

I. SCHOOL INFORMATION AND COVER PAGE

Created Tuesday, June 17, 2014

Updated Wednesday, June 18, 2014

Page 1

1. SCHOOL NAME

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

140600860896 ELMWOOD VILLAGE CS

2. CHARTER AUTHORIZER

Regents-Authorized Charter School

3. DISTRICT / CSD OF LOCATION

Buffalo

4. SCHOOL INFORMATION

PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
40 Days Park Buffalo, NY 14201	716-886-4581	716-348-3707	jsheffield@elmwoodvillageschool.org

4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	John Sheffield
Title	Director
Emergency Phone Number (###-###-####)	

5. SCHOOL WEB ADDRESS (URL)

www.elmwoodvillageschool.org

6. DATE OF INITIAL CHARTER

2006-01-01 00:00:00

7. DATE FIRST OPENED FOR INSTRUCTION

2006-09-01 00:00:00

8. TOTAL NUMBER OF STUDENTS ENROLLED IN 2013-14 (as reported on BEDS Day)

(as reported on BEDS Day)

9. GRADES SERVED IN SCHOOL YEAR 2013-14

Check all that apply

- K

- 1

- 2

- 3

- 4

- 5

- 6

- 7

- 8

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

Yes/No	Name of CMO/EMO
No	

11. FACILITIES

Will the School maintain or operate multiple sites?

No, just one site.

12. SCHOOL SITES

Please list the sites where the school will operate in 2014-15.

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	40 Days Park Buffalo, NY 14201	716-886-4581	BUFFALO CITY SD	K-8	Yes	Own

12a. Please provide the contact information for Site 1 (same as the primary site).

	Name	Work Phone	Alternate Phone	Email Address
School Leader	John Sheffield	716-886-4581		
Operational Leader	Liz Evans	716-886-4581		
Compliance Contact	John Sheffield			
Complaint Contact	John Sheffield			

13. Are the School sites co-located?

(No response)

13a. 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
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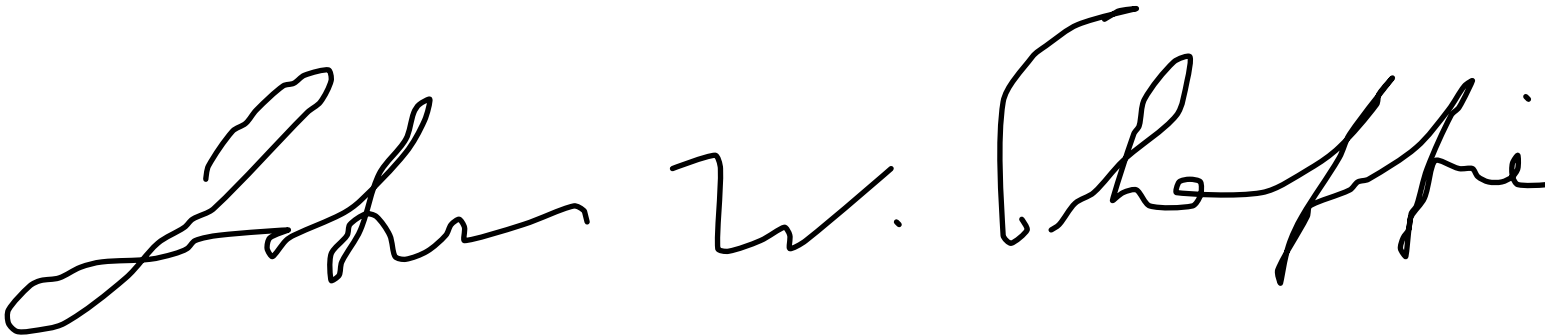
14. Were there any revisions to the school's charter during the 2013-2014 school year? (Please include both those that required authorizer approval and those that did not require authorizer approval).

No

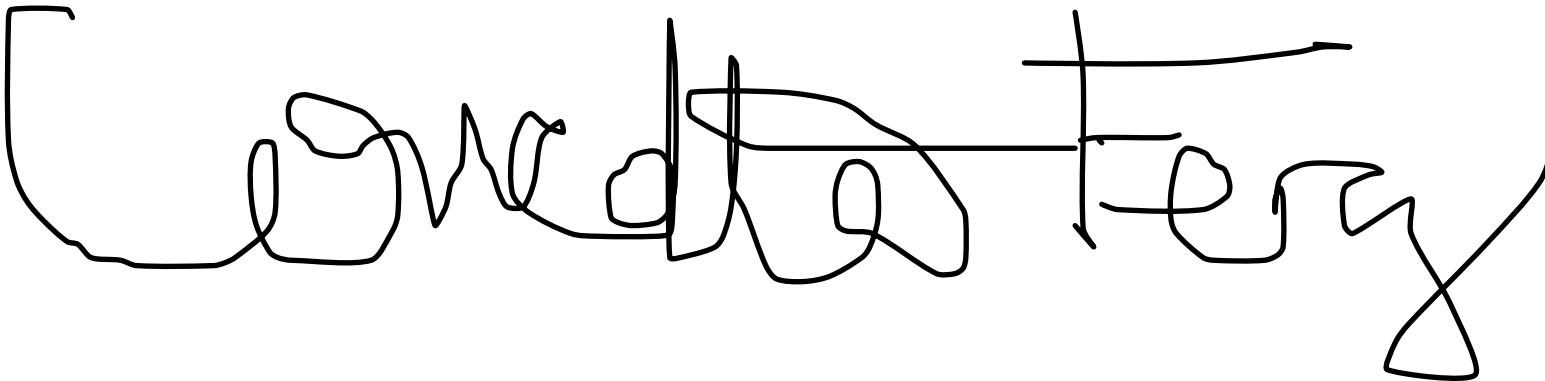
16. Our signatures below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in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

• Yes

Signature, Head of Charter School

A handwritten signature in black ink, reading "John W. Chaffin". The signature is fluid and cursive, with the first name "John" being more prominent than the last name "Chaffin".

Signature, President of the Board of Trustees

A handwritten signature in black ink, reading "Leonardo Terry". The signature is very stylized and cursive, with the first name "Leonardo" being more prominent than the last name "Terry".

Thank you.

Appendix A: Progress Toward Goals

Created Tuesday, July 08, 2014

Page 1

Charter School Name: 140600860896 ELMWOOD VILLAGE CS

1. NEW YORK STATE REPORT CARD

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

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

<http://data.nysed.gov/profile.php?instid=800000059315>

2. APPENDIX A: PROGRESS TOWARD CHARTER GOALS

2a. ACADEMIC STUDENT PERFORMANCE GOALS

If the results are not available by August 1st, please list the goals and explain this in the "progress toward goal attainment" column. This task will reopen for the school to update and finalize by the November 1, 2014 due date.

2013-14 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Academic Goal 1	1. EVCS will decrease the number of continuously enrolled students at Level 1 by 10% on the required ELA state assessments each year.	1. New York State English Language Arts Assessment		
	2. EVCS will decrease the number of continuously enrolled students at Level 1 by 10% on the required Math state assessments each year.	2. New York State Mathematics Assessment		
Academic Goal 2	3. EVCS will increase the number of continuously enrolled students at Level 3 by 10% on the required ELA state assessments each year.	3. New York State English Language Arts Assessment		
	4. EVCS will increase the number of continuously enrolled students at Level 3 by 10% on the required Math state assessments each year.	4. New York State Mathematics Assessment		

Academic Goal 3	5. EVCS will increase its scores according to the Commissioner's Performance Index for AYP each year.	5. Commissioner's Performance Index and the New York State ELA and Math Assessments.
	6. Students who do not participate in the NYS assessment exams because of IEP prescriptions will demonstrate continuous yearly improvement on those tests and assessments taken in accordance with their IEP's.	6. N/A
Academic Goal 4	7. By the end of the 2nd full charter term, students in grade 3 who have been continuously enrolled at EVCS will out-perform the district of location in proficiency by 20% on NYS ELA assessments for their grade level.	7. New York State English Language Arts Assessment
	8. By the end of the 2nd full charter term, students in grade 4 who have been continuously enrolled at EVCS will out-perform the district of location in proficiency by 20% on NYS ELA assessments for their grade level.	8. New York State English Language Arts Assessment
Academic Goal 5	9. By the end of the 2nd full charter term, students in grade 5 who have been continuously enrolled at EVCS will out-perform the district of location in proficiency by 20% on NYS ELA assessments for their grade level.	9. New York State English Language Arts Assessment
	10. By the end of the 2nd full charter term, students in grade 6 who have been continuously enrolled at EVCS will out-perform the district of location in proficiency by 20% on NYS ELA assessments for their grade level.	10. New York State English Language Arts Assessment
Academic Goal 6	11. By the end of the 2nd full charter term, students in grade 7 who have been continuously enrolled at EVCS will out-perform the district of location in proficiency by 20% on NYS ELA assessments for their grade level.	11. New York State English Language Arts Assessment
	12. By the end of the 2nd full charter term, students in grade 8 who have been continuously enrolled at EVCS will out-perform the district of location in proficiency by 20% on NYS ELA assessments for their grade level.	12. New York State English Language Arts Assessment
Academic Goal 7	13. By the end of the 2nd full charter term, students in grade 3 who have been continuously enrolled at EVCS will out-perform the district of location in proficiency by 20% on NYS Math assessments for their grade level.	13. New York State Mathematics Assessment

	14. By the end of the 2nd full charter term, students in grade 4 who have been continuously enrolled at EVCS will out-perform the district of location in proficiency by 20% on NYS Math assessments for their grade level.	14. New York State Mathematics Assessment
Academic Goal 8	15. By the end of the 2nd full charter term, students in grade 5 who have been continuously enrolled at EVCS will out-perform the district of location in proficiency by 20% on NYS Math assessments for their grade level.	15. New York State Mathematics Assessment
	16. By the end of the 2nd full charter term, students in grade 6 who have been continuously enrolled at EVCS will out-perform the district of location in proficiency by 20% on NYS Math assessments for their grade level.	16. New York State Mathematics Assessment

2a1. Do have more academic goals to add?

Yes

2013-14 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Academic Goal 9	17. By the end of the 2nd full charter term, students in grade 7 who have been continuously enrolled at EVCS will out-perform the district of location in proficiency by 20% on NYS Math assessments for their grade level.	17. New York State Mathematics Assessment		
	18. By the end of the 2nd full charter term, students in grade 8 who have been continuously enrolled at EVCS will out-perform the district of location in proficiency by 20% on NYS Math assessments for their grade level.	18. New York State Mathematics Assessment		
Academic Goal 10	19. By the end of the 2nd full charter term, students in grade 3 who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS ELA assessments.	19. New York State English Language Arts Assessment		
	20. By the end of the 2nd full charter term, students in grade 4 who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS ELA assessments.	20. New York State English Language Arts Assessment		

Academic Goal 11	21. By the end of the 2nd full charter term, students in grade 5 who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS ELA assessments.	21. New York State English Language Arts Assessment
	22. By the end of the 2nd full charter term, students in grade 6 who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS ELA assessments.	22. New York State English Language Arts Assessment
Academic Goal 12	23. By the end of the 2nd full charter term, students in grade 7 who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS ELA assessments.	23. New York State English Language Arts Assessment
	24. By the end of the 2nd full charter term, students in grade 8 who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS ELA assessments.	24. New York State English Language Arts Assessment
Academic Goal 13	25. By the end of the 2nd full charter term, students in grade 3 who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS Math assessments.	25. New York State Mathematics Assessment
	26. By the end of the 2nd full charter term, students in grade 4 who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS Math assessments.	26. New York State Mathematics Assessment
Academic Goal 14	27. By the end of the 2nd full charter term, students in grade 5 who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS Math assessments.	27. New York State Mathematics Assessment
	28. By the end of the 2nd full charter term, students in grade 6 who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS Math assessments.	28. New York State Mathematics Assessment
Academic Goal 15	29. By the end of the 2nd full charter term, students in grade 7 who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS Math	29. New York State Mathematics Assessment

assessments.

30. By the end of the 2nd full charter term, students in grade 8 who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS Math assessments.

30. New York State Mathematics Assessment

Academic Goal 16

31. By the end of the 2nd full charter term, 4th Grade students who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS Science assessments.

31. New York State 4th Grade Science Assessment.

32. By the end of the 2nd full charter term, 8th Grade students who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS Science assessment.

32. New York State 8th Grade Science Assessment

2a2. Do have more academic goals to add?

Yes

2013-14 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress	2013-14 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Academic Goal 17	33. 75% of the students in grade 3 who are continuously enrolled at EVCS will maintain a Level 3 or increase to a Level 4 on the NYS ELA assessment.	33. New York State English Language Arts Assessment		
	34. 75% of the students in grade 4 who are continuously enrolled at EVCS will maintain a Level 3 or increase to a Level 4 on the NYS ELA assessment.	34. New York State English Language Arts Assessment		
Academic Goal 18	35. 75% of the students in grade 5 who are continuously enrolled at EVCS will maintain a Level 3 or increase to a Level 4 on the NYS ELA assessment.	35. New York State English Language Arts Assessment		
	36. 75% of the students in grade 6 who are continuously enrolled at EVCS will maintain a Level 3 or increase to a Level 4 on the NYS ELA assessment.	36. New York State English Language Arts Assessment		
Academic Goal 19	37. 75% of the students in grade 7 who are continuously enrolled at EVCS will maintain a Level 3 or increase to a	37. New York State English Language Arts Assessment		

	Level 4 on the NYS ELA assessment.	
	38. 75% of the students in grade 8 who are continuously enrolled at EVCS will maintain a Level 3 or increase to a Level 4 on the NYS ELA assessment.	38. New York State English Language Arts Assessment
Academic Goal 20	39. 75% of the students in grade 3 who are continuously enrolled at EVCS will maintain a Level 3 or increase to a Level 4 on the NYS Math assessment.	39. New York State Mathematics Assessment
	40. 75% of the students in grade 4 who are continuously enrolled at EVCS will maintain a Level 3 or increase to a Level 4 on the NYS Math assessment.	40. New York State Mathematics Assessment
Academic Goal 21	41. 75% of the students in grade 5 who are continuously enrolled at EVCS will maintain a Level 3 or increase to a Level 4 on the NYS Math assessment.	41. New York State Mathematics Assessment
	42. 75% of the students in grade 6 who are continuously enrolled at EVCS will maintain a Level 3 or increase to a Level 4 on the NYS Math assessment.	42. New York State Mathematics Assessment
Academic Goal 22	43. 75% of the students in grade 7 who are continuously enrolled at EVCS will maintain a Level 3 or increase to a Level 4 on the NYS Math assessment.	43. New York State Mathematics Assessment
	44. 75% of the students in grade 8 who are continuously enrolled at EVCS will maintain a Level 3 or increase to a Level 4 on the NYS Math assessment.	44. New York State Mathematics Assessment

2b. ORGANIZATIONAL GOALS

2013-14 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	2013-14 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Org Goal 1	Once enrolled in EVCS, 80% of students will re-enroll for the following year, as measured by yearly enrollment data.	Yearly Enrollment Data	96% of the students re-enrolled for the following year.	
Org Goal 2	80% of responding parents will report they are satisfied with EVCS, as measured by an annual survey.	Annual Parent Survey Done independently through survey monkey.	99% of responding parents reported that they are satisfied with EVCS.	

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

No

2c. FINANCIAL GOALS

2013-14 Progress Toward Attainment of Financial Goals

Financial Goals	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
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Appendix A: Progress Toward Goals

Created Tuesday, July 29, 2014

Updated Monday, November 03, 2014

Page 1

Charter School Name: 140600860896 ELMWOOD VILLAGE CS

1. NEW YORK STATE REPORT CARD

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

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

<http://data.nysed.gov/reportcard.php?year=2013&instid=800000059315>

2. APPENDIX A: PROGRESS TOWARD CHARTER GOALS

2a. ACADEMIC STUDENT PERFORMANCE GOALS

If the results are not available by August 1st, please list the goals and explain this in the "progress toward goal attainment" column. This task will reopen for the school to update and finalize by the November 1, 2014 due date.

2013-14 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Academic Goal 1	1. EVCS will decrease the number of continuously enrolled students at Level 1 by 10% on the required ELA state assessments each year.	1. New York State ELA Assessment	1. Grade 3: Increase of 7% (No) Grade 4: Increase of 12% (No) Grade 5: Decrease of 4% (No) Grade 6: Increase of 21% (No)	1. & 2. These goals were developed prior to the baseline and the assessment changes. In ELA and Math EVCS had an increase in 1's but also increased the number of students in 3's and 4's combined. Grade 6 changed the ELA curriculum to better address the learning needs and time constraints of a departmentalized middle school.
	2. EVCS will decrease the number of continuously enrolled students at Level 1 by 10% on the required Math state assessments each year.	2. New York State Math Assessment	Grade 7: Decrease of 22% (Yes) Grade 8: Decrease of 7% (No) 2. Grade 3: Increase of 8% (No) Grade 4: Decrease of 8% (No) Grade 5: Stayed the Same (No) Grade 6: Increase of 38% (No) Grade 7: Decrease of 31%	

			(Yes) Grade 8: Increase of 6% (No)	
Academic Goal 2	3. EVCS will increase the number of continuously enrolled students at Level 3 by 10% on the required ELA state assessments each year.	3. New York State ELA Assessment	3. Grade 3: Decrease of 1% (No) Grade 4: Decrease of 16% (No) Grade 5: Decrease of 4% (No)	3. & 4. These goals were developed prior to the baseline and the assessment changes. EVCS did decrease in the number of 3's in ELA, with the exception of grade 8, however the Percentage of 3's & 4's combined increased in most areas. In math, we increased our 3's in grades 3-5 and increased our 4's in all grades with the exception of grade 8. Curriculum changes have been addressed: ex: switching the curriculum for grade 6, and increasing the use of ELA strategies such as "close reading" in all content areas using non-fiction texts. In Math, we are increasing the use of Accelerated Math in all classrooms.
	4. EVCS will increase the number of continuously enrolled students at Level 3 by 10% on the required Math state assessments each year.	4. New York State Math Assessment	Grade 6: Decrease of 9% (No) Grade 7: Decrease of 9% (No) Grade 8: Increase of 3% (No) 4. Grade 3: Increase of 2% (No) Grade 4: Increase of 6% (No) Grade 5: Increase of 23% (Yes) Grade 6: Decrease of 12% (No) Grade 7: Decrease of 6% (No) Grade 8: Decrease of 5% (No)	
Academic Goal 3	5. EVCS will increase its scores according to the Commissioner's Performance Index for AYP each year.	5. New York State Assessment Results and the Commissioner's Performance Index	5. Elmwood Village Charter School continues to be "In Good Standing".	5. N/A
	6. Students who do not participate in the NYS assessment exams because of IEP prescriptions will demonstrate continuous yearly improvement on those tests and assessments taken in accordance with their IEP's.	6. N/A - This year	6. N/A - This year	6. N/A
Academic Goal 4	7. By the end of the 2nd full charter term, students in grade 3 who have been continuously enrolled at EVCS will out-perform the district of location in proficiency by 20% on NYS ELA assessments for their grade level.	7. New York State ELA Assessment	7. Grade 3: Elmwood Village Charter : 53% Buffalo Public: 13% EVCS met this goal with an increase of 40% over the district of location .	7. N/A
	8. By the end of the 2nd full charter term, students in grade 4 who have been continuously enrolled at	8. New York State ELA Assessment	8. Grade 4: Elmwood Village Charter : 69% Buffalo Public: 15%	8. N/A

	EVCS will out-perform the district of location in proficiency by 20% on NYS ELA assessments for their grade level.		EVCS met this goal with an increase of 54% over the district of location .	
Academic Goal 5	9. By the end of the 2nd full charter term, students in grade 5 who have been continuously enrolled at EVCS will out-perform the district of location in proficiency by 20% on NYS ELA assessments for their grade level.	9. New York State ELA Assessment	9. Grade 5: Elmwood Village Charter : 42% Buffalo Public: 9%	9. N/A
	10. By the end of the 2nd full charter term, students in grade 6 who have been continuously enrolled at EVCS will out-perform the district of location in proficiency by 20% on NYS ELA assessments for their grade level.	10. New York State ELA Assessment	EVCS met this goal with an increase of 33% over the district of location . 10. Grade 6: Elmwood Village Charter : 20% Buffalo Public: 10% EVCS did not meet this goal with an increase of only 10% over the district of location .	10. While we continued to exceed the district of location in this area, EVCS has implemented the Lucy Calkins Writing Program for Middle School. EVCS has also employed the use of Accelerated reader to enable us to track reading skills, and how often the student is reading. This data will help to continue to drive instruction. EVCS has also implemented "Brainology" to help foster a growth mindset in our middle school students.
Academic Goal 6	11. By the end of the 2nd full charter term, students in grade 7 who have been continuously enrolled at EVCS will out-perform the district of location in proficiency by 20% on NYS ELA assessments for their grade level.	11. New York State ELA Assessment	11. Grade 7: Elmwood Village Charter : 24% Buffalo Public: 11%	11. While we continued to exceed the district of location in this area, EVCS has implemented the Lucy Calkins Writing Program for Middle School. EVCS has also employed the use of Accelerated reader to enable us to track reading skills, and how often the student is reading. This data will help to continue to drive instruction. EVCS has also implemented "Brainology" to help foster a growth mindset in our middle school students.
	12. By the end of the 2nd full charter term, students in grade 8 who have been continuously enrolled at EVCS will out-perform the district of location in proficiency by 20% on NYS ELA assessments for their grade level.	12. New York State ELA Assessment	12. Grade 8: Elmwood Village Charter : 38% Buffalo Public: 14% EVCS met this goal with an increase of 24% over the district of location.	12. N/A
Academic Goal 7	13. By the end of the 2nd full charter term, students in grade 3 who have been continuously enrolled at EVCS will out-perform the district of location in proficiency by 20% on NYS Math assessments for their grade level.	13. New York State Math Assessment	13. Grade 3: Elmwood Village Charter : 62% Buffalo Public: 16%	13. N/A
	14. By the end of the 2nd	14. New York State Math Assessment	EVCS met this goal with an increase of 46% over the district of location. 14. Grade 4: Elmwood Village Charter :	14. N/A

	full charter term, students in grade 4 who have been continuously enrolled at EVCS will out-perform the district of location in proficiency by 20% on NYS Math assessments for their grade level.		73% Buffalo Public: 16% EVCS met this goal with an increase of 57% over the district of location.	
Academic Goal 8	15. By the end of the 2nd full charter term, students in grade 5 who have been continuously enrolled at EVCS will out-perform the district of location in proficiency by 20% on NYS Math assessments for their grade level.	15. New York State Math Assessment	15. Grade 5: Elmwood Village Charter : 46% Buffalo Public: 13% EVCS met this goal with an increase of 33% over the district of location	15. N/A
	16. By the end of the 2nd full charter term, students in grade 6 who have been continuously enrolled at EVCS will out-perform the district of location in proficiency by 20% on NYS Math assessments for their grade level.	16. New York State Math Assessment	16. Grade 6: Elmwood Village Charter : 42% Buffalo Public: 15% EVCS met this goal with an increase of 27% over the district of location	16. N/A

2a1. Do have more academic goals to add?

