.org">mcerwin@publicprep.org</a></td>
</tr>
</tbody>
</table>
m2b. Is site 2 in public (co-located) space or in private space?

Co-located Space

m2c. Please list the terms of your current co-location.

<table>
<thead>
<tr>
<th>Date school will leave current co-location</th>
<th>Is school working with NYCDOE to expand into current space?</th>
<th>If so, list year expansion will occur.</th>
<th>Is school working with NYCDOE to move to separate space?</th>
<th>If so, list the proposed space and year planned for move</th>
<th>School at Full Capacity at Site</th>
</tr>
</thead>
<tbody>
<tr>
<td>Site 2</td>
<td>N/A</td>
<td>No</td>
<td>No</td>
<td>N/A</td>
<td>Yes</td>
</tr>
</tbody>
</table>

CHARTER REVISIONS DURING THE 2019-2020 SCHOOL YEAR

n1. Were there any revisions to the school’s charter during the 2019-2020 school year? (Please include approved or pending material and non-material charter revisions).

No

PLEASE NOTE CHARTER SCHOOLS WILL NO LONGER SUBMIT FINANCIAL STATEMENTS, ANNUAL BUDGETS, AND RELATED FISCAL DATA VIA THE ANNUAL REPORT. HOWEVER, NYSED BOARD OF REGENTS WOULD LIKE TO KNOW IF YOUR SCHOOL’S BOARD OF TRUSTEES HAS APPROVED A BUDGET FOR THE 2020-2021 FISCAL YEAR.

o. Has your school's Board of Trustee's approved a budget for the 2020-2021 FY?

Yes
### ATTESTATION


<table>
<thead>
<tr>
<th>Name</th>
<th>Kasimeir Smith</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position</td>
<td>Director of Data and Technology</td>
</tr>
<tr>
<td>Phone/Extension</td>
<td>212-346-6000</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:ksmith@publicprep.org">ksmith@publicprep.org</a></td>
</tr>
</tbody>
</table>

#### p. Our signatures (Executive Director/School Leader/Head of School and Board President) 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 then 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]

9 / 36
Signature, President of the Board of Trustees

Date

Aug 3 2020

Thank you.

Entry 2 NYS School Report Card

Completed Aug 3 2020

Instructions

SUNY-authorized charter schools only

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

Entry 2 NYS School Report Card Link

GIRLS PREPARATORY CHARTER SCHOOL OF NEW YORK 310100860866
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.)


Entry 3 Progress Toward Goals

Incomplete

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2019-2020 school year, any academic or organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

Board of Regents-authorized and NYCDOE-authorized charter schools only.

Complete the tables provided. List each goal and measure as contained in the school’s currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2020.
For the 2019-2020 school year, any academic goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

### 2019-20 Progress Toward Attainment of Academic Goals

<table>
<thead>
<tr>
<th>Academic Student Performance Goal</th>
<th>Measure Used to Evaluate Progress Toward Attainment of Goal</th>
<th>Goal - Met, Not Met or Unable to Assess</th>
<th>If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Goal 1</td>
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<tr>
<td>Academic Goal 2</td>
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<td>Academic Goal 3</td>
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<td>Academic Goal 4</td>
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<td>Academic Goal 7</td>
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<td>Academic Goal 8</td>
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<td>Academic Goal 9</td>
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<tr>
<td>Academic Goal 10</td>
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</tr>
</tbody>
</table>
2. Do have more academic goals to add?
(No response)

2019-2020 Progress Toward Attainment of Academic Goals

<table>
<thead>
<tr>
<th>Academic Student Performance Goal</th>
<th>Measure Used to Evaluate Progress Toward Attainment of Goal</th>
<th>Goal - Met, Not Met or Unable to Assess</th>
<th>2019-2020 progress toward attainment of goal Met/Not Met/Unable to Assess During Due to Closure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Goal 11</td>
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<tr>
<td>Academic Goal 12</td>
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<td>Academic Goal 13</td>
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<td>Academic Goal 14</td>
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<td>Academic Goal 15</td>
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<td>Academic Goal 16</td>
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<td>Academic Goal 17</td>
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<td>Academic Goal 18</td>
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<td>Academic Goal 19</td>
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<td>Academic Goal 20</td>
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</table>

3. Do have more academic goals to add?
(No response)

2019-2020 Progress Toward Attainment of Academic Goals

<p>| | | | |</p>
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<tr>
<td>Academic Goal 21</td>
<td>Measure Used to Evaluate Progress Toward Attainment of Goal</td>
<td>Goal - Met, Not Met or Unable to Meet</td>
<td>If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable</td>
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<tr>
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<tr>
<td>Academic Goal 22</td>
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<td>Academic Goal 23</td>
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<td>Academic Goal 24</td>
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<td>Academic Goal 26</td>
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<td>Academic Goal 29</td>
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<td>Academic Goal 30</td>
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<td>Academic Goal 32</td>
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<td>Academic Goal 37</td>
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<td>Academic Goal 38</td>
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<td>Academic Goal 39</td>
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<tr>
<td>Academic Goal 40</td>
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</tr>
</tbody>
</table>
## 4. ORGANIZATION GOALS

