

# Application: Launch Expeditionary Learning Charter School

Geoffrey Roehm - groehm@launchschool.org  
2021-2022 Annual Report

## Entry 1 School Info and Cover Page

Completed Jul 27 2022

### 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 2021-2022 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, 2022)** or you may not be assigned the correct tasks.

## BASIC INFORMATION

### a. SCHOOL NAME

(Select name from the drop down menu)

LAUNCH EXPEDITIONARY LEARNING CHARTER SCHOOL 800000070180

**a1. Popular School Name**

Launch

**b. CHARTER AUTHORIZER (As of June 30th, 2021)**

Please select the correct authorizer as of June 30, 2022 or you may not be assigned the correct tasks.

BOARD OF REGENTS

**d. DISTRICT / CSD OF LOCATION**

CSD #16 - BROOKLYN

**e. DATE OF INITIAL CHARTER**

12/2010

**f. DATE FIRST OPENED FOR INSTRUCTION**

8/2012

**c. School Unionized**

Is your charter school unionized?

No

**f. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)**

MISSION STATEMENT

Launch's mission is to prepare students to thrive in college and careers by providing a public education rooted in active learning experiences and powerful character development.re

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**g. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)**

KEY DESIGN ELEMENTS (Briefly describe each Key Design Elements (KDE) as presented in the schools approved charter. KDEs are those general aspects of the school that are innovative or unique to the school’s mission and goals, are core to the school’s overall design, and are critical to its success.

KDE 1	Five Domains of School of EL Education: - Curriculum - Instruction - Culture and Character - Student-Engaged Assessment - Leadership
KDE 2	Three Dimensions of Student Achievement: - Mastery of Knowledge and Skills - Character - High Quality Work
KDE 3	(No response)
KDE 4	(No response)
KDE 5	(No response)
KDE 6	(No response)
KDE 7	(No response)
KDE 8	(No response)
KDE 9	(No response)
KDE 10	(No response)

**Need additional space for variables**

No

**h. SCHOOL WEB ADDRESS (URL)**

[www.launchschool.org](http://www.launchschool.org)

**i. Total Approved Charter Enrollment for 2021-2022 School Year (exclude Pre-K program enrollment)**

310

**j. Total Enrollment on June 30, 2022 (exclude Pre-K program enrollment)**

265

**k. Grades Served during the 2021-2022 School Year (exclude Pre-K program students)**

Check all that apply

Grades Served

6, 7, 8

**l1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?**

No

**FACILITIES INFORMATION**

**m. FACILITIES**

Will the school maintain or operate multiple sites in 2022-2023?

	No, just one site.
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**LAUNCH EXPEDITIONARY LEARNING CHARTER SCHOOL 800000070180**

**School Site 1 (Primary)**

**m1. SCHOOL SITES**

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	1580 Dean St., Brooklyn, NY 11213	7186046910	NYC CSD 16	6-8	No

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

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Geoffrey Roehm	ED	718-604-6910	973-818-8543	<a href="mailto:groehm@launchschool.org">groehm@launchschool.org</a>
Operational Leader	Shakur Joseph	Director of School Operations	718-604-6910	646-808-9821	<a href="mailto:sjoseph@launchschool.org">sjoseph@launchschool.org</a>
Compliance Contact	Camille Schlafer	Director of Finance	718-604-6910	718-490-7126	<a href="mailto:cschlafer@launchschool.org">cschlafer@launchschool.org</a>
Complaint Contact	Geoffrey Roehm	ED	718-604-6910	973-818-8543	<a href="mailto:groehm@launchschool.org">groehm@launchschool.org</a>
DA A Coordinator	Windsy Antoine	Restorative Practices Manager	718-604-6910	718-604-6910	<a href="mailto:wantione@launchschool.org">wantione@launchschool.org</a>
Phone Contact for After Hours Emergencies	Geoffrey Roehm	ED	973-818-8543	973-818-8543	<a href="mailto:groehm@launchschool.org">groehm@launchschool.org</a>

**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.**

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

**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, 2021.**

- Fire inspection certificates must be updated annually. For the upcoming school year 2022-2023, the fire inspection certificate must be dated after July 1, 2021.**
- If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2022.**

**Site 1 Certificate of Occupancy (COO)**

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**Site 1 Fire Inspection Report**

**CHARTER REVISIONS DURING THE 2021-2022 SCHOOL YEAR**

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**n1. Were there any revisions to the school’s charter during the 2021-2022 school year? (Please include approved or pending material and non-material charter revisions).**

Yes

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**n2. Summary of Charter Revisions**

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in Grade Level Configuration	Increase to serve students in grades 9-12	08/10/2021	02/15/2022
2	Change District or CSD of Location	Opening high school grades 9-12 in a new building at Floyd Bennett Field located in CSD22	08/10/2021	02/15/2022
3				
4				
5				

**More revisions to add?**

No

**o. Has your school's Board of Trustee's approved a budget for the 2021-2022 FY?**

Yes

**ATTESTATIONS**

**p. Individual Primarily Responsible for Submitting the Annual Report. (To write type in a phone number with an extension, please use this format: 123-456-7890-3. The dash and number 3 at the end of the phone number refers to the individual's phone extension. Do not type in the work extension or the abbreviation for it just the dash and the extension number after the phone number).**

Name	Geoffrey Roehm
Position	ED
Phone/Extension	973-818-8543
Email	<a href="mailto:groehm@launchschool.org">groehm@launchschool.org</a>

**p. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that our school has reviewed, understands and will comply with the employee clearance and fingerprint requirements as outlined in Entry 10 and found in the [NYSED CSO Fingerprint Clearance Oct 2019 Memo](#). Click **YES** to agree.**

**Responses Selected:**

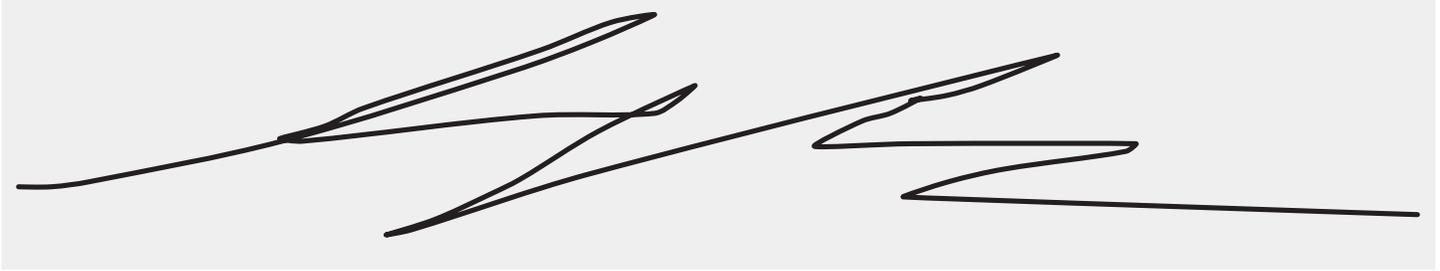
Yes

**q. 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. Click **YES** to 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, President of the Board of Trustees**



**Date**

Jul 27 2022

**Thank you.**



## **Entry 3 Progress Toward Goals**

**Completed** Oct 26 2022

## **Instructions**

**Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY**

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2022**.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

## **Entry 3 Progress Toward Goals**

### **PROGRESS TOWARD CHARTER GOALS**

**Regents, NYCDOE, and Buffalo BOE-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, 2022.

**LAUNCH EXPEDITIONARY LEARNING CHARTER SCHOOL 80000070180**

### **1. ACADEMIC STUDENT PERFORMANCE GOALS**

**Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY**

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2022**.

### **2021-2022 Progress Toward Attainment of Academic Goals**

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
				This goal was partially met.

Academic Goal 1	5-Year Impact Goal 1: Launch students will become intellectually independent learners and achieve mastery of knowledge and skills through risk taking, collaboration and meaningful, standards-aligned work.	State test data SLC's and Passage Presentation Scores EL Education Implementation Review Scores for the aligned Core Practices (#'s 27, 28, 29) Walkthrough data on students ownership Belonging Survey Data	Not Met	MET: ELA state test outcomes and for all students; ELL proficiency rates on ELA state tests; ELED Implementation Review Scores (including achieving a national credential in the Character dimension of students achievement)  UNMET: Math state assessments; Belonging data
Academic Goal 2	5-Year Impact Goal 2: Launch students will develop the mindsets and skills to become effective learners, treat others well, and positively contribute to their school, community and beyond.	Presentations of Learning Scores EL Education Implementation Review Scores for the aligned Core Practices (#'s 2, 21, 22) Disciplinary data Belonging Data	Not Met	This goal was partially met.  MET: ELED Implementation Review Scores (including achieving a national credential in the Character dimension of students achievement)  UNMET: Belonging data
	5-Year Impact Goal 3: Launch students will develop the mindsets and skills necessary to produce work that	Presentations of Learning Scores EL Education Implementation Review Scores for the aligned Core		This goal was partially met.  MET: ELED Implementation Review Scores

Academic Goal 3	demonstrates complexity, authenticity and craftsmanship and through doing it achieve more than they thought possible.	Practices (#'s 1, 2) Annual scores on the beginning, mid, and end-of-year High Quality Work Protocol (complexity, authenticity, craftsmanship)	Not Met	(including achieving a national credential in the Character dimension of students achievement); partially met HQW protocol reviews
Academic Goal 4				
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

**2. Do have more academic goals to add?**

No

**4. ORGANIZATION GOALS**

**For the 2021-2022 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”.**

**2021-2022 Progress Toward Attainment of Organization Goals**

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take
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				to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	Achieve exceptional student outcomes	State test scores for all students and sub-groups Reading growth High school acceptances Data platform creation	Partially Met	Math test scores not met. Developed a multi-year Math strategy to achieve exceptional student outcomes in partnership with math support team.
Org Goal 2	Achieve excellence in the EL Education model	EL Education Credentialing Portfolio metrics and ELED Implementation Review	Met	
Org Goal 3	Establish a reputation and track record for recruiting, developing and retaining exceptional staff	Annual staff retention of highest performing staff Staff survey data	Partially Met	Very high retention achieved. Internal data somewhat lower.
Org Goal 4	Expand to serve more students	Approval of expansion Student recruitment metrics	Met	
Org Goal 5				
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				

Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

**5. Do have more organizational goals to add?**

No

**6. FINANCIAL GOALS**

## 2021-2022 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	Clean annual audit	Annual independent audit	Met	
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

### 7. Do have more financial goals to add?

(No response)

## 2021-2022 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 6				
Financial Goal 7				
Financial Goal 8				
Financial Goal 9				
Financial Goal 10				

Thank you.

## Entry 4 - Audited Financial Statements

Completed Oct 25 2022

### **Required of ALL Charter Schools**

**ALL SUNY-authorized charter schools** must upload the financial statements and related documents in PDF format into the SUNY Epicenter system no later than **November 1, 2022**. SUNY CSI will forward to NYSED CSO. **SUNY-authorized charter schools** are asked to ensure that security features such as password protection are turned off.

**ALL Regents, NYCDOE, and Buffalo BOE-authorized charter schools** must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2022**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a PDF file, ensuring that security features such as password protections are removed from all school uploaded documents.

**PLEASE NOTE: This task appears as visible and optional task in the online portal until August 1 2022 but will be identified as a required task thereafter and due on November 1, 2022. This is a required task, and it is marked optional for administrative purposes only.**

### **Launch Expeditionary Launch Charter FST (3)**

**Filename:** Launch Expeditionary Launch Charter FST 3.pdf **Size:** 367.1 kB

## **Entry 4b - Audited Financial Report Template (BOR/NYC/BOE)**

Completed Oct 25 2022

### **Instructions - Regents-Authorized Charter Schools ONLY**

Regents-authorized schools must download and complete the Excel spreadsheet entitled "Audited Financial Report Template" from the online portal or the [2021-2022 Annual Reports](#) webpage. Upload the completed file in Excel format and submit by **November 1, 2022**.

**EDUCATION CORPORATIONS WITH MORE THAN ONE SCHOOL SHOULD COMPLETE THE EXCEL SPREADSHEET FOR THE EDUCATION CORPORATION AS A WHOLE, NOT FOR THE INDIVIDUAL SCHOOLS. PLEASE SUBMIT THE SAME EXCEL SPREADSHEET FOR EACH OF THE SCHOOLS.**

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

### **Annual Report Audit 2022 - Launch**

**Filename:** Annual Report Audit 2022 Launch .xlsx **Size:** 74.7 kB

## **Entry 4c - Additional Financial Documents**

Completed Oct 25 2022

**Instructions - Regents, NYCDOE and Buffalo BOE authorized schools** must upload financial documents and submit by **November 1, 2022**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a "federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold."

1. Advisory and/or Management letter
2. Federal Single Audit
3. CSP Agreed-Upon Procedure Report

4. Evidence of Required Escrow Account for each school<sup>[1]</sup>
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

<sup>[1]</sup> Note: For BOR schools chartered or renewed after the 2017-2018 school year, the escrow account per school is \$100,000.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

### [Launch Expeditionary Launch Charter FST \(3\)](#)

**Filename:** Launch Expeditionary Launch Charte ULEtYmw.pdf **Size:** 367.1 kB

### [Launch Expeditionary Launch Charter Mgmt Ltr \(1\)](#)

**Filename:** Launch Expeditionary Launch Charte EtGMPF3.pdf **Size:** 139.2 kB

### [Launch Escrow Account](#)

**Filename:** Launch Escrow Account.xlsx **Size:** 4.5 kB

### [Annual Report - Not Applicable Items](#)

**Filename:** Annual Report Not Applicable Items.pdf **Size:** 106.8 kB

## **Entry 4d - Financial Services Contact Information**

**Completed** Oct 25 2022

**Regents, NYCDOE, and Buffalo BOE authorized schools** should enter financial contact information directly into the form within the portal by **November 1, 2022**.

## **Form for "Financial Services Contact Information"**

### **1. School Based Fiscal Contact Information**

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Camille Schlafer	<a href="mailto:cschlafer@launchschool.org">cschlafer@launchschool.org</a>	718-715-1177

## 2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Daniel Smolan			6

## 3. If applicable, please provide contact information for the school's outsourced financial services firm.

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm

## Entry 5 - Fiscal Year 2022-2023 Budget

**Completed** Oct 25 2022

**SUNY-authorized charter schools** should download the [2022-23 Budget and Quarterly Report Template and the 2022-23 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed template into Epicenter. SUNY CSI will forward to NYSED CSO. **Due November 1, 2022.**

**Regents, NYCDOE, and Buffalo BOE authorized charter schools** should upload a copy of the school's FY22 Budget using the [2022-2023 Budget Template](#) in the portal or from the Annual Report website. **Due November 1, 2022.**

The assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

### [final-2022-2023-ar-budget-template - Launch](#)

**Filename:** final 2022 2023 ar budget templat BJXICgd.xlsx **Size:** 37.8 kB

## Entry 6 - Board of Trustees Disclosure of Financial Interest Form

**Completed** Sep 12 2022

Due on August 1, 2022, 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 2021-2022 school year must complete and sign a [Trustee Disclosure of Financial Interest Form](#). Acceptable signature formats include:

- Digitally certified PDF signature (i.e., DocuSign)

- Manual signature (1. download to print, 2. manually sign, 3. scan signed document to PDF, and 4. upload into portal)

All completed forms must be collected and uploaded in .PDF format for each individual member. **The education corporation is responsible for completing the form for trustees who left the board during the reporting year.**

Forms completed from past years will not be accepted. **Only the latest version of the form** (updated in April, 2022) is acceptable.).