Yes

2013-14 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Academic Goal 9	17. By the end of the 2nd full charter term, students in grade 7 who have been continuously enrolled at EVCS will out-perform the district of location in proficiency by 20% on NYS Math assessments for their grade level.	17. New York State Math Assessment	17. Grade 7: Elmwood Village Charter : 38% Buffalo Public: 10% EVCS met this goal with an increase of 28% over the district of location	17. N/A
	18. By the end of the 2nd full charter term, students in grade 8 who have been continuously enrolled at EVCS will out-perform the district of location in proficiency by 20% on NYS Math assessments for their grade level.	18. New York State Math Assessment	18. Grade 8: Elmwood Village Charter : 38% Buffalo Public: 9% EVCS met this goal with an increase of 29% over the district of location	18. N/A
Academic Goal 10	19. By the end of the 2nd full charter term, students	19. New York State ELA Assessment	19. Grade 3: Elmwood Village Charter :	19. N/A

	in grade 3 who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS ELA assessments.	20. New York State ELA Assessment	53% New York State: 32% EVCS met this goal with an increase of 21% over New York State.	20. N/A
	20. By the end of the 2nd full charter term, students in grade 4 who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS ELA assessments.		20. Grade 4: Elmwood Village Charter : 69% New York State: 33% EVCS met this goal with an increase of 36% over New York State.	
Academic Goal 11	21. By the end of the 2nd full charter term, students in grade 5 who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS ELA assessments.	21. New York State ELA Assessment	21. Grade 5: Elmwood Village Charter : 42% New York State: 30% EVCS met this goal with an increase of 12% over New York State.	21. N/A
	By the end of the 2nd full charter term, students in grade 6 who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS ELA assessments.	22. New York State ELA Assessment	22. Grade 6: Elmwood Village Charter : 20% New York State: 29% EVCS did not meet this goal with an decrease of 9% when compared to New York State.	22. EVCS has implemented the Lucy Calkins Writing Program for Middle School. EVCS has also employed the use of Accelerated reader to enable us to track reading skills, and how often the student is reading. This data along with other data, will help to continue to drive instruction. EVCS has also implemented "Brainology" to help foster a growth mindset in our middle school students.
Academic Goal 12	23. By the end of the 2nd full charter term, students in grade 7 who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS ELA assessments.	23. New York State ELA Assessment	23. Grade 7: Elmwood Village Charter : 24% New York State: 29% EVCS did not meet this goal with a decrease of 5% over New York State.	23. EVCS has implemented the Lucy Calkins Writing Program for Middle School. EVCS has also employed the use of Accelerated reader to enable us to track reading skills, and how often the student is reading. This data along with other data, will help to continue to drive instruction. EVCS has also implemented "Brainology" to help foster a growth mindset in our middle school students.
	24. By the end of the 2nd full charter term, students in grade 8 who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS ELA assessments.	24. New York State ELA Assessment	24. Grade 8: Elmwood Village Charter : 38% New York State: 36% EVCS met this goal with an increase of % over New York State.	24. N/A
Academic Goal 13	25. By the end of the 2nd full charter term, students in grade 3 who have been	25. New York State Math Assessment	25. Grade 3: Elmwood Village Charter : 62%	25. N/A

	continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS Math assessments.		New York State: 42%	
			EVCS met this goal with an increase of 20% over New York State.	26. N/A
	26. By the end of the 2nd full charter term, students in grade 4 who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS Math assessments.	26. New York State Math Assessment	26. Grade 4: Elmwood Village Charter : 73% New York State: 43%	
			EVCS met this goal with an increase of 30% over New York State.	
Academic Goal 14	27. By the end of the 2nd full charter term, students in grade 5 who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS Math assessments.	27. New York State Math Assessment	27. Grade 5: Elmwood Village Charter : 46% New York State: 40%	27. N/A
		28. New York State Math Assessment	EVCS met this goal with an increase of 6% over New York State.	28. N/A
	28. By the end of the 2nd full charter term, students in grade 6 who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS Math assessments.		28. Grade 6: Elmwood Village Charter : 42% New York State: 38%	
			EVCS met this goal with an increase of 4% over New York State.	
Academic Goal 15	29. By the end of the 2nd full charter term, students in grade 7 who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS Math assessments.	29. New York State Math Assessment	29. Grade 7: Elmwood Village Charter : 38% New York State: 33%	29. N/A
		30. New York State Math Assessment	EVCS met this goal with an increase of 5% over New York State.	30. N/A
	30. By the end of the 2nd full charter term, students in grade 8 who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS Math assessments.		30. Grade 8: Elmwood Village Charter : 38% New York State: 22%	
			EVCS met this goal with an increase of 16% over New York State.	
Academic Goal 16	31. By the end of the 2nd full charter term, 4th Grade students who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS	31. New York State Science Assessment	31. 96% of the 4th grade students at EVCS scored at the proficiency or mastery levels. The State average results were	31. The state average was not published yet for Science.

Science assessments.	32. New York State Science Assessment	32. 66% of the 8th grade students at EVCS scored at the proficiency or mastery levels. The State average results were	32. The state average was not published yet for Science.
32. By the end of the 2nd full charter term, 8th Grade students who have been continuously enrolled at EVCS will meet or exceed the State average in proficiency on NYS Science assessments.			

2a2. Do have more academic goals to add?

Yes

2013-14 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress	2013-14 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Academic Goal 17	33. 75% of the students in grade 3 who are continuously enrolled at EVCS will maintain a Level 3 or increase to a Level 4 on the NYS ELA assessment.	33. New York State ELA Assessment	33. 2013 - 50% at a level 3 or level 4 2014 - 53% at a level 3 or level 4 Increase of 3% EVCS did not meet this goal.	Goals 33 - 44 were developed prior to New York State's implementation of Common Core, the new benchmarks and the new assessments. EVCS continued to demonstrate improvement in all grades in ELA with the exception of grade 6 (see efforts to be taken above). EVCS has shown improvement in grades 3-5 in math. In grades 6-8, the students have decreased from last year; however, individual cohorts did make gains. EVCS has now implemented the accelerated math program, has worked hard to aligned the curriculum with the common core standards, has implemented more strategies to differentiate skill building in the classroom.
	34. 75% of the students in grade 4 who are continuously enrolled at EVCS will maintain a Level 3 or increase to a Level 4 on the NYS ELA assessment.	34. New York State ELA Assessment	34. 2013 - 62% at a level 3 or level 4 2014 - 69% at a level 3 or level 4 Increase of 7% EVCS did not meet this goal.	
Academic Goal 18	35. 75% of the students in grade 5 who are continuously enrolled at EVCS will maintain a Level 3 or increase to a Level 4 on the NYS ELA assessment.	35. New York State ELA Assessment	35. 2013 - 31% at a level 3 or level 4 2014 - 42% at a level 3 or level 4 Increase of 11% EVCS did not meet this goal.	35. See Above.
	36. 75% of the students in grade 6 who are	36. New York State ELA Assessment	36. 2013 - 38% at a level 3	36. See Above.

	continuously enrolled at EVCS will maintain a Level 3 or increase to a Level 4 on the NYS ELA assessment.		or level 4 2014 - 20% at a level 3 or level 4 Decrease of 18% EVCS did not meet this goal.	
Academic Goal 19	37. 75% of the students in grade 7 who are continuously enrolled at EVCS will maintain a Level 3 or increase to a Level 4 on the NYS ELA assessment.	37. New York State ELA Assessment	37. 2013 - 23% at a level 3 or level 4 2014 - 24% at a level 3 or level 4 Increase of 1% EVCS did not meet this goal.	37. See Above
		38. New York State ELA Assessment		38. See Above
	38. 75% of the students in grade 8 who are continuously enrolled at EVCS will maintain a Level 3 or increase to a Level 4 on the NYS ELA assessment.		38. 2013 - 30% at a level 3 or level 4 2014 - 38% at a level 3 or level 4 Increase of 8% EVCS did not meet this goal.	
Academic Goal 20	39. 75% of the students in grade 3 who are continuously enrolled at EVCS will maintain a Level 3 or increase to a Level 4 on the NYS Math assessment.	39. New York State Math Assessment	39. 2013 - 73% at a level 3 or level 4 2014 - 62% at a level 3 or level 4 Decrease of 11% EVCS did not meet this goal.	39. See Above
		40. New York State Math Assessment		40. See Above
	40. 75% of the students in grade 4 who are continuously enrolled at EVCS will maintain a Level 3 or increase to a Level 4 on the NYS Math assessment.		40. 2013 - 60% at a level 3 or level 4 2014 - 73% at a level 3 or level 4 Increase of 13% EVCS did not meet this goal.	
Academic Goal 21	41. 75% of the students in grade 5 who are continuously enrolled at EVCS will maintain a Level 3 or increase to a Level 4 on the NYS Math assessment.	41. New York State Math Assessment	41. 2013 - 38% at a level 3 or level 4 2014 - 46% at a level 3 or level 4 Increase of 8% EVCS did not meet this goal.	41. See Above
		42. New York State Math Assessment		42. See Above
	42. 75% of the students in grade 6 who are continuously enrolled at EVCS will maintain a Level 3 or increase to a Level 4 on the NYS Math assessment.		42. 2013 - 56% at a level 3 or level 4 2014 - 42% at a level 3 or level 4 Decrease of 14% EVCS did not meet this goal.	

Academic Goal 22	43. 75% of the students in grade 7 who are continuously enrolled at EVCS will maintain a Level 3 or increase to a Level 4 on the NYS Math assessment.	43. New York State Math Assessment	43. 2013 - 27% at a level 3 or level 4 2014 - 24% at a level 3 or level 4 Decrease of 3% EVCS did not meet this goal.	43. See Above
	44. 75% of the students in grade 8 who are continuously enrolled at EVCS will maintain a Level 3 or increase to a Level 4 on the NYS Math assessment.	44. New York State Math Assessment	44. 2013 - 52% at a level 3 or level 4 2014 - 38% at a level 3 or level 4 Decrease of 14% EVCS did not meet this goal.	44. See Above

2b. ORGANIZATIONAL GOALS

2013-14 Progress Toward Attainment of Organizational Goals

Organizational Goal		Measure Used to Evaluate Progress	2013-14 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Org Goal 1	Once enrolled in EVCS, 80% of students will re-enroll for the following year, as measured by yearly enrollment data.	Yearly enrollment data	95% of the students enrolled in 2013-14 school year re-enrolled for the 2014-15 school year.	
Org Goal 2	80% of responding parents will report they are satisfied with EVCS, as measured by an annual survey.	Annual Parent Survey	99.2% of the responding parents report that they are satisfied with EVCS.	

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

No

2c. FINANCIAL GOALS

2013-14 Progress Toward Attainment of Financial Goals

Financial Goals	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
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Appendix I: Teacher and Administrator Attrition

Created Tuesday, July 08, 2014

Updated Friday, February 27, 2015

Page 1

Charter School Name: 140600860896 ELMWOOD VILLAGE CS

Instructions for completing the Teacher and Administrator Attrition Tables

ALL charter schools should provide, for teachers and administrators only, the full time equivalent (FTE) of staff on June 30, 2013, the FTE for added staff from July 1, 2013 through June 30, 2014, and the FTE for any departed staff from July 1, 2013 through June 30, 2014 using the two tables provided.

2013-14 Teacher Attrition Table

FTE Teachers on June 30, 2013	FTE Teachers Additions 7/1/13 – 6/30/14	FTE Teacher Departures 7/1/13 – 6/30/14
30	3	1

2013-14 Administrator Position Attrition Table

FTE Administrator Positions On 6/30/2013	FTE Administrator Additions 7/1/13 – 6/30/14	FTE Administrator Departures 7/1/13 – 6/30/14
3	1	0

Thank you

Appendix J: Uncertified Teachers

Created Tuesday, July 08, 2014

Page 1

Charter School Name: 140600860896 ELMWOOD VILLAGE CS

Note Definition of FTE:

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

How many UNCERTIFIED Full-Time Equivalent Teachers were employed in the charter school as of last day of school in 2013-14?

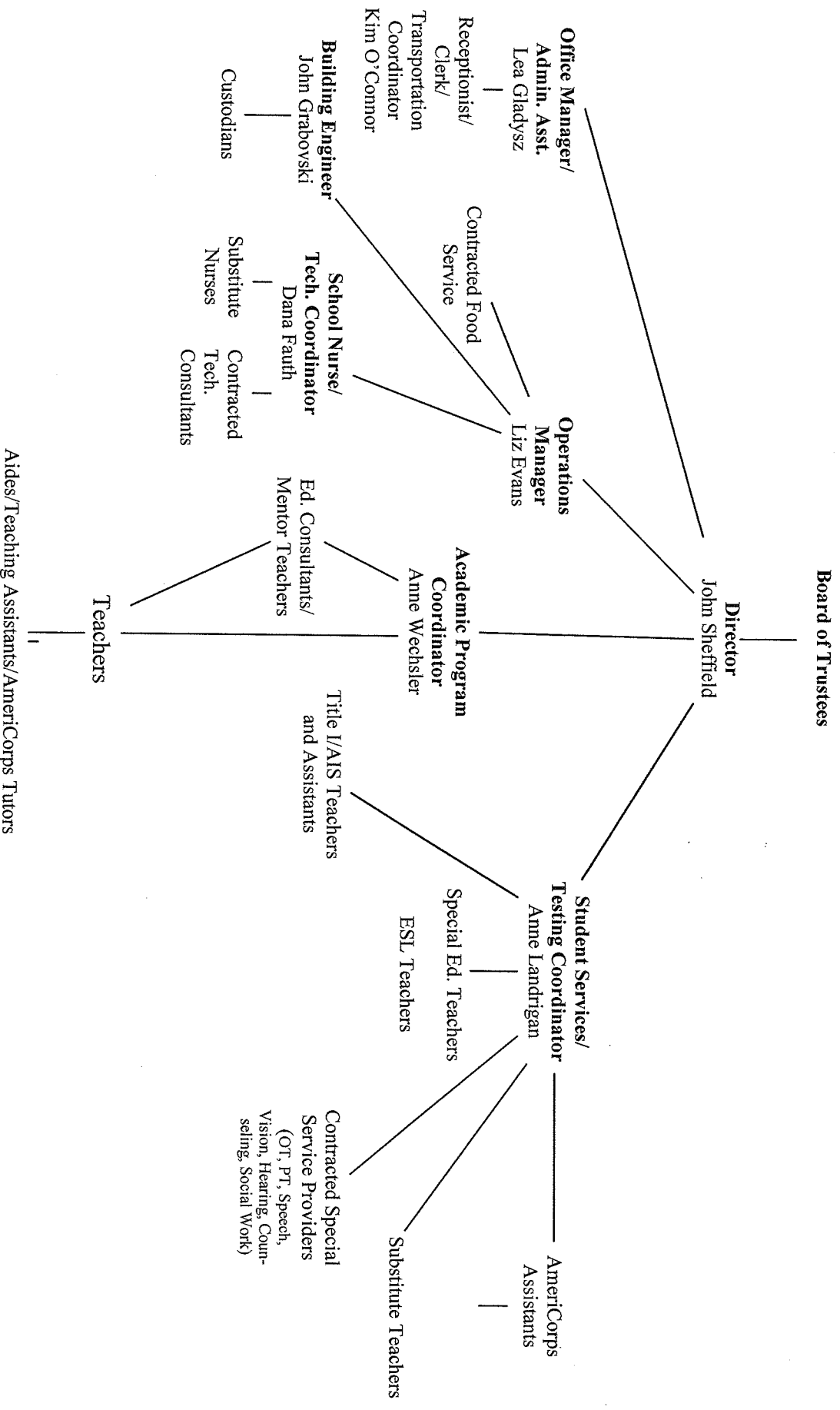
For each applicable category (i-iv), input the relevant full time equivalent (FTE) count of teachers.

	FTE
(i) uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience	0
(ii) tenured or tenure track college faculty	0
(iii) individuals with two years satisfactory experience through Teach for America	0
(iv) individuals who possess exceptional business, professional, artistic, athletic, or military experience	1
Total FTE (Sum of all Uncertified Teaching Staff)	1

How many CERTIFIED Full-Time Equivalent Teachers were employed in the charter school as of the last day of school in 2013-14?

30

Thank you.



Appendix B: Total Expenditures and Administrative Expenditures per Child

Created Tuesday, July 08, 2014

Updated Tuesday, July 29, 2014

Page 1

Charter School Name: 140600860896 ELMWOOD VILLAGE CS

B. Financial Information

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

1. Total Expenditures Per Child

To calculate 'Total Expenditures per Child' take total expenditures (from the unaudited 2013-14 Schedule of Functional Expenses) and divide by the count of students you reported on of BEDS Day. (Integers Only. No dollar signs or commas).

1. Total Expenditures Per Child Line 1: Total Expenditures	4031534
1. Total Expenditures Per Child Line 2: BEDS Day Pupil Count	323
1. Total Expenditures Per Child Line 3: Divide Line 1 by Line 2	12482

2. Administrative Expenditures per Child

To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2013-14 Schedule of Functional Expenses) and divide by the BEDS per pupil count. The relevant portion that must be included in this calculation is defined as follows:

Administrative Expenditures: Administration and management of the charter school includes the activities and personnel of the offices of the chief school officers, the treasurer, the finance or business offices, the purchasing unit, the employee personnel offices, the records management offices, or a public information and services offices. It also includes those administrative and management services provided by other organizations or corporations on behalf of the charter school for which the charter school pays a fee or other compensation.

Please note the following:

Do not include the FTE of personnel dedicated to administration of the instructional programs.

Do not include Employee Benefit costs or expenditures in the above calculations.

A template for the Schedule of Functional Expenses is provided on page 21 of the 2012 Annual Report Guidelines to assist schools identify the categories of expenses needed to compute the two per pupil calculations. This template does not need to be completed or submitted on August 1st as it will be submitted November 1st as part of the audited financial statements. Therefore schools should use unaudited amounts for these per pupil calculations. (See the 2013-14 Annual Report Guidelines in "Resources" area of your portal task page).