For the 2019-2020 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

### 2019-2020 Progress Toward Attainment of Organization Goals

<table>
<thead>
<tr>
<th>Organizational Goal</th>
<th>Measure Used to Evaluate Progress</th>
<th>Goal - Met, Not Met, or Unable to Assess</th>
<th>If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Org Goal 1</td>
<td></td>
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<tr>
<td>Org Goal 2</td>
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<td>Org Goal 3</td>
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<td>Org Goal 4</td>
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<td>Org Goal 5</td>
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<td>Org Goal 6</td>
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<td>Org Goal 7</td>
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<td>Org Goal 8</td>
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<td>Org Goal 9</td>
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<td>Org Goal 10</td>
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<td>Org Goal 14</td>
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<td>Org Goal 19</td>
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<tr>
<td>Org Goal 20</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5. Do have more organizational goals to add?

(No response)

6. FINANCIAL GOALS

2019-2020 Progress Toward Attainment of Financial Goals

<table>
<thead>
<tr>
<th>Financial Goals</th>
<th>Measure Used to Evaluate Progress</th>
<th>Goal - Met, Not Met, or Partially Met</th>
<th>If not met, describe efforts the school will take to meet goal.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Goal 1</td>
<td></td>
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<tr>
<td>Financial Goal 2</td>
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<td>Financial Goal 3</td>
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<td>Financial Goal 4</td>
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<td>Financial Goal 5</td>
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</tbody>
</table>

7. Do have more financial goals to add?

(No response)
2019-2020 Progress Toward Attainment of Financial Goals

<table>
<thead>
<tr>
<th>Financial Goals</th>
<th>Measure Used to Evaluate Progress</th>
<th>Goal - Met, Not Met, or Partially Met</th>
<th>If not met, describe efforts the school will take to meet goal.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Goal 6</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Financial Goal 7</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Financial Goal 8</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Financial Goal 9</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Financial Goal 10</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Thank you.

Entry 3 Accountability Plan Progress Reports

Incomplete

**Instructions**

**SUNY- Authorized Charter Schools ONLY**

SUNY-authorized charter schools must download an Accountability Plan Progress Report template. After completing, schools must upload the document into the by September 15, 2020.

Entry 7 Disclosure of Financial Interest Form

Completed Aug 3 2020

**Instructions - Multiple Uploads Permitted**

**Required of ALL Charter Schools by August 3**

Each member of the charter school’s Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2019-2020 school year must complete a signed:

- Regents, NYCDOE, and Buffalo BOE Authorized Schools: Disclosure of Financial Interest Form
SUNY- Authorized Charter Schools: Trustee Financial Disclosure Form

All completed forms must be collected and uploaded in .PDF format for each individual member. If a trustee is not able or available to complete the form by the deadline, the education corporation is responsible for doing so on behalf of the trustee. (Forms completed from past years will not be accepted).

Trustees serving on an education corporation that governs more than one school are not required to complete a separate disclosure for each school governed by the education corporation. In the Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation.

Filename: combinepdf BeKxw6L.pdf Size: 3.3 MB

Entry 8 BOT Membership Table

Completed  Aug 3 2020

Instructions

Required of All charter schools

ALL charter schools or education corporations governing multiple schools must complete the Board of Trustees Membership Table within the online portal. Please be sure to include and identify parents who are members of the Board of Trustees and indicate whether parents are voting or non-voting members.

Entry 8 BOT Table

1. SUNY-AUTHORIZED charter schools are required to provide information for VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools are required to provide information for all --VOTING and NON-VOTING-- trustees.