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.

### **[2021-22 Financial Disclosure Katherine L](#)**

**Filename:** 2021 22 Financial Disclosure Katherine L.pdf **Size:** 374.8 kB

### **[2021-22 Financial Disclosure Alex R](#)**

**Filename:** 2021 22 Financial Disclosure Alex R.pdf **Size:** 372.5 kB

### **[2021-22 Financial Disclosure Marcia Ward Mitchell](#)**

**Filename:** 2021 22 Financial Disclosure Marci csEQvdw.pdf **Size:** 380.0 kB

### **[2021-22 Financial Disclosure N Lirette](#)**

**Filename:** 2021 22 Financial Disclosure N Lirette.pdf **Size:** 370.5 kB

### **[2021-22-ar-current-former-trustee-financial-disclosure- N Lemerond](#)**

**Filename:** 2021 22 ar current former trustee bDH10j4.pdf **Size:** 373.7 kB

### **[2021-22-ar-current-former-trustee-financial-disclosure-for \(- Richard Stopol](#)**

**Filename:** 2021 22 ar current former trustee rITKPZz.pdf **Size:** 386.8 kB

### **[2021-22-ar-current-former-trustee-financial-disclosure-form - JH - 2022 \(1\)](#)**

**Filename:** 2021 22 ar current former trustee NGKRNay.pdf **Size:** 380.1 kB

### **[2021-22-Financial Disclosure Melanie Dukes \(1\)](#)**

**Filename:** 2021 22 Financial Disclosure Melan QdBnjvE.pdf **Size:** 382.3 kB

### **[2021-22-ar-current-former-trustee-financial-disclosure-form - DH 2022 \(1\)](#)**

**Filename:** 2021 22 ar current former trustee A4iAbNj.pdf **Size:** 371.2 kB

### **[2021-22-ar-current-former-trustee-financial-disclosure-form - CN 2022](#)**

**Filename:** 2021 22 ar current former trustee ukWPjLa.pdf **Size:** 373.7 kB

### **[2021-22-ar-current-former-trustee-financial-disclosure-form - RVDS 2022](#)**

# Entry 7 BOT Membership Table

Completed Jul 27 2022

## 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 7 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.

#### LAUNCH EXPEDITIONARY LEARNING CHARTER SCHOOL 800000070180

#### Authorizer:

Who is the authorizer of your charter school?

Board of Regents

#### 1. 2021-2022 Board Member Information (Enter info for each BOT member)

Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2021-2022

1	Jonathan Harber		Chair	All; Fundraising; Real Estate	Yes	4	07/01/2021	06/30/2024	9
2	Marcia Ward-Mitchel		Vice Chair	Expansion	Yes	1	11/1/2020	06/30/2024	9
3	Darryl Hazelwood		Secretary	Personnel/Governance	Yes	2	07/01/2020	06/30/2023	8
4	Nicole Lemeroind		Treasurer	Finance/Audit/Personnel/Real Estate	Yes	4	07/01/2021	06/30/2024	6
5	Nic Lirette		Trustee/Member	Finance/Audit/Personnel/Real Estate	Yes	4	07/01/2022	06/30/2025	7
6	Richard Stopol		Trustee/Member	Expansion	Yes	2	07/01/2021	06/30/2024	8
7	Rebecca van de Sande		Trustee/Member	Fundraising	Yes	2	07/01/2022	06/30/2025	6
8	Melanie Duker		Trustee/Member	Fundraising/Expansion	Yes	1	11/1/2019	06/30/2023	6

9	Alex Rappaport		Trustee/Member	Fundraising	Yes	1	07/01/2021	06/30/2024	9
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**1a. Are there more than 9 members of the Board of Trustees?**

Yes

**1b. Board Member Information**

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2021-2022
10	Katherine Lewandowski		Trustee/Member	Fundraising/Personnel/Expansion	Yes	1	07/01/2022	6/30/2025	5 or less
11	Casey Noel		Trustee/Member	Real Estate	Yes	1	08/01/2022	6/30/2025	5 or less
12	Shadoe Tarver		Trustee/Member	Fundraising	Yes	1	09/01/2020	6/30/2023	5 or less
13									
14									
15									

**1c. Are there more than 15 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.

a. Total Number of BOT Members on June 30, 2022	11
b.Total Number of Members Added During 2021-2022	2
c. Total Number of Members who Departed during 2021-2022	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	15

**3. Number of Board meetings held during 2021-2022**

9

**4. Number of Board meetings scheduled for 2022-2023**

11

**Total number of Voting Members on June 30, 2022:**

11

**Total number of Voting Members added during the 2021-2022 school year:**

2

**Total number of Voting Members who departed during the 2021-2022 school year:**

0

**Total Maximum Number of Voting members in 2021-2022, as set by the board in bylaws, resolution, or minutes:**

15

**Total number of Non-Voting Members on June 30, 2022:**

0

**Total number of Non-Voting Members added during the 2021-2022 school year:**

0

**Total number of Non-Voting Members who departed during the 2021-2022 school year:**

0

**Total Maximum Number of Non-Voting members in 2021-2022, as set by the board in bylaws, resolution or minutes:**

0

**Board members attending 8 or fewer meetings during 2021-2022**

7

Thank you.

## Entry 8 Board Meeting Minutes

Completed Jul 27 2022

### **Instructions - Required of Regents, NYCDOE, and Buffalo BOE Authorized Schools ONLY**

Schools must upload a complete set of monthly board meeting minutes (July 2021-June 2022), which should match the number of meetings held during the 2021-2022 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 1, 2022**.

### **All Meetings - FY22**

Filename: All Meetings FY22.pdf Size: 3.3 MB

## Entry 9 Enrollment & Retention

Completed Jul 29 2022

### **Instructions for submitting Enrollment and Retention Efforts**

#### **Required of ALL Charter Schools**

Describe the good faith efforts the charter school has made in 2021-2022 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), 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 2022-2023.

## Entry 9 Enrollment and Retention of Special Populations

## Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2021-2022	Describe Recruitment Plans in 2022-2023
Economically Disadvantaged	<p>91.2% of students at Launch are economically disadvantaged. We recruit at homeless shelters such as the Albemarle Residence by attending their house meetings and public assistance programs such as The Campaign Against Hunger to ensure that anyone who wants to has the opportunity to attend Launch. We also do direct mailings in the zip codes directly surrounding Launch including a majority of households of students who are economically disadvantaged.</p>	<p>We plan to use similar recruitment strategies in 2022-2023 that we did the previous year. We will continue to build relationships with homeless shelters, public assistance programs and public housing. We will also continue promoting the extensive services we offer to retain ED students.</p>
English Language Learners	<p>The number of ELL students Launch serves has increased over time, and in 2021-2022 Launch served more ELL students than the average number for District 16. To recruit ELL students we ensure that we reach families in their target language. The Launch website can be translated into 5 languages that represent our student population. We teach families who speak a language other than English how to access the information they need on our website. Launch also translates print materials and meetings and phone/ text conversations with families when necessary. Launch recruits from partner schools that serve high numbers of ELL students and we make sure that the leadership teams at those schools know</p>	<p>We plan to use similar recruitment strategies in 2022-2023 that we did the previous year. We will improve our recruitment efforts for ELL students by creating ads (print, bus, social media) specifically in target languages.</p>

	about our ELL services. Local DOE elementary schools often refer ELL students to Launch for middle school.	
Students with Disabilities	To recruit students with disabilities, Launch advertises all of our Special Education services widely and we specifically inform all of our partner schools about our self-contained (12:1:1) classes since many charter schools do not offer this setting. Our Director of Special Education attends all of our recruitment events to speak with families about our Special Education program and to answer questions. We have students with IEPs who serve as student ambassadors to talk about their experience at Launch and elevate their voices on our public platforms.	We plan to use similar recruitment strategies in 2022-2023 that we did the previous year. Last year we began building relationships at local elementary schools with individual Special Education teachers, this year we will continue to keep them updated about our school and ask them to be advocates for us.

### Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2021-2022	Describe Retention Plans in 2022-2023
Economically Disadvantaged	Launch retains ED students because we ensure that all students at Launch have access to all of our programming and celebrations. We either pay for or provide scholarships for anything that costs money including uniforms, school supplies, big trips, end of year celebrations, summer programming and more. We also provide services such as healthy meal bags provided by The	We plan to use similar retention strategies in 2022-2023 that we did the previous year because they were effective. Additionally, we will improve our hands-on-learning approach with gives ED students an opportunity to become leaders of their own learning, increasing agency and

	<p>Campaign Against Hunger for families that are food insecure and advice for a range of social services provided by our Parent Association.</p>	<p>achievement.</p>
<p>English Language Learners</p>	<p>Launch retains ELL students because we make sure their families feel comfortable and have a voice at Launch and because we meet ELL students' needs. The services we provide ELL students include small group instruction, modifying the amount of language used, additional processing time and dictionaries in class when applicable. ELL students at Launch are encouraged to practice English by collaborating with peers, sharing in class and meeting with teachers.</p>	<p>We plan to use similar retention strategies in 2022-2023 that we did the previous year because they were effective. Additionally, we will make sure our staff are trained to work with ELL students so that they are supporting our retention efforts.</p>
<p>Students with Disabilities</p>	<p>Launch retains students with IEPs because all students with IEPs at Launch receive 100% of the related services and the supports outlined on their IEPs. Students are frequently pulled into small groups that are designed to meet their needs. Students with IEPs are integrated with General Education students whenever possible because we believe that heterogeneous groupings lead to higher achievement. This holistic approach makes students and families feel supported and increases retention. Launch has a strong commitment to family communication throughout the school and especially with students who have IEPs. We partner with families to find out</p>	<p>We plan to use similar retention strategies in 2022-2023 that we did the previous year because they were effective. Additionally, we will work with our special education teachers to increase rigor in all three dimensions of student achievement in our 12:1:1 and ICT classrooms. We will increase family communication and opportunities for authentic connection and feedback.</p>

what works for their children at home and how we can best serve them at school.

## Entry 10 - Teacher and Administrator Attrition

Completed Sep 6 2022

# Form for "Entry 10 - Teacher and Administrator Attrition" Revised to Employee Fingerprint Requirements Attestation

### A. TEACH System - Employee Clearance

Charter schools must ensure that all prospective employees<sup>[1]</sup> receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. **This includes paraprofessionals and other school personnel who are provided or assigned by the district of location, or related/contracted service providers.** After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee. For the safety of all students, charter schools must take immediate steps to terminate the employment of individuals who have been denied clearance. Once the employees have been terminated, the school must terminate the request for clearance in the TEACH system.

In the Annual Report, charter schools are asked to confirm that all employees have been cleared through the NYSED TEACH system; and, if denied clearance, confirm that the individual or employee has been removed from the TEACH system, and is not employed by the school.

<sup>[1]</sup> Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.nysed.gov/common/nysed/files/programs/charter-schools/employeeprintoct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

## **B. Emergency Conditional Clearances**

### **Emergency Conditional Clearances**

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates automatically once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

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### **Attestation**

#### **Responses Selected:**

I hereby attest that the school has reviewed, understands, and will comply with these requirements.

## **Entry 11 Percent of Uncertified Teachers**

**Completed** Jul 29 2022

### **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.

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.

## **Entry 11 Uncertified Teachers**

**School Name:**

# 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**

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2022)	5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as of June 30, 2022)	
Total Category A: 5 or 30% whichever is less	5.0

**CATEGORY B. PLUS FIVE UNCERTIFIED TEACHERS IN MATHEMATICS, SCIENCE, COMPUTER SCIENCE, TECHNOLOGY OR CAREER AND TECHNICAL EDUCATION.**

	FTE Count
i. Mathematics	2
ii. Science	3
iii. Computer Science	
. Technology	
. Career and Technical Education	0
<b>Total Category B: not to exceed 5</b>	<b>5.0</b>

**CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS**

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2022)	1
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	
. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	2
<b>Total Category C: not to exceed 5</b>	<b>3.0</b>

## TOTAL FTE COUNT OF UNCERTIFIED TEACHERS (Sum of Categories A, B AND C)

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

	FTE Count
Total	13

## CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, 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)

	FTE Count
Total Category D	1.8

## CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	15

## CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	28.8

Thank you.



## Entry 12 Organization Chart

Completed Jul 27 2022

## Instructions

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

Upload the 2021-2022 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should **not** appear on the chart.

### **21-22 Org Chart**

**Filename:** 21 22 Org Chart YgOYS7a.pdf **Size:** 399.5 kB

## Entry 13 School Calendar

**Completed** Sep 13 2022

### Instructions for submitting School Calendar

#### **Required of ALL Charter Schools**

If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 1, 2022 submission. Charter schools must upload a final school calendar into the portal and may do so at any time but no later than **September 15, 2022**.

School calendars must meet the [minimum instructional requirements](#) as required of other public schools *"... unless the school's charter requires more instructional time than is required under the regulations."*

Board of Regents-authorized charter schools also 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. See an example of a calendar showing the requested information. Schools are encouraged to use a calendar template and ensure there is a monthly tally of instructional days.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

### **SY22-23 - Board of Regents (Launch) Facing Calendar - SY Calendar**

**Filename:** SY22 23 Board o Regents Launch F sX86u6g.pdf **Size:** 101.5 kB

## Entry 14 Links to Critical Documents on School Website

**Completed** Jul 29 2022

### Instructions

#### **Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 5: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy**

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. Current Annual Report (i.e., 2021-2022 Annual Report);[\[1\]](#)
2. Board meeting notices, agendas and documents;
3. New York State School Report Card;
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy **(For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)**;

5. District-wide safety plan, not a building level safety plan (as per the September 2021 [Emergency Response Plan Memo](#));
6. Authorizer-approved FOIL Policy; and
7. Subject matter list of FOIL records. (Example: See [NYSED Subject Matter List](#))

[1] Each charter school is required to make the Annual Report publicly available by August 1 and to post on their respective charter school website. Each school should post an updated and complete version to include accountability data and financial statements that are not or may not be available until after the August deadline (i.e., Repost when financials have been submitted in November.)