To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas).

To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 1: Relevant Personnel Services Cost (Row)	370893
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 2: Management and General Cost (Column)	419763
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 3: Sum of Line 1 and Line 2	790656
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 4: BEDS Day Pupil Count	323
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 5: Divide Line 3 by the BEDS Day Pupil Count	2448

Thank you.

FILL IN GRAY CELLS

Elmwood Village Charter School

STATEMENTS OF ACTIVITIES FOR THE YEARS ENDED JUNE 30,

	2014			2013
	Unrestricted	Temporarily Restricted	Total	Total
REVENUE, GAINS AND OTHER SUPPORT				
State & Local Operating Revenue	\$ 4,257,538	\$ -	\$ 4,257,538	\$ 3,874,805
Federal - Title and IDEA	-	102,358	102,358	93,160
Federal - Other	-	-	-	-
State and City Grants	-	-	-	57,399
Contributions and private grants	32,356	-	32,356	26,716
After school revenue	-	-	-	-
Other	253,940	-	253,940	233,670
Food Service/Child Nutrition Program	-	-	-	-
TOTAL REVENUE, GAINS AND OTHER SUPPORT	\$ 4,543,834	\$ 102,358	\$ 4,646,192	\$ 4,285,750
EXPENSES				
Program Services				
Regular Education	\$ 2,253,085	\$ -	\$ 2,253,085	\$ 2,156,689
Special Education	700,645	-	700,645	595,373
Other Programs	144,246	-	144,246	94,354
Total Program Services	\$ 3,097,976	\$ -	\$ 3,097,976	\$ 2,846,416
Supporting Services				
Management and general	\$ 933,556	\$ -	\$ 933,556	\$ 676,170
Fundraising	-	-	-	-
TOTAL OPERATING EXPENSES	\$ 4,031,532	\$ -	\$ 4,031,532	\$ 3,522,586
SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS	\$ 512,302	\$ 102,358	\$ 614,660	\$ 763,164
Contributions				
Foundations	\$ -	\$ -	\$ -	\$ -
Individuals	-	-	-	-
Corporations	-	-	-	-
Fundraising	-	-	-	-
Interest income	7,289	-	7,289	6,005
Miscellaneous income	-	-	-	-
Net assets released from restriction	101,908	(101,908)	-	-
TOTAL SUPPORT AND OTHER REVENUE	\$ 109,197	\$ (101,908)	\$ 7,289	\$ 6,005
CHANGE IN NET ASSETS	\$ 621,499	\$ 450	\$ 621,949	\$ 769,169
NET ASSETS BEGINNING OF YEAR	\$ 3,158,112	\$ -	\$ 3,158,112	\$ 2,388,943
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
NET ASSETS - END OF YEAR	\$ 3,779,611	\$ 450	\$ 3,780,061	\$ 3,158,112

ELMWOOD VILLAGE CHARTER SCHOOL

**FINANCIAL STATEMENTS
WITH ADDITIONAL INFORMATION**

June 30, 2014

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June 30, 2014

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INDEPENDENT AUDITORS' REPORT

The Board of Trustees
Elmwood Village Charter School

We have audited the accompanying balance sheets of Elmwood Village Charter School (the School) as of June 30, 2014 and 2013, and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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

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

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the School as of June 30, 2014 and 2013, and the changes in its net assets and cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Additional Information

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The additional schedule of expenses 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. Such 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 information 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 October 15, 2014 on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.



October 15, 2014

ELMWOOD VILLAGE CHARTER SCHOOL

Balance Sheets

June 30,	2014	2013
Assets		
Current assets:		
Cash	\$ 3,012,443	\$ 2,674,696
Grants and other receivables (Note 2)	79,994	39,258
Prepaid expenses and other	86,174	57,122
	<u>3,178,611</u>	<u>2,771,076</u>
Property and equipment, net (Note 3)	<u>3,968,164</u>	<u>3,430,394</u>
	<u>\$ 7,146,775</u>	<u>\$ 6,201,470</u>
Liabilities and Net Assets		
Current liabilities:		
Current portion of long-term debt (Note 5)	\$ 178,421	\$ 169,665
Accounts payable	431,929	40,405
Accrued expenses	519,270	388,061
	<u>1,129,620</u>	<u>598,131</u>
Long-term debt (Note 5)	2,266,649	2,445,227
Net assets:		
Unrestricted	<u>3,750,506</u>	<u>3,158,112</u>
	<u>\$ 7,146,775</u>	<u>\$ 6,201,470</u>

See accompanying notes.

ELMWOOD VILLAGE CHARTER SCHOOL

Statements of Activities

For the years ended June 30,	2014	2013
Changes in unrestricted net assets:		
Support and revenue:		
Public school districts:		
Revenue - resident student enrollment	\$ 3,874,720	\$ 3,555,875
Revenue - students with disabilities	382,818	318,930
Federal grants	90,473	93,160
State grants	11,250	57,399
Contributions	32,356	26,716
Special event revenues, net of expenses of \$22,896 and \$19,589	22,838	22,002
Rental income	214,579	196,697
Other income	23,813	20,976
Total support and revenue	<u>4,652,847</u>	<u>4,291,755</u>
Expenses:		
Program expenses:		
Regular education	2,273,669	2,156,689
Special education	701,377	595,373
Other program	324,078	94,354
Supporting services:		
Management and general	761,329	676,170
Total expenses	<u>4,060,453</u>	<u>3,522,586</u>
Change in net assets	592,394	769,169
Net assets - beginning	<u>3,158,112</u>	<u>2,388,943</u>
Net assets - ending	<u>\$ 3,750,506</u>	<u>\$ 3,158,112</u>

ELMWOOD VILLAGE CHARTER SCHOOL

Statements of Cash Flows

For the years ended June 30,	2014	2013
Operating activities:		
Change in net assets	\$ 592,394	\$ 769,169
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Depreciation	226,787	204,356
Amortization	5,008	3,755
Loss on disposal of property and equipment	-	3,716
Changes in other operating assets and liabilities:		
Grants and other receivables	(40,736)	45,856
Prepaid expenses and other	(34,060)	18,978
Accounts payable	485,188	(79,209)
Accrued expenses	131,209	89,631
Net operating activities	1,365,790	1,056,252
Investing activities:		
Property and equipment expenditures	(858,221)	(2,559,737)
Financing activities:		
Proceeds from issuance of long-term debt	-	2,647,087
Principal payments on long-term debt	(169,822)	(83,996)
Net financing activities	(169,822)	2,563,091
Net change in cash	337,747	1,059,606
Cash - beginning	2,674,696	1,615,090
Cash - ending	\$ 3,012,443	\$ 2,674,696

See accompanying notes.

Notes to Financial Statements

1. Summary of Significant Accounting Policies:

Organization and Purpose:

Elmwood Village Charter School (the School) operates a charter school in the City of Buffalo, New York (the City) approved by the New York State Education Department Board of Regents. The School currently offers classes from kindergarten through eighth grade. The School has been chartered through June 2015 and continued operations are contingent upon approval of its charter renewal.

Cash:

Cash in financial institutions potentially subjects the School to concentrations of credit risk, since it may exceed insured limits at various times throughout the year.

Accounts Receivable:

Accounts receivable are stated at the amounts management expects to collect from outstanding balances. Balances that are outstanding after management has used reasonable collection efforts are written off through a charge to bad debts expense and a credit to accounts receivable. An allowance for doubtful accounts is considered unnecessary by management because all significant amounts deemed uncollectible are written off each year.

Property and Equipment:

Property and equipment is stated at cost net of accumulated depreciation. Depreciation is provided over estimated asset service lives. Maintenance and repairs are charged to operations as incurred; significant improvements are capitalized.

Enrollment Fees:

The School is reimbursed based on the approved operating expense per pupil of the public school district in which the pupil resides. The amount received each year from the resident district is the product of the approved operating expense per pupil and the full time equivalent enrollment of the students in the Charter School residing in the district. The School's enrollment fees are received primarily from the City.

Fees and Grants:

The School is the recipient of awards and reimbursements from federal, state and local sources. The awards and reimbursements are subject to compliance and financial audits by the funding sources. Management believes no significant adjustments are necessary to recognized amounts.

Contributions:

Contributions are reported at fair value at the date the contribution is made. Contributions are recorded as restricted support if they are received with donor stipulations that limit their use. When a donor restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. Contributions received with donor-imposed restrictions that are met in the same reporting period are shown as unrestricted revenue. There were no restricted contributions or net assets as of and for the years ended June 30, 2014 and 2013.

Income Taxes:

The School is a 501(c)(3) organization exempt from taxation under Section 501(a) of the Internal Revenue Code.

Management believes that the School is no longer subject to examination by federal and state taxing authorities for years prior to 2011.

Subsequent Events:

The School has evaluated events and transactions for potential recognition or disclosure in the financial statements through October 15, 2014 (the date the financial statements were available to be issued).

Use of Estimates:

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates.

Cost Allocation:

The School's costs of providing its various programs and activities have been summarized on a functional basis in the statements of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

2. Grants and Other Receivables:

	2014	2013
Grants	\$ 27,246	\$ 20,599
Other	52,748	18,659
	<u>\$ 79,994</u>	<u>\$ 39,258</u>

3. Property and Equipment:

	2014	2013
Buildings and improvements	\$ 3,342,196	\$ 3,338,746
Leasehold improvements	140,806	140,806
Instructional equipment	346,113	286,980
Office equipment	124,801	124,005
Construction in progress	701,178	-
	<u>4,655,094</u>	<u>3,890,537</u>
Less accumulated depreciation	686,930	460,143
	<u>\$ 3,968,164</u>	<u>\$ 3,430,394</u>

The School expects to spend \$2,500,000 in total on additional building improvements, of which \$701,178 has been expended and recorded as construction in progress, and has obtained a bank construction loan to partially finance these activities (see Note 5).

4. Short-Term Borrowings:

At June 30, 2014, the School has available a \$200,000 unsecured bank demand line of credit for working capital with interest payable at prime plus .25%. The line is subject to the usual terms and conditions applied by the bank for working capital financing, and is annually reviewed and renewed. There were no borrowings on lines of credit at June 30, 2014 and 2013.

5. Long Term Debt

	2014	2013
Bank mortgage notes payable, monthly installments of \$23,348 including interest at 4.75%, secured by related building and equipment, balloon payment of approximately \$1,875,000 due August 2017.	\$ 2,417,856	\$ 2,577,370
Equipment loans, varying monthly installments and interest rates, secured by related equipment, through November 2017.	27,214	37,522
	<u>2,445,070</u>	<u>2,614,892</u>
Less current portion	178,421	169,665
	<u>\$ 2,266,649</u>	<u>\$ 2,445,227</u>

Aggregate maturities on long-term debt subsequent to June 30, 2014 are:

2015	\$ 178,421
2016	184,387
2017	2,080,651
2018	1,611
	<u>\$ 2,445,070</u>

On May 21, 2014, the School obtained additional bank financing of \$1,400,000 in connection with the renovation of a building. Interest only payments are expected to commence in September 2014 at 4.75%; principal and interest payments are expected to commence on February 1, 2016, with a balloon payment due August 2017. The debt is secured by essentially all assets of the School through three mortgages and other security interests.

6. Retirement Plan:

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

TRS is administered by the New York State Teachers' Retirement Board and provides benefits to plan members and beneficiaries as authorized by the Education Law and the Retirement and Social Security Law of the State of New York. TRS issues a publicly available financial report that contains financial statements and required supplementary information for the system. The report may be obtained from the New York State Teachers' Retirement System at www.nystrs.org.

TRS requires employee contributions of 3% of salary for the first 10 years of service for those employees who joined between July 1976 and December 2009. Participants hired on or after January 1, 2010 through March 31, 2012 are required to contribute 3.5% of compensation throughout their active membership in TRS. Participants hired on or after April 1, 2012 are required to contribute 3.5% of compensation through March 31, 2013. Beginning April 1, 2013, those participants contribute a percentage ranging from 3% to 6% each year, based on their level of compensation. No employee contribution is required for those hired prior to July 1976. Pursuant to Article 11 of the Education Law, an actuarially determined contribution rate is established annually by the New York State Teachers' Retirement Board. The rate is 16.25% of the annual covered payroll for the year ended June 30, 2014, and 11.84% for the year ended June 30, 2013.

The School's required contributions for the years ended June 30, 2014 and 2013 were \$262,838 and \$168,885.

7. Operating Lease:

The School leases property under the terms of a non-cancelable operating lease. Rental expense under this lease was \$252,722 and \$255,796 for the years ended June 30, 2014 and 2013. The School purchased a building from the City during fiscal 2012, and entered into a non-cancellable sub lease for this property.

Future minimum annual rentals due are:

2015	\$ 241,100
2016	241,100
2017	265,100
2018	265,100
2019	265,100
Thereafter	1,976,200
	<u>\$ 3,253,700</u>

Future minimum annual rentals to be received under the sublease are:

2015	\$ 214,600
2016	214,600
2017	214,600
2018	232,400
2019	235,900
Thereafter	19,700
	<u>\$ 1,131,800</u>

8. Cash Flows Information

Net cash flows from operating activities reflect cash payments for interest of \$122,678 and \$81,655 for the years ended June 30, 2014 and 2013.

Noncash investing and financing activities excluded from the 2013 statement of cash flows include \$15,828 of equipment acquired through long-term debt financing.

In 2014 and 2013, the statement of cash flows excludes the effect of property and equipment additions included in accounts payable totaling \$385,635 and \$479,299 at June 30, 2014 and 2013.

ELMWOOD VILLAGE CHARTER SCHOOL

**Additional Information
Schedules of Expenses**

For the year ended June 30, 2014 (with comparative totals for 2013)

		2014					2013
		Regular Education	Special Education	Other Program	Management and General	Total	Total
Salaries	No. of Positions						
Administrative Staff	5	\$ -	\$ -	\$ -	\$ 258,170	\$ 258,170	\$ 204,557
Instructional	46	1,181,982	373,393	-	-	1,555,375	1,327,290
Non-Instructional	8	-	-	203,870	-	203,870	203,863
Total Salaries	59	1,181,982	373,393	203,870	258,170	2,017,415	1,735,710
Employee benefits and taxes		452,512	142,950	78,050	98,838	772,350	593,887
Advertising		-	-	-	3,247	3,247	3,422
Contracted services		97,878	113,018	-	-	210,896	192,204
Dues and subscriptions		3,235	1,022	558	707	5,522	4,993
Fieldtrips		30,124	-	-	-	30,124	24,769
Insurance		-	-	-	72,327	72,327	77,820
Interest		-	-	-	122,678	122,678	81,655
Occupancy		148,067	46,775	25,539	32,341	252,722	255,796
Postage		-	-	-	3,070	3,070	2,388
Student activities		1,526	-	-	-	1,526	3,626
Printing		-	-	-	1,433	1,433	1,367
Supplies and materials		25,219	-	-	-	25,219	26,371
Office expense		-	-	-	17,568	17,568	16,753
Other expenses		761	60	33	11,161	12,015	34,062
Professional fees		-	-	-	63,852	63,852	66,511
Repairs and maintenance		35,934	11,352	6,198	7,848	61,332	70,417
Staff development		5,425	-	-	-	5,425	3,931
Technology		21,641	-	-	-	21,641	29,233
Telephone		4,201	1,327	725	918	7,171	7,783
Testing and assessments		11,496	-	-	-	11,496	7,533
Textbooks		32,434	-	-	-	32,434	25,345
Travel		973	-	-	-	973	2,430
Transportation		14,195	-	-	-	14,195	-
Utilities		36,341	11,480	6,268	7,938	62,027	46,469
		2,103,944	701,377	321,241	702,096	3,828,658	3,314,475
Depreciation and amortization		169,725	-	2,837	59,233	231,795	208,111
Total		\$ 2,273,669	\$ 701,377	\$ 324,078	\$ 761,329	\$ 4,060,453	\$ 3,522,586

INDEPENDENT AUDITORS' 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

The Board of Trustees
Elmwood Village 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 Elmwood Village Charter School (the School), which comprise the balance sheet as of June 30, 2014, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 15, 2014.

Internal Control over Financial Reporting

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

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or 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 and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses.

Compliance and Other Matters

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

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School'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 School's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



October 15, 2014

Elmwood Village Charter School

PROJECTED BUDGET FOR 2014-2015

PROJECTED BUDGET FOR 2014-2015							Assumptions
July 1, 2014 to June 30, 2015							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 147. This will populate the data in row 9.							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	4,512,129	309,800	-	-	-	4,821,929	
Total Expenses	2,689,865	864,885	167,121	-	1,081,099	4,802,970	
Net Income	1,822,264	(555,085)	(167,121)	-	(1,081,099)	18,959	
Actual Student Enrollment	350	22					
Total Paid Student Enrollment	-	-					
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
PROGRAM SERVICES							
SUPPORT SERVICES							
REVENUE							
REVENUES FROM STATE SOURCES							
Per Pupil Revenue	CY Per Pupil Rate						
Buffalo	\$12,005.00	4,201,750	-	-	-	4,201,750	
School District 3 (Enter Name)		-	-	-	-	-	
School District 3 (Enter Name)		-	-	-	-	-	
School District 4 (Enter Name)		-	-	-	-	-	
School District 5 (Enter Name)		-	-	-	-	-	
		4,201,750	-	-	-	4,201,750	
Special Education Revenue		-	276,800	-	-	276,800	
Grants		-	-	-	-	-	
Stimulus		-	-	-	-	-	
Other		-	-	-	-	-	
Other State Revenue		-	-	-	-	-	
TOTAL REVENUE FROM STATE SOURCES		4,201,750	276,800	-	-	4,478,550	
REVENUE FROM FEDERAL FUNDING							
IDEA Special Needs		-	33,000	-	-	33,000	
Title I		78,600	-	-	-	78,600	
Title Funding - Other		-	-	-	-	-	
School Food Service (Free Lunch)		-	-	-	-	-	
Grants		-	-	-	-	-	
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	
Other		-	-	-	-	-	
Other Federal Revenue		-	-	-	-	-	
TOTAL REVENUE FROM FEDERAL SOURCES		78,600	33,000	-	-	111,600	
LOCAL and OTHER REVENUE							
Contributions and Donations, Fundraising		-	-	-	-	-	
Erate Reimbursement		-	-	-	-	-	
Interest Income, Earnings on Investments,		2,200	-	-	-	2,200	
NYC-DYCD (Department of Youth and Community Developmt.)		-	-	-	-	-	
Food Service (Income from meals)		-	-	-	-	-	
Text Book		-	-	-	-	-	
Other Local Revenue		229,579	-	-	-	229,579	
TOTAL REVENUE FROM LOCAL and OTHER SOURCES		231,779	-	-	-	231,779	
TOTAL REVENUE		4,512,129	309,800	-	-	4,821,929	
							List exact titles and staff FTE's (Full time equivalent)
EXPENSES							
ADMINISTRATIVE STAFF PERSONNEL COSTS							
	No. of Positions						
Executive Management	1.00	-	-	-	97,400	97,400	
Instructional Management		-	-	-	-	-	
Deans, Directors & Coordinators	1.00	30,600	-	-	-	30,600	
CFO / Director of Finance		-	-	-	-	-	
Operation / Business Manager	1.00	-	-	-	56,000	56,000	
Administrative Staff	2.00	-	-	-	72,000	72,000	
TOTAL ADMINISTRATIVE STAFF	5	30,600	-	-	225,400	256,000	
INSTRUCTIONAL PERSONNEL COSTS							
Teachers - Regular	24.00	1,004,370		-	-	1,004,370	
Teachers - SPED	10.00		421,800	-	-	421,800	
Substitute Teachers				-	-	-	
Teaching Assistants	9.00	226,300		-	-	226,300	
Specialty Teachers				-	-	-	
Aides				-	-	-	

Elmwood Village Charter School

PROJECTED BUDGET FOR 2014-2015

July 1, 2014 to June 30, 2015

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 147. This will populate the data in row 9.