GIRLS PREPARATORY CHARTER SCHOOL OF NEW YORK 310100860866
<table>
<thead>
<tr>
<th>Trustee Name and Email Address</th>
<th>Position on the Board</th>
<th>Committee Affiliations</th>
<th>Voting Member Per By-Laws (Y/N)</th>
<th>Number of Terms Served</th>
<th>Start Date of Current Term (MM/DD/YYYY)</th>
<th>End Date of Current Term (MM/DD/YYYY)</th>
<th>Board Meetings Attended During 2019-2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Eric Grannis</td>
<td>Trustee/Member</td>
<td>NA</td>
<td>Yes</td>
<td>7</td>
<td>07/01/2019</td>
<td>06/30/2020</td>
<td>5 or less</td>
</tr>
<tr>
<td>2 Boykin Curry</td>
<td>Chair</td>
<td>NA</td>
<td>Yes</td>
<td>7</td>
<td>07/01/2019</td>
<td>06/30/2020</td>
<td>5 or less</td>
</tr>
<tr>
<td>3 Nicole Greene</td>
<td>Trustee/Member</td>
<td>NA</td>
<td>Yes</td>
<td>7</td>
<td>07/01/2019</td>
<td>06/30/2020</td>
<td>5 or less</td>
</tr>
<tr>
<td>4 Morrissey, Peter&quot;</td>
<td>Trustee/Member</td>
<td>NA</td>
<td>Yes</td>
<td>7</td>
<td>07/01/2019</td>
<td>06/30/2020</td>
<td>5 or less</td>
</tr>
<tr>
<td>5 Paul Vermylen</td>
<td>Trustee/Member</td>
<td>NA</td>
<td>Yes</td>
<td>7</td>
<td>07/01/2019</td>
<td>06/30/2020</td>
<td>5 or less</td>
</tr>
<tr>
<td>6 Laura Weil</td>
<td>Trustee/Member</td>
<td>NA</td>
<td>Yes</td>
<td>7</td>
<td>07/01/2019</td>
<td>06/30/2020</td>
<td>5 or less</td>
</tr>
<tr>
<td>7 Tamara Zachery</td>
<td>Trustee/Member</td>
<td>NA</td>
<td>Yes</td>
<td>7</td>
<td>07/01/2019</td>
<td>06/30/2020</td>
<td>5 or less</td>
</tr>
<tr>
<td>8 Mel Ming:</td>
<td>Trustee/Member</td>
<td>NA</td>
<td>Yes</td>
<td>7</td>
<td>07/01/2019</td>
<td>06/30/2020</td>
<td>5 or less</td>
</tr>
</tbody>
</table>

1a. Are there more than 9 members of the Board of Trustees?

No
2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

1. SUNY-AUTHORIZED charter schools provide response relative to VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools provide a response relative to all trustees.

<table>
<thead>
<tr>
<th>Description</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Total Number of BOT Members on June 30, 2020</td>
<td>8</td>
</tr>
<tr>
<td>b. Total Number of Members Added During 2019-2020</td>
<td>0</td>
</tr>
<tr>
<td>c. Total Number of Members who Departed during 2019-2020</td>
<td>1</td>
</tr>
<tr>
<td>d. Total Number of members, as set in Bylaws, Resolution or Minutes</td>
<td>8</td>
</tr>
</tbody>
</table>

3. Number of Board meetings held during 2019-2020

5

4. Number of Board meetings scheduled for 2020-2021

5

Thank you.

Entry 9 Board Meeting Minutes

Incomplete

Instructions

Schools must upload a complete set of monthly board meeting minutes (July 2019-June 2020), which should match the number of meetings held during the 2019-2020 school year, as indicated in the above table. The minutes provided must be the final version approved by the school’s Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by August 3, 2020.
Entry 10 Enrollment & Retention

Completed  Aug 3 2020

Instructions for submitting Enrollment and Retention Efforts
ALL charter schools must complete this section. Describe the efforts the charter school has made toward meeting targets in 2018-2019 to attract and retain enrollment of Students with Disabilities (SWDs), English Language Learners/Multilingual Learners (ELLs/MLLs), and students who are economically disadvantaged. In addition, describe the school’s plans for meeting or making progress toward meeting its enrollment and retention targets in 2019-2020.

Entry 10 Enrollment and Retention of Special Populations

Instructions for Reporting Enrollment and Retention Strategies
Describe the efforts the charter school has made in 2019-2020 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners/Multilingual learners, and students who are economically disadvantaged. In addition, describe the school’s plans for meeting or making progress toward meeting its enrollment and retention targets in 2020-2021.

GIRLS PREPARATORY CHARTER SCHOOL OF NEW YORK 310100860866

Recruitment/Attraction Efforts Toward Meeting Targets

<table>
<thead>
<tr>
<th>Describe Recruitment Efforts in 2019-2020</th>
<th>Describe Recruitment Plans in 2020-2021</th>
</tr>
</thead>
</table>
| Public Prep Academies ensures we are recruiting and serving economically disadvantaged populations by:  
- Marketing in New York City Housing Authority (NYCHA) developments and community | Public Prep Academies will continue to ensure we are recruiting and serving economically disadvantaged populations by:  
- Continuing to market in New York City Housing Authority (NYCHA) developments and community centers, daycares, head start programs, free or low cost healthcare facilities |
Economically Disadvantaged centers, daycares, head start programs, free or low cost healthcare facilities (including urgent care offices) and local community-based organizations including after-school programs and social service agencies through door-to-door canvassing and mass flyering.