## **Form for Entry 14 Links to Critical Documents on School Website**

**School Name: Launch Expeditionary Learning Charter School**

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**Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy**

**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:**

	Link to Documents
1. Current Annual Report (i.e., 2021-2022 Annual Report)	<a href="https://www.launchschool.org/our-community/our-board/compliance-documents">https://www.launchschool.org/our-community/our-board/compliance-documents</a>
2. Board meeting notices, agendas and documents	<a href="https://www.launchschool.org/our-community/our-board/compliance-documents">https://www.launchschool.org/our-community/our-board/compliance-documents</a>
3. New York State School Report Card	<a href="https://www.launchschool.org/our-community/our-board/compliance-documents">https://www.launchschool.org/our-community/our-board/compliance-documents</a>
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	<a href="https://www.launchschool.org/our-community/our-board/compliance-documents">https://www.launchschool.org/our-community/our-board/compliance-documents</a>
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo)	<a href="https://www.launchschool.org/our-community/our-board/compliance-documents">https://www.launchschool.org/our-community/our-board/compliance-documents</a>
6. Authorizer-approved FOIL Policy	<a href="https://www.launchschool.org/our-community/our-board/compliance-documents">https://www.launchschool.org/our-community/our-board/compliance-documents</a>
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	<a href="https://www.launchschool.org/our-community/our-board/compliance-documents">https://www.launchschool.org/our-community/our-board/compliance-documents</a>

**Thank you.**



# **Launch Expeditionary Learning Charter School**

Financial Statements and  
Uniform Guidance Schedules  
Together With Independent Auditors' Reports

June 30, 2022 and 2021

# Launch Expeditionary Learning Charter School

## Financial Statements and Uniform Guidance Schedules Together With Independent Auditors' Reports

June 30, 2022 and 2021

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## Independent Auditors' Report

### Board of Trustees Launch Expeditionary Learning Charter School

#### *Opinion*

We have audited the accompanying financial statements of Launch Expeditionary Learning Charter School (the "School") (a nonprofit organization), which comprise the statements of financial position as of June 30, 2022 and 2021, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the School as of June 30, 2022 and 2021, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

#### *Basis for Opinion*

We conducted our audits 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. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the School and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### *Responsibilities of Management for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

#### *Auditors' Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

#### ***Report on Supplementary Information***

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards on page 16, as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the financial statements as a whole.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated September 23, 2022, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely 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 the effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

*PKF O'Connor Davies, LLP*  
Harrison, New York  
September 23, 2022

# Launch Expeditionary Learning Charter School

## Statements of Financial Position

	June 30,	
	<u>2022</u>	<u>2021</u>
<b>ASSETS</b>		
Current Assets		
Cash	\$ 1,683,797	\$ 2,511,787
Grants and contracts receivable	796,170	283,464
Prepaid expenses and other current assets	<u>80,957</u>	<u>120,355</u>
Total Current Assets	2,560,924	2,915,606
Property and equipment, net	273,012	274,852
Restricted cash	<u>100,232</u>	<u>75,528</u>
	<u>\$ 2,934,168</u>	<u>\$ 3,265,986</u>
<b>LIABILITIES AND NET ASSETS</b>		
Current Liabilities		
Accounts payable and accrued expenses	\$ 99,878	\$ 151,250
Accrued payroll and payroll taxes	<u>436,295</u>	<u>399,446</u>
Total Current Liabilities	<u>536,173</u>	<u>550,696</u>
Net Assets		
Without donor restrictions	2,286,768	2,431,011
With donor restrictions	<u>111,227</u>	<u>284,279</u>
Total Net Assets	<u>2,397,995</u>	<u>2,715,290</u>
	<u>\$ 2,934,168</u>	<u>\$ 3,265,986</u>

See notes to financial statements

## Launch Expeditionary Learning Charter School

### Statement of Activities Year Ended June 30, 2022

	Without Donor Restrictions	With Donor Restrictions	Total
<b>REVENUE AND SUPPORT</b>			
State and local per pupil operating revenue	\$ 5,666,251	\$ -	\$ 5,666,251
Federal grants	859,859	-	859,859
Federal IDEA and E-rate	181,046	-	181,046
State and city grants	22,081	-	22,081
Contributions and grants	31,694	166,841	198,535
Interest and other income	635	-	635
Net assets released from restrictions	339,893	(339,893)	-
Total Revenue and Support	7,101,459	(173,052)	6,928,407
<b>EXPENSES</b>			
Program Services			
Regular education	3,805,718	-	3,805,718
Special education	2,551,339	-	2,551,339
Total Program Services	6,357,057	-	6,357,057
Supporting Services			
Management and general	661,241	-	661,241
Fundraising	227,404	-	227,404
Total Expenses	7,245,702	-	7,245,702
Change in Net Assets	(144,243)	(173,052)	(317,295)
<b>NET ASSETS</b>			
Beginning of year	2,431,011	284,279	2,715,290
End of year	\$ 2,286,768	\$ 111,227	\$ 2,397,995

See notes to financial statements

## Launch Expeditionary Learning Charter School

### Statement of Activities Year Ended June 30, 2021

	Without Donor Restrictions	With Donor Restrictions	Total
<b>REVENUE AND SUPPORT</b>			
State and local per pupil operating revenue	\$ 5,909,898	\$ -	\$ 5,909,898
Federal grants	310,103	-	310,103
Federal IDEA and E-rate	106,484	-	106,484
State and city grants	23,726	-	23,726
Contributions and grants	9,724	586,000	595,724
Interest and other income	2,472	-	2,472
Net assets released from restrictions	351,721	(351,721)	-
Total Revenue and Support	6,714,128	234,279	6,948,407
<b>EXPENSES</b>			
Program Services			
Regular education	3,557,313	-	3,557,313
Special education	2,268,497	-	2,268,497
Total Program Services	5,825,810	-	5,825,810
Supporting Services			
Management and general	536,364	-	536,364
Fundraising	145,759	-	145,759
Total Expenses	6,507,933	-	6,507,933
Change in Net Assets	206,195	234,279	440,474
<b>NET ASSETS</b>			
Beginning of year	2,224,816	50,000	2,274,816
End of year	\$ 2,431,011	\$ 284,279	\$ 2,715,290

See notes to financial statements

**Launch Expeditionary Learning Charter School**

Statement of Functional Expenses  
Year Ended June 30, 2022

	No. of Positions	Program Services			Support Services		Total
		Regular Education	Special Education	Total	Management and General	Fundraising	
<b>Personnel Service Costs</b>							
Administrative staff personnel	16	\$ 719,805	\$ 378,501	\$ 1,098,306	\$ 320,289	\$ 146,790	\$ 1,565,385
Instructional personnel	31	1,258,321	1,173,498	2,431,819	-	-	2,431,819
Non-instructional personnel	8	375,207	140,319	515,526	4,900	16,938	537,364
<b>Total Personnel Service Costs</b>	<b>55</b>	<b>2,353,333</b>	<b>1,692,318</b>	<b>4,045,651</b>	<b>325,189</b>	<b>163,728</b>	<b>4,534,568</b>
Fringe benefits and payroll taxes		513,016	368,127	881,143	71,908	36,149	989,200
Retirement		26,087	18,719	44,806	3,656	1,838	50,300
Audit services		-	-	-	36,250	-	36,250
Other purchased / professional / consulting services		339,179	187,882	527,061	137,611	12,829	677,501
Repairs and maintenance		6,308	2,298	8,606	-	-	8,606
Insurance		29,161	10,624	39,785	-	-	39,785
Supplies / materials		180,915	69,323	250,238	1,142	585	251,965
Equipment / furnishings		25,281	9,210	34,491	-	-	34,491
Staff development		21,134	15,444	36,578	2,590	1,325	40,493
Marketing / recruitment		98,565	38,674	137,239	926	473	138,638
Technology		71,543	41,226	112,769	5,069	2,595	120,433
Student services		15,523	5,655	21,178	-	-	21,178
Office expense		33,513	24,491	58,004	4,241	2,102	64,347
Depreciation / amortization		83,081	60,714	143,795	10,180	5,211	159,186
Loss on disposal of property and equipment		9,079	6,634	15,713	1,112	569	17,394
Other		-	-	-	61,367	-	61,367
<b>Total Expenses</b>		<b>\$ 3,805,718</b>	<b>\$ 2,551,339</b>	<b>\$ 6,357,057</b>	<b>\$ 661,241</b>	<b>\$ 227,404</b>	<b>\$ 7,245,702</b>

See notes to financial statements

**Launch Expeditionary Learning Charter School**

Statement of Functional Expenses  
Year Ended June 30, 2021

	No. of Positions	Program Services			Support Services		
		Regular Education	Special Education	Total	Management and General	Fundraising	Total
<b>Personnel Service Costs</b>							
Administrative staff personnel	10	\$ 408,114	\$ 263,846	\$ 671,960	\$ 243,078	\$ 75,965	\$ 991,003
Instructional personnel	30	1,257,594	1,004,165	2,261,759	-	-	2,261,759
Non-instructional personnel	12	430,668	155,861	586,529	6,424	25,697	618,650
Total Personnel Service Costs	52	2,096,376	1,423,872	3,520,248	249,502	101,662	3,871,412
Fringe benefits and payroll taxes		470,024	316,052	786,076	57,166	21,413	864,655
Retirement		21,680	14,578	36,258	2,637	988	39,883
Audit services		-	-	-	26,500	-	26,500
Other purchased / professional / consulting services		382,308	228,526	610,834	157,575	13,229	781,638
Repairs and maintenance		9,720	3,517	13,237	-	-	13,237
Insurance		31,191	13,552	44,743	689	262	45,694
Supplies / materials		156,099	59,118	215,217	799	304	216,320
Equipment / furnishings		53,040	19,196	72,236	-	-	72,236
Staff development		26,405	17,880	44,285	2,534	965	47,784
Marketing / recruitment		54,411	20,968	75,379	388	148	75,915
Technology		63,759	33,349	97,108	3,128	1,191	101,427
Student services		39,124	14,159	53,283	-	-	53,283
Office expense		56,845	38,495	95,340	5,597	2,077	103,014
Depreciation / amortization		94,069	63,704	157,773	9,029	3,437	170,239
Loss on disposal of property and equipment		2,262	1,531	3,793	217	83	4,093
Other		-	-	-	20,603	-	20,603
<b>Total Expenses</b>		<b>\$ 3,557,313</b>	<b>\$ 2,268,497</b>	<b>\$ 5,825,810</b>	<b>\$ 536,364</b>	<b>\$ 145,759</b>	<b>\$ 6,507,933</b>

See notes to financial statements

## Launch Expeditionary Learning Charter School

### Statements of Cash Flows

	Year Ended June 30,	
	2022	2021
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Change in net assets	\$ (317,295)	\$ 440,474
Adjustments to reconcile change in net assets to net cash from operating activities		
Depreciation and amortization	159,186	170,239
Loss on disposal of property and equipment	17,394	4,093
Changes in operating assets and liabilities		
Grants and contracts receivable	(512,706)	(106,242)
Prepaid expenses and other current assets	39,398	(63,379)
Accounts payable and accrued expenses	(51,372)	54,823
Accrued payroll and payroll taxes	36,849	(806)
Net Cash from Operating Activities	(628,546)	499,202
<b>CASH FLOWS FROM INVESTING ACTIVITY</b>		
Purchase of property and equipment	(174,740)	(110,027)
Net Change in Cash and Restricted Cash	(803,286)	389,175
<b>CASH AND RESTRICTED CASH</b>		
Beginning of year	2,587,315	2,198,140
End of year	\$ 1,784,029	\$ 2,587,315

See notes to financial statements

# Launch Expeditionary Learning Charter School

Notes to Financial Statements  
June 30, 2022 and 2021

## 1. Organization and Tax Status

Launch Expeditionary Learning Charter School (the “School”) is a New York State, not-for-profit educational corporation that was incorporated to operate a charter school pursuant to Article 56 of the Education Law of the State of New York. The School was granted a provisional charter on December 14, 2010 valid for a term of five years and renewable upon expiration by the Board of Regents of the University of the State of New York (the “Board of Regents”). The Board of Regents approved and issued several renewals to the School’s Charter expiring on June 30, 2027. The School was created to offer a world-class education to students and families living in Bedford-Stuyvesant, Crown Heights and the surrounding communities in Brooklyn, NY. Through its partnership with NYC Outward Bound Schools, the School is part of the Expeditionary Learning network of over 160 member schools nationwide. Its mission is to prepare students in under-resourced communities to thrive in college and careers by providing a public education rooted in active learning experiences and powerful character development. During the 2021-2022 academic year, the School provided education to approximately 263 students in the sixth through eighth grades.

The School has an agreement with the New York City Department of Education (“NYCDOE”) to share public school space at no annual cost. The School occupies approximately 14,000 square feet on one floor of a public school building. The School also shares the gymnasium, auditorium and cafeteria with the public school which approximates 6,751 square feet. The School is not responsible for rent, utilities, custodial services, and school safety services other than those required for days and times the School operates outside of the traditional NYCDOE schedule. The School was unable to determine a value for the contributed space and related services and did not record any value for use of donated facilities or services.

The New York City Department of Education provides free lunches directly to some of the School’s students. Such costs are not included in these financial statements. The School covers the cost of lunches for children not entitled to the free lunches.

Except for taxes that may be due for unrelated business income, the School is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code and from state and local income taxes under comparable laws.

## 2. Summary of Significant Accounting Policies

### ***Basis of Presentation and Use of Estimates***

The accompanying financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America (“U.S. GAAP”), which 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. Accordingly actual results could differ from those estimates.

## Launch Expeditionary Learning Charter School

Notes to Financial Statements  
June 30, 2022 and 2021

### 2. Summary of Significant Accounting Policies *(continued)*

#### ***Net Asset Presentation***

Resources for various purposes are classified for accounting and reporting purposes into net asset categories established according to nature and purpose as follows:

*Net assets without donor restrictions* - consist of resources available for the general support of the School's operations. Net assets without donor restrictions may be used at the discretion of the School's management and/or the Board of Trustees.

*Net assets with donor restrictions* - represents amounts restricted by donors for specific activities of the School or to be used at a future date. The School records contributions as net assets with donor restrictions if they are received with donor stipulations that limit their use either through purpose or time restrictions. When a donor restriction expires, that is, when a time restriction ends or a purpose restriction is fulfilled, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

#### ***Restricted Cash***

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

The following table provides a reconciliation of cash and restricted cash reported within the statements of financial position to the amounts presented in the statements of cash flows as of June 30:

	2022	2021
Cash	\$ 1,683,797	\$ 2,511,787
Restricted cash	100,232	75,528
	<u>\$ 1,784,029</u>	<u>\$ 2,587,315</u>

#### ***Property and Equipment***

The School follows the practice of capitalizing all expenditures for property and equipment with costs in excess of \$2,000 and a useful life in excess of one year. Leasehold improvements are amortized over the shorter of the term of the lease, inclusive of all renewal periods, which are reasonably assured, or the estimated useful life of the asset. Purchased property and equipment are recorded at cost at the date of acquisition. Minor costs of maintenance and repairs are expensed as incurred. All property and equipment purchased with government funding is capitalized, unless the government agency retains legal title to such assets, in which case it is expensed as incurred.

## Launch Expeditionary Learning Charter School

Notes to Financial Statements  
June 30, 2022 and 2021

### 2. Summary of Significant Accounting Policies *(continued)*

#### ***Property and Equipment (continued)***

Depreciation and amortization is recognized on the straight-line method over the estimated useful lives of such assets as follows:

Computers	4 years
Equipment	5 years
Furniture and fixtures	5 years
Software	3 years

Property and equipment are reviewed for impairment if the use of the asset significantly changes or another indicator of possible impairment is identified. If the carrying amount for the asset is not recoverable, the asset is written down to its fair value. No impairment losses were recognized for the years ended June 30, 2022 and 2021.

#### ***Refundable Advances***

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

#### ***Revenue and Support***

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

Contributions are recognized when the donor makes a promise to give to the School that is, in substance, unconditional. Grants and other contributions of cash are reported as net assets with donor restrictions if they are received with donor stipulations. Restricted contributions and grants that are made to support the School's current year activities are recorded as net assets without donor restrictions. Contributions of assets other than cash are recorded at their estimated fair value at the date of donation.