PROJECTED BUDGET FOR 2014-2015							Assumptions
July 1, 2014 to June 30, 2015							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
<div> <div> <div>REGULAR EDUCATION</div> <div>SPECIAL EDUCATION</div> <div>OTHER</div> <div>FUNDRAISING</div> <div>MANAGEMENT & GENERAL</div> <div>TOTAL</div> </div> <div> <div>Total Revenue</div> <div>Total Expenses</div> <div>Net Income</div> <div>Actual Student Enrollment</div> <div>Total Paid Student Enrollment</div> </div> </div>							
	4,512,129	309,800	-	-	-	4,821,929	
	2,689,865	864,885	167,121	-	1,081,099	4,802,970	
	1,822,264	(555,085)	(167,121)	-	(1,081,099)	18,959	
	350	22				-	
	-	-				-	
PROGRAM SERVICES							
SUPPORT SERVICES							
<div> <div>REGULAR EDUCATION</div> <div>SPECIAL EDUCATION</div> <div>OTHER</div> <div>FUNDRAISING</div> <div>MANAGEMENT & GENERAL</div> <div>TOTAL</div> </div>							
Therapists & Counselors				-	-	-	
Other				-	-	-	
TOTAL INSTRUCTIONAL	43	1,230,670	421,800	-	-	1,652,470	
NON-INSTRUCTIONAL PERSONNEL COSTS							
Nurse	1.00	-	-	47,500	-	47,500	
Librarian	1.00	-	-	40,800	-	40,800	
Custodian	6.00	-	-	-	-	138,400	
Security	-	-	-	-	-	-	
Other	-	-	-	-	-	-	
TOTAL NON-INSTRUCTIONAL	8	-	-	88,300	-	138,400	
SUBTOTAL PERSONNEL SERVICE COSTS	56	1,261,270	421,800	88,300	-	363,800	
PAYROLL TAXES AND BENEFITS							
Payroll Taxes		129,224	44,291	9,272		41,413	224,200
Fringe / Employee Benefits		282,980	96,989	20,304		90,687	490,960
Retirement / Pension		193,606	66,356	13,891		62,047	335,900
TOTAL PAYROLL TAXES AND BENEFITS		605,810	207,636	43,467	-	194,147	1,051,060
TOTAL PERSONNEL SERVICE COSTS		1,867,080	629,436	131,767	-	557,947	3,186,230
CONTRACTED SERVICES							
Accounting / Audit		-	-	-	-	-	-
Legal		-	-	-	-	-	-
Management Company Fee		-	-	-	-	-	-
Nurse Services		-	-	-	-	-	-
Food Service / School Lunch		-	-	-	-	-	-
Payroll Services		-	-	-	-	-	-
Special Ed Services		-	143,000	-	-	-	143,000
Titlement Services (i.e. Title I)		-	-	-	-	-	-
Other Purchased / Professional / Consulting		98,800	-	-	-	94,700	193,500
TOTAL CONTRACTED SERVICES		98,800	143,000	-	-	94,700	336,500
SCHOOL OPERATIONS							
Board Expenses		-	-	-	-	-	-
Classroom / Teaching Supplies & Materials							-
Special Ed Supplies & Materials							-
Textbooks / Workbooks		42,000					42,000
Supplies & Materials other		30,000					30,000
Equipment / Furniture							-
Telephone		5,764	1,975	414		1,847	10,000
Technology		40,000					40,000
Student Testing & Assessment		43,750					43,750
Field Trips		24,500					24,500
Transportation (student)		10,000					10,000
Student Services - other		5,000					5,000
Office Expense						25,420	25,420
Staff Development		13,000					13,000
Staff Recruitment						3,000	3,000
Student Recruitment / Marketing						4,000	4,000
School Meals / Lunch							-
Travel (Staff)		6,000					6,000
Fundraising							-
Other		2,075	711	149		183,355	186,290
TOTAL SCHOOL OPERATIONS		222,089	2,686	563	-	217,622	442,960
FACILITY OPERATION & MAINTENANCE							
Insurance						62,900	62,900

Elmwood Village Charter School

PROJECTED BUDGET FOR 2014-2015

July 1, 2014 to June 30, 2015

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 147. This will populate the data in row 9.

PROJECTED BUDGET FOR 2014-2015							Assumptions
July 1, 2014 to June 30, 2015							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
<div> <div> <div>REGULAR EDUCATION</div> <div>SPECIAL EDUCATION</div> <div>OTHER</div> <div>FUNDRAISING</div> <div>MANAGEMENT & GENERAL</div> <div>TOTAL</div> </div> <div> <div>Total Revenue</div> <div>Total Expenses</div> <div>Net Income</div> <div>Actual Student Enrollment</div> <div>Total Paid Student Enrollment</div> </div> </div>							
	4,512,129	309,800	-	-	-	4,821,929	
	2,689,865	864,885	167,121	-	1,081,099	4,802,970	
	1,822,264	(555,085)	(167,121)	-	(1,081,099)	18,959	
	350	22				-	
	-	-				-	
PROGRAM SERVICES							
SUPPORT SERVICES							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Janitorial	51,517	17,657	3,696		16,510	89,380	
Building and Land Rent / Lease	147,496	50,553	10,583		47,268	255,900	
Repairs & Maintenance						-	
Equipment / Furniture						-	
Security						-	
Utilities	62,883	21,553	4,512		20,152	109,100	
TOTAL FACILITY OPERATION & MAINTENANCE	261,896	89,763	18,791	-	146,830	517,280	
DEPRECIATION & AMORTIZATION	240,000		16,000		64,000	320,000	
DISSOLUTION ESCROW & RESERVES / CONTIGENCY	-	-	-	-	-	-	
TOTAL EXPENSES	2,689,865	864,885	167,121	-	1,081,099	4,802,970	
NET INCOME	1,822,264	(555,085)	(167,121)	-	(1,081,099)	18,959	
ENROLLMENT - *School Districts Are Linked To Above Entries*	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED				
Buffalo	350	22	372				
School District 3 (Enter Name)	-	-	-				
School District 3 (Enter Name)			-				
School District 4 (Enter Name)			-				
School District 5 (Enter Name)			-				
TOTAL ENROLLMENT	350	22	372				
REVENUE PER PUPIL	12,892	14,082	-				
EXPENSES PER PUPIL	7,685	39,313	449				

Appendix E: Disclosure of Financial Interest Form

Created Monday, July 21, 2014

Page 1

140600860896 ELMWOOD VILLAGE CS

An Appendix E: Disclosure of Financial Interest Form must be completed for each active Trustee who served on the charter school's Board of Trustees during the 2013-14 school year. Trustees are at times difficult to track down in the summer months. Trustees may complete and submit at their leisure (but before the deadline) their individual form at:

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/>. Trustees may download and/or email their forms to you upon completion.

Trustees who are technologically advanced may complete the survey using their smartphones or other mobile devices by downloading the this bar code link to the survey <https://fluidsurveys.com/account/surveys/540612/publish/qrcode/>. (Make sure you have the bar code application reader on your phone).

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

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

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

Yes

Thank you.

Appendix F: BOT Membership Table

Created Wednesday, July 09, 2014

Page 1

140600860896 ELMWOOD VILLAGE CS

1. Current Board Member Information

	Full Name of Individual Trustees	Position on Board (Officer or Rep).	Voting Member	Area of Expertise &/or Additional Role	Terms Served & Length (include date of election and expiration)	Committee affiliations
1	Mimi Barnes-Coppola	Member	Yes	Founder	3 terms Aug. 2007-June 2010 (elected 8/15/07) July 2010-June 2013 (re-elected 6/24/10) July 2013-June 2016 (re-elected 6/19/2013)	
2	Marguerite Battaglia-Evans	Member	Yes	Founder	3 terms June 2006-June 2009 (elected 6/2006) July 2009-June 2012(re-elected 6/24/09) July 2012 – June 2015 (re-elected 6/20/12)	
3	Jennifer Bernacki Smith	Member	Yes	Attorney	2 terms January 2013-June 2013 (filling the remainder of the term of Frank Housh, who resigned December 2012) July 2013-June 2016 (re-elected 6/19/2013)	
4	Roy Clay	Parent Rep	Yes		1 term July 2012-June 2015	
5	Leah Eagan-Stoddard	Vice Chair/Vice President	Yes	Parent Representative	1 term July 2011-June 2014 (elected 6/15/11)	
6	Concetta Ferguson	Chair/President	Yes		2 terms July 2009-June 2012 (as parent rep, elected 6/24/09) July 2012-June 2014 (elected 6/20/2012 to fulfill the remainder of Catherine Herrick's term)	
7	Kathy Franklin-Adams	Member	Yes	Educator	3 terms August 2006-July 2008 (elected 8/06) August 2008-June 2011 (re-elected 6/18/2008), July 2011-June 2014 (re-elected 6/15/11)	
8	Andrew Mouw	Treasurer	Yes		March 2014-June 2015 (fulfilling the remainder of Liz Evans' term) Elected 2/12/2014	
9	Pamela Pollock	Secretary	Yes		3 terms August 2007-June 2010 (elected 8/07)	

				July 2010-June 2013 (re-elected 6/24/10) July 2013-June 2016 (re-elected 6/19/13)
10	Matthew Ryan	Member	Yes	2 terms July 2010-June 2013 July 2013-June 2016 (re-elected 6/19/2013)
11	Natalie Stoyanoff	Member	Yes	March 2013-June 2015 (filling an open board seat) Elected 2/12/2014

2. Total Number of Members Joining Board during the 2013-14 school year

2

3. Total Number of Members Departing the Board during the 2013-14 school year

0

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

11

5. How many times did the Board meet during the 2013-14 school year?

11

6. How many times will the Board meet during the 2014-15 school year?

11

Thank you.

The Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, August 21, 2013

Trustees Present: Mimi Barnes-Coppola, Marguerite Battaglia, Jennifer Bernacki Smith, Roy Clay, Leah Eagan-Stoddard, Concetta Ferguson, Kathy Franklin-Adams, Pam Pollock, Matt Ryan

Trustees Absent: None

Others Present: John Sheffield, EVCS Director; Becky Vincheski, CEO Boys and Girls Club

Concetta Ferguson called the meeting to order at 6:08 p.m.

1. Concetta presented the agenda for the meeting. There were no changes. Approved.
2. Minutes from the Board of Trustees meeting held on June 19, 2013, were presented. **Mimi moved and Leah seconded that the minutes be accepted as presented. Approved unanimously.**

3. BOYS AND GIRLS CLUB

Becky Vincheski, CEO of the Boys and Girls Club addressed the group regarding some difficulty funding start up of the after school program in September. Boys and Girls Club received notification that they had been awarded a 21st Century Grant to fund the EVCS program.

However, the actual money is not expected for at least 60 days. They are unable to begin the program until they have money to pay their staff. This delay would be a hardship for many EVCS families. Ms. Vincheski proposed that EVCS make the Boys and Girls Club a short-term loan of \$13,500 per month, for two months, which would allow them to pay seven staff members to run a program for sixty children. EVCS would be repaid when the grant money arrived. There was considerable discussion about how this might work. Consensus seemed to be that admission to the program be based on need, using the free and reduced price lunch data as criteria. It was also felt that the youngest children should remain on site and that, if necessary, older children could be taken to a nearby site. **Matt moved and Mimi seconded that the Board approve a line of credit of up to \$13,500 per month, for up to three months, with the stipulation that John adjust the memo of understanding and that admission to the program be need based. Approved unanimously.**

4. FINANCIALS

Concetta reported that revenue is slightly lower than expected as enrollment is not yet full. However, EVCS continues to maintain a favorable balance of assets. **Matt moved and Pam seconded that the financial report be approved as presented. Approved unanimously.**

5. BOARD RETREAT

The EVCS Board Development Day is scheduled for Saturday, September 7, 2013, from 9:00 a.m. to 1:00 p.m. The speaker will be Kirsten Pryor from the Center for Governmental Research. The Event will be held at the offices of Merrill Lynch on the 7th floor of the Key Tower at 50 Fountain Plaza.

6. NY STATE COMPTROLLER'S AUDIT

The only suggestion was that EVCS mechanically verify the residence of students. John

sent a letter acknowledging the suggestion and formulated a corrective action plan to be implemented by a team. **Marguerite moved and Pam seconded that the corrective action plan be implemented as John described. Approved unanimously.**

7. NYSED FULL SITE VISIT REPORT

Visitors saw what EVCS is doing well and reported it with evidence as cited on page 5 of the report. They made a number of good observations. There were no citations and no corrective action plan required. The Board expressed appreciation to John and the faculty and staff for their excellence, dedication and attention to detail.

8. EXPANSION/FACILITIES UPDATE

Requests for Proposals were sent to three city architects (TRM, BHMT, Carmina, Wood, Morris) and three responses were received. Requests for Proposals were also sent to three construction managers, but only one response was received. All three architects will be interviewed beginning the first week of school. Full occupancy of the expanded facility is expected for fall, 2015 or possibly, fall, 2016. The decision regarding an “owners representative” was tabled, as some of the plans may not require it. Because construction will likely begin while children are in school, a safety plan will be necessary.

9. DIRECTOR’S REPORT 0

New York State Assessment Results

1. There is not yet much useful data from the 2013 State Assessments in ELA and Mathematics. There is no data for individual students, line-item analysis, or disaggregated data. Since these are secure tests, no copies of the assessments are available to peruse in order to identify trends or student deficiencies, John is monitoring nyStart (the testing and accountability website) for updates to the school’s data.
2. NYS is treating 2013 assessment results as a new baseline. Therefore the scores cannot be used to track individual student growth or growth among cohorts.
3. The only standard of measurement available is a comparison of EVCS results with the state-wide passing average, the Buffalo District passing average and the passing averages of other high performing schools and districts:
 - EVCS surpassed the NYS passing average in ELA by 8% and in mathematics by 21%
 - EVCS surpassed the Buffalo School District passing average in ELA by 28% and in mathematics by 42%
 - EVCS surpassed the passing average of all other charter schools in the Buffalo area at all grade levels in both ELA and mathematics.
 - In most areas, EVCS results surpassed the passing averages of high performing public schools and suburban districts (see spreadsheet for comparison with individual high performing schools and high performing suburban districts).
4. Because of the changes in the assessments, EVCS did not meet the Absolute Growth Goals identified in the Charter. However, all comparison goals were met.
5. Using comparison data, deficiencies in sixth, seventh and eighth grade ELA were identified.
6. In the absence of useable data from the NYS Assessments, EVCS is using data from other sources for planning purposes (STAR, DIBELS, Running Records, Program Assessments, etc.)

Addressing Deficiencies

1. Using money from RttT (Race to the Top), all teachers were paid a stipend to work

with Anne Wechsler on curriculum alignment in July. Further work with curriculum alignment will be done during professional development during August.

2. Grade level outcomes were identified, and progress monitoring systems were developed and included in every teacher's growth plan for the 2013-2014 school year.
3. Professional development on the Common Core Standards will be ongoing throughout the year. Teachers are studying the Common Core Modules on Engage New York as models of effective Common Core lessons. EVCS will not be teaching from these modules.
4. Schedules were constructed in such a way as to give grade-level teams four common planning periods per week; teachers will be required to plan together at least twice each week.
5. Members of the leadership team will join teachers at grade level planning meetings throughout the year.
6. EVCS is conducting a thorough review of the sixth, seventh and eighth grade curricula and the following changes will be made for the 2013-2014 school year:

- Sixth grade will return to the Open Court *Imagine It* program. Efforts are being made to better align this program with Common Core Standards. Adjustments are being made to the scope and sequence to maximize the effectiveness of the program in a departmentalized setting.

- EVCS has been researching programs to complement ELA instruction in seventh and eighth grades. Materials from the Glencoe Common Core Bundle will be introduced. The collection includes appropriate literature and relevant non-fiction and has strong, integrated skill instruction in literary analysis, literary elements, reading, writing, grammar and vocabulary.

- The school will continue to use Junior Great Books on the sixth, seventh and eighth grade levels only during the fourth week of the month.

- AIS for sixth, seventh and eighth grade will be modified and more closely aligned to classroom instruction. Instead of using *Successful Reader* for AIS, components of the ELA programs will be used. *Successful Reader* will be used to support IEP reading goals. AIS in sixth, seventh and eighth grade will be structured in such a way as to allow for more push-in rather than pull-out.

- With the addition of the Operations Manager, it has been possible to eliminate the outside mentor for sixth, seventh and eighth grade teachers. Anne Wechsler and John Sheffield will fill that role to ensure that teachers are meeting goals and effectively following the curriculum.

- The leadership team is working with the middle school team to develop a comprehensive plan to support ELS learning objectives across the curriculum in all content areas. This will be monitored through weekly lesson plans and classroom observations.

State Assessment and Teacher/Principal Evaluations

There has been guidance from the State Education Department on how to use and how not to use the assessment data in teacher and principal evaluations (see letter from Commissioner King).

Posting Annual Report

EVCS received notice from SED today that the Annual Report should not be posted until further instructions are received from the authorizer.

Professional Development

Professional development began Monday, August 19, for all members of the instructional staff. This included goals for 2013-2014 based on data; health and safety policies and procedures; training on positive psychology; training on Responsive Classroom and Developmental Designs; training on Brain Gym, special education procedures and goals, and speech and occupational therapy strategies for classroom use. All teachers will work collaboratively under the direction of Anne Wechsler on curriculum alignment. The middle school team will work collaboratively with Mr. Sheffield and Mrs. Landrigan to develop a plan to more fully support reading and writing goals across all content areas.

Personnel

-Johanna MacDonald, fifth grade teacher, resigned her position due to family obligations.

Pending Board approval, Jennifer Ryan, who was lead candidate identified by the hiring team for the third grade position, has been hired to fill this post. Ms. Ryan holds a Master's degree in elementary education from the University of Buffalo, and a Bachelor's degree from SUNY Fredonia. She has eleven years of experience as a classroom teacher in fourth through sixth grades, including at South Buffalo Charter School.

-Pending approval of the Board, Melissa Bak, a long-time teaching assistant and long-term substitute Title I reading teacher at EVCS, has been hired as a Title I Reading Specialist. She will be replacing Lisa Berk, who was a Title I teaching assistant. However, Ms Bak will have expanded duties that will include pushing into classrooms for reading and math instruction. Melissa Bak holds a Master's degree from Niagara University, and is certified in elementary education and literacy. She meets federal requirements as a reading teacher funded by Title I.

-Pending Board approval, Stephanie Krentz has been hired as part-time Spanish teacher. Ms. Krentz holds a Master's degree and Bachelor's degree from SUNY College at Buffalo. She is certified in elementary education. She has an undergraduate concentration in Spanish and has studied Spanish in Spain. She did one of her student teaching placements at EVCS. She is fluent in Spanish and has translated for EVCS. However, she is not certified in Spanish.

-Pending approval of the Board, Kristy O'Connor was hired as teaching assistant for first grade. Ms. O'Connor holds Bachelor's degrees from SUNY Fredonia and Medaille College. She is certified in elementary and special education.

-Pending Board approval, Kimberly O'Connor was hired as office assistant and Transportation coordinator. Ms. O'Connor holds an associates degree from Niagara Community College. She served as a main office secretary and Transportation Coordinator at Community Charter School and South Buffalo Charter School. Ms. O'Connor will be replacing Ms. Dortch, but with expanded duties.

-Kathleen Stanek, teaching assistant, resigned her position due to family obligations.

-The cafeteria position held by John Seitz (Mr. Jack), was eliminated for the 2013-2013 school year. We were able to secure a second worker from the Buffalo Public Schools Food Commissary at no cost to EVCS.

-The clerk/receptionist position held by Pamela Dortch was eliminated in order to create the position of office assistant/Transportation Coordinator.

-Kathy Skora, dance teacher, was budgeted for four days per week. Her actual schedule turned out to be an extra half-day. John proposed that her position be increased to a full five days to allow her to serve as arts integration teacher.

-John requested a pay increase of \$.50 per hour, as supported by the 2013-2014 budget, for part-time custodians, James Graham and Leroy Horne. This increase would be retroactive to July 15, 2013 and would raise Mr. Graham's salary to \$10.50 per hour and Mr. Horne's salary to \$9.50 per hour.

-At the request of Building Engineer, John Grabowski, John proposed a change to the employment policies allowing for regular, part-time employees to receive paid legal holidays (identified in the employment manual) equivalent to one shift.

-The school is in the process of selecting three more teaching assistants. Final determination will be made this week.

-John requested that Liz Evans, Operations Manager, be designated by the Board of Trustees as Records Access Officer for FOIL requests.

Mimi moved and Concetta seconded that all previously stated personnel actions be approved. Approved unanimously.

There was no further business.

A motion to adjourn was made by Mimi and seconded by Concetta. Approved unanimously. The meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Pamela Pollock

FUTURE DATES:

-Board of Trustees Professional Development: Saturday September 7, 2013. Details fo follow.