- Leveraging partnerships with over 60 local community-based organizations and head start programs in the Lower East Side and the South Bronx to provide applications, marketing materials and hands-on support to families interested in applying.
- Partnering with a canvass team to hand out marketing materials and talk to families in neighborhoods surrounding Girls Prep and Boys Prep schools in the Lower East Side and South Bronx, targeting nearby bus stops, train stations and parks.
- Providing an enrollment priority to high-need populations via NYCHA preference, defined as Students who reside in selected NYCHA Housing Developments will be awarded “NYCHA” preference at the time of the lottery.

Public Prep Academies ensures we are recruiting and serving English Language Learners by:
- Producing all marketing materials (including our website),
materials (including our website),
advertisements, applications,
and presentations in both English
and Spanish.
- Ensuring our recruitment team
includes 3 Spanish-speaking
associates.
- Marketing in neighborhoods
that serve a large number of
families who do not speak
English as their first language.
- Conducting Home Language
surveys during orientation and
home visits with staff that speak
both English and Spanish.
- Ensuring members of each
school’s main office provide
information in multiple
languages.
- Encouraging non-English
speaking parents to volunteer to
support student recruitment
efforts including phone banks
and canvassing.
- Targeting immigration agencies
as partnerships where we can
meet more non-English speaking
families.
- Providing translation during all
new family events.

Public Prep Academies will
continue to ensure we are
recruiting and serving Students
with Disabilities by:
- Including information about
inclusive classrooms and our
continuum of special education
programs and related services in
our marketing materials.
- Coordinating recruitment and
enrollment strategies with our
Director of Student Support to

Public Prep Academies ensures
we are recruiting and serving
Students with Disabilities by:
- Including information about
inclusive classrooms and our
continuum of special education
programs and related services in
our marketing materials.
Students with Disabilities

- Asking about special education services and IEPs during the enrollment process and making special education support staff available during family orientations.
- Providing special events for families with IEPs hosted by Assistant Directors of Student Support to guide parents through the evaluation and identification process.
- Seeking out partnerships with head starts and local organizations that serve students with disabilities for recruitment purposes.

Retention Efforts Toward Meeting Targets

<table>
<thead>
<tr>
<th>Economically Disadvantaged</th>
<th>Describe Retention Efforts in 2019-2020</th>
<th>Describe Retention Plans in 2020-2021</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Public Prep Academies ensures we are retaining students who are economically disadvantaged by:</td>
<td>Public Prep Academies will continue to ensure we are retaining students who are economically disadvantaged by:</td>
</tr>
<tr>
<td></td>
<td>- Providing all families with free and reduced price lunch applications and ensuring 100% return the required documents.</td>
<td>- Continuing efforts to provide families with free and reduced price applications and ensuring 100% return the required documents.</td>
</tr>
<tr>
<td></td>
<td>- Provided backpacks and school supplies to all students via partnerships with STATE bags</td>
<td>- Providing free backpacks, school supplies and technology for all families.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Providing support for</td>
</tr>
<tr>
<td>English Language Learners/Multilingual Learners</td>
<td>Public Prep Academies ensures we are retaining students who are English Language Learners by:</td>
<td>Public Prep Academies will continue to ensure we are retaining students who are English Language Learners by:</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>- Providing support for purchasing uniforms as needed, including raffling gift cards during family events and individual assistance.</td>
<td>- Providing ELL services to students who require that support, including instruction to develop their speaking, listening, reading and writing skills along with frequent feedback. Some of these services take place in the classroom with access to traditional reading/writing workshops and when required, we will also pull ELL students out of the classroom to strengthen foundational language skills and vocabulary.</td>
<td>- Continuing to provide high-quality, intensive support services to ELL students in both push-in and pull-out settings.</td>
</tr>
<tr>
<td>- Sharing resources on our website about local food banks, rental assistance programs and other social service agencies.</td>
<td>- Providing both teachers and families with ELL resources/strategies to support students.</td>
<td>- Providing professional development to staff who support ELL students.</td>
</tr>
<tr>
<td>- Creating language-rich classrooms that enhance vocabularies and immerse students in language.</td>
<td>- Making resources and assistance available to teachers and families who are looking for strategies to better support ELL students.</td>
<td>- Continuing to make resources and assistance available to teachers and families who are looking for strategies to better support ELL students.</td>
</tr>
<tr>
<td></td>
<td>- Offering Spanish-only webinars and trainings for families on a variety of topics.</td>
<td></td>
</tr>
</tbody>
</table>
- Employing staff, including coaches and learning specialists, who can monitor and support services provided to students with Individualized Education Plans (IEPs).
- Employing a Director of Student Support to standardize these efforts and ensure we are delivering high-quality support.
- Promoting an Assistant Director of Student Support to the leadership team at each school to prioritize these efforts.
- Adding professional development opportunities for all staff to increase our capacity to serve students with disabilities.
- Using the Integrated Co-Teaching (ICT) model, where students with disabilities are taught in a general education classroom alongside their peers without disabilities.
- Differentiating instruction and using flexible grouping so that students receive more individualized support.
- Participating in the NYC Charter School Special Education Collaborative, where staff members can access professional development and resources for supporting students with disabilities.