#### ***Marketing and Recruitment***

Marketing and recruitment costs are expensed as incurred for staff and student recruitment. Marketing and recruitment expense for the years ended June 30, 2022 and 2021 was \$138,638 and \$75,915.

#### ***Functional Expense Allocation***

The majority of expenses can generally be directly identified with the program or supporting service to which they relate and are charged accordingly. Other expenses by function have been allocated among program and supporting services classifications on the basis of periodic time and expense studies and other basis as determined by management of the School to be appropriate.

## Launch Expeditionary Learning Charter School

Notes to Financial Statements  
June 30, 2022 and 2021

### 2. Summary of Significant Accounting Policies (*continued*)

#### ***Accounting for Uncertainty in Income Taxes***

The School recognizes the effect of income tax positions only if those positions are more likely than not to be sustained. Management has determined that the School had no uncertain tax positions that would require financial statement recognition or disclosure. The School is no longer subject to examinations by the applicable taxing jurisdictions for years prior to June 30, 2019.

#### ***Subsequent Events Evaluation by Management***

Management has evaluated subsequent events for disclosure and/or recognition in the financial statements through the date that the financial statements were available to be issued, which date is September 23, 2022.

### 3. Grants and Contracts Receivable

Grants and contracts receivable primarily consist of federal, state and city entitlements and grants. The School expects to collect these receivables in full within one year. Management has assessed the need for an allowance and has determined that such an allowance is not necessary.

### 4. Conditional Promise to Give

On May 7, 2021, the School received one conditional grant in the amount of \$1,000,000, which contains donor conditions related to a milestone. Since this grant represents a conditional promise to give, it will not be recorded as grant revenue until donor conditions are met. As of June 30, 2022, revenue of \$500,000 was recognized under this grant and the remaining balance of this conditional promise to give was \$500,000.

### 5. Property and Equipment

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

	2022	2021
Computers	\$ 329,651	\$ 247,570
Equipment	167,603	167,603
Furniture and fixtures	401,689	363,877
Software	7,785	7,785
Leasehold improvements	986,353	964,468
	<u>1,893,081</u>	<u>1,751,303</u>
Accumulated depreciation and amortization	<u>(1,620,069)</u>	<u>(1,476,451)</u>
	<u>\$ 273,012</u>	<u>\$ 274,852</u>

## Launch Expeditionary Learning Charter School

Notes to Financial Statements  
June 30, 2022 and 2021

### 5. Property and Equipment *(continued)*

Assets with a cost basis of \$32,962 and accumulated depreciation of \$15,568 were disposed of during the year ended June 30, 2022. Assets with a cost basis of \$73,626 and accumulated depreciation of \$69,533 were disposed of during the year ended June 30, 2021. Loss on disposal of property and equipment was \$17,394 and \$4,093 for the years ended June 30, 2022 and 2021.

### 6. Liquidity and Availability of Financial Assets

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use within one year of the statement of financial position date, are comprised of the following at June 30:

	2022	2021
Cash	\$ 1,683,797	\$ 2,511,787
Grants and contracts receivable	796,170	283,464
	2,479,967	2,795,251
Less amounts unavailable for general expenditures:		
Net assets with donor restrictions	(111,227)	(284,279)
	\$ 2,368,740	\$ 2,510,972

As part of the School's liquidity management plan, the status of grants and contracts receivable is monitored regularly and any excess cash is invested in highly liquid instruments until it is required for operational use. The School will continue to rely on funding received from the New York City Department of Education to cover its future operating costs (see Note 9).

### 7. Net Assets with Donor Restrictions

Net assets with donor restrictions at June 30, 2022 and 2021 consist of grants restricted for the Floyd Bennett Field Capital Campaign.

Net assets with donor restrictions were released as follows for the years ended June 30:

	2022	2021
Floyd Bennett Field Capital Campaign	\$ 339,893	\$ 301,721
Pod Leader Program	-	50,000
	\$ 339,893	\$ 351,721

## **Launch Expeditionary Learning Charter School**

Notes to Financial Statements  
June 30, 2022 and 2021

### **8. Concentration of Credit Risk**

Financial instruments that potentially subject the School to concentrations of credit and market risk consist principally of cash on deposit with financial institutions, which from time to time may exceed the Federal Deposit Insurance Corporation (“FDIC”) limit. The School does not believe that a significant risk of loss due to the failure of a financial institution presently exists. As of June 30, 2022 and 2021, approximately \$1,534,000 and \$2,333,000 of cash was maintained with an institution in excess of FDIC limits.

### **9. Concentration of Revenue and Support**

The School receives a substantial portion of its revenue and support from the New York City Department of Education. For the years ended June 30, 2022 and 2021, the School received approximately 82% and 85% of its total revenue and support from the New York City Department of Education. If the charter school laws were modified, reducing or eliminating these revenues, the School’s finances could be materially adversely affected.

### **10. Employment Contract**

The School entered into a co-employment arrangement with TriNet Group, Inc. (“TriNet”), a professional employment organization, effective May 1, 2013. Under the co-employment arrangement, TriNet assumes certain employment responsibilities, including the payment and reporting employees’ wages and payroll taxes.

### **11. Employee Benefit Plan**

For the benefit of its employees, the School participates in a multiple employer defined contribution 401(k) plan, through its professional employment organization partner, TriNet (see Note 10). Under the 401(k) plan, all employees of the School can elect to make semi-monthly contributions to a personal retirement account. The School will make matching contributions to any employee contributions, dollar for dollar, up to \$1,500 per employee per calendar year. For the years ended June 30, 2022 and 2021, all employees were eligible to participate in the 401(k) plan and all employees were eligible for the employer match. Employer match for the years ended June 30, 2022 and 2021 was \$50,300 and \$39,883.

### **12. Contingency**

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.

## Launch Expeditionary Learning Charter School

Notes to Financial Statements  
June 30, 2022 and 2021

### 13. Risks and Uncertainties

The School's operations and financial performance may be affected by the COVID-19 outbreak which has spread globally and is expected to adversely affect economic conditions throughout the world. If the outbreak continues and conditions worsen, the School may experience a disruption in operations as well as a decline in revenue activities. Economic uncertainty is related to the potential reduction and/or delays in state and local per pupil operating revenue, shortfalls and variations in enrollment, and operational and other changes that could increase expenses. The outbreak may adversely affect the School's activities, financial condition, results of operations, and cash flows. Management is closely monitoring the impact of COVID-19 and believes the School is taking appropriate actions to mitigate the negative impact. However, management is unable to estimate the financial impact, if any, related to this matter.

\* \* \* \* \*

# **Launch Expeditionary Learning Charter School**

Uniform Guidance  
Schedules and Reports

June 30, 2022

**Launch Expeditionary Learning Charter School**

Schedule of Expenditures of Federal Awards  
Year Ended June 30, 2022

Federal Grantor/Pass-Through Grantor/ Program or Cluster Title	Federal Assistance Listing Number	Pass-Through Entity Identifying Number	Provided to Subrecipients	Total Federal Expenditures
<u>U.S. Department of Education</u>				
Pass-Through New York State Education Department:				
Title I Grants to Local Educational Agencies	84.010	0021224004	\$ -	\$ 141,405
Supporting Effective Instruction State Grants (Formerly Improving Teacher Quality State Grants)	84.367	0147224004	-	15,812
Student Support and Academic Enrichment Program Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund II	84.424	0204224004	-	10,000
Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund ARP	84.425D	5891214004	-	203,762
	84.425U	5880214004	-	488,880
Total U.S. Department of Education			-	859,859
Total Expenditures of Federal Awards			\$ -	\$ 859,859

See independent auditors' report and notes to schedule of expenditures of federal awards

## **Launch Expeditionary Learning Charter School**

Notes to Schedule of Expenditures of Federal Awards  
Year Ended June 30, 2022

### **1. Basis of Presentation**

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal award activity of Launch Expeditionary Learning Charter School (the "School"), under programs of the federal government for the year ended June 30, 2022. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* ("Uniform Guidance"). Because the Schedule presents only a selected portion of the operations of the School, it is not intended to and does not present the financial position, changes in net assets or cash flows of the School.

### **2. Summary of Significant Accounting Policies**

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

### **3. Indirect Cost Rate**

The School has elected not to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

**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 Auditors' Report**

**Board of Trustees  
Launch Expeditionary Learning 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 Launch Expeditionary Learning Charter School (the "School") (a nonprofit organization), which comprise the statement of financial position as of June 30, 2022, 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 23, 2022.

**Report on Internal Control Over Financial Reporting**

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

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

**Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. 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.

*PKF O'Connor Davies, LLP*

Harrison, New York  
September 23, 2022

**Report on Compliance for Each Major Federal Program and Report on Internal Control  
Over Compliance Required by the Uniform Guidance**

**Independent Auditors' Report**

**Board of Trustees  
Launch Expeditionary Learning Charter School**

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

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

We have audited Launch Expeditionary Learning Charter School's (the "School") compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the School's major federal programs for the year ended June 30, 2022. The School's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the School complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2022.

***Basis for Opinion on Each Major Federal Program***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the School and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the School's compliance with the compliance requirements referred to above.

***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the School's federal programs.

***Auditors' Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the School's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the School's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the School's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the School's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

## **Report on Internal Control Over Compliance**

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

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

*PKF O'Connor Davies, LLP*

Harrison, New York  
September 23, 2022

**Launch Expeditionary Learning Charter School**

Schedule of Findings and Questioned Costs  
Year Ended June 30, 2022

**Section I - Summary of Auditors' Results**

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with U.S. GAAP:

Unmodified

Internal control over financial reporting:

Material weakness(es) identified?

\_\_\_\_\_ yes X no

Significant deficiency(ies) identified?

\_\_\_\_\_ yes X none reported

Noncompliance material to the financial statements noted?

\_\_\_\_\_ yes X no

Federal Awards

Internal control over major federal programs:

Material weakness(es) identified?

\_\_\_\_\_ yes X no

Significant deficiency(ies) identified?

\_\_\_\_\_ yes X none reported

Type of auditors' report issued on compliance for major federal programs:

Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?

\_\_\_\_\_ yes X no

Identification of major federal programs:

Federal Assistance Listing Number(s)

Name of Federal Program or Cluster

84.425D

Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund II

84.425U

Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund ARP

Dollar threshold used to distinguish between Type A and Type B programs:

\$750,000

Auditee qualified as low-risk auditee?

\_\_\_\_\_ yes X no

**Section II – Financial Statement Findings**

During our audit, we noted no material findings for the year ended June 30, 2022.

**Section III – Federal Award Findings and Questioned Costs**

During our audit, we noted no material instance of noncompliance and none of the costs tested which were reported in the federal financially assisted programs are questioned or recommended to be disallowed.

**Section IV – Prior Year Findings**

There were no findings in the prior year.

# **Launch Expeditionary Learning Charter School**

Financial Statements and  
Uniform Guidance Schedules  
Together With Independent Auditors' Reports

June 30, 2022 and 2021

# Launch Expeditionary Learning Charter School

## Financial Statements and Uniform Guidance Schedules Together With Independent Auditors' Reports

June 30, 2022 and 2021

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## Independent Auditors' Report

### Board of Trustees Launch Expeditionary Learning Charter School

#### *Opinion*

We have audited the accompanying financial statements of Launch Expeditionary Learning Charter School (the "School") (a nonprofit organization), which comprise the statements of financial position as of June 30, 2022 and 2021, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the School as of June 30, 2022 and 2021, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

#### *Basis for Opinion*

We conducted our audits 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. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the School and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### *Responsibilities of Management for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

#### *Auditors' Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

#### ***Report on Supplementary Information***

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards on page 16, as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the financial statements as a whole.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated September 23, 2022, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely 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 the effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

*PKF O'Connor Davies, LLP*  
Harrison, New York  
September 23, 2022

## Launch Expeditionary Learning Charter School

### Statements of Financial Position

	June 30,	
	2022	2021
<b>ASSETS</b>		
Current Assets		
Cash	\$ 1,683,797	\$ 2,511,787
Grants and contracts receivable	796,170	283,464
Prepaid expenses and other current assets	80,957	120,355
Total Current Assets	2,560,924	2,915,606
Property and equipment, net	273,012	274,852
Restricted cash	100,232	75,528
	\$ 2,934,168	\$ 3,265,986
<b>LIABILITIES AND NET ASSETS</b>		
Current Liabilities		
Accounts payable and accrued expenses	\$ 99,878	\$ 151,250
Accrued payroll and payroll taxes	436,295	399,446
Total Current Liabilities	536,173	550,696
Net Assets		
Without donor restrictions	2,286,768	2,431,011
With donor restrictions	111,227	284,279
Total Net Assets	2,397,995	2,715,290
	\$ 2,934,168	\$ 3,265,986

See notes to financial statements

## Launch Expeditionary Learning Charter School

### Statement of Activities Year Ended June 30, 2022

	Without Donor Restrictions	With Donor Restrictions	Total
<b>REVENUE AND SUPPORT</b>			
State and local per pupil operating revenue	\$ 5,666,251	\$ -	\$ 5,666,251
Federal grants	859,859	-	859,859
Federal IDEA and E-rate	181,046	-	181,046
State and city grants	22,081	-	22,081
Contributions and grants	31,694	166,841	198,535
Interest and other income	635	-	635
Net assets released from restrictions	339,893	(339,893)	-
Total Revenue and Support	7,101,459	(173,052)	6,928,407
<b>EXPENSES</b>			
Program Services			
Regular education	3,805,718	-	3,805,718
Special education	2,551,339	-	2,551,339
Total Program Services	6,357,057	-	6,357,057
Supporting Services			
Management and general	661,241	-	661,241
Fundraising	227,404	-	227,404
Total Expenses	7,245,702	-	7,245,702
Change in Net Assets	(144,243)	(173,052)	(317,295)
<b>NET ASSETS</b>			
Beginning of year	2,431,011	284,279	2,715,290
End of year	\$ 2,286,768	\$ 111,227	\$ 2,397,995

See notes to financial statements

## Launch Expeditionary Learning Charter School

### Statement of Activities Year Ended June 30, 2021

	Without Donor Restrictions	With Donor Restrictions	Total
<b>REVENUE AND SUPPORT</b>			
State and local per pupil operating revenue	\$ 5,909,898	\$ -	\$ 5,909,898
Federal grants	310,103	-	310,103
Federal IDEA and E-rate	106,484	-	106,484
State and city grants	23,726	-	23,726
Contributions and grants	9,724	586,000	595,724
Interest and other income	2,472	-	2,472
Net assets released from restrictions	351,721	(351,721)	-
Total Revenue and Support	6,714,128	234,279	6,948,407
<b>EXPENSES</b>			
Program Services			
Regular education	3,557,313	-	3,557,313
Special education	2,268,497	-	2,268,497
Total Program Services	5,825,810	-	5,825,810
Supporting Services			
Management and general	536,364	-	536,364
Fundraising	145,759	-	145,759
Total Expenses	6,507,933	-	6,507,933
Change in Net Assets	206,195	234,279	440,474
<b>NET ASSETS</b>			
Beginning of year	2,224,816	50,000	2,274,816
End of year	\$ 2,431,011	\$ 284,279	\$ 2,715,290