-Meetings at 6:00 p.m.- Sept. 18, 2013; Oct. 16, 2013; Nov. 20, 2013; Dec. 18, 2013; Jan 15, 2013; Feb. 12, 2014*; Mar 19, 2014; April 9, 2014*; May 7, 2014*; June 18, 2014

*2nd rather than 3rd Wednesday

The Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, September 18, 2013

Trustees Present: Mimi Barnes-Coppola, Jennifer Bernacki Smith, Roy Clay, Leah Eagan-Stoddard, Concetta Ferguson, Pam Pollock

Trustees Absent: Marguerite Battaglia, Kathy Franklin-Adams, Matt Ryan

Others Present: John Sheffield, EVCS Director; Liz Evans, EVCS Operations Manager

Concetta Ferguson called the meeting to order at 6:07 p.m.

1. Concetta presented the agenda for the meeting. There were no changes. Approved.

2. Minutes from the Board of Trustees meeting held on August 21, 2013, and the special Board Meeting held on September 12, 2013, were presented. **Concetta moved and Leah seconded that both minutes be accepted as presented. Approved unanimously.**

3. In her capacity as EVCS Operations Manager, Liz Evans reported on possible litigation on behalf of charter schools in response to the ongoing freeze in charter funding by New York State. Any litigation would stress the need for funding equity for charter schools and for children. There would be a cost to EVCS to support the litigation. Various possibilities for funding this were discussed. **Leah moved and Mimi seconded that the EVCS Board support litigation to end the freeze on charter school funding. Approved unanimously.**

4. FINANCIALS

The EVCS financial report was not yet available. Review and discussion were tabled until the next meeting.

5. BOARD RETREAT

Members discussed the EVCS Board Development Day on Saturday, September 7, 2013. It was generally agreed that the facilitator, Kristin Pryor, had proved both knowledgeable and helpful in steering members to clarify certain needs of the Board. See Memorandum. There seemed to be a consensus that new members should be recruited to fill existing vacancies and that a "New Member" document should be created to facilitate this recruitment and help each new member to understand his/her role on the Board. It was also agreed that written "job descriptions" should be created for each Board Office and Committee. There were differing opinions regarding the optimal length of a term on the Board and whether the number of terms should be subject to an arbitrary limit. Further discussion will be necessary to reach a decision on this matter.

6. EXPANSION/FACILITIES UPDATE

In accordance with the resolution of the Board at the Special Meeting on September 12, 2013, the proposal of Carmina, Wood, Morris was accepted. The contract has been signed and the firm will design and construct the upcoming changes in the EVCS building. The programming phase has begun identifying the "must haves", the "wish list" and a clear budget.

7. EVENING IN DAYS PARK

Respecting the school's new location, the name of the annual fund-raiser has been changed from *Evening In the Atrium* to *Evening In Days Park*. This year's event will take place at the school on Saturday, November 16, 2013. Roy collected the \$100 donation from each Board member to assist in purchasing raffle prizes. He also gave Board members packages of ten tickets for the event.

8. DIRECTOR'S REPORT

Personnel

-John reported that several positions have been filled since the August meeting: Maria Williams, teaching assistant for first grade; Lauren Atherton, teaching assistant for second grade; Anita Ching, teaching assistant for third grade. All are certified teachers. **Pam moved and Leah seconded that all three hires be approved. Passed unanimously.**

-John further proposed clarification to a policy in the *EVCS Employee Manual* that would specify that non-instructional part-time employees will receive sick days proportional to their FTE.

Academics

-Currently, SLO (student learning objective) tests are being administered as part of the school's APPR (Annual Professional Performance Review) Plan. Next week STAR Assessments will be administered.

-The LAB-R will be administered to students who started school in New York State this year who speak languages other than English in their homes. An accurate number of students with limited English proficiency will be determined after this instrument is administered and scored.

-Individual student reports for the New York State Assessments have just arrived. Parent reports will go out next week. Since this was a baseline year, and, on average, students' achievement results are lower, EVCS is following guidelines from the State Education Department that use scale score cut-points to determine which students require mandatory AIS (Academic Intervention Service).

-Data meetings will be held with teachers at the conclusion of STAR testing. During those meetings attention will focus on NYS Assessment results, the results of DIBELS, and STAR testing.

-John e-mailed Board members a BOCES compiled ranking on district and charter school performance on the NYS ELA and mathematics assessments. At the August meeting, he showed comparisons only to select test-in schools and high performing suburban schools; however, in comparison to all schools across the county, students at EVCS performed very well at all grade levels.

-Additional professional development will be conducted this month by a presenter from BOCES on how to better utilize the STAR Assessment data. All teachers will participate.

-Liz Evans has been attending data management training at BOCES. Her ability to participate in these frequent training sessions and bring this information back to the school will improve ability to manage and report data.

-Medaille College is once again running their after-school reading clinic at EVCS on Tuesdays and Thursdays. Medaille adjusted the schedule to accommodate students who are using bus transportation and not staying for the Boys and Girls Club program.

-After the first week of school, it appears that all transportation department difficulties have been resolved. EVCS has students riding eight busses from Buffalo, one from Williamsville, one from Amherst and one from Cheektowaga. Approximately 130 students are using the morning care program on a daily basis.

-Currently, 44 students (44%) have IEPs. That is at, or around, the percentage of the District.

Operations

-New Operations Manager, Liz Evans, submitted a Stimulus Fund Grant application for \$200,000 to offset costs of upcoming construction. She is currently working with the

Olmsted Conservancy on a Lowe's Grant for improvements to Days Park.

-Liz is also communicating with the architects and contractor regarding expansion needs, as well as meeting with technicians to explore options for the expansion of technology in Phase II.

-Liz has created a Wiki Page for school documents that are pertinent to teachers.

-As noted previously, Liz is now representing EVCS at all training sessions and meetings for school data coordinators at BOCES. She is also representing EVCS on the charter school litigation exploratory committee.

School Safety Committee

-John proposed that the following people be named to the School Safety Committee for the 2013-2014 school year:

John Sheffield, Director

Liz Evans, Operations Manager

Anne Wechsler, Academic Program Coordinator and EVCS Parent

Anne Landrigan, Student Services Coordinator

John Grabowski, Building Engineer

Lea Gladysz, Office Manager

Dana Fauth, School Nurse

John further proposed that Officer Dan Quintana, Community Resource Officer from the Buffalo Police Department, be retained as a consultant to the committee. **Concetta**

moved and Pam seconded that both of John's proposals be approved as stated.

Passed unanimously.

9. NEW BUSINESS/ ANNOUNCEMENTS

A question arose about the Boys and Girls Club funding and the EVCS loan to begin the program here. The program is in operation for eighty students selected on the basis of the criteria established at the August meeting. There has been no further information about their actual funding to date.

There was no further new business or announcements. **Leah moved and Pam seconded that the meeting adjourn. Approved unanimously.** The meeting was adjourned at 7:45 p.m.

Respectfully submitted,

Pamela Pollock

FUTURE DATES:

-Meetings at 6:00 p.m. - Oct. 16, 2013; Nov. 20, 2013; Dec. 18, 2013; Jan 15, 2013; Feb. 12, 2014*; Mar 19, 2014; April 9, 2014*; May 7, 2014*; June 18, 2014

*2nd rather than 3rd Wednesday

**The Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, October 16, 2013**

Trustees Present: Mimi Barnes-Coppola, Marguerite Battaglia, Roy Clay, Leah Eagan-Stoddard, Concetta Ferguson, Kathy Franklin Adams, Pam Pollock

Trustees Absent: Jennifer Bernacki Smith, Matt Ryan

Others Present: John Sheffield, EVCS Director; Tom Burns, Auditor, Lumsden McCormick, LLP; Karen Burhans, CPA, Kirisits & Associates, CPAS, PLLC

Concetta Ferguson called the meeting to order at 6:09 p.m.

1. Concetta presented the agenda for the meeting. There were no changes. Approved.
2. Minutes from the Board of Trustees meeting held on September 18, 2013, were presented.

Kathy moved and Ray seconded that the minutes be accepted as presented. Approved unanimously.

3. FINANCIALS

-Tom Burns, Auditor, Lumsden, McCormick, presented the findings of the financial audit. He stated that his firm did a risk based audit and that the result was a “clean opinion” for EVCS, which is the best possible report. Income has increased, as a result of the additional students enrolled, despite the fact that New York state has not raised the funding rate for three years. Special event income has also increased, as the rental income from the sub-lease is a new income source. Increase in depreciation and amortization percentages remain fairly consistent. He stated that cash currently exceeds long term debt, and suggested that we might want to consider investing some of the cash. The firm is currently working to prepare the Form 990 which needs to be filed with NY State by November 15. **Marguerite moved and Pam seconded that the audit report be accepted as presented. Approved unanimously.**

-Karen Burhans, CPA, Kirisits and Associates, presented the financial reports for August and September, 2013. These also supported the findings of a strong financial position. **Mimi moved and Leah seconded that the financial reports for August and September, 2013, be accepted as presented. Approved unanimously.**

4. EXPANSION/FACILITIES UPDATE

Proposed contracts with the architects and contractors selected for the next part of the EVCS expansion project are currently with the attorneys. It is hoped that these can be completed in a timely fashion as a March ground breaking is expected.

5. EVENING IN DAYS PARK

This year's *Evening In Day's Park* fund-raising event will take place at the school on Saturday, November 16, 2013. Plans are proceeding according to schedule. To date \$5500 in corporate sponsorships have been promised. Donations of baskets and silent auction items continue to arrive. Other highlights include a beer tasting and a variety of music offerings.

6. BOARD NOMINATIONS/RECRUITMENT

The EVCS Board of Trustees currently has two vacancies. The particular need is a member with some expertise in financial matters who would be willing to serve as treasurer. Mimi suggested looking to some young professionals at area financial management firms. She cited the example of her son, Evan Coppola, MBA. She suggested that he, or one of his associates at Hudson Advisors, might be looking for an opportunity to serve the community. The Nominating Committee agreed to investigate this possibility. Mimi recused herself from the Nominating Committee for the purposes of this task. Marguerite, Leah and Roy will serve.

7. DIRECTOR'S REPORT

Enrollment

EVCS is currently at full capacity.

Academics

-Beginning of the year progress monitoring assessments (STAR and DIBELS) have been completed.

-Data meetings were held over the past two weeks with all teachers. Data from STAR, DIBELS and NYS Assessments was analyzed to develop AIS (Academic Intervention Service) plans for students performing below benchmark. STAR and NYS Assessment Data was used to predict each student's progress toward meeting the Common Core Standards.

-A letter was sent out to all parents explaining the AIS Program and how Title I teachers and AmeriCorps members are working with classroom teachers to provide AIS to all students. The letter also explained the criteria for mandatory AIS, and whole-school participation in flexible groups.

-Madelyn Eberle joined the EVCS team from AmeriCorps. Ms. Eberle will be providing academic support to students in fifth grade. She is not a certified teacher, but she has extensive experience in mathematics, science, English and foreign languages. She holds a Bachelor of Science degree from the University of Rochester.

-All Annual Professional Performance Review data for teachers and the principal has been completed and uploaded to the Data Warehouse.

-Buses continue to go well, and have reduced traffic congestion at drop-off and pick-up.

-Tomorrow EVCS will hold its first Alumni night, with a two-fold purpose. Graduates will have a mini-reunion, but will also talk with current eighth graders about expectations in high school.

-EssiLor Vision Foundation provided free, professional vision screening for all EVCS students. Students found to have vision deficits can receive free eyeglasses from EssiLor if they qualify for free or reduced lunch.

Personnel

John requested approval to hire Nydia Quiles as part-time custodian at a rate of \$8.50 per hour to replace Michael Robinson. **Pam moved and Kathy seconded that the hiring of Nydia Quiles under the stated conditions be approved. Approved unanimously.**

Operations

-EVCS has obtained quotes for installing a sound system in the gym.

-Finger Lakes technologies has been engaged to upgrade and reprogram the phone auto-attendant and voice-mail system.

-The process of preparing EVCS for online testing requirements by academic year 2014-2015 has been initiated.

-The leadership team met with architects to discuss programmatic planning for Phase II.

-Leaders are working with the school's attorney to finalize contracts with the architect and general contractor.

-There has been communication with Northwest Savings Bank to establish a time-line for securing financing for Phase II construction.

-Operations Manager, Liz Evans, completed a Lowe's grant application to help restore distressed turf in Day's Park, and for mulch for the park and playground.

-Liz will formulate a meeting schedule and task distribution list for the charter renewal application which is due on August 30, 2014.

8. NEW BUSINESS/ ANNOUNCEMENTS

There was no new business or announcements. **Kathy moved and Pam seconded that the meeting adjourn. Approved unanimously.** The meeting was adjourned at 7:25 p.m.

Respectfully submitted,

Pamela Pollock

FUTURE DATES:

-Meetings at 6:00 p.m. - Nov. 20, 2013; Dec. 18, 2013; Jan 15, 2014; Feb. 12, 2014*;
Mar 19, 2014; April 9, 2014*; May 7, 2014*; June 18, 2014

*2nd rather than 3rd Wednesday

The Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, November 20, 2013

Trustees Present: Mimi Barnes-Coppola, Marguerite Battaglia, Jennifer Bernacki Smith, Roy Clay, Leah Eagan-Stoddard, Concetta Ferguson, Kathy Franklin Adams, Pam Pollock, Matt Ryan

Trustees Absent: None

Others Present: Anne Landrigan, EVCS Student Services Coordinator

John Sheffield, EVCS Director was not present as he was attending the wake for a student's mother.

Concetta Ferguson called the meeting to order at 6:08 p.m.

1. Concetta presented the agenda for the meeting. There were no changes. Approved.

2. Minutes from the Board of Trustees meeting held on October 16, 2013, were presented. **Matt moved and Concetta seconded that the minutes be accepted as presented. Approved unanimously.**

3. FINANCIALS

-Concetta presented the financial statement for the four months ended October 31, 2013. For the period covered, EVCS showed a decrease in net assets of \$224,459 versus a budgeted decrease in net assets \$362,943. The result was a favorable variance of \$138,484. EVCS remains in a strong financial position. See report for details. Concetta also presented the minutes of the meeting of the Financial Committee. Karen Burhans, CPA Kirisits and Associates, reviewed, in detail, the Form 990, a draft of which was previously shared with the Board of Trustees. The Committee was satisfied with the review and approved that the Form be filed with New York State as required.

Pam moved and Marguerite seconded that the financial report and the Form 990 be approved as presented. Approved unanimously.

4. EXPANSION/FACILITIES UPDATE

-Liz Evans, EVCS Operations Manager, met with officials at Northwest Savings Bank to discuss financial aspects of the upcoming construction project. The possibility of rolling the remaining mortgage from the Phase I construction into Phase II, to create a total amount with the same interest rate (4.75%), was discussed.

-The Committee met with Jon Morris, principal at Carmina, Wood, Morris, to talk about what the available square footage might allow with respect to the needs and desires of the school. A more secure entrance and additional bathrooms remain priorities. The cafeteria will need to be reconfigured. It may be necessary to revise space for the mechanicals, and use the science lab as a home-room for one eighth grade class, in order to maximize use of the available space. The Committee will meet again next week.

-School representatives plan to meet with the neighbors during the first or second week of December to update them on the construction plans.

5. EVENING IN DAYS PARK

This year's *Evening In Day's Park* fund-raising event was a great success. A good time was had by all and initial estimates place gross proceeds in the neighborhood of \$36,174 and net at approximately \$27,117. The Board expressed appreciation to the committee and to all who worked so hard to make the event a success.

6. EVCS BOARD RETREAT - Follow-up

Leah reminded committee chairs to e-mail revised Committee Organization Templates ("job

descriptions”) to her before the next meeting.

7. BOARD NOMINATIONS/RECRUITMENT

The EVCS Board of Trustees continues to seek qualified candidates to fill two vacancies. There was some discussion of necessary and desirable attributes of future Board members. It was agreed that needs might vary depending on the skill set of any sitting Board. However, the current priority remains an individual with financial and accounting experience. Liz Evans has reached out to several individuals for suggestions.

8. DIRECTOR’S REPORT

Concetta presented the Director’s report in Mr. Sheffield’s absence.

Recruitment Efforts

-EVCS again ran an advertisement in the education edition of *Western New York Family* magazine. The ad featured the school’s special education and ESL programs.

-Anne Wechsler and Mr. Sheffield participated in the School Forum Night hosted by the Westminster Early Childhood Program. The forum is open to parents of children who will be entering kindergarten within the next two years. In his presentation, Mr. Sheffield highlighted the special education services.

-Mr. Sheffield was invited to speak at a conference held on November 15, 2013. The conference was hosted by Young Audiences of Western New York for community organizations that provide arts programs for children. In an effort to educate the audience on the services offered at EVCS, Mr. Sheffield discussed research that demonstrates how participation in the arts benefits children with special learning needs and how this research is implemented at EVCS.

Facilities

-On November 1, 2013, Mr. Sheffield reported to the facilities committee that the school had water damage on the west end of the building where the single-story roof above the cafeteria connects to the wall of the two-story section of the building. The situation was assessed by the subcontractor engaged by BRD Construction. He reported that the problem was not with the roof or the flashing. Murray Roofing then evaluated the problem and stated that it was a problem with the masonry. The masonry contractor estimated that it would cost approximately \$15,000 to repair the mortar. Since this is the side of the building where the additional classrooms will be added, the contractor recommended a temporary solution involving sealing the wall in a fashion similar to the way basements are waterproofed. This solution, if successful, will cost hundreds of dollars as opposed to thousands of dollars.

-Within the past few weeks, graffiti has been sprayed on the building, fence and playground five times. The school is working with the Hudson Street Block Club; the Days Park Block Club; the Buffalo Police Department and Dan Quintana, the school resource officer, to stop the vandalism. Copies of the school security videos have been given to the Buffalo Police. Video surveillance shows that it is a group of young men in their late teens, and that the vandalism is occurring between 3:00 and 5:00 a.m. The maintenance staff has been removing the graffiti as quickly and as thoroughly as possible.

Loan to Boys and Girls Club

Diane Rowe of the Boys and Girls Club of Buffalo informed Mr. Sheffield that the loan made by EVCS to launch the after-school program in the 2013-2014 school year will be

paid in full in January, 2014. The grant contract has been executed and is retroactive to September 1, 2013.

9. Anne Landrigan, Student Services Coordinator, presented the annual report of special education services, academic intervention services, demographics and testing. She expressed thanks and appreciation to the Board of Trustees and Mr. Sheffield for their effort and support to ensure that EVCS has been able to meet student needs with support staffing.

Student Services

Special Education:

Consultant Teacher & Resource Room	26 students	total: 429 hours per week	
Speech Therapy			30 students
		total: 40 hours per week	
Occupational Therapy		25 students	total: 22.5
		hours per week	
Physical Therapy			8 students total: 7
		hours per week	
Mandated Counseling		8 students	total: 4 hours
		per week	
Counseling			20 students
		total: 10 hours per week	

ESL:

6 students total: 27 hours per week

AIS:

Reading: 83
students; 30%

Math: 67 students; 24%

Student Demographics

Total students	325	
Female	161	49.5%
Male	164	50.5%
White	150	46%
Black	92	28%
Hispanic	64	20%
Native American	9	3%
Asian	10	3%
Students with IEPs	43	13%
Students with 504 plans	67	21%

Testing

Ms. Landrigan reported that this spring's New York State Assessments for ELA and mathematics are likely to be very much like last year. There will be a change on January 1, 2014 which will impact provision of ESL (English as a Second Language) service. The use of the LAB-R test to qualify for ESL services will be replaced with a new test which, it is hoped, will be more sensitive. More information about testing is available at PARCCOnline.org. She also

noted that EVCS may change the Kindergarten Screening to late summer rather than spring. This would provide more updated information for progress assessments and still be available for use in balancing the kindergarten classes.

10. NEW BUSINESS/ ANNOUNCEMENTS

There was no additional business and no announcements. **Mimi moved and Kathy seconded that the meeting adjourn. Approved unanimously.** The meeting was adjourned at 7:30 p.m.

Respectfully submitted,
Pamela Pollock

FUTURE DATES:

-Meetings at 6:00 p.m. - Dec. 18, 2013; Jan 15, 2013; Feb. 12, 2014*; Mar 19, 2014;
April 9, 2014*; May 7, 2014*; June 18, 2014

*2nd rather than 3rd Wednesday

The Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, December 18, 2013

Trustees Present: Mimi Barnes-Coppola, Marguerite Battaglia, Jennifer Bernacki Smith, Roy Clay, Leah Eagan-Stoddard, Kathy Franklin Adams, Pam Pollock

Trustees Absent: Concetta Ferguson, Matt Ryan

Others Present: John Sheffield, EVCS Director; Jonathan Morris, Principal, Carmina, Wood, Morris, PC

Leah Eagan-Stoddard called the meeting to order at 6:06 p.m.