Public Prep Academies will continue to ensure we are retaining Students with Disabilities by:
- Continuing to build a staff that monitors and supports services provided to students with IEPs, led by home office and school leadership oversight.
- Continuing professional development opportunities for all staff to increase our capacity to serve students with disabilities.
- Continuing to utilize our ICT model in classrooms.
- Continuing to differentiate instruction and use flexible grouping for individualized support.
- Continuing to participate in the NYC Charter School Special Education Collaborative.
- Offering specific webinars and trainings to families of students with disabilities to ensure they have information and support needed to navigate the IEP process and support their children at home.

**Entry 12 Percent of Uncertified Teachers**

Incomplete

**Instructions**

**Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY**

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those
not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education.

**Entry 12 Uncertified Teachers**

**School Name:** GIRLS PREPARATORY CHARTER SCHOOL OF NEW YORK 310100860866

**Instructions for Reporting Percent of Uncertified Teachers**

**Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools**

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education. Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

If more than one line applies to a teacher, please include in only one FTE uncertified category. Please do not include paraprofessionals, such as teacher aides.
## CATEGORY A. 30% OR 5 UNCERTIFIED TEACHERS WHICHEVER IS LESS

<table>
<thead>
<tr>
<th>i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)</th>
<th>FTE Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)</td>
<td>FTE Count</td>
</tr>
<tr>
<td>iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)</td>
<td>FTE Count</td>
</tr>
<tr>
<td>iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)</td>
<td>FTE Count</td>
</tr>
<tr>
<td>Total Category A: 5 or 30% whichever is less</td>
<td>0</td>
</tr>
</tbody>
</table>
### CATEGORY B. PLUS FIVE UNCERTIFIED TEACHERS IN MATHEMATICS, SCIENCE, COMPUTER SCIENCE, TECHNOLOGY OR CAREER AND TECHNICAL EDUCATION.

<table>
<thead>
<tr>
<th>Description</th>
<th>FTE Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)</td>
<td></td>
</tr>
<tr>
<td>ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)</td>
<td></td>
</tr>
<tr>
<td>iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)</td>
<td></td>
</tr>
<tr>
<td>iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)</td>
<td></td>
</tr>
<tr>
<td><strong>Total Category B: not to exceed 5</strong></td>
<td><strong>0</strong></td>
</tr>
</tbody>
</table>
### CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

<table>
<thead>
<tr>
<th>FTE Count</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)</td>
<td></td>
</tr>
<tr>
<td>ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)</td>
<td></td>
</tr>
<tr>
<td>iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)</td>
<td></td>
</tr>
<tr>
<td>iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)</td>
<td></td>
</tr>
<tr>
<td>Total Category C: not to exceed 5</td>
<td>0</td>
</tr>
</tbody>
</table>

### CATEGORY D: TOTAL FTE COUNT OF UNCATEGORYIZED, UNCERTIFIED TEACHERS

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

<table>
<thead>
<tr>
<th>FTE Count</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Category D</td>
<td></td>
</tr>
</tbody>
</table>

### CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

<table>
<thead>
<tr>
<th>FTE Count</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Category E</td>
<td></td>
</tr>
</tbody>
</table>
Please do not include paraprofessionals, such as teacher aides.

<table>
<thead>
<tr>
<th>Total Category F</th>
<th>FTE Count</th>
</tr>
</thead>
</table>

Thank you.

Entry 13 Organization Chart

Incomplete

Instructions

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

Upload the 2019-2020 Organization Chart. The organization chart should include position titles and reporting relationships. Employee names should not appear on the chart.

Entry 14 School Calendar

Completed  Aug 3 2020

Instructions for submitting School Calendar

Required of ALL Charter Schools

Given these uncertain and changing times, charter schools may or may not have a school calendar ready to upload by the submission deadline this year of August 3, 2020. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 3rd submission. Charter schools will be able to upload an updated school calendar into the portal at any time but no later than September 15, 2020.

School calendars must meet the minimum instructional requirements adopted by the Board of Regents in 2018.

Board of Regents-authorized charter schools are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month.