See notes to financial statements

**Launch Expeditionary Learning Charter School**

Statement of Functional Expenses  
Year Ended June 30, 2022

	No. of Positions	Program Services			Support Services		Total
		Regular Education	Special Education	Total	Management and General	Fundraising	
<b>Personnel Service Costs</b>							
Administrative staff personnel	16	\$ 719,805	\$ 378,501	\$ 1,098,306	\$ 320,289	\$ 146,790	\$ 1,565,385
Instructional personnel	31	1,258,321	1,173,498	2,431,819	-	-	2,431,819
Non-instructional personnel	8	375,207	140,319	515,526	4,900	16,938	537,364
<b>Total Personnel Service Costs</b>	<b>55</b>	<b>2,353,333</b>	<b>1,692,318</b>	<b>4,045,651</b>	<b>325,189</b>	<b>163,728</b>	<b>4,534,568</b>
Fringe benefits and payroll taxes		513,016	368,127	881,143	71,908	36,149	989,200
Retirement		26,087	18,719	44,806	3,656	1,838	50,300
Audit services		-	-	-	36,250	-	36,250
Other purchased / professional / consulting services		339,179	187,882	527,061	137,611	12,829	677,501
Repairs and maintenance		6,308	2,298	8,606	-	-	8,606
Insurance		29,161	10,624	39,785	-	-	39,785
Supplies / materials		180,915	69,323	250,238	1,142	585	251,965
Equipment / furnishings		25,281	9,210	34,491	-	-	34,491
Staff development		21,134	15,444	36,578	2,590	1,325	40,493
Marketing / recruitment		98,565	38,674	137,239	926	473	138,638
Technology		71,543	41,226	112,769	5,069	2,595	120,433
Student services		15,523	5,655	21,178	-	-	21,178
Office expense		33,513	24,491	58,004	4,241	2,102	64,347
Depreciation / amortization		83,081	60,714	143,795	10,180	5,211	159,186
Loss on disposal of property and equipment		9,079	6,634	15,713	1,112	569	17,394
Other		-	-	-	61,367	-	61,367
<b>Total Expenses</b>		<b>\$ 3,805,718</b>	<b>\$ 2,551,339</b>	<b>\$ 6,357,057</b>	<b>\$ 661,241</b>	<b>\$ 227,404</b>	<b>\$ 7,245,702</b>

See notes to financial statements

**Launch Expeditionary Learning Charter School**

Statement of Functional Expenses  
Year Ended June 30, 2021

	No. of Positions	Program Services			Support Services		
		Regular Education	Special Education	Total	Management and General	Fundraising	Total
<b>Personnel Service Costs</b>							
Administrative staff personnel	10	\$ 408,114	\$ 263,846	\$ 671,960	\$ 243,078	\$ 75,965	\$ 991,003
Instructional personnel	30	1,257,594	1,004,165	2,261,759	-	-	2,261,759
Non-instructional personnel	12	430,668	155,861	586,529	6,424	25,697	618,650
Total Personnel Service Costs	52	2,096,376	1,423,872	3,520,248	249,502	101,662	3,871,412
Fringe benefits and payroll taxes		470,024	316,052	786,076	57,166	21,413	864,655
Retirement		21,680	14,578	36,258	2,637	988	39,883
Audit services		-	-	-	26,500	-	26,500
Other purchased / professional / consulting services		382,308	228,526	610,834	157,575	13,229	781,638
Repairs and maintenance		9,720	3,517	13,237	-	-	13,237
Insurance		31,191	13,552	44,743	689	262	45,694
Supplies / materials		156,099	59,118	215,217	799	304	216,320
Equipment / furnishings		53,040	19,196	72,236	-	-	72,236
Staff development		26,405	17,880	44,285	2,534	965	47,784
Marketing / recruitment		54,411	20,968	75,379	388	148	75,915
Technology		63,759	33,349	97,108	3,128	1,191	101,427
Student services		39,124	14,159	53,283	-	-	53,283
Office expense		56,845	38,495	95,340	5,597	2,077	103,014
Depreciation / amortization		94,069	63,704	157,773	9,029	3,437	170,239
Loss on disposal of property and equipment		2,262	1,531	3,793	217	83	4,093
Other		-	-	-	20,603	-	20,603
<b>Total Expenses</b>		<b>\$ 3,557,313</b>	<b>\$ 2,268,497</b>	<b>\$ 5,825,810</b>	<b>\$ 536,364</b>	<b>\$ 145,759</b>	<b>\$ 6,507,933</b>

See notes to financial statements

## Launch Expeditionary Learning Charter School

### Statements of Cash Flows

	Year Ended June 30,	
	2022	2021
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Change in net assets	\$ (317,295)	\$ 440,474
Adjustments to reconcile change in net assets to net cash from operating activities		
Depreciation and amortization	159,186	170,239
Loss on disposal of property and equipment	17,394	4,093
Changes in operating assets and liabilities		
Grants and contracts receivable	(512,706)	(106,242)
Prepaid expenses and other current assets	39,398	(63,379)
Accounts payable and accrued expenses	(51,372)	54,823
Accrued payroll and payroll taxes	36,849	(806)
Net Cash from Operating Activities	(628,546)	499,202
<b>CASH FLOWS FROM INVESTING ACTIVITY</b>		
Purchase of property and equipment	(174,740)	(110,027)
Net Change in Cash and Restricted Cash	(803,286)	389,175
<b>CASH AND RESTRICTED CASH</b>		
Beginning of year	2,587,315	2,198,140
End of year	\$ 1,784,029	\$ 2,587,315

See notes to financial statements

# Launch Expeditionary Learning Charter School

Notes to Financial Statements  
June 30, 2022 and 2021

## 1. Organization and Tax Status

Launch Expeditionary Learning Charter School (the “School”) is a New York State, not-for-profit educational corporation that was incorporated to operate a charter school pursuant to Article 56 of the Education Law of the State of New York. The School was granted a provisional charter on December 14, 2010 valid for a term of five years and renewable upon expiration by the Board of Regents of the University of the State of New York (the “Board of Regents”). The Board of Regents approved and issued several renewals to the School’s Charter expiring on June 30, 2027. The School was created to offer a world-class education to students and families living in Bedford-Stuyvesant, Crown Heights and the surrounding communities in Brooklyn, NY. Through its partnership with NYC Outward Bound Schools, the School is part of the Expeditionary Learning network of over 160 member schools nationwide. Its mission is to prepare students in under-resourced communities to thrive in college and careers by providing a public education rooted in active learning experiences and powerful character development. During the 2021-2022 academic year, the School provided education to approximately 263 students in the sixth through eighth grades.

The School has an agreement with the New York City Department of Education (“NYCDOE”) to share public school space at no annual cost. The School occupies approximately 14,000 square feet on one floor of a public school building. The School also shares the gymnasium, auditorium and cafeteria with the public school which approximates 6,751 square feet. The School is not responsible for rent, utilities, custodial services, and school safety services other than those required for days and times the School operates outside of the traditional NYCDOE schedule. The School was unable to determine a value for the contributed space and related services and did not record any value for use of donated facilities or services.

The New York City Department of Education provides free lunches directly to some of the School’s students. Such costs are not included in these financial statements. The School covers the cost of lunches for children not entitled to the free lunches.

Except for taxes that may be due for unrelated business income, the School is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code and from state and local income taxes under comparable laws.

## 2. Summary of Significant Accounting Policies

### ***Basis of Presentation and Use of Estimates***

The accompanying financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America (“U.S. GAAP”), which 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. Accordingly actual results could differ from those estimates.

## Launch Expeditionary Learning Charter School

Notes to Financial Statements  
June 30, 2022 and 2021

### 2. Summary of Significant Accounting Policies *(continued)*

#### ***Net Asset Presentation***

Resources for various purposes are classified for accounting and reporting purposes into net asset categories established according to nature and purpose as follows:

*Net assets without donor restrictions* - consist of resources available for the general support of the School's operations. Net assets without donor restrictions may be used at the discretion of the School's management and/or the Board of Trustees.

*Net assets with donor restrictions* - represents amounts restricted by donors for specific activities of the School or to be used at a future date. The School records contributions as net assets with donor restrictions if they are received with donor stipulations that limit their use either through purpose or time restrictions. When a donor restriction expires, that is, when a time restriction ends or a purpose restriction is fulfilled, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

#### ***Restricted Cash***

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

The following table provides a reconciliation of cash and restricted cash reported within the statements of financial position to the amounts presented in the statements of cash flows as of June 30:

	2022	2021
Cash	\$ 1,683,797	\$ 2,511,787
Restricted cash	100,232	75,528
	<u>\$ 1,784,029</u>	<u>\$ 2,587,315</u>

#### ***Property and Equipment***

The School follows the practice of capitalizing all expenditures for property and equipment with costs in excess of \$2,000 and a useful life in excess of one year. Leasehold improvements are amortized over the shorter of the term of the lease, inclusive of all renewal periods, which are reasonably assured, or the estimated useful life of the asset. Purchased property and equipment are recorded at cost at the date of acquisition. Minor costs of maintenance and repairs are expensed as incurred. All property and equipment purchased with government funding is capitalized, unless the government agency retains legal title to such assets, in which case it is expensed as incurred.

## Launch Expeditionary Learning Charter School

Notes to Financial Statements  
June 30, 2022 and 2021

### 2. Summary of Significant Accounting Policies *(continued)*

#### ***Property and Equipment (continued)***

Depreciation and amortization is recognized on the straight-line method over the estimated useful lives of such assets as follows:

Computers	4 years
Equipment	5 years
Furniture and fixtures	5 years
Software	3 years

Property and equipment are reviewed for impairment if the use of the asset significantly changes or another indicator of possible impairment is identified. If the carrying amount for the asset is not recoverable, the asset is written down to its fair value. No impairment losses were recognized for the years ended June 30, 2022 and 2021.

#### ***Refundable Advances***

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

#### ***Revenue and Support***

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

Contributions are recognized when the donor makes a promise to give to the School that is, in substance, unconditional. Grants and other contributions of cash are reported as net assets with donor restrictions if they are received with donor stipulations. Restricted contributions and grants that are made to support the School's current year activities are recorded as net assets without donor restrictions. Contributions of assets other than cash are recorded at their estimated fair value at the date of donation.

#### ***Marketing and Recruitment***

Marketing and recruitment costs are expensed as incurred for staff and student recruitment. Marketing and recruitment expense for the years ended June 30, 2022 and 2021 was \$138,638 and \$75,915.

#### ***Functional Expense Allocation***

The majority of expenses can generally be directly identified with the program or supporting service to which they relate and are charged accordingly. Other expenses by function have been allocated among program and supporting services classifications on the basis of periodic time and expense studies and other basis as determined by management of the School to be appropriate.

## Launch Expeditionary Learning Charter School

Notes to Financial Statements  
June 30, 2022 and 2021

### 2. Summary of Significant Accounting Policies *(continued)*

#### ***Accounting for Uncertainty in Income Taxes***

The School recognizes the effect of income tax positions only if those positions are more likely than not to be sustained. Management has determined that the School had no uncertain tax positions that would require financial statement recognition or disclosure. The School is no longer subject to examinations by the applicable taxing jurisdictions for years prior to June 30, 2019.

#### ***Subsequent Events Evaluation by Management***

Management has evaluated subsequent events for disclosure and/or recognition in the financial statements through the date that the financial statements were available to be issued, which date is September 23, 2022.

### 3. Grants and Contracts Receivable

Grants and contracts receivable primarily consist of federal, state and city entitlements and grants. The School expects to collect these receivables in full within one year. Management has assessed the need for an allowance and has determined that such an allowance is not necessary.

### 4. Conditional Promise to Give

On May 7, 2021, the School received one conditional grant in the amount of \$1,000,000, which contains donor conditions related to a milestone. Since this grant represents a conditional promise to give, it will not be recorded as grant revenue until donor conditions are met. As of June 30, 2022, revenue of \$500,000 was recognized under this grant and the remaining balance of this conditional promise to give was \$500,000.

### 5. Property and Equipment

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

	2022	2021
Computers	\$ 329,651	\$ 247,570
Equipment	167,603	167,603
Furniture and fixtures	401,689	363,877
Software	7,785	7,785
Leasehold improvements	986,353	964,468
	<u>1,893,081</u>	<u>1,751,303</u>
Accumulated depreciation and amortization	<u>(1,620,069)</u>	<u>(1,476,451)</u>
	<u>\$ 273,012</u>	<u>\$ 274,852</u>

## Launch Expeditionary Learning Charter School

Notes to Financial Statements  
June 30, 2022 and 2021

### 5. Property and Equipment (*continued*)

Assets with a cost basis of \$32,962 and accumulated depreciation of \$15,568 were disposed of during the year ended June 30, 2022. Assets with a cost basis of \$73,626 and accumulated depreciation of \$69,533 were disposed of during the year ended June 30, 2021. Loss on disposal of property and equipment was \$17,394 and \$4,093 for the years ended June 30, 2022 and 2021.

### 6. Liquidity and Availability of Financial Assets

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use within one year of the statement of financial position date, are comprised of the following at June 30:

	2022	2021
Cash	\$ 1,683,797	\$ 2,511,787
Grants and contracts receivable	796,170	283,464
	<u>2,479,967</u>	<u>2,795,251</u>
Less amounts unavailable for general expenditures:		
Net assets with donor restrictions	<u>(111,227)</u>	<u>(284,279)</u>
	<u>\$ 2,368,740</u>	<u>\$ 2,510,972</u>

As part of the School's liquidity management plan, the status of grants and contracts receivable is monitored regularly and any excess cash is invested in highly liquid instruments until it is required for operational use. The School will continue to rely on funding received from the New York City Department of Education to cover its future operating costs (see Note 9).

### 7. Net Assets with Donor Restrictions

Net assets with donor restrictions at June 30, 2022 and 2021 consist of grants restricted for the Floyd Bennett Field Capital Campaign.

Net assets with donor restrictions were released as follows for the years ended June 30:

	2022	2021
Floyd Bennett Field Capital Campaign	\$ 339,893	\$ 301,721
Pod Leader Program	-	50,000
	<u>\$ 339,893</u>	<u>\$ 351,721</u>

## **Launch Expeditionary Learning Charter School**

Notes to Financial Statements  
June 30, 2022 and 2021

### **8. Concentration of Credit Risk**

Financial instruments that potentially subject the School to concentrations of credit and market risk consist principally of cash on deposit with financial institutions, which from time to time may exceed the Federal Deposit Insurance Corporation (“FDIC”) limit. The School does not believe that a significant risk of loss due to the failure of a financial institution presently exists. As of June 30, 2022 and 2021, approximately \$1,534,000 and \$2,333,000 of cash was maintained with an institution in excess of FDIC limits.

### **9. Concentration of Revenue and Support**

The School receives a substantial portion of its revenue and support from the New York City Department of Education. For the years ended June 30, 2022 and 2021, the School received approximately 82% and 85% of its total revenue and support from the New York City Department of Education. If the charter school laws were modified, reducing or eliminating these revenues, the School’s finances could be materially adversely affected.

### **10. Employment Contract**

The School entered into a co-employment arrangement with TriNet Group, Inc. (“TriNet”), a professional employment organization, effective May 1, 2013. Under the co-employment arrangement, TriNet assumes certain employment responsibilities, including the payment and reporting employees’ wages and payroll taxes.