1. Leah presented the agenda for the meeting. There were no changes. Approved.
2. Minutes from the Board of Trustees meeting held on November 20, 2013, were presented.

Marguerite moved and Roy seconded that the minutes be accepted as presented. Approved unanimously.

3. EXPANSION/FACILITIES UPDATE

Jonathan Morris, Principal, Carmina, Wood, Morris, PC, presented architectural renderings for the proposed changes to the EVCS building and discussed priorities and possibilities. Plans for the first floor include: a revised, more secure main entrance and office area; an expanded cafeteria with the two single doors changed to a double door; new boys and girls lavatories with four stalls in each; two classrooms each for grades K-3; a resource room and a counselor's office. Plans for the second floor include a build-out over the cafeteria and revisions of existing space to allow for: a boys and a girls lavatory with five stalls each; two additional classrooms; an art room; a music room; another resource room; a classroom for accelerated activities; and an expanded faculty lounge with a kitchenette and lavatory. The space above the main office will contain three new classrooms and a stair tower.

Work is expected to begin in the spring, with the plan of completing the three classrooms above the office and, possibly, the lavatories by August, 2014. After that, construction will begin on the cafeteria end of the school. Working around school occupancy, to keep disruption to a minimum, it is expected that there will be approximately a year of construction to complete the project. Mr. Morris stated that continuous construction is far more cost effective than interrupted.

Carmina, Wood, Morris, PC, is prepared to file the necessary paperwork with the City next week. It will go to the City Planning Board at the January meeting. **Leah moved and Mimi seconded that the Board authorize the firm of Carmina, Wood, Morris, PC, to present the site plans, floor plans and elevations for the EVCS school expansion project to the City of Buffalo Planning Board at its January meeting. Approved unanimously.**

Representatives from EVCS, including, Matt Ryan, have met with representatives from the surrounding neighborhood. There were 12 attendees from the Allentown Association and the Days Park Block Club. Representatives from Hudson street were unable to attend. Some concerns about construction noise, hazards, trucks and traffic were expressed. Matt's report indicated that the neighbors were generally supportive. The school will need to continue communication with these groups and address concerns as they arise. It was noted that the school will need to be pro-active in communicating with the parents about concerns regarding construction in an occupied school, once a clear, minimally disruptive plan has been developed.

4. FINANCIALS

The Financial Committee is scheduled to meet on Friday to review the construction budget. The financial report was tabled until the next meeting

5. BOARD NOMINATIONS/RECRUITMENT

The EVCS Board of Trustees continues to seek qualified candidates to fill two vacancies. To date, only one resume has been received. Board members were reminded to look for community members who might be interested in serving in this capacity.

6. DIRECTOR'S REPORT

Employee Health Insurance

The Affordable Care Act has significantly impacted the availability of health insurance policies which might be offered to EVCS employees. The current Independent Health Flex Fit policy will no longer be available in its current form. John and Operations Manager, Liz Evans, have extensively reviewed the existing options. The best alternative seems to be using the platinum option offered through the New York State Insurance Exchange. The Independent Health Plan looks to be the most competitive. **Kathy moved and Mimi seconded that the Board authorize John to pursue employee health insurance through the New York State Insurance Exchange. Approved unanimously.** John will meet with school employees following the winter break.

Funding Freeze Litigation Proposal

John shared information from Steve Polowitz regarding research of possible grounds for legal action to address the issue of funding inequity for charter schools. The Wendt Foundation has agreed to provide a \$15,000 grant to help fund the research effort. Charter schools have been asked to contribute \$6.50 per enrolled student to help close the funding gap. This would amount to \$2112.50 for EVCS. **Marguerite moved and Leah seconded that John be authorized to pay \$2112.50 to Chameleon Community Schools Project, acting as agent, to enter into a Retainer Agreement with the Rupp, Baase, Pfalzgraf, Cunningham, Coppola, LLC, Firm to continue research into the litigation regarding the charter school funding inequity. Approved unanimously.**

Stipend Requests

John requested increased stipends for three athletic coaches this year. The job has become far more demanding, as the students are now playing in a middle school league rather than an elementary school league. Games and practices require more after-school and weekend time. John suggested stipends of up to \$1000 for David Phillips, Boys Basketball Coach, and Rob Campbell, Girls Basketball Coach. A stipend of up to \$500 was suggested for Anne Landrigan, Assistant Girls Basketball Coach and Scorekeeper for all girls and boys games. Marguerite suggested that perhaps a larger stipend would be more appropriate. Support was expressed by other Board members. **Marguerite moved and Jennifer seconded that the two head coaches be awarded a stipend of \$1200 each and the assistant coach a stipend of \$700. Approved unanimously.**

Charter Renewal

John distributed drafts of several sections of the Charter Renewal application:

- Draft Professional Development Plan
- Draft Academic Accountability Goals, in which absolute and growth goals were combined to reduce the number of goals from 49 to 28.

The Board was asked to review these documents and comment on them for the next meeting.

Family Literacy Night

John also distributed a copy of the flyer sent to parents of students in kindergarten through grade three regarding the upcoming family literary activities to be led by the Title I team. The event will actually be held at the school on the afternoon of Saturday, February 8,

2014.

7. NEW BUSINESS/ ANNOUNCEMENTS

There was no additional business and no announcements. **Pam moved and Roy seconded that the meeting be adjourned. Approved unanimously.** The meeting was adjourned at 7:35 p.m.

Respectfully submitted,

Pamela Pollock

FUTURE DATES:

-Meetings at 6:00 p.m. - Jan 15, 2013; Feb. 12, 2014*; Mar 19, 2014; April 9, 2014*;
May 7, 2014*; June 18, 2014

*2nd rather than 3rd Wednesday

The Elmwood Village Charter School

Board of Trustees Meeting

Wednesday, December 18, 2013

Trustees Present: Mimi Barnes-Coppola, Marguerite Battaglia, Jennifer Bernacki Smith, Roy Clay, Leah Eagan-Stoddard, Kathy Franklin Adams, Pam Pollock

Trustees Absent: Concetta Ferguson, Matt Ryan

Others Present: John Sheffield, EVCS Director; Jonathan Morris, Principal, Carmina, Wood, Morris, PC

Leah Eagan-Stoddard called the meeting to order at 6:06 p.m.

1. Leah presented the agenda for the meeting. There were no changes. Approved.
2. Minutes from the Board of Trustees meeting held on November 20, 2013, were presented.

Marguerite moved and Roy seconded that the minutes be accepted as presented. Approved unanimously.

3. EXPANSION/FACILITIES UPDATE

Jonathan Morris, Principal, Carmina, Wood, Morris, PC, presented architectural renderings for the proposed changes to the EVCS building and discussed priorities and possibilities. Plans for the first floor include: a revised, more secure main entrance and office area; an expanded cafeteria with the two single doors changed to a double door; new boys and girls lavatories with four stalls in each; two classrooms each for grades K-3; a resource room and a counselor's office. Plans for the second floor include a build-out over the cafeteria and revisions of existing space to allow for: a boys and a girls lavatory with five stalls each; two additional classrooms; an art room; a music room; another resource room; a classroom for accelerated activities; and an expanded faculty lounge with a kitchenette and lavatory. The space above the main office will contain three new classrooms and a stair tower.

Work is expected to begin in the spring, with the plan of completing the three classrooms above the office and, possibly, the lavatories by August, 2014. After that, construction will begin on the cafeteria end of the school. Working around school occupancy, to keep disruption to a minimum, it is expected that there will be approximately a year of construction to complete the project. Mr. Morris stated that continuous construction is far more cost effective than interrupted.

Carmina, Wood, Morris, PC, is prepared to file the necessary paperwork with the City next week. It will go to the City Planning Board at the January meeting. **Leah moved and Mimi**

seconded that the Board authorize the firm of Carmina, Wood, Morris, PC, to present the site plans, floor plans and elevations for the EVCS school expansion project to the City of Buffalo Planning Board at its January meeting. Approved unanimously.

Representatives from EVCS, including, Matt Ryan, have met with representatives from the surrounding neighborhood. There were 12 attendees from the Allentown Association and the Days Park Block Club. Representatives from Hudson street were unable to attend. Some concerns about construction noise, hazards, trucks and traffic were expressed. Matt's report indicated that the neighbors were generally supportive. The school will need to continue communication with these groups and address concerns as they arise. It was noted that the school will need to be pro-active in communicating with the parents about concerns regarding construction in an occupied school, once a clear, minimally disruptive plan has been developed.

4. FINANCIALS

The Financial Committee is scheduled to meet on Friday to review the construction budget. The financial report was tabled until the next meeting

5. BOARD NOMINATIONS/RECRUITMENT

The EVCS Board of Trustees continues to seek qualified candidates to fill two vacancies. To date, only one resume has been received. Board members were reminded to look for community members who might be interested in serving in this capacity.

6. DIRECTOR'S REPORT

Employee Health Insurance

The Affordable Care Act has significantly impacted the availability of health insurance policies which might be offered to EVCS employees. The current Independent Health Flex Fit policy will no longer be available in its current form. John and Operations Manager, Liz Evans, have extensively reviewed the existing options. The best alternative seems to be using the platinum option offered through the New York State Insurance Exchange. The Independent Health Plan looks to be the most competitive. **Kathy moved and Mimi seconded that the Board authorize John to pursue employee health insurance through the New York State Insurance Exchange. Approved unanimously.** John will meet with school employees following the winter break.

Funding Freeze Litigation Proposal

John shared information from Steve Polowitz regarding research of possible grounds for legal action to address the issue of funding inequity for charter schools. The Wendt Foundation has agreed to provide a \$15,000 grant to help fund the research effort. Charter schools have been asked to contribute \$6.50 per enrolled student to help close the funding gap. This would amount to \$2112.50 for EVCS. **Marguerite moved and Leah seconded that John be authorized to pay \$2112.50 to Chameleon Community Schools Project, acting as agent, to enter into a Retainer Agreement with the Rupp, Baase, Pfalzgraf, Cunningham, Coppola, LLC, Firm to continue research into the litigation regarding the charter school funding inequity. Approved unanimously.**

Stipend Requests

John requested increased stipends for three athletic coaches this year. The job has become far more demanding, as the students are now playing in a middle school league rather than an elementary school league. Games and practices require more after-school and weekend time. John suggested stipends of up to \$1000 for David Phillips, Boys Basketball Coach, and Rob Campbell, Girls Basketball Coach. A stipend of up to \$500 was suggested for Anne Landrigan, Assistant Girls Basketball Coach and Scorekeeper for all girls and boys games. Marguerite suggested that perhaps a larger stipend would be

more appropriate. Support was expressed by other Board members. **Marguerite moved and Jennifer seconded that the two head coaches be awarded a stipend of \$1200 each and the assistant coach a stipend of \$700. Approved unanimously.**

Charter Renewal

Jon distributed drafts of several sections of the Charter Renewal application:

- Draft Professional Development Plan

- Draft Academic Accountability Goals, in which absolute and growth goals were combined to reduce the number of goals from 49 to 28.

The Board was asked to review these documents and comment on them for the next meeting.

Family Literacy Night

John also distributed a copy of the flyer sent to parents of students in kindergarten through grade three regarding the upcoming family literary activities to be led by the Title I team.

The event will actually be held at the school on the afternoon of Saturday, February 8, 2014.

7. NEW BUSINESS/ ANNOUNCEMENTS

There was no additional business and no announcements. **Pam moved and Roy seconded that the meeting be adjourned. Approved unanimously.** The meeting was adjourned at 7:35 p.m.

Respectfully submitted,

Pamela Pollock

FUTURE DATES:

-Meetings at 6:00 p.m. - Jan 15, 2013; Feb. 12, 2014*; Mar 19, 2014; April 9, 2014*; May 7, 2014*; June 18, 2014

*2nd rather than 3rd Wednesday

The Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, January 15, 2014

Trustees Present: Mimi Barnes-Coppola, Marguerite Battaglia, Jennifer Bernacki Smith, Roy Clay, Leah Eagan-Stoddard, Concetta Ferguson, Kathy Franklin Adams, Pam Pollock, Matt Ryan

Trustees Absent: None

Others Present: John Sheffield, EVCS Director

Concetta Ferguson called the meeting to order at 6:09 p.m.

1. Concetta presented the agenda for the meeting. There were no changes. Approved.

2. Minutes from the Board of Trustees meeting held on December 18, 2013, were presented. The minutes were corrected to state that rather than a meeting of the Financial Committee, that EVCS Director, John Sheffield, and Operations Manager, Liz Evans, were scheduled to meet with representatives from R and P Oak Hill on Friday to review the budget/cost estimate for the new construction. **Matt moved and Leah seconded that the minutes be accepted as corrected.**

Approved unanimously.

3. FINANCIAL REPORT

Financial reports for the periods ended November 30, 2013 and December 31, 2013 were presented. Reports continue to show that finances are stable. **Matt moved and Marguerite seconded that the financial reports from November and December, 2013, be accepted as presented. Approved unanimously.**

4. EXPANSION/FACILITIES UPDATE

-John Sheffield, Liz Evans, Leah Stoddard, Concetta Ferguson, and Lisa Kirisits have interviewed three candidates to serve as EVCS “owner’s representative” during the coming construction. All three candidates were highly recommended. The Facilities Committee met on January 14, 2014, and recommended that Colby Smith be hired for the position. **Marguerite moved and Matt seconded that Colby Smith be named EVCS “owner’s representative” to oversee the coming construction at the school. Approved unanimously.**

-Plans for the construction were presented to the Buffalo Planning Board at the January meeting. The plans seemed to be favorably received in general. Chris Brown, a community member, expressed concerns about preservation and made several suggestions. There were compliments from some of the neighbors about work that has already been done involving lighting, the grounds and the parking lot. The planning Board was unable to vote due to the absence of a quorum.

5. BOARD RETREAT FOLLOW-UP

-Concetta reiterated the need for the Board to complete committee reorganization templates. She asked all committee chairs to send, or re-send, the list of member responsibilities to her electronically before the next meeting. She noted that Board of Trustees Officer duties are outlined in the EVCS Charter and are available on the Board WIKI.

-Succession planning also needs to be considered. Concetta will re-send the document from the Board Retreat. All Board members are asked to review it before the February meeting.

6. BOARD NOMINATIONS/RECRUITMENT

The EVCS Board of Trustees continues to seek qualified candidates to fill two vacancies. Some new possibilities have been suggested. It is hoped that there will be a viable candidate who can serve as Board Treasurer by the February meeting.

7. ANNUAL CAMPAIGN

The first meeting of the EVCS 2014 Annual Giving Committee will be held at the school on

Wednesday, January 22, 2014. Once again, the hope is to participate in the United Way Day of Giving in March. This approach was very successful last year. EVCS raised approximately \$13,000 on the first day of the campaign. It was the highest total in the Buffalo Chapter.

8. DIRECTOR'S REPORT

Academics

-Mid-year STAR and DIBELS testing is concluding this week. Data meetings will be scheduled with teaching teams during the last week in January.

-Medaille College will not be able to offer its after-school reading clinic at EVCS this semester due to the declining enrollment in their graduate literacy program. EVCS hopes to resume the program in the fall. John is working with Medaille to develop other tutoring options for children whose parents had requested the Medaille Reading Clinic.

-EVCS is piloting an early intervention program in first and second grades that focuses on the development of social and communication skills. The program is facilitated by Mark Fenz, a social worker with the Erie County Council for Education, Prevention, and Intervention. Mr. Fenz has been conducting a similar program with EVCS fourth graders for the past seven years.

Recruitment

-The January open house for prospective students was well attended. The open house was publicized in *WNY Family Magazine*, with an advertisement that highlighted the special education programs and services to English Language Learners; packets of information sent directly to pre-schools and day care centers, especially those that serve a high percentage of students with disabilities, English Language Learners, and students living in poverty; and posts on Social media sites and websites, including Hispanics United of Buffalo, and worship communities on the Westside of Buffalo.

-David Rodriguez, EVCS parent and former Board of Trustees member, is now the President of Hispanics United of Buffalo. He has been very helpful in publicizing EVCS in the Hispanic Community in Buffalo. His assistance has included posting recruitment information on the Hispanics United website and Facebook page in Spanish. Direct outreach to the Hispanic community has increased the percentage of Hispanic students attending EVCS from just 9% in 2006-2007 to 20% in 2013-2014.

-This week, New York State Comptroller, Thomas DiNapoli, conducted a press conference on the fiscal state of the City of Buffalo. In this press conference, he noted that the child poverty rate in Buffalo is 44%. This is higher than the state average. The current poverty rate at EVCS is 48% which is slightly higher than the city as a whole. EVCS will continue to recruit students from pre-schools that serve high percentages of students living in poverty, but more importantly, will continue to serve this population of students, especially through the School-wide Title I program.

Charter Renewal

Members of the Board of Trustees have received a copy of the personnel manual for review and comments. There are very few changes from the last version of this manual, but John will have an HR person review it to ensure that EVCS is compliant with all applicable labor laws. Board members were asked to submit comments or suggestions to John via e-mail.

State Education Department Visit

A team from the New York State Education Department will be visiting EVCS on February 6, 2014. At this point, the team has not requested a meeting with members of the Board of Trustees.

9. NEW BUSINESS/ ANNOUNCEMENTS

-Marguerite expressed thanks to the EVCS parents who are helping her with her survey regarding what EVCS students think about the school. She is hoping to find the “secret ingredient” to the school’s success. To date comments focus on “We learn AND we have fun. That equals super learning!”

-Matt questioned whether a final report on the “Evening In Days Park” fund raising event was available. It would be nice to see the final financial figures and also look at suggestions for the future. Roy stated that the report would be made available.

-Mimi asked about the status of the state funding freeze. Monthly updates were suggested.

There was no additional business. **Matt moved and Concetta seconded that the meeting be adjourned. Approved unanimously.** The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

Pamela Pollock

FUTURE DATES:

-Meetings at 6:00 p.m. Feb. 12, 2014*; Mar 19, 2014; April 9, 2014*; May 7, 2014*;
June 18, 2014

*2nd rather than 3rd Wednesday

The Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, February 12, 2014

Trustees Present: Mimi Barnes-Coppola, Marguerite Battaglia, Jennifer Bernacki Smith, Roy Clay, Leah Eagan-Stoddard, Concetta Ferguson, Pam Pollock

Trustees Absent: Kathy Franklin Adams, Matt Ryan

Others Present: John Sheffield, EVCS Director; Liz Evans, EVCS Operations Manager
Concetta Ferguson called the meeting to order at 6:06 p.m.

1. Concetta presented the agenda for the meeting. There were no changes. Approved.
2. Minutes from the Board of Trustees meeting held on January 15, 2014, were presented.

Jennifer moved and Roy seconded that the minutes be accepted as presented. Approved unanimously.

3. EXPANSION/FACILITIES UPDATE

-Liz Evans stated that plans for the upcoming construction were cleared by the Buffalo Planning Board and the Preservation Board. As EVCS Owners' Rep, Colby Smith has attended both meetings. The itemized budget will be presented to the EVCS Board of Trustees at the next meeting, March 19, 2014.

-Construction is expected to begin in April, after the NY State testing has been completed. It is scheduled to be a one year construction plan lasting from April, 2014 to April 2015. The Board discussed notification of the neighbors. A possible article in *Buffalo Rising* was mentioned. Matt will also maintain his contacts with neighborhood groups.

-EVCS has been awarded \$200,000 from New York State to help pay for the air conditioning.

4. CHARTER RENEWAL

-Liz reported that the scheduled visit by members of the NY State Education Department on Feb. 6, 2014, went well. Members of the Leadership Team continue to work on various sections of the Charter. The format is somewhat different this year. The State is reportedly looking for a thirty page application with various attachments. A special work session is scheduled for a Saturday in March.

-Sue Gibbons reportedly brought up the topic of replication. She suggested that EVCS begin to explore future options in regard to replication. Board members Mimi Barnes-Coppola, Marguerite Battaglia, Pam Pollock, and Jennifer Bernacki Smith volunteered to serve on a Task Force on Replication. Liz Evans and other members of the Leadership team will also be involved, as will some members of the faculty.

-An update of the Board Governance Plan is to be a part of the Charter renewal. This is part of the By-Laws and is done by an attorney. It is expected that minimal change will be needed. Concetta will send it to Board members for comments. It will then be reviewed at the March meeting.