2020-21 PPN Calendar

Filename: 2020 21 PPN Calendar UloPazb.pdf Size: 169.8 kB

Entry 15 Links to Critical Documents on School Website

Incomplete
Instructions

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school’s website for each of the items:

1. Most recently filed Annual Report (i.e., 2018-19 Annual Report);
2. Most recent board meeting notice, documents to be discussed at the meeting (if any), and webcast of Board meetings (if held virtually per Governor’s Executive Order);
3. Link to New York State School Report Card;
4. Lottery Notice announcing date of lottery;
5. Authorizer-approved DASA Policy;
6. District-wide safety plan and Authorizer-approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo);
7. Authorizer-approved FOIL Policy; and
8. Subject matter list of FOIL records.
9. Link to School Reopening Plan

Form for Entry 15 Links to Critical Documents on School Website

School Name: Girls Prep Lower East Side
Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

<table>
<thead>
<tr>
<th></th>
<th>Link to Documents</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Most Recent Annual Report (i.e., 2018-19)</td>
</tr>
<tr>
<td>2.</td>
<td>Most Recent Board Meeting Notice and Related Agenda Item Documents</td>
</tr>
<tr>
<td>2a.</td>
<td>Webcast of Board Meetings (per Governor's Executive Order)</td>
</tr>
<tr>
<td>3.</td>
<td>Link to NYS School Report Card</td>
</tr>
<tr>
<td>4.</td>
<td>Most Recent Lottery Notice Announcing Lottery</td>
</tr>
<tr>
<td>5.</td>
<td>Authorizer-Approved DASA Policy</td>
</tr>
<tr>
<td>6.</td>
<td>District-wide Safety Plan</td>
</tr>
<tr>
<td>6a.</td>
<td>Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)</td>
</tr>
<tr>
<td>7.</td>
<td>Authorizer-Approved FOIL Policy</td>
</tr>
<tr>
<td>8.</td>
<td>Subject matter list of FOIL records</td>
</tr>
<tr>
<td>9.</td>
<td>Link to School Reopening Plan</td>
</tr>
</tbody>
</table>

Thank you.

Entry 16 COVID 19 Related Information

**Completed** Aug 3 2020

**Instructions**

**Required of ALL charter schools**

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are
encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for best practices regarding end of year assessments in a remote learning environment.

**Entry 16 COVID 19 Related Information**

**School Name:**  Girls Prep Lower East Side

**TABLE 1: 2019-2020 Enrollment, Attendance and Participation Between March-June 2020**

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

<table>
<thead>
<tr>
<th>Number of students enrolled in school on the last day instruction was provided within physical school facilities</th>
<th>Number of students attending instruction on the last day instruction was provided within physical school facilities</th>
<th>Number of students participating in virtual programming on the last day such programming was offered for the 2019-20 school year</th>
</tr>
</thead>
<tbody>
<tr>
<td>768</td>
<td>768</td>
<td>768</td>
</tr>
</tbody>
</table>

**Table 2: 2019-2020 Assessments and Grade Participation**

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for best practices regarding end of year assessments in a remote learning environment.
<p>| | | | | | | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
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35 / 36
Entry 17 Staff Roster - NEW TASK For Regents Schools Only

Incomplete  Hidden from applicant

**INSTRUCTIONS - NEW TASK FOR REGENTS-AUTHORIZED CHARTER SCHOOLS**

Please provide the full name of **ANY and ALL** instructional and non-instructional employees and their respective positions/titles, and employment start dates in the charter school by clicking on the MS Excel file link to the [Staff Roster](#).
Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Peter Morrissey

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Public Prep Academies

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

   Trustee Member

2. Are you an employee of any school operated by the education corporation?

   Yes [x] No

   If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

   n/a

3. Are you related, by blood or marriage, to any person employed by the school?

   If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

   No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

   If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

   No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?
If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

N/A

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

_____ Yes  x No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

N/A

7. 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 have held or engaged in with the charter school(s) operated by the education corporation 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 interest or transaction, write None. Please note that if you answered Yes to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

<table>
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<th>Date(s)</th>
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<th>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</th>
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<td>N/A</td>
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8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “None.”

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Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.
Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

__________________________________________________________

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

__________________________________________________________

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

2. Are you an employee of any school operated by the education corporation? 
   ___Yes ___No

   If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

   If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

   If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?
If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?
   ____Yes ____No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. 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 have held or engaged in with the charter school(s) operated by the education corporation 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 interest or transaction, write None. Please note that if you answered Yes to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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Signature

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone:
Business Address:

E-mail Address:

Home Telephone:

Home Address:

last revised 06/8/2020
Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Paul Vermylen, Jr.

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Public Prep Academies

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

   Trustee

2. Are you an employee of any school operated by the education corporation?  
   ___Yes ___X No

   If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

   None

3. Are you related, by blood or marriage, to any person employed by the school?

   If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

   None

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

   If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

   None

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?
If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

None

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

_____ Yes  

_____ No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

None

7. 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 have held or engaged in with the charter school(s) operated by the education corporation 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 interest or transaction, write None. Please note that if you answered Yes to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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Signature

Date

7/20/2020

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Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

__________________________________________________________

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

________________________________

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

2. Are you an employee of any school operated by the education corporation?
   
   ____Yes   ____No

   If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

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   ____Yes  ____No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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**Signature**

**Date**

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**Business Telephone:**
Business Address:

E-mail Address:

Home Telephone:

Home Address:

*last revised 06/8/2020*
Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Nicole Greene

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Public Prep Academies

1. List all positions held on the education corporation Board of Trustees (“Board”) (e.g. president, treasurer, parent representative).