### **11. Employee Benefit Plan**

For the benefit of its employees, the School participates in a multiple employer defined contribution 401(k) plan, through its professional employment organization partner, TriNet (see Note 10). Under the 401(k) plan, all employees of the School can elect to make semi-monthly contributions to a personal retirement account. The School will make matching contributions to any employee contributions, dollar for dollar, up to \$1,500 per employee per calendar year. For the years ended June 30, 2022 and 2021, all employees were eligible to participate in the 401(k) plan and all employees were eligible for the employer match. Employer match for the years ended June 30, 2022 and 2021 was \$50,300 and \$39,883.

### **12. Contingency**

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.

## Launch Expeditionary Learning Charter School

Notes to Financial Statements  
June 30, 2022 and 2021

### 13. Risks and Uncertainties

The School's operations and financial performance may be affected by the COVID-19 outbreak which has spread globally and is expected to adversely affect economic conditions throughout the world. If the outbreak continues and conditions worsen, the School may experience a disruption in operations as well as a decline in revenue activities. Economic uncertainty is related to the potential reduction and/or delays in state and local per pupil operating revenue, shortfalls and variations in enrollment, and operational and other changes that could increase expenses. The outbreak may adversely affect the School's activities, financial condition, results of operations, and cash flows. Management is closely monitoring the impact of COVID-19 and believes the School is taking appropriate actions to mitigate the negative impact. However, management is unable to estimate the financial impact, if any, related to this matter.

\* \* \* \* \*

# **Launch Expeditionary Learning Charter School**

Uniform Guidance  
Schedules and Reports

June 30, 2022

**Launch Expeditionary Learning Charter School**

Schedule of Expenditures of Federal Awards  
Year Ended June 30, 2022

Federal Grantor/Pass-Through Grantor/ Program or Cluster Title	Federal Assistance Listing Number	Pass-Through Entity Identifying Number	Provided to Subrecipients	Total Federal Expenditures
<u>U.S. Department of Education</u>				
Pass-Through New York State Education Department:				
Title I Grants to Local Educational Agencies	84.010	0021224004	\$ -	\$ 141,405
Supporting Effective Instruction State Grants (Formerly Improving Teacher Quality State Grants)	84.367	0147224004	-	15,812
Student Support and Academic Enrichment Program Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund II	84.424	0204224004	-	10,000
Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund ARP	84.425D	5891214004	-	203,762
	84.425U	5880214004	-	488,880
Total U.S. Department of Education			-	859,859
Total Expenditures of Federal Awards			\$ -	\$ 859,859

See independent auditors' report and notes to schedule of expenditures of federal awards

## **Launch Expeditionary Learning Charter School**

Notes to Schedule of Expenditures of Federal Awards  
Year Ended June 30, 2022

### **1. Basis of Presentation**

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal award activity of Launch Expeditionary Learning Charter School (the "School"), under programs of the federal government for the year ended June 30, 2022. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* ("Uniform Guidance"). Because the Schedule presents only a selected portion of the operations of the School, it is not intended to and does not present the financial position, changes in net assets or cash flows of the School.

### **2. Summary of Significant Accounting Policies**

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

### **3. Indirect Cost Rate**

The School has elected not to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

**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 Auditors' Report**

**Board of Trustees  
Launch Expeditionary Learning 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 Launch Expeditionary Learning Charter School (the "School") (a nonprofit organization), which comprise the statement of financial position as of June 30, 2022, 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 23, 2022.

**Report on Internal Control Over Financial Reporting**

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

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

**Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. 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.

*PKF O'Connor Davies, LLP*

Harrison, New York  
September 23, 2022

**Report on Compliance for Each Major Federal Program and Report on Internal Control  
Over Compliance Required by the Uniform Guidance**

**Independent Auditors' Report**

**Board of Trustees  
Launch Expeditionary Learning Charter School**

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

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

We have audited Launch Expeditionary Learning Charter School's (the "School") compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the School's major federal programs for the year ended June 30, 2022. The School's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the School complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2022.

***Basis for Opinion on Each Major Federal Program***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the School and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the School's compliance with the compliance requirements referred to above.

***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the School's federal programs.

***Auditors' Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the School's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the School's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the School's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the School's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

## **Report on Internal Control Over Compliance**

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

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

*PKF O'Connor Davies, LLP*

Harrison, New York  
September 23, 2022

**Launch Expeditionary Learning Charter School**

Schedule of Findings and Questioned Costs  
Year Ended June 30, 2022

**Section I - Summary of Auditors' Results**

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with U.S. GAAP:

Unmodified

Internal control over financial reporting:

Material weakness(es) identified?

\_\_\_\_\_ yes X no

Significant deficiency(ies) identified?

\_\_\_\_\_ yes X none reported

Noncompliance material to the financial statements noted?

\_\_\_\_\_ yes X no

Federal Awards

Internal control over major federal programs:

Material weakness(es) identified?

\_\_\_\_\_ yes X no

Significant deficiency(ies) identified?

\_\_\_\_\_ yes X none reported

Type of auditors' report issued on compliance for major federal programs:

Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?

\_\_\_\_\_ yes X no

Identification of major federal programs:

Federal Assistance Listing Number(s)

Name of Federal Program or Cluster

84.425D

Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund II

84.425U

Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund ARP

Dollar threshold used to distinguish between Type A and Type B programs:

\$750,000

Auditee qualified as low-risk auditee?

\_\_\_\_\_ yes X no

**Section II – Financial Statement Findings**

During our audit, we noted no material findings for the year ended June 30, 2022.

**Section III – Federal Award Findings and Questioned Costs**

During our audit, we noted no material instance of noncompliance and none of the costs tested which were reported in the federal financially assisted programs are questioned or recommended to be disallowed.

**Section IV – Prior Year Findings**

There were no findings in the prior year.

# **Launch Expeditionary Learning Charter School**

Independent Auditors' Communication of  
Internal Control Related Matters Identified in the Audit

June 30, 2022

**Board of Trustees**  
**Launch Expeditionary Learning Charter School**

Auditors' Communication on Internal Control

In planning and performing our audit of the financial statements of Launch Expeditionary Learning Charter School (the "School") as of and for the year ended June 30, 2022, in accordance with auditing standards generally accepted in the United States of America, we considered the School's internal control over financial reporting ("internal control") as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or 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 deficiencies, significant deficiencies, or material weaknesses and, therefore, there can be no assurance that all such deficiencies have been identified.

We did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above.

This communication is intended solely for the information and use of management and others charged with governance, the State Education Department of the State University of New York, and others within the School, and is not intended to be and should not be used by anyone other than these specified parties.

*PKF O'Connor Davies, LLP*

Harrison, New York  
September 23, 2022



[www.launchschool.org](http://www.launchschool.org)

Ph: (718) 604-6910

Fax: (347) 402-3016

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The following financial items are not applicable to Launch Expeditionary Learning Charter School:

- CSP Agreed-Upon Procedure Report (no CSP funding in place)
- Corrective Action Plan for Audit Findings and Management Letter Recommendations (no auditor recommendations for FY22)

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Katherine Lewandowski

---

**Name of Charter School Education Corporation:**

Launch Expeditionary Learning Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).  
Board Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

5. 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.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

7. 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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

*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. The personal contact information provided below will be redacted.*



*Katherine Lewandowski*

07/27/2022

---

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Alex Rappaport

---

**Name of Charter School Education Corporation:**

Launch Expeditionary Learning Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).  
Board Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

5. 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.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. 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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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*Alex Rappaport*

07/28/2022

---

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Marcia Ward-Mitchell

**Name of Charter School Education Corporation:**

Launch Expeditionary Learning Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).  
Board Vice-Chair; Parent

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

I am the parent of one current student and one alumni student. All board discussions are related to policies that are intended to benefit all students and to move the school toward our mission, not any one student in particular.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

5. 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.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. 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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

*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. The personal contact information provided below will be redacted.*



*Marcia Ward-Mitchell*

07/27/2022

---

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Nic Lirette

---

**Name of Charter School Education Corporation:**

Launch Expeditionary Learning Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).  
Board Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

5. 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.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

7. 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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

*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. The personal contact information provided below will be redacted.*



*Nic Lirette*

07/29/2022

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**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Nicole Lemerond

---

**Name of Charter School Education Corporation:**

Launch Expeditionary Learning Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).  
Board Treasurer

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

5. 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.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

7. 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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

*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. The personal contact information provided below will be redacted.*



*Nicole Lemerond*

07/29/2022

---

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Richard Stopol

---

**Name of Charter School Education Corporation:**

Launch Expeditionary Learning Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).  
Board Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

5. 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 am the former CEO of NYC Outward Bound Schools, which helped to found the school and remains the school's institutional partner. I retired in January 2022.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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**None**

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest</b>	<b>Steps taken to avoid conflict of interest</b>
NYC Outward Bound School	Institutional Partner; services agreement	\$75,000	Richard Stopol - Former CEO	Recusal from any discussion or action regarding the school's services contract with NYC Outward Bound Schools

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*Richard Stopol*

07/29/2022

---

**Signature**

**Date**

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- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Jonathan Harber

---

**Name of Charter School Education Corporation:**

Launch Expeditionary Learning Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).  
Board Chair

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

5. 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.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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**None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
Finalsite	School website	\$20,000	Jonathan Harber	Recused myself from and discussion or action taken by the board related to using finalsite to host the school's website

*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. The personal contact information provided below will be redacted.*



07/29/2022

---

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Melanie Dukes

---

**Name of Charter School Education Corporation:**

Launch Expeditionary Learning Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).  
Board Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

5. 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.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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**None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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*Melanie Dukes*

07/27/2022

---

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Darryl Hazelwood

---

**Name of Charter School Education Corporation:**

Launch Expeditionary Learning Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).  
Board Secretary

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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Yes  No

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**None**

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**None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
NA	NA	NA	NA	NA

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*Darryl Hazelwood*

08/01/2022

---

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Casey Noel

---

**Name of Charter School Education Corporation:**

Launch Expeditionary Learning Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).  
Board Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

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Yes  No

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Yes  No

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**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

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**None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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*Casey Noel*

09/08/2022

---

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Rebecca van de Sande

---

**Name of Charter School Education Corporation:**

Launch Expeditionary Learning Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).  
Board Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

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Yes  No

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Yes  No

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

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Yes  No

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**None**

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**None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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*Rebecca Van De Sande*

09/12/2022

---

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

APPROVED



## Launch Expeditionary Learning Charter School

### Minutes

#### August 2021 Board Meeting

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##### **Date and Time**

Tuesday August 10, 2021 at 9:00 AM

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Topic: Launch August 2021 Board of Trustees Meeting

Time: Aug 10, 2021 09:00 AM Eastern Time (US and Canada)

##### **Join Zoom Meeting**

<https://launchschool-org.zoom.us/j/92177590871>

Meeting ID: 921 7759 0871

One tap mobile

+13126266799,,92177590871# US (Chicago)

+16465588656,,92177590871# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 921 7759 0871

Find your local number: <https://launchschool-org.zoom.us/u/acqcTwUG8X>

---

##### **Trustees Present**

A. Rappaport (remote), D. Hazelwood (remote), J. Harber (remote), M. Dukes (remote),  
M. Ward-Mitchell (remote), N. Lemerond (remote), N. Lirette (remote), R. Stopol (remote)

##### **Trustees Absent**

---

R. van de Sande, S. Tarver

**Guests Present**

A. Rubin (remote), Amanda Leake (remote), B. Robinson (remote), C. Schlafer (remote), E. Kussell (remote), G. Roehm (remote), R. Tang (remote), snikiema@launchschool.org (remote)

---

**I. Opening Items**

**A. Record Attendance and Guests**

**B. Call the Meeting to Order**

G. Roehm called a meeting of the board of trustees of Launch Expeditionary Learning Charter School to order on Tuesday Aug 10, 2021 at 9:00 AM.

**II. ACTION ITEM: Approve Charter Revision Requests**

**A. Approve Non-Material Revision to Local Assessments**

J. Harber made a motion to approve non-material revision to local assessments.  
N. Lirette seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**B. Approve Non-Material Revision to District of Location**

J. Harber made a motion to approve non-material revision to District of Location.  
A. Rappaport seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**C. Approve Material Revision to Grades and Students Served**

J. Harber made a motion to approve material revision to Grades and Students Served.  
A. Rappaport seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**III. ACTION ITEM: Approve Student Discipline Policy and Code of Conduct**

**A. Approve Student Discipline Policy and Code of Conduct**

J. Harber made a motion to Approve Student Discipline Policy and Code of Conduct.  
R. Stopol seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**IV. ACTION ITEM: Charter Renewal Application**

**A. Approve Charter Renewal Application**

J. Harber made a motion to Approve Charter Renewal Application.  
N. Lirette seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**V. Information Items**

**A.**

### **Information Items**

The Executive Director reviewed the next steps in the renewal process including the application submission, preparation for the renewal site visit, preparation for the lobbying campaign, and the following board meeting date. The ED answered brief questions from the board.

## **VI. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:40 AM.

Respectfully Submitted,  
G. Roehm

APPROVED



# Launch Expeditionary Learning Charter School

## Minutes

### September 2021 Board Meeting

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#### Date and Time

Tuesday September 21, 2021 at 6:30 PM

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Topic: September 2021 Board Meeting

Time: Sep 21, 2021 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://launchschool-org.zoom.us/j/89855532867>

Meeting ID: 898 5553 2867

One tap mobile

+16465588656,,89855532867# US (New York)

+13126266799,,89855532867# US (Chicago)

Dial by your location

+1 646 558 8656 US (New York)

+1 312 626 6799 US (Chicago)

+1 301 715 8592 US (Washington DC)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 720 707 2699 US (Denver)

Meeting ID: 898 5553 2867

Find your local number: <https://launchschool-org.zoom.us/j/89855532867>

---

#### Trustees Present

A. Rappaport (remote), D. Hazelwood (remote), J. Harber (remote), M. Dukes (remote), M. Ward-Mitchell (remote), N. Lirette (remote), R. Stopol (remote), R. van de Sande (remote), S. Tarver (remote)

#### Trustees Absent

---

N. Lemerond

**Guests Present**

A. Rubin (remote), Amanda Leake (remote), B. Robinson (remote), C. Schlafer (remote), E. Kussell (remote), G. Roehm (remote), R. Tang (remote)

---

**I. Opening Items**

**A. Record Attendance and Guests**

**B. Call the Meeting to Order**

G. Roehm called a meeting of the board of trustees of Launch Expeditionary Learning Charter School to order on Tuesday Sep 21, 2021 at 6:30 PM.

**II. Approve Minutes**

**A. Approve Minutes**

J. Harber made a motion to approve the minutes from August 2021 Board Meeting on 08-10-21.

R. Stopol seconded the motion.

The board **VOTED** unanimously to approve the motion.

**B. Approve Minutes**

J. Harber made a motion to approve the minutes from June 2021 Board Meeting on 06-23-21.

A. Rappaport seconded the motion.

The board **VOTED** unanimously to approve the motion.

**III. ACTION ITEM: Approve 2021-2022 District Safety Plan**

**A. Approve District Safety Plan**

The Director of Finance presented the 2021-2022 District Safety Plan for board approval.

J. Harber made a motion to approve the 2021-2022 District Safety Plan.

R. Stopol seconded the motion.

The board **VOTED** unanimously to approve the motion.