5. DIRECTOR EVALUATION

The New York State Education Department provides 40% of the evaluation of school leaders. Board member, Kathy Franklin Adams, a retired school principal, was instrumental in the development of the Director Evaluation instrument used at EVCS. Therefore, Concetta has asked Kathy to do the Director's evaluation this year.

6. EVENING IN DAYS PARK

Roy Clay distributed summaries of the 2013 *Evening In Days Park*, the fund raising event

sponsored by the EVCS Community Association. The Board was asked to review the document for discussion at the March meeting.

7. PROJECTED FIVE-YEAR BUDGET

-Concetta presented the projected five-year EVCS budget prepared by Kirisits and Associates, EVCS accountants, for the purpose of negotiating a bank loan for the construction build-out necessary for the school's expansion plans. The budget was prepared based on assumptions that:

- the build-out will be accomplished in the year ending June 30, 2015 at a cost of \$ 2,000,000
- the rate of per pupil reimbursement will remain constant at \$12,005 for the years ending June 30, 2015-2019
- an additional class of 25 students will be added each year during the same five year period
- various expenses will increase from 3% to 10% during the same five-year period.

Bill Ferguson, accountant and EVCS parent, has reviewed the document and found it credible.

-The January financial statement was not yet available. Review and approval of the January financial statement was tabled until the March meeting.

8. ANNUAL CAMPAIGN

Leah reported that the Annual Campaign Committee met on January 22, 2014. The campaign will proceed much like last year and have a target of \$13,000 to be used for technology. The United Way *Day of Giving* in March will be used as a springboard. The advantage to this is that it is open to donations from anyone, anywhere and is all electronic. In addition, children will be given cut-out fish, as they were last year, and asked to decorate them and return them during the next three weeks with a donation of any size. The possibility of a small token reward for each returned fish was discussed. The goal is for 100% participation on the part of EVCS families.

9. BOARD RETREAT FOLLOW-UP

Templates outlining responsibilities of the various EVCS committees have been received. These one-page statements of procedures and responsibilities are being collated and will serve as orientation tools for new BOT members and a handy reference for Board veterans.

10. NOMINATIONS COMMITTEE

Mimi noted that the Nominating Committee has been working for several months to find and interview the best candidates to fill vacancies on the Board of Trustees. Resumes were e-mailed to Board members last week. Following discussion of the recommended candidates,

Concetta moved and Pam seconded that the following resolutions be adopted:

- 1. Resolved that the Elmwood Village Charter School Board of Trustees select Andrew Mouw as a candidate to serve on its BOT, with a term expiring on 6/30/2015, pending approval by SED. The resolution approving Andrew Mouw is formally adopted upon SED's approval.**
- 2. Resolved that the Elmwood Village Charter School Board of Trustees select Natalie Stoyanoff as a candidate to serve on its BOT, with a term expiring on 6/30/2015, pending approval by SED. The resolution approving Natalie Stoyanoff is formally adopted upon SED's approval.**

The resolutions were approved unanimously.

11. DIRECTOR'S REPORT

Changes to Academic Calendar

At this point, EVCS has used five days for weather related closings, and only two days had been built into the calendar. Hence, three days of instruction must be made up in order to remain in compliance with the Charter. The following proposal has received support from

members of the BOT, parents and staff:

- Shorten the February break to three days and have instruction on Thursday, February 20, and Friday, February, 21.
- Shorten the April break by one day and have instruction on Monday, April 21 (the Monday after Easter).
- Reserve Thursday, June 26, and Friday, June 27, as possible make-up days should there be any more unexpected closings.

John noted that approval of the proposal would result in additional transportation costs of approximately \$5,100 for busing of students on days when Buffalo Public Schools are not in session. **Mimi moved and Concetta seconded that John's proposal to alter the academic calendar be accepted. Approved unanimously.**

Academic Report

-Mid-Year Progress Monitoring has been done using the STAR assessment. John distributed a chart showing average Student Growth Percentile (SGP) and Normal Curve Equivalent (NCE) for each grade. Mid year data meetings will be held to discuss implications of the data.

-Mid-Year Performance reviews will focus on meeting goals identified by teacher and Director at the start of the school year.

Personnel

-Nydia Quiles, custodian, completed her probationary period. John is requesting a pay increase retroactive to Jan 1, 2014, raising her hourly pay from \$8.50 to \$9.00 per hour.

-Renee Fitzsimmons, middle school math teacher, will begin maternity leave on February 14, 2014. John is seeking approval to hire Jessica Obercon as long-term substitute teacher at the rate of \$160 per day. Ms. Obercon has been working with Mrs. Fitzsimmons since the beginning of February to prepare for the transition. Ms. Obercon holds a Master's degree in special education from SUNY College at Buffalo and a Bachelor's degree in middle/secondary mathematics education and mathematics from SUNY at Potsdam. She is certified in special education for grades five through twelve and mathematics for grades five through twelve.

-Laura Cornejo-Lester, third grade lead teacher, will begin her maternity leave in March. John is requesting approval to hire Emily Gonyeau as long-term substitute teacher at the rate of \$160 per day. Ms Gonyeau has been a per diem substitute teacher at EVCS for the past two years. She holds a Master's degree in literacy from Niagara University. She is certified in literacy for pre-kindergarten through sixth grade, childhood education for grades first through sixth, and special education for grades first through sixth.

-Tricia Tangeman, kindergarten lead teacher, will begin her maternity leave in April. John is seeking approval to hire Brittany Machmer as long-term substitute teacher at the rate of \$160 per day. Ms. Machmer was a teaching assistant at EVCS for three years, and left for one semester to complete her Master's degree. Since then she has been a per diem substitute teacher nearly every day at EVCS. Ms. Machmer holds a Bachelor's degree from SUNY College at Buffalo and a Master's degree from Medaille College. She is certified in elementary education for grades one through six.

Leah moved and Pam seconded that all requested personnel actions be approved. Approved unanimously.

SED Visit

On February 6, 2014, Susan Gibbons and Blair Gearhart from the State Education

Department visited EVCS. The visit began with a meeting involving John, Ms. Gibbons and Mr. Gearhart. During the meeting, the issues of weather related closings, staff and student attrition, recruitment efforts and demographics, NYS Assessment results and the waiting list were discussed. John was then asked to discuss three things the team would see during classroom observations. John focused the discussion on consistent use of the Responsive Classroom Model, rigorous instruction and differentiated instruction. The team spent approximately one and one-half hours observing classroom instruction. At the conclusion of their visit, the SED team met with the EVCS Leadership team and Concetta Ferguson. The SED team reported that they observed the Responsive Classroom Model, rigorous instruction and differentiated instruction occurring consistently in each classroom. During this meeting, the group discussed Common Core Standards, the charter renewal, NYS assessment results, and replication. A full site visit will be scheduled for the fall of next year (2014).

Boys and Girls Club

The \$27,000 advance made to the Boys and Girls Club to enable operations to commence programming at the beginning of the year has been reimbursed in full.

12. NEW BUSINESS/ ANNOUNCEMENTS

-John reported that the teachers had expressed gratitude for the health package that the Board approved at the December meeting.

-John also announced that there had been some discussion in Albany of allowing charter schools to include pre-kindergarten programs.

-Concetta announced that the June meeting of the Board will be her last. She will be resigning her position on the Board in order to meet increasing demands of both her profession and her growing family.

Concetta moved and Mimi seconded that the meeting be adjourned. Approved unanimously. The meeting was adjourned at 8:40 p.m.

Respectfully submitted,

Pamela Pollock

FUTURE DATES:

-Meetings at 6:00 p.m. - Mar 19, 2014; April 9, 2014*; May 7, 2014*; June 18, 2014

*2nd rather than 3rd Wednesday

**The Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, March 19, 2014**

Trustees Present: Marguerite Battaglia, Roy Clay, Concetta Ferguson, Kathy Franklin Adams, Andrew Mouw, Pam Pollock, Matt Ryan, Natalie Stoyanoff

Trustees Absent: Mimi Barnes-Coppola, Jennifer Bernacki Smith, Leah Eagan-Stoddard

Others Present: John Sheffield, EVCS Director; Liz Evans, EVCS Operations Manager; Colby Smith, EVCS Owner's Rep; Lisa Kirisits, EVCS Accountant

Concetta Ferguson called the meeting to order at 6:02 p.m.

1. Concetta presented the agenda for the meeting. There were no changes. **Approved.**

2. Concetta introduced and welcomed new members to the EVCS Board of Trustees, Andrew Mouw and Natalie Stoyanoff. **Matt moved and Kathy seconded that Andrew Mouw be elected to fill the vacant position as Treasurer of the EVCS Board of Trustees. Approved unanimously.**

3. Minutes from the Board of Trustees meeting held on February 12, 2014, were presented. **Marguerite moved and Roy seconded that the minutes be accepted as presented. Approved unanimously.**

4. **EXPANSION/FACILITIES UPDATE**

-Colby Smith, EVCS Owner's Rep, stated that the budget for the upcoming construction has been under revision. In January the estimate was at approximately \$2.6 million. Further refinements have reduced the budget by \$300,000.

-All designs and specifications will be submitted to the city on March 13, 2014. The current building is a "Type A" construction. As long as all new construction complies with the "Type A" model no sprinklers will be required. This will result in a cost avoidance of \$225,000.

-The project is currently out to bid. The bid due date was postponed to March 25, 2014, to allow time for more bidders. It was believed that the greater number would result in more competition and less padding of bids. Numbers should be available on March 24, 2014, and should be ready for analysis the following afternoon.

-Mr. Smith volunteered to attend any neighborhood meetings to explain and answer questions regarding the construction project. It was agreed that he would consult with Matt first as Matt is a member of the community and has been serving as liaison between EVCS and the neighborhoods.

5. **FINANCIAL MATTERS**

-Lisa Kirisits, EVCS Accountant, reviewed the financial statements for January and February, 2014. She described "a healthy balance sheet." For the eight months ended February 28, 2014, EVCS showed an increase in net assets of \$188,219 vs. a budgeted decrease in net assets of \$169,242. The result was a favorable variance of \$357,461. **Matt moved and Kathy seconded that the financial statements for January and February, 2014, be accepted. Approved unanimously.**

-Lisa also noted that it becomes more difficult to balance the budget each year when there has been no increase in funding levels from New York State. EVCS has been able manage due to the funds generated by additional students as long as the school grows. She presented two options proposed by Northwest Savings Bank for the coming construction loan:

Option #1-The loan will go to permanent finance in September, 2015, with the term loan becoming part of it. This will then expire on August 1, 2017, with an expected 5 year

extension. Lisa noted that this may strain the operating budget, but did not feel that it should be a significant concern.

Option #2-This option is similar to the first. However, the term note is for a larger amount and the bank will want it back faster, requiring a higher cash outflow from EVCS. She felt that this might strain cash reserves.

Some discussion ensued. Matt was of the opinion EVCS has a healthy operating budget and that option #1 would leave the school in a better financial position at the end of five years. **Matt moved and Marguerite seconded the EVCS Board of Trustees accept option #1, borrowing \$1.4 million and using the higher level of cash reserves. Approved unanimously.**

-Lisa and Karen Burhans have been researching the possibility that EVCS might be able to provide employer contributions to a 403(b) plan for those non-instructional, full time employees who are not part of the NY State Teacher's Retirement System. **Matt moved and Kathy seconded the following resolution: Resolved that the EVCS Board of Trustees approves in concept an employer 403(b) contribution (amounts or percentages to be determined) for full time, non-instructional employees who are not eligible for the New York State Teacher's Retirement System. Approved unanimously.**

-Several other potential expenditures were discussed:

-Liz noted that state and federal reporting requirements are increasing rapidly and consuming many hours of time with manual data entry. It may be necessary and cost effective to replace current manual data entry with a supported system.

-John reminded the Board that for several years EVCS has outsourced related services of occupational therapy, physical therapy, speech therapy and IEP mandated counseling. Counseling is currently maxed out at a rate of \$55 per hour. He will be looking into the cost effectiveness of hiring a staff counselor.

6. John reported that Sue Gibbons from the NY State Board of regents expressed excitement that the EVCS Board of Trustees will be considering possible replication.

7. Discussion of the Board Governance Plan was tabled in order to allow Board members additional time to review the document.

8. ANNUAL CAMPAIGN

Leah noted that the annual campaign begins tomorrow, March 19, 2014, with participation in the United Way "*Spring It On!*", on-line donation event. In addition, students and families will also be encouraged to participate by decorating paper fish and returning them to school with a donation of any size as they did last year. The goal is for everyone to participate and feel a part of the effort.

9. RECRUITMENT/ NOMINATIONS COMMITTEE

Mimi reported that there have been a number of very qualified candidates to serve as parent representative to the EVCS Board of trustees.

10. DIRECTOR'S REPORT

Academics

-Professional development: On Friday, March 21, 2014, students will be dismissed at 12:30 pm to allow an afternoon of teacher development. Mrs. Wechsler will be working with ELA teachers on Common Core writing development. Mr. Sheffield will be working with other teachers on six academic intervention strategies from *Teach Like a Champion*. All members of the instructional staff are required to participate in this professional development.

-State Assessments:

* New York State testing will take place during April and May 2014. English, Language Arts exams will be given April 1,2, and 3; Mathematics tests, April 30, May 1 and 2.

There is real concern about parents who opt out of the tests. A charter school that does not have 95% participation may have its charter in jeopardy. In addition, the school uses information from student test results as a tool to improve instruction for all. As a way of alleviating some of the anxiety that parents fear their children might experience during State Assessments, John suggested that the Board suspend its policy prohibiting teachers from proctoring their own students during State assessments. State Regulations now allow teachers to proctor assessments administered to their students. As always, two teachers will be assigned to every testing room. **Matt moved and Concetta seconded that the EVCS Board of Trustees amend its current policy to allow teachers to proctor their own students during assessment. Approved unanimously.**

*New York State Assessments will once again be scored with ASAP Consulting. The collaborative includes schools from Buffalo, Rochester and Syracuse. Teachers do not score assessments from their own schools. Teachers from EVCS will travel to Rochester for the collaborative scoring.

*A letter will go out this week explaining to parents how State assessment results are used at EVCS. The letter will also explain that, since teachers do not teach to the test, the students will not notice their teachers conducting dedicated review sessions during class in preparation for these assessments.

-State Education Department Visit: On March 6, 2014, Sue Gibbons and a team from SED visited EVCS. The team included a data specialist. Curriculum, data and data reporting requirements for charter schools were discussed during the meeting. It was very productive.

Personnel

Laura Lester, third grade lead teacher, and Tricia Tangeman, kindergarten lead teacher, have requested extended, unpaid maternity leave to the end of the school year under the Family and Medical Leave Act. **Marguerite moved and Pam seconded that the extended leaves be granted for both teachers as requested. Approved unanimously.**

Charter Renewal

Members of the leadership team continue to work on pieces of the charter renewal application, and meet frequently to discuss each section. On Saturday, March 22, 2014, the team will have a work session to begin to edit and blend the various pieces.

Weather Related Closings

On March 12, there was another weather related school closing. This necessitated converting the scheduled teacher recording day on June 26 to an instructional day. The addition of this instructional day will keep the school in compliance with the charter.

High School Placements

*Mr. Campbell continues to work with families of eighth grade students to help the students secure seats in their first or second choice high schools. Initial acceptance letters once again show that EVCS students will be attending selective high schools in the fall. Already two students have been awarded full scholarships to three private high schools.

*The high school information night has been rescheduled for April 23, 2014. During this session, discussion will focus on information about various area high schools, the high school application, important deadlines, and the high school application process. Parents will receive information on local public, charter, and private school options. This information is particularly important for parents of sixth and seventh graders, as the high school application process begins early in a student's eighth grade year.

Eighth Grade Class Trip

The eighth grade will be going to Toronto for their class trip on Wednesday, June 18, 2014. Highlights of the trip will include Medieval Times, the CN Tower and a museum. The Parent Association contributed \$1000 toward the trip. In order to finance the trip, students will do two fund-raisers, parents of each student will make a \$25 contribution, and the school will pick up the balance.

11. NEW BUSINESS/ ANNOUNCEMENTS

-John announced that the lottery for students entering in September, 2014, will be held at 6:00 pm, on Tuesday, April 8, 2014. Applications must be postmarked by March 31, 2014.

-EVCS hosted the most recent meeting of the Days Park Block Club. April 2, 2014, was selected a date for post-winter park clean-up. It was suggested that a different pick-up location for Boys and Girls Club students might alleviate traffic congestion. Feasibility of a joint EVCS/Days Park Block Club barbecue was discussed. The school parking lot may be available for Allentown Art Festival Parking by the Block Club, depending on the status of construction at the time. There is an article on the EVCS construction project in the *Allentown Neighbor*.

Marguerite moved and Roy seconded that the meeting be adjourned. Approved unanimously. The meeting was adjourned at 8:10 p.m.

Respectfully submitted,
Pamela Pollock

FUTURE DATES:

-Meetings at 6:00 p.m. - April 9, 2014*; May 7, 2014*; June 18, 2014

*2nd rather than 3rd Wednesday

The Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, April 9, 2014

Trustees Present: Mimi Barnes-Coppola, Marguerite Battaglia, Jennifer Bernacki-Smith, Roy Clay, Leah Eagan-Stoddard, Concetta Ferguson, Kathy Franklin Adams, Andrew Mouw, Pam Pollock, Natalie Stoyanoff

Trustees Absent: Matt Ryan

Others Present: John Sheffield, EVCS Director; Colby Smith, EVCS Owner's Rep; Lisa Kirisits, EVCS Accountant

Concetta Ferguson called the meeting to order at 6:07 p.m.

1. Concetta presented the agenda for the meeting. There were no changes. Approved.
2. Minutes from the Board of Trustees meeting held on March 19, 2014, were presented. It was noted that there was a typographical error stating the year as 2010 rather than 2014 in the first item of the Director's report. **Kathy moved and Jennifer seconded that the minutes be accepted as corrected. Approved unanimously.**
3. EXPANSION/FACILITIES UPDATE

-Colby Smith, EVCS Owner's Rep, stated construction of the additions to the school will begin on April 14, 2014. Neighbors have been contacted. Provisions for access have been made. Deliveries will be coordinated for minimal disruption. For example, larger items will be delivered during off hours. Items to be stored will be contained behind fences. The contract has been reviewed. Content and drawings were determined to be correct. The contract contains a cost reduction of \$25,000 on the project budget. The schedule was adjusted to allow the April 14 start date, but maintain the original completion date. Mr. Smith proposed an A1A133 Amendment to the current contract with R&P Oak Hill to set a maximum price for the construction. **Concetta moved and Andrew seconded that the Board accept the proposed A1A133 Amendment document as an amendment to the original contract. Approved unanimously.**

-An official Ground Breaking Ceremony to celebrate the beginning of construction for the addition to the building was proposed for April 23 or April 24. Additional information will be forthcoming.

4. FINANCIAL MATTERS

-Lisa Kirisits, EVCS Accountant, presented revised options proposed by Northwest Savings Bank for the coming construction loan. Last month the Board approved borrowing \$1.4 million and using a higher level of cash reserves in repayment of the loan. Revised proposals are for borrowing a larger amount of money. Two options were again presented. Advantages, disadvantages, costs and dates were discussed and compared. It was decided that option # 2 most resembled the proposal previously accepted by the Board. **Mimi moved and Natalie seconded that the new option # 2 be accepted. Approved unanimously.** This will involve borrowing an additional \$200,000 and repaying the money six months sooner.

-Lisa also reviewed projected operating budgets for the next five academic years. Budgets were essentially flat, as it is not possible at this time to assume any significant increase in financial aid from NY State. Board members expressed concern about not being able to increase salaries. John pointed out that while EVCS salaries are lower than some other charter schools, the school has retained full-time teaching assistants in all classrooms and provides better health care coverage. The projected budgets are manageable for the next five years as the number of students will increase during this period. At the end of this period, increased state aid will be required to sustain

programs. By the end of April, there may be information about the research into the possibility of a lawsuit on behalf of charter schools to establish equity in funding. **Leah moved and Andrew seconded a proposal that the Board accept the projected five-year operating budget plan. Approved unanimously.**

-The Financial Statement for March, 2014, was not available as the Board meeting was earlier in the month than usual. Review and approval of the March Financial Statement was tabled until the May meeting.