   Vice Chair

2. Are you an employee of any school operated by the education corporation?

   ___Yes ___X No

   If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

   NA

3. Are you related, by blood or marriage, to any person employed by the school?

   If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

   No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

   If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

   No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?
If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

____Yes  ×  No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

NA

7. 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 have held or engaged in with the charter school(s) operated by the education corporation 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 interest or transaction, write None. Please note that if you answered Yes to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “None.”

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*Please write “None” if applicable. Do not leave this space blank.*

7/21/2020

Signature

Date

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Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

__________________________________________________________

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

________________________________

1. List all positions held on the education corporation Board of Trustees (“Board”) (e.g. president, treasurer, parent representative).

2. Are you an employee of any school operated by the education corporation?  
   ___Yes ___No

   If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

   If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

   If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?
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6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

____Yes____No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. 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 have held or engaged in with the charter school(s) operated by the education corporation 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 interest or transaction, write None. Please note that if you answered Yes to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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**Signature**

**Date**

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**Business Telephone:**
Business Address:

E-mail Address:

Home Telephone:

Home Address:

last revised 06/8/2020
Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Mel Ming

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Public Prep Academies

1. List all positions held on the education corporation Board of Trustees (“Board”) (e.g. president, treasurer, parent representative).

   Director

2. Are you an employee of any school operated by the education corporation?  
   Yes  X No

   If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

   No

3. Are you related, by blood or marriage, to any person employed by the school?

   If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

   No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

   If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

   No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?
If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

NO

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes  x  No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

NO

7. 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 have held or engaged in with the charter school(s) operated by the education corporation 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 interest or transaction, write None. Please note that if you answered Yes to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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Signature  

Date  

7/23/2020

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Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

__________________________________________________________

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

__________________________________________________________

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

2. Are you an employee of any school operated by the education corporation?  
   ____Yes    ____No
   
   If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?
   
   If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?
   
   If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?
If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

___ Yes ___ No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. 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 have held or engaged in with the charter school(s) operated by the education corporation 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 interest or transaction, write None. Please note that if you answered Yes to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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Signature

Date

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Business Telephone:
Business Address:

E-mail Address:

Home Telephone:

Home Address:

*last revised 06/8/2020*
Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Tamara Zachery

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Public Prep Academies

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

   none

2. Are you an employee of any school operated by the education corporation?
   \[\text{\underline{\text{\hspace{1cm}Yes}}} \text{ \hspace{1cm} \underline{\text{\hspace{1cm}No}}}\]
   
   If \underline{\text{\textbf{Yes}}}, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

   none

3. Are you related, by blood or marriage, to any person employed by the school?

   If \underline{\text{\textbf{Yes}}}, please describe the nature of your relationship and how this person could benefit from your participation.

   no

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

   If \underline{\text{\textbf{Yes}}}, please describe the nature of your relationship and how this person could benefit from your participation.

   no

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?
If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

no

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

   ___Yes ___x___ No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

   no

7. 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 have held or engaged in with the charter school(s) operated by the education corporation 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 interest or transaction, write None. Please note that if you answered Yes to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

________________________________________________________________________

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

________________________________________________________________________

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

2. Are you an employee of any school operated by the education corporation? 
   ____Yes ____No

   If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

   If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

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_____Yes _____No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. 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 have held or engaged in with the charter school(s) operated by the education corporation 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 interest or transaction, write None. Please note that if you answered Yes to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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Signature

Date

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Business Telephone:
Business Address:
_______________________________________________________

E-mail Address:
_______________________________________________________

Home Telephone:
_______________________________________________________

Home Address:
_______________________________________________________

last revised 06/8/2020
Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Eric Grannis

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Public Prep Academies

1. List all positions held on the education corporation Board of Trustees (“Board”) (e.g. president, treasurer, parent representative).

   None

2. Are you an employee of any school operated by the education corporation?

   Yes  X  No

   If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

   No

3. Are you related, by blood or marriage, to any person employed by the school?

   If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

   No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

   If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

   No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?
If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

___Yes___  X  No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

NA

7. 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 have held or engaged in with the charter school(s) operated by the education corporation 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 interest or transaction, write None. Please note that if you answered Yes to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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*Please write “None” if applicable. Do not leave this space blank.*

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**Signature**

**Date**

7/23/2020

*Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.*
Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

2. Are you an employee of any school operated by the education corporation?
   ___Yes ___No
   
   If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?
   
   If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?
   