**IV. Program Update**

**A. Program Update**

The Head of School updated the board on the start of school for students and staff as it relates to Launch's workplan. The HOS answered brief questions from the board.

**V. Board Self-Evaluation**

**A. Summarizing the Board Self-Evaluation**

The ED provided a summary of the board self-evaluation and discussed next steps. The ED answered brief questions from the board.

## **VI. Charter Renewal Site Visit**

### **A. Site Visit Preparation**

The ED provided an overview of the upcoming renewal site visit and the board's specific responsibilities during the visit. Darryl Hazelwood then provided a brief overview of the ED evaluation process before the board engaged in interactive discussion and activities to prepare for the visit. The ED answered questions from the board.

## **VII. Executive Session**

### **A. Executive Session - Vaccine Policy**

The ED, HOS, DOF, and the board moved into executive session to discuss the application of Launch's vaccine policy.

## **VIII. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:40 PM.

Respectfully Submitted,  
G. Roehm

APPROVED



# Launch Expeditionary Learning Charter School

## Minutes

### October 2021 Board Meeting

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#### Date and Time

Wednesday October 27, 2021 at 6:30 PM

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Topic: October 2021 Board Meeting

Time: Oct 27, 2021 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://launchschool-org.zoom.us/j/87096674620>

Meeting ID: 870 9667 4620

One tap mobile

+16465588656,,87096674620# US (New York)

+13017158592,,87096674620# US (Washington DC)

Dial by your location

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 720 707 2699 US (Denver)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 870 9667 4620

Find your local number: <https://launchschool-org.zoom.us/u/kAZM4rjqD>

---

#### Trustees Present

A. Rappaport (remote), D. Hazelwood (remote), J. Harber (remote), M. Ward-Mitchell (remote), N. Lemerond (remote), R. van de Sande (remote), S. Tarver (remote)

#### Trustees Absent

M. Dukes, N. Lirette, R. Stopol

#### Guests Present

A. Rubin (remote), B. Robinson (remote), C. Schlafer (remote), E. Kussell (remote), G. Roehm (remote), R. Tang (remote), Shamikah Kenlock (remote)

---

## **I. Opening Items**

### **A. Record Attendance and Guests**

### **B. Call the Meeting to Order**

G. Roehm called a meeting of the board of trustees of Launch Expeditionary Learning Charter School to order on Wednesday Oct 27, 2021 at 6:30 PM.

## **II. Approve Minutes**

### **A. Approve Minutes**

J. Harber made a motion to approve the minutes from September 2021 Board Meeting on 09-21-21.

A. Rappaport seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **III. ACTION ITEM: Approve FY21 Audit**

### **A. Approve FY21 Audit**

The Director of Finance presented the FY21 Audited Financial Statements and Auditor's Letter to Management, which included recommendations for a cyber security assessment and increased escrow account balance, for approval by the Board. The DoF answered brief questions from the board.

J. Harber made a motion to approve the FY21 Audit.

M. Ward-Mitchell seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **IV. Program Update**

### **A. NWEA MAP Presentation**

The Head of School updated the board on the current state of the Launch program, including MAP Growth assessment data and proficiency goals for the remainder of the school year. The HoS and Executive Director answered questions from the board.

## **V. Board Self-Evaluation**

### **A. Summarizing and Determining Next Steps from the Board Self-Evaluation**

The ED shared a more detailed review of the board self-evaluation results before the board split into small groups to discuss next steps.

## **VI. Fundraising Committee Update**

### **A. Fundraising Committee Update**

The ED and Committee Chair updated the board on the FBF capital campaign progress and next steps.

## **VII. Information Items**

### **A.**

**Information Items**

The ED presented to the board an update on facility needs at the school building.

**VIII. Executive Session**

**A. Executive Session - ED Evaluation**

The board moved to executive session to discuss and finalize the SY20-21 ED Evaluation.

**IX. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,  
D. Hazelwood

APPROVED



## Launch Expeditionary Learning Charter School

### Minutes

#### November 2021 Board Meeting

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##### **Date and Time**

Wednesday November 17, 2021 at 6:30 PM

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Topic: November 2021 Launch Board of Trustees Meeting

Time: Nov 17, 2021 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://launchschool-org.zoom.us/j/85615564551>

Meeting ID: 856 1556 4551

One tap mobile

+16465588656,,85615564551# US (New York)

+13126266799,,85615564551# US (Chicago)

Dial by your location

+1 646 558 8656 US (New York)

+1 312 626 6799 US (Chicago)

+1 301 715 8592 US (Washington DC)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 720 707 2699 US (Denver)

Meeting ID: 856 1556 4551

Find your local number: <https://launchschool-org.zoom.us/u/kcpoQcmwwi>

---

##### **Trustees Present**

A. Rappaport (remote), D. Hazelwood (remote), J. Harber (remote), M. Dukes (remote), M. Ward-Mitchell (remote), N. Lemerond (remote), N. Lirette (remote), R. Stopol (remote), R. van de Sande (remote), S. Tarver (remote)

##### **Trustees Absent**

None

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##### **Guests Present**

A. Rubin (remote), Amanda Leake (remote), B. Robinson (remote), C. Schlafer (remote), E. Kussell (remote), G. Roehm (remote), R. Tang (remote), Shamikah Kenlock (remote)

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## **I. Opening Items**

### **A. Record Attendance and Guests**

### **B. Call the Meeting to Order**

G. Roehm called a meeting of the board of trustees of Launch Expeditionary Learning Charter School to order on Wednesday Nov 17, 2021 at 6:30 PM.

## **II. Executive Session**

### **A. Executive Session - ED Evaluation**

The board moved to executive session to discuss and finalize the SY20-21 ED Evaluation.

## **III. Approve Minutes**

### **A. Approve Minutes**

J. Harber made a motion to approve the minutes from the October 2021 Board Meeting on 10-27-21.

M. Ward-Mitchell seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **IV. ACTION ITEM: Q1 Finance Update and Approve Budget Amendment #1**

### **A. Q1 Finance Update and Approve Budget Amendment #1**

The Director of Finance and the Finance Committee presented the Q1 financial report and proposed budget amendment #1 for board approval. The DoF and ED answered brief questions from the board.

J. Harber made a motion to approve Budget Amendment #1.

M. Ward-Mitchell seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **V. Communications Update**

### **A. Communications Update**

The Director of External Affairs presented to the board on Launch's communications

practices and led the board in an activity to engage with Launch's new

communications content to provide feedback. The DEA answered brief questions from the board.

## **VI. ACTION ITEM: Approve Vice-Chair Appointment**

### **A. Approve Vice-Chair Appointment**

J. Harber made a motion to appoint Marcia Ward-Mitchell as Vice-Chair of the board.

R. Stopol seconded the motion.  
The board **VOTED** unanimously to approve the motion.

## **VII. ACTION ITEM: Approve Committee Assignments**

### **A. Approve Committee Assignments**

J. Harber made a motion to approve the proposed board committee assignments.  
M. Ward-Mitchell seconded the motion.  
The board **VOTED** unanimously to approve the motion.

## **VIII. Next Steps - Board Self-Evaluation**

### **A. Next Steps for Launch Governance Practices**

The ED presented next steps based on the board's self-evaluation and initial discussion of the data at the last meeting.

## **IX. Approve Executive Compensation**

### **A. Approve Executive Compensation**

J. Harber made a motion to approve the recommendation from the Personnel Committee on executive compensation.  
M. Ward-Mitchell seconded the motion.  
The board **VOTED** unanimously to approve the motion.

## **X. Information Items**

### **A. Information Items**

The ED and Vice-Chair updated the board on the recent School Visit. The ED then provided updates on the Fundraising Committee, FBF Committee, Board Pledge Forms, and Student-Led Conferences.

## **XI. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,  
G. Roehm

APPROVED



# Launch Expeditionary Learning Charter School

## Minutes

### January 2022 Board Meeting

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#### Date and Time

Wednesday January 19, 2022 at 6:30 PM

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Topic: January 2022 Board of Trustees Meeting

Time: Jan 19, 2022 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://launchschool-org.zoom.us/j/86710299374>

Meeting ID: 867 1029 9374

One tap mobile

+16465588656,,86710299374# US (New York)

+13017158592,,86710299374# US (Washington DC)

Dial by your location

+1 646 558 8656 US (New York)

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+1 312 626 6799 US (Chicago)

+1 346 248 7799 US (Houston)

+1 720 707 2699 US (Denver)

+1 253 215 8782 US (Tacoma)

Meeting ID: 867 1029 9374

Find your local number: <https://launchschool-org.zoom.us/u/kxsG9FLsM>

---

#### Trustees Present

A. Rappaport (remote), D. Hazelwood (remote), J. Harber (remote), M. Dukes (remote), M. Ward-Mitchell (remote), N. Lemerond (remote), N. Lirette (remote), R. Stopol (remote), R. van de Sande (remote)

#### Trustees Absent

S. Tarver

#### Guests Present

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A. Rubin (remote), Amanda Leake (remote), B. Robinson (remote), C. Schlafer (remote), Casey Noel (remote), E. Kussell (remote), G. Roehm (remote), R. Tang (remote), Shamikah Kenlock (remote)

---

## **I. Opening Items**

### **A. Record Attendance and Guests**

### **B. Call the Meeting to Order**

G. Roehm called a meeting of the board of trustees of Launch Expeditionary Learning Charter School to order on Wednesday Jan 19, 2022 at 6:30 PM.

## **II. Approve Minutes**

### **A. Approve Minutes**

M. Ward-Mitchell made a motion to approve the minutes from November 2021 Board Meeting on 11-17-21.  
R. Stopol seconded the motion.  
The board **VOTED** unanimously to approve the motion.

## **III. Middle School Update**

### **A. Program Update**

The Head of School provided a brief update on the middle school, including COVID updates since returning from winter break and academic updates.

## **IV. ACTION ITEM: Approve Board Candidate**

### **A. Approve Board Candidate**

The Executive Director introduced board candidate Casey Noel. Casey Noel spoke about his background and answered brief questions from the board and leadership team.  
J. Harber made a motion to approve Casey Noel as board member.  
M. Ward-Mitchell seconded the motion.  
The board **VOTED** unanimously to approve the motion.

## **V. Q2 Finance Update**

### **A. Q2 Finance Update**

The Director of Finance presented the Q2 Financial Report. The DoF then provided a maternity leave update to the board. The HoS answered a brief question from the board.

## **VI. Compensation Analysis and New Policy Development**

### **A. Compensation Analysis and New Policy Development**

The ED provided updates on Launch's compensation analysis and new policy development. The ED answered brief questions from the board.

## **VII. Fundraising Committee Update**

### **A. Fundraising Committee Update**

The Chair of the Fundraising Committee updated the board on capital campaign progress, including a fundraising overview, potential prospects, and developer options. The Chair of the Fundraising Committee and Executive Director answered questions from the board.

## **VIII. Information Items**

### **A. Information Items**

The ED updated the board on Launch's charter renewal and committee updates. The ED answered brief questions from the board. The Director of External Affairs provided updates to the board on enrollment and the FBF partnership process. The DEA answered brief questions from the board.

## **IX. Executive Session**

### **A. Executive Session - Employee Matters**

The board moved into executive session to discuss personnel updates.

## **X. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,  
D. Hazelwood

APPROVED



# Launch Expeditionary Learning Charter School

## Minutes

### February 2022 Board Meeting

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#### Date and Time

Wednesday February 16, 2022 at 6:30 PM

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Topic: Launch Board of Trustees Meeting - February 2022

Time: Feb 16, 2022 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://launchschool-org.zoom.us/j/89255971381>

Meeting ID: 892 5597 1381

One tap mobile

+16465588656,,89255971381# US (New York)

+13126266799,,89255971381# US (Chicago)

Dial by your location

+1 646 558 8656 US (New York)

+1 312 626 6799 US (Chicago)

+1 301 715 8592 US (Washington DC)

+1 720 707 2699 US (Denver)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 892 5597 1381

Find your local number: <https://launchschool-org.zoom.us/u/kxRXwtxwW>

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#### Trustees Present

A. Rappaport (remote), D. Hazelwood (remote), J. Harber (remote), M. Dukes (remote), M. Ward-Mitchell (remote), N. Lemerond (remote), N. Lirette (remote), R. Stopol (remote)

#### Trustees Absent

R. van de Sande, S. Tarver

#### Guests Present

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A. Rubin (remote), Amanda Leake (remote), B. Robinson (remote), E. Kussell (remote), G. Roehm (remote), Katherine Lewandowski (remote), R. Tang (remote), Shamikah Kenlock (remote)

---

## **I. Opening Items**

### **A. Record Attendance and Guests**

### **B. Call the Meeting to Order**

G. Roehm called a meeting of the board of trustees of Launch Expeditionary Learning Charter School to order on Wednesday Feb 16, 2022 at 6:30 PM.

## **II. Approve Minutes**

### **A. Approve Minutes**

J. Harber made a motion to approve the minutes from January 2022 Board Meeting on 01-19-22.

M. Ward-Mitchell seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **III. ACTION ITEM: Approve Board Candidate**

### **A. Approve Board Candidate**

The Executive Director introduced board candidate Katherine Lewandowski. Katherine Lewandowski spoke about her background and answered brief questions from the board.

J. Harber made a motion to approve Katherine Lewandowski as board member.

M. Ward-Mitchell seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **IV. Enrollment Update**

### **A. Enrollment Update**

Launch's Director of External Affairs updated the board on enrollment progress for next school year, including current applicants, marketing updates, and data practices. The DEA answered brief questions from the board.

## **V. Celebration**

### **A. Celebrate our Renewal and Expansion**

The board celebrated achieving a full-term renewal and expansion.

## **VI. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:30 PM.

Respectfully Submitted,

J. Harber

APPROVED



# Launch Expeditionary Learning Charter School

## Minutes

### April Board Meeting

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#### Date and Time

Wednesday April 6, 2022 at 6:30 PM

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Topic: April 2022 Launch Board of Trustees Meeting

Time: Apr 6, 2022 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://launchschool-org.zoom.us/j/86045832403>

Meeting ID: 860 4583 2403

One tap mobile

+16465588656,,86045832403# US (New York)

+13126266799,,86045832403# US (Chicago)

Dial by your location

+1 646 558 8656 US (New York)

+1 312 626 6799 US (Chicago)

+1 301 715 8592 US (Washington DC)

+1 720 707 2699 US (Denver)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 860 4583 2403

Find your local number: <https://launchschool-org.zoom.us/u/kdubJJ1uOK>

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#### Trustees Present

A. Rappaport (remote), J. Harber (remote), M. Ward-Mitchell (remote), R. Stopol (remote), R. van de Sande (remote)

#### Trustees Absent

D. Hazelwood, M. Dukes, N. Lemerond, N. Lirette, S. Tarver

#### Guests Present

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A. Rubin (remote), B. Robinson (remote), Casey Noel (remote), E. Kussell (remote), G. Roehm (remote), Katherine Lewandowski (remote), R. Tang (remote), Tiayana Logan (remote)

---

## **I. Opening Items**

### **A. Record Attendance and Guests**

### **B. Call the Meeting to Order**

G. Roehm called a meeting of the board of trustees of Launch Expeditionary Learning Charter School to order on Wednesday Apr 6, 2022 at 6:35 PM.