5. POWER SCHOOL

Last month Liz Evans, EVCS Operations Manager, discussed the ever increasing NY State and federal reporting requirements and suggested investigating the possibility of replacing the current manual data entry system with a supported system. John reviewed the Power School Premier Program for the Board. He noted that other systems recognized by New York State cannot be customized. The program is costly. However, the cost is included in the current budget and future costs will be largely reimbursable. Technology support costs are comparable to the current system and support is available through BOCES. **Natalie moved and Mimi seconded that EVCS change from the current data management system to Power School Premier. Approved unanimously.**

6. BOARD GOVERNANCE PLAN

Discussion of the Board Governance Plan, tabled at the March meeting, was reviewed. Board members were in accord with the bulk of the document. **Marguerite moved and Mimi seconded that the Nominating Committee be added to the list of standing committees. Approved unanimously.**

7. ANNUAL CAMPAIGN

Leah reported that the EVCS response to the United Way *Spring It on!* Day of giving was excellent. As of Tuesday evening EVCS reported a total of \$14,745 in contributions. There has also been an anonymous challenge of \$500 additional dollars for 50 new donors at any level by this coming Friday. The Community Association is considering extending the campaign a few more days in an attempt to secure “all the fish” in order to have all families represented.

8. RECRUITMENT/ NOMINATIONS COMMITTEE

The Committee met Monday to develop a set of questions which will be used to interview prospective parent members to the Board of Trustees. They will meet with John to schedule the interviews.

9. DIRECTOR'S REPORT

Academics

-New York State ELA (English/Language Arts) Assessments were administered to students in grades 3-8 on April 1-3. John expressed his gratitude to teachers in grades 3-8 for doing their very best to reduce test anxiety and for encouraging their students. Students understood that the only expectation was that they give the test their best effort. Despite all of the media attention given to the opt-out movement, EVCS had only one student “opt-out” of the ELA assessment. This is a credit to the positive classroom environment that EVCS teachers strive to create, and to the school's balanced and sensible approach to testing.

-As always, John expressed thanks to Anne Landrigan for the flawless administration of the assessment program. Each year this task becomes more daunting, but Anne doesn't miss a step.

-Mrs. Landrigan and teachers from EVCS are going back and forth to Rochester this week to score the assessments, with a consortium of schools from Buffalo, Rochester and Syracuse, under the direction of ASAP Consulting. They are not staying over at a hotel

this year; they are car-pooling and will be reimbursed for mileage and meals.

Admissions Lottery

-Last night, EVCS held the admission lottery for the 2014-2015 school year. Dr. Maureen Boyd, Associate Professor in the Department of Learning and Instruction at the University of Buffalo, pulled the names for the lottery. Dr. Boyd is not affiliated with EVCS, and she had no vested interest in the outcome of the lottery. Dr. Boyd pulled 600 names, approximately 250 of those for kindergarten. Approximately 28 kindergarten seats are expected to be available to the general public after sibling preferences are filled.

Approximately 70 people attended the public Lottery.

-Once again, John thanked Lea Gladysz for a flawless lottery. Each year there are more students in the lottery, and Lea finds new ways to make the process more efficient.

10. NEW BUSINESS/ ANNOUNCEMENTS

-Mr. Phillips will be co-ordinating a “Bike to School Day” sometime in May. Parents and children will be encouraged to bike together. Further details will follow.

-Roy announced that planning for next fall’s *Evening In Days Park* fund raising event has begun. Dates under consideration included Saturdays, October 25 and November 15.

Jennifer moved and Roy seconded that the meeting be adjourned. Approved unanimously. The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Pamela Pollock

FUTURE DATES:

-Meetings at 6:00 p.m. - May 7, 2014*; June 18, 2014

*2nd rather than 3rd Wednesday

The Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, May 7, 2014

Trustees Present: Mimi Barnes-Coppola, Marguerite Battaglia, Jennifer Bernacki-Smith, Roy Clay, Concetta Ferguson, Andrew Mouw, Pam Pollock, Natalie Stoyanoff

Trustees Absent: Leah Eagan-Stoddard, Kathy Franklin Adams, Matt Ryan

Others Present: John Sheffield, EVCS Director; Colby Smith, EVCS Owner's Rep; Liz Evans, EVCS Operations Manager

Concetta Ferguson called the meeting to order at 6:06 p.m.

1. Concetta presented the agenda for the meeting. There were no changes. **Approved.**
2. Minutes from the Board of Trustees meeting held on April 9, 2014, were presented. **Andrew moved and Jennifer seconded that the minutes be accepted as presented. Approved unanimously.**

3. **EXPANSION/FACILITIES UPDATE**

Colby Smith, EVCS Owner's Rep, stated that the construction schedule has been revised again. One of the issues was changing the original 7:00 a.m. start time to 9:00 a.m. to reduce the disturbance to the rest of the neighborhood caused by the construction noise. Changes have had no cost impact on the school to date. In order to receive payment, R&P Oak hill will generate a monthly written report detailing the work completed. This report will be subject to multi-level approval.

4. **REPLICATION**

Bill Clarke, Director of School Innovation for NY State Education Department, has spoken with Bob Bennett, Chancellor Emeritus of NY State Board of Regents. They have initiated discussions about possible replication with high performing charter schools; The Board discussed this at some length. However, it was agreed that replication would be a huge task, consuming much in terms of both personal and financial resources. The \$750,000 offered by New York State for a school start-up would not be expected to cover the entire cost. A meeting of the Task Force on Replication will be scheduled to further investigate what personal and financial resources might be available for such an undertaking.

5. **FINANCIAL MATTERS**

Andrew presented the compiled financial statements for the nine months ended March 31, 2014. Some favorable and unfavorable variances were highlighted. However, for the period of the report, EVCS showed an increase in net assets of \$283,282 versus a budgeted decrease in net assets of \$125,215. The result was a favorable variance of \$408,497. **Marguerite moved and Pam seconded that the financial report be accepted as presented. Approved unanimously.**

6. **BOARD GOVERNANCE PLAN**

There was additional discussion of the Board Governance Plan. It was agreed that the Plan should specify that the Executive Committee include all four BOT officers; Chair, Vice Chair, Secretary and Treasurer. A copy of the Plan which includes all changes will be prepared and presented to the Board for approval at the June meeting.

7. **ANNUAL CAMPAIGN**

Leah was unable to be present. Her report indicated that the EVCS response to the Annual Campaign resulted in 145 donations totaling more than \$20,000. The anonymous challenge of \$500 additional dollars for 50 new donors at any level was surpassed.

8. **RECRUITMENT/ NOMINATIONS COMMITTEE**

-Mimi reported on the nominating committee's efforts to fill the term of Leah

Eagan-Stoddard to expire 6/30/2014. Based upon; a review of candidates' written submissions, personal interviews, responses to interview questions, projection of upcoming Board needs and candidate attributes, the nominating committee recommended Ingrid Johnson-Jacobs to serve as the Parent Representative on the EVCS Board of Trustees. **Marguerite moved and Natalie seconded that the Board accept the Nominating Committee's recommendation to elect Ingrid Johnson-Jacobs to the position of Parent Representative to the EVCS Board of Trustees. Approved. Concetta abstained.**

-Other Board members whose terms will expire 6/30/2014 are Concetta Ferguson and Kathy Franklin-Adams. Concetta has stated that she will not be available for another term on the Board. Kathy has indicated that she is willing to continue to serve. Hence, the Committee will be seeking another new Board member.

-Having canvassed Board members and soliciting nominations, the Nominating Committee presented the following slate of candidates for Board Offices in 2014-2015:

Chair: Mimi Barnes-Coppola

Vice Chair: Jennifer Bernacki-Smith

Secretary: Pam Pollock

Treasurer: Andrew Mouw

Election of Officers will be held at the June 18 meeting of the Board.

9. DIRECTOR'S REPORT

NY State Assessments

-The NYS Mathematics assessment was administered last week. EVCS had only one student opt out.

-As with the ELA assessments, EVCS is scoring with a collaborative of schools from Buffalo, Rochester and Syracuse under the direction of ASAP Consulting. For the most part, EVCS teachers are traveling to and from Rochester for the scoring; however they will need to stay over in a motel for one night next week. This will require two motel rooms at a cost of \$94 per room.

-On May 28, the NYS Science Performance assessment will be administered to students in eighth grade. Both fourth and fifth graders will take the written portion of the assessment on June 2.

-End of the year STAR assessments will be administered during the week of May 19.

Student Data Management

This week, the administrative team will begin training on Power School. Training for the teachers has been arranged for August.

Days Park Block Club

EVCS and the Days Park Block Club will be working collaboratively on a chicken barbecue fundraiser to raise money for improvements to the park. The barbecue is scheduled for Thursday, June 19.

Graduations

-Eighth grade graduation will be held at Asbury Hall, on Delaware Avenue, Monday, June 23, 2014 at 6:00 p.m.

-The kindergarten moving up ceremony will be at 9:00 a.m. on Tuesday, June 24, at the Theater of Youth at the corner of Elmwood and Allen.

-Members of the Board of Trustees are invited to attend either or both of these events.

Professional Development

The professional development schedule for August is now being finalized. The full

schedule will be made available to the BOT at the June meeting. Professional development this year will continue to focus on using available data to ensure that the EVCS curriculum is aligned to the common core learning standards, gap analysis, and instructional strategies to ensure the engagement of all students.

Budget and Salary Increases

Salary increases were discussed at last month's Board of Trustees meeting. The NYS Budget has a per pupil aid increase to charter schools of \$250 per student. This is expected to be finalized within the next few weeks. The Board may want to consider salary increases at this time as John needs to have "offer letters" for staff in place before the next Board meeting scheduled for June 18. Lisa Kirsits, EVCS Accountant, recommended pre-approval of raises "pending the anticipated per pupil aid increase". She compiled a series of figures for BOT review. Based on these figures, **Natalie moved and Mimi seconded that EVCS offer an across the board salary increase of 2% pending final approval of the increase in state aid, with an option to the board of continuing to evaluate salaries based on the financial position of the organization during the upcoming year. Approved. Pam abstained.**

Draft 2014-2015 Calendar

John presented a draft calendar for the 2014-2015 school year which was based on a draft calendar from the Buffalo Public Schools. BPS has scheduled a mid-winter break in February. In order to fulfill the number of instructional days required by the EVCS Charter, and to keep three instructional days reserved for weather related closings, John has shortened the mid-winter break to two days. **Marguerite moved and Andrew seconded that the draft calendar be accepted. Approved unanimously.**

Public Attacks on Charter Schools

- The Northeast Charter School Network (NCSN) is running a series of radio ads in support of charter schools after recent public attacks. These ads refute a survey discrediting charter schools that was made public last week by BTF President, Phil Rumore.
- The WNY Charter School Alliance, made up of charter school leaders, is compiling its own response to this survey.

10. NEW BUSINESS/ ANNOUNCEMENTS

There was no further business and no announcements.

Marguerite moved and Pam seconded that the meeting be adjourned. Approved unanimously. The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Pamela Pollock

FUTURE DATES:

-Meetings at 6:00 p.m. - June 18, 2014

The Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, June 18, 2014

Trustees Present: Mimi Barnes-Coppola, Marguerite Battaglia, Jennifer Bernacki-Smith, Roy Clay, Leah Egan Stoddard, Concetta Ferguson, Andrew Mouw, Pam Pollock, Matt Ryan, Natalie Stoyanoff

Trustees Excused: Kathy Franklin-Adams

Trustees Absent: None

Others Present: John Sheffield, EVCS Director; Colby Smith, EVCS Owner's Rep; Liz Evans, EVCS Operations Manager; Amy Flaherty and Sylvia Johnson, Co-chairs EVCS Community Association

Concetta Ferguson called the meeting to order at 6:04 p.m. Guests were introduced.

1. Concetta presented the agenda for the meeting. There were no changes. Approved.
2. Minutes from the Board of Trustees meeting held on May 7, 2014, were presented. **Matt moved and Marguerite seconded that the minutes be accepted as presented. Approved unanimously.**

3. EXPANSION/FACILITIES UPDATE

-Colby Smith, EVCS Owner's Rep, stated that the builders met with some unforeseen conditions involving unsuitable soil. Additional excavation was required, putting the project four days behind schedule, and necessitating the expenditure of \$57,000 from the contingency fund. He felt that the builders would still be able to complete the project by the target end date and perhaps recoup some of the extra costs elsewhere.

-Pay application #1 is in and has been paid. Pay application #2 has been submitted.

-As of June 26, 2014, work will begin inside the building. This will involve demolition, including lead abatement. It is expected that the inside will be ready for occupancy by the start of school in September. The Board expressed thanks to Colby for serving as Owners' Rep. And also to Matt for continuing to serve as the school's liaison to the neighborhood and sharing possible "worst-case" scenarios to keep everyone prepared.

-Matt used the opportunity to update the Board regarding neighborhood events:

*The Block Club expressed thanks for EVCS participation in the chicken dinner fund-raising event. There was 100% support from the Board of Trustees.

*A movie in Days Park is being planned for Thursday, June 12, 2014.

*The Bend, a bar at the end of Allen Street, has new owners. The proprietor came to a block club meeting and stated his desire to be a good neighbor.

4. COMMUNITY ASSOCIATION CONCERNS

Amy Flaherty and Sylvia Johnson stated that they both need to step down from leadership positions in the CA for personal reasons. At this time no one has come forward to replace them. They expressed concern that while families are supportive of individual projects, they seem reluctant to assume responsibility for guidance of the group. They asked for support and suggestions from the Board. The group discussed the matter at some length. It was decided that a joint letter on behalf of the Community Association, the Board of Trustees and the Leadership Team, be sent to families. This would thank Amy and Sylvia for their leadership to date, and highlight the importance of parent involvement and parent volunteers to the success of the school. It was also decided that a joint task force composed of members of the CA, the BOT and the leadership team might be able facilitate recruitment of parent leaders.

5. CHARTER RENEWAL

Liz announced that the application for renewal of the EVCS charter is due in Albany on Friday, August 29, 2014. The leadership team is having weekly meetings in preparation and things are progressing on schedule. The application consists of a retrospective plus new goals. There are six sections. Section #2 pertains to Governance. This will be sent to Board members for feedback. The entire charter will be sent to Board members by e-mail by August 1, in order for members to review it prior to the August 20, meeting. A resolution to approve the application will be required at that time.

6. REPLICATION

Liz also announced that replication is still under consideration. Several members of the leadership team will be attending a meeting featuring Anna Hall, of Uncommon Schools, at People Incorporated on June 26. A symposium is also scheduled for August.

7. FINANCIAL MATTERS

Andrew presented the compiled financial statements for the nine months ended April 30, 2014. Some favorable and unfavorable variances were highlighted. However, for the ten months ended April 30, 2014, EVCS showed an increase in net assets of \$422,001 versus a budgeted decrease in net assets of \$75,685. The result was a favorable variance of \$497,686. **Matt moved and Leah seconded that the financial report be accepted as presented. Approved unanimously.**

8. EVCS BOT MINUTES CLARIFICATION

Matt noted that the current format of the EVCS BOT Minutes does not differentiate between excused and un-excused absences. Guidelines state that “three or more absences may be grounds for removal from the Board”. The matter is subject to a vote of the entire Board. Therefore, a permanent record of excused and un-excused absences would be helpful. It was agreed that, henceforth, these would be listed separately. To be excused, a member is asked to contact the Board Chair and Secretary prior to the meeting.

9. RECRUITMENT/ NOMINATIONS COMMITTEE

As co-chair of the Nominating Committee, Marguerite presented the slate of candidates for Board Offices in 2014-2015 which was approved at the last meeting. The slate follows:

Chair: Mimi Barnes-Coppola
Vice Chair: Jennifer Bernacki-Smith
Secretary: Pam Pollock
Treasurer: Andrew Mouw

Marguerite moved and Natalie seconded that the slate be elected as presented. Approved unanimously.

10. DIRECTOR'S REPORT

STAR Testing and SLO Testing

-STAR Testing and SLO Testing have been completed. Student growth percentage from fall to spring is currently being calculated. The most striking observation from the SLO testing is a great improvement in Spanish from fall to spring for all grade levels. Spanish instruction had been a concern in previous years as we try to prepare students for accelerated Spanish in eighth grade. The results of both STAR and SLO Testing will be used as part of teachers' summative evaluation (as per APPR), as well as testing the effectiveness of the EVCS curriculum and instruction at each grade level. A full report on the results of his testing will be presented to the BOT August.

-Over the course of the two years in which EVCS has administered the STAR Tests, it has been noted that they provide all the information provided by DIBELS, and much more.

The leadership team has compared the results from the past two years and has decided that the administration of DIBELS is no longer necessary. The plan is to phase out use of the DIBELS except in cases where extra progress monitoring is necessary. Phasing out use of the DIBELS will reduce lost instructional time and gain approximately 30 extra days of AIS service. This is the amount of time it takes AIS teachers to administer DIBELS to all students.

School Rankings

John reported that *Business First* Magazine ranked EVCS the highest performing elementary school in the city of Buffalo (public or private), seventh out of all schools in the eight counties of Western New York (public or private), and fourth out of all public schools in Western New York. The EVCS middle school was ranked the second highest performing public school in the city of Buffalo, after City Honors. He expressed surprise that *Business First* chose to rank the middle school since they had only one year of data for the eighth grade, and that was from the first administration of the new common core assessment. They also had only two years of data from the seventh grade. All other schools in the ranking had four years of data.

AmeriCorps

John reported that EVCS was once again awarded an AmeriCorps grant to provide members to serve EVCS. However, this grant is becoming increasingly competitive, and EVCS was awarded only three members instead of the four that were anticipated.

Personnel

Concetta moved and Marguerite seconded that the Board enter executive session for discussion of several personnel matters. Approved unanimously. Discussion followed. **Mimi moved and Jenn seconded that the Board exit executive session. Approved unanimously.** **Matt moved and Pam seconded that the Board accept all recommended personnel actions. Approved unanimously.**

Staff Appointments

-Change in assignments. Rachele Schneekloth will move to fifth grade. Jennifer Ryan will move to fourth grade, because she will be taking a leave of absence at the beginning of the year, and her long-term substitute can work closely with Josette Smith for instructional planning. Rachele will be moved to fifth grade because of her proven success with community building and her commitment to rigorous instruction. Along with Melanie Lesswing, the fifth grade special education teacher, it is believed that Rachele will be very successful at assimilating the ten or eleven new students into the culture of EVCS. Jennifer Ryan has experience teaching fourth grade and Rachele Schneecloth taught fifth grade before coming to EVCS in 2006.

-There was no teacher attrition this year. A single position was available due to expansion. The Hiring Committee, made up of Mimi Barnes-Coppola, Josette Smith, Anne Landrigan, Anne Wechsler, and John Sheffield, have made the following recommendations for appointments to the staff: Brittany Machmer, lead teacher in second grade to replace Rachele Schneecloth who is moving to fifth grade; Annie Shields, teaching assistant; Alicia Bowman, teaching assistant; Amos Fraccica, teaching assistant; Emily Gonyeau, long-term substitute teacher to cover for two consecutive maternity leaves. Members of the BOT were given copies of candidates resumes. **Matt moved and Leah seconded that the proposed teaching assignments be accepted. Approved unanimously.**

-John requested Board approval to change the employment status of James Graham, custodian, from part-time to full-time, effective July 1, 2014, at the rate of \$10.75 per hour.

This change is included in the budget. Mr. Graham has been employed at EVCS since 2009, and currently works seven hours per night. **Concetta moved and Marguerite seconded that Mr. Graham's status be changed to full-time as proposed. Approved unanimously.**

Budget Amendment

The NY State Budget has officially approved a funding increase to charter schools of \$250 per pupil. Lisa Kirisits is investigating whether or not this requires EVCS to approve and submit an amended budget.

Litigation Exploration

Earlier this year, the BOT approved a contribution of money in order to explore possible litigation regarding inequities of funding for charter schools. Response from other charter schools was insufficient for the process to proceed. John requested approval to withdraw from this coalition, and request a refund, until such time as there is sufficient financial support from other charter schools. **Mimi moved and Concetta seconded that EVCS withdraw from the coalition and request a refund of the contribution until such time as action is forthcoming. Approved unanimously.**

Parent Satisfaction Survey

A Parent Satisfaction Survey indicated that 99.5% of parents were satisfied or very satisfied with the overall program at EVCS.

Student Attrition

Student attrition in grades 1-4 is very low, with students leaving only if they are moving out of the area. Student attrition in grades 5-7 continues to be higher as more and more EVCS students test-in into City Honors and Olmsted. Both of these are test-in schools that serve students in grades 5-12. This year, any student who took the entrance exam for City Honors was automatically considered for Olmsted as well. Parents who had not applied for Olmsted automatically received acceptance letters from Olmsted