   If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?
If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

   Yes   ___   No   ___

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. 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 have held or engaged in with the charter school(s) operated by the education corporation 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 interest or transaction, write None. Please note that if you answered Yes to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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Signature

Date

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Business Telephone:
Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Laura Weil

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Public Prep Academies

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

   I have been on the Finance Committee, the Compensation Committee and have served as Vice Chairman of an entity

2. Are you an employee of any school operated by the education corporation? 
   ___Yes ___X No

   If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

   No I am not

3. Are you related, by blood or marriage, to any person employed by the school?

   If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

   No I am not

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

   If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

   No I am not

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?
If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

I do not have any relationship.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

   **Yes** ☒ **No**

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

I do not have an employment position.

7. 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 have held or engaged in with the charter school(s) operated by the education corporation 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 interest or transaction, write None. Please note that if you answered Yes to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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Name:

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Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

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1. List all positions held on the education corporation Board of Trustees (“Board”) (e.g. president, treasurer, parent representative).

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   ____Yes  ____No

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4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

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___Yes____No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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Signature ___________________________ Date ____________

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**Business Telephone:** ___________________________
Business Address:

E-mail Address:

Home Telephone:

Home Address:

*last revised 06/8/2020*
## Education Calendar

**2020-2021**

### First/Last Day of School
- **July 1**: New Year’s Day
- **August 10**: First Day for all staff (School Based)
- **August 25th**: First day of school!

### End of Trimester
- **October 11**: No School-Veterans’ Day
- **November 13**: End of Trimester 1
- **December 21-Jan 4**: No School-Winter Recess
- **February 15-19**: No School-Midwinter Recess
- **May 31**: Memorial Day
- **June 10: End of Trimester 3**
- **June 24**: Last Day for Students (1/2 Day)
- **June 25**: Last Day for Staff
- **June 24: Last Day for Students (1/2 Day)**

### Summer PD
- **Aug 10-Aug 24**: Staff Summer PD

### Memorial Day
- **May 24-28**: College and Career Week
- **May 31**: Memorial Day

### Independence Day
- **July 3rd**: Independence Day Observed

### Labor Day
- **Sept 7**: Labor Day (Schools & PPN Closed)

### Other Important Dates
- **July 20-24**: School Leadership Retreat
- **Sept 14**: First Day of DYCD Afterschool
- **May 24-28**: College and Career Week
- **March 5**: End of Trimester 2
- **March 18**: Full Day of School Family-Teacher Conferences at Middle Schools (Evening)
- **March 19**: No School-Family-Teacher Conferences at Elementary Schools (Evening)
- **Conferences (8:00-4:00pm)**
- **Dec 2: Family-Teacher Conferences at Elementary Schools (Evening)**
- **Dec 3 Full Day of School Family-Teacher Conferences at Elementary Schools (Evening)**
- **Dec 4: No School-Family-Teacher Conferences (8:00-4:00pm)**
- **Feb 17**: End of Trimester 2
- **February 18th**: Graduation (TBD)
- **March 17**: Family-Teacher Conferences at Middle Schools (Evening)
- **June 3**: No School-Family-Teacher Conferences at Middle Schools (Evening)

### Instructional Days
- **Oct 12**: No School- Indigenous Peoples’ Day
- **Nov 25**: Gratitude Luncheon (Half Day)
- **Jan 4th**: No School Family-Teacher Conferences at Elementary Schools (Evening)
- **Jan 4th**: Staff Return (PD)
- **June 3**: No School- Network-Wide Day
- **June 10**: End of Trimester 3
- **May 24-28**: College and Career Week
- **May 4-5**: NYS Math Exam
- **May 24-28**: College and Career Week
- **May 31**: Memorial Day

### Instructional Days
- **O Instructional Days**
- **16 Instructional Days**
- **21 Instructional Days**
- **31 Instructional Days**
- **20 Instructional Days**
- **15 Instructional Days**
- **18 Instructional Days**
- **22 Instructional Days**
- **16 Instructional Days**
- **13 Instructional Days**
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- **22 Instructional Days**
- **19 Instructional Days**
- **21 Instructional Days**
- **19 Instructional Days**
- **16 Instructional Days**
- **20 Instructional Days**
- **17 Instructional Days**

### Notes
- **DRAFT**: 6.26.20
- **Revised**: 6/26/2020
- **The calendar allows for four additional academic days beyond the required 180 before it would be necessary to take back vacation days. If it is necessary to make up school days due to closings the days will occur in this order:**
  - Jan 4th
  - Feb 19th
  - Feb 18th
  - Jan 4th

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**Color Code Key:**
- **School Closed**
- **Hal aday of School**
- **New Staff Orientation**
- **Professional Development Day**
- **Family-Teacher Conferences**
- **NYS Testing Days**
- **End of Trimester**
- **First/Last Day of School**

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* Revisions and additional information pending State and City guidance on building re-entry, state testing plan & schedule, and the Department of Education Calendar.