## **II. Approve Minutes**

### **A. Approve Minutes**

J. Harber made a motion to approve the minutes from February 2022 Board Meeting on 02-16-22.

M. Ward-Mitchell seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **III. EL Education Credential**

### **A. EL Education Credentialing Site Visit**

The Executive Director and Head of School presented to the board on the EL Education credentialing site visit on 4/4 and 4/5.

## **IV. FBF Presentation**

### **A. FBF Presentation on Design Schedule and Budget**

Representatives from the design firm, ARO, and the Owner's Rep. firm, About the Work, presented a design overview, schedule overview, and budget overview for the Floyd Bennett Field project.

## **V. Launch FBF Fundraising and Kickoff Event**

### **A. Fundraising Update**

The ED and Board Chair updated the board on the capital campaign progress, including looking at current capital raised, funding needs following years, and potential prospects. The ED and Board Chair answered questions from the board.

### **B. Launch FBF Fundraising and Kickoff Event**

Rebecca van de Sande and the Director of External Affairs introduced Karen Auster from the Auster Agency. Karen provided a brief background of her work and presented to the board on Launch's upcoming FBF Fundraising and Kickoff event on May 23rd. The DEA and Karen answered questions from the board.

## **VI. Closing Items**

### **A.**

**Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,  
G. Roehm

APPROVED



# Launch Expeditionary Learning Charter School

## Minutes

### May 2022 Board Meeting

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#### Date and Time

Wednesday May 4, 2022 at 6:30 PM

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Topic: May 2022 Launch Board of Trustees Meeting

Time: May 4, 2022 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://launchschool-org.zoom.us/j/82914033311>

Meeting ID: 829 1403 3311

One tap mobile

+16465588656,,82914033311# US (New York)

+13126266799,,82914033311# US (Chicago)

Dial by your location

+1 646 558 8656 US (New York)

+1 312 626 6799 US (Chicago)

+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 720 707 2699 US (Denver)

+1 253 215 8782 US (Tacoma)

Meeting ID: 829 1403 3311

Find your local number: <https://launchschool-org.zoom.us/u/keZ5VuZqr>

---

#### Trustees Present

A. Rappaport (remote), C. Noel (remote), J. Harber (remote), K. Lewandowski (remote), M. Ward-Mitchell (remote), N. Lirette (remote), R. Stopol (remote), R. van de Sande (remote)

#### Trustees Absent

D. Hazelwood, M. Dukes, N. Lemerond, S. Tarver

#### Guests Present

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A. Leake (remote), A. Rubin (remote), B. Robinson (remote), E. Kussell (remote), G. Roehm (remote), R. Tang (remote), S. Kenlock (remote)

---

## **I. Opening Items**

### **A. Record Attendance and Guests**

### **B. Call the Meeting to Order**

G. Roehm called a meeting of the board of trustees of Launch Expeditionary Learning Charter School to order on Wednesday May 4, 2022 at 6:30 PM.

## **II. Approve Minutes**

### **A. Approve Minutes**

J. Harber made a motion to approve the minutes from April Board Meeting on 04-06-22.

A. Rappaport seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **III. Program Update and NYS Testing**

### **A. Program Update and NYS Testing**

The Head of School provided a program update including the recently completed NYS Math and ELA tests, the upcoming NYS Science test, and the final MAP Growth assessment. The HOS answered questions from the board. The Director of Instructional Coaching for Equity and Impact and the Assistant Principal of Student Achievement answered brief questions from the board.

## **IV. Q3 Finance Update**

### **A. Q3 Finance Update**

The Finance Manager presented to the board on the Q3 finances, a second budget amendment, and the new compensation policy. The FM and ED answered brief questions from the board.

## **V. ACTION ITEM: Budget Amendment #2**

### **A. Budget Amendment #2**

J. Harber made a motion to approve Budget Amendment #2.

N. Lirette seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **VI. ACTION ITEM: Compensation Policy**

### **A. Compensation Policy**

J. Harber made a motion to approve the new compensation policy.

M. Ward-Mitchell seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **VII. Launch FBF Fundraising and Kickoff Event**

### **A. Fundraising Update and Developer Option**

The Executive Director and the Board Chair updated the board on capital campaign progress and on conversations with a potential developer partner.

### **B. Launch FBF Fundraising and Kickoff Event**

The Director of External Affairs updated the board on the May 23rd Floyd Bennett Field fundraising event and next steps.

## **VIII. Discussion of Merger**

### **A. Discussion of Merger**

The Executive Director presented to the board on potential options for merger and the board discussed the potential options for merger.

## **IX. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,  
G. Roehm

DRAFT



# Launch Expeditionary Learning Charter School

## Minutes

### June 2022 Board Meeting

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#### Date and Time

Wednesday June 22, 2022 at 6:30 PM

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Topic: June 2022 Launch Board of Trustees

Time: Jun 22, 2022 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://launchschool-org.zoom.us/j/83138855449>

Meeting ID: 831 3885 5449

One tap mobile

+16465588656,,83138855449# US (New York)

+13126266799,,83138855449# US (Chicago)

Dial by your location

+1 646 558 8656 US (New York)

+1 312 626 6799 US (Chicago)

+1 301 715 8592 US (Washington DC)

+1 720 707 2699 US (Denver)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 831 3885 5449

Find your local number: <https://launchschool-org.zoom.us/u/kd20w7gRc6>

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#### Trustees Present

A. Rappaport (remote), C. Noel (remote), D. Hazelwood (remote), J. Harber (remote), K. Lewandowski (remote), M. Dukes (remote), M. Ward-Mitchell (remote), N. Lemerond (remote), N. Lirette (remote), R. Stopol (remote)

#### Trustees Absent

R. van de Sande, S. Tarver

#### Guests Present

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A. Leake (remote), C. Schlafer (remote), E. Kussell (remote), G. Roehm (remote), R. Tang (remote), S. Kenlock (remote)

---

## **I. Opening Items**

### **A. Record Attendance and Guests**

### **B. Call the Meeting to Order**

G. Roehm called a meeting of the board of trustees of Launch Expeditionary Learning Charter School to order on Wednesday Jun 22, 2022 at 6:30 PM.

## **II. A Special Thank You**

### **A. A Special Thank You**

The Executive Director and Board formally thanked the departing Head of School, Efrat Kussell.

## **III. Approve Minutes**

### **A. Approve Minutes**

J. Harber made a motion to approve the minutes from May 2022 Board Meeting on 05-04-22.

M. Ward-Mitchell seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **IV. ACTION ITEM: Budget Amendment #3**

### **A. Budget Amendment #3**

J. Harber made a motion to approve Budget Amendment #3.

M. Ward-Mitchell seconded the motion.

The Finance Manager presented Budget Amendment #3 and answered brief questions from the board.

The board **VOTED** unanimously to approve the motion.

## **V. ACTION ITEM: FY23 Budget**

### **A. FY23 Budget**

J. Harber made a motion to approve the FY23 Budget.

A. Rappaport seconded the motion.

The Finance Manager presented the FY23 Budget and answered brief questions from the board.

The board **VOTED** unanimously to approve the motion.

## **VI. ACTION ITEM: Board Members Terms and Officers**

### **A. Board Member Terms**

J. Harber made a motion to renew board terms for Nic Lirette and Rebecca van de Sande.

M. Ward-Mitchell seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **B. Board Officers**

J. Harber made a motion to approve Jonathan Harber as Chair, Marcia Ward - Mitchell as Vice Chair, Darryl Hazelwood as Secretary, and Nicole Lemerond as Treasurer.

M. Ward-Mitchell seconded the motion.

The board **VOTED** unanimously to approve the motion.

J. Harber made a motion to the proposed board committees and memberships.

M. Ward-Mitchell seconded the motion.

The Executive Director presented the proposed board committees and memberships. The ED answered brief questions from the board.

The board **VOTED** unanimously to approve the motion.

### **VII. ACTION ITEM: Board Calendar**

#### **A. Board Meeting Calendar - 2022-2023**

J. Harber made a motion to approve the SY2022-2023 Board Calendar.

M. Ward-Mitchell seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **VIII. ACTION ITEM: Authorized Signer**

#### **A. Authorized Signer**

J. Harber made a motion to remove the departing Head of School, Efrat Kussell, as an authorized signer and add Shamikah Kenlock as an authorized signer.

M. Ward-Mitchell seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **IX. ACTION ITEM: Credit Card Holder**

#### **A. Credit Card Holder**

J. Harber made a motion to remove the departing Head of School, Efrat Kussell, as a credit card holder and add Amanda Leake as a credit card holder.

M. Ward-Mitchell seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **X. Program Update: EL Credentialing and Work Plan**

#### **A. EL Credentialing and Work Plan**

The Head of School presented updates on the Pilot EL Credentialing Process and decision-making timeline. The Assistant Principal of Student Achievement and Director of Instructional Coaching for Equity and Impact presented the 2022-2023 Annual Work Plan and next steps. The HOS answered brief questions from the board.

### **XI. Growth Initiatives**

#### **A. FBF**

The Executive Director provided an update to the board on Floyd Bennett Field, including funding conversations, RFP drafting, a schedule overview, and next steps. The ED answered questions from the board.

**B. La Cima**

The Executive Director provided an update to the board on a potential merger with La Cima Charter School. The ED answered questions from the board.

**XII. Information Items**

**A. Information Items**

The Executive Director updated the board on the summer schedule, the school calendar, and board engagement events.

**XIII. Closing Items**

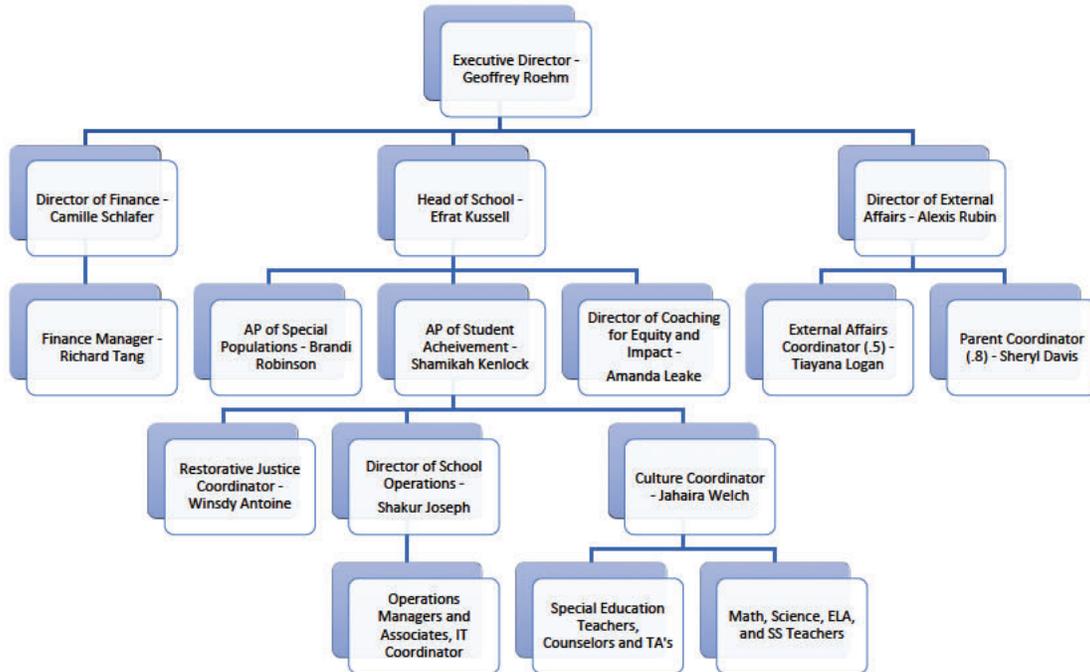
**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:16 PM.

Respectfully Submitted,  
G. Roehm



**Launch Expeditionary Learning Charter School**  
*Organizational Chart – SY2021-2022*





# Launch Expeditionary Learning Charter School 1 – 2022–2023 School Year Calendar

Regular Days of School Testing Dates	First & Last Day of School No School - Holidays	Remote Instruction No School - Breaks & Vacations
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1580 Dean St, Brooklyn, NY 11213, (718) 604-6910

AUGUST – (7 Instructional Days)							NOTES
Su	Mn	Tu	Wn	Th	Fr	Sa	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	First Day of School - Orientation Week
28	29	30	31				Welcome Week

SEPTEMBER – (21 Instructional Days)							NOTES
Su	Mn	Tu	Wn	Th	Fr	Sa	
			1	2	3		
4	5	6	7	8	9	10	Labor Day
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	Science PST Testing
25	26	27	28	29	30		

OCTOBER – (28 Instructional Days)							NOTES
Su	Mn	Tu	Wn	Th	Fr	Sa	
					1		
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	ELA MAP Testing
16	17	18	19	20	21	22	Indigenous Peoples' Math MAP Testing
23	24	25	26	27	28	29	Science MAP Testing
30	31						

NOVEMBER – (19 Instructional Days)							NOTES
Su	Mn	Tu	Wn	Th	Fr	Sa	
		1	2	3	4	5	
6	7	8	9	10	11	12	ELA PST Testing/Math PST Testing
13	14	15	16	17	18	19	Election Day (Remote Instruction Day)/Veterans Day
20	21	22	23	24	25	26	
27	28	29	30				SLCs 22-23 Thanksgiving Break

DECEMBER – (12 Instructional Days)							NOTES
Su	Mn	Tu	Wn	Th	Fr	Sa	
			1	2	3		
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	Winter Break
25	26	27	28	29	30	31	Winter Break

JANUARY – (20 Instructional Days)							NOTES
Su	Mn	Tu	Wn	Th	Fr	Sa	
	1	2	3	4	5	6	7
8	9	10	11	12	13	14	ELA MAP Testing
15	16	17	18	19	20	21	MLK Day/Math MAP Testing
22	23	24	25	26	27	28	Science MAP Testing
29	30	31					1/30 - 100th Day of School

FEBRUARY – (14 Instructional Days)							NOTES
Su	Mn	Tu	Wn	Th	Fr	Sa	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	Mid-Winter Recess
26	27	28					

MARCH – (22 Instructional Days)							NOTES
Su	Mn	Tu	Wn	Th	Fr	Sa	
			1	2	3	4	
5	6	7	8	9	10	11	ELA PST Testing
12	13	14	15	16	17	18	Math PST Testing
19	20	21	22	23	24	25	Launch Self-Care Day
26	27	28	29	30	31		

APRIL – (13 Instructional Days)							NOTES
Su	Mn	Tu	Wn	Th	Fr	Sa	
					1		
2	3	4	5	6	7	8	Spring Break
9	10	11	12	13	14	15	Easter Monday
16	17	18	19	20	21	22	NYS ELA Exam/EID AL FITR
23	24	25	26	27	28	29	
30							

MAY – (22 Instructional Days)							NOTES
Su	Mn	Tu	Wn	Th	Fr	Sa	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	NYS Math Exam
14	15	16	17	18	19	20	Science MAP Testing
21	22	23	24	25	26	27	Math MAP Testing
28	29	30	31				Memorial Day

JUNE – (12 Instructional Days) – 182 Total Days of School							NOTES
Su	Mn	Tu	Wn	Th	Fr	Sa	
					1	2	3
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	Juneteenth
25	26	27	28	29	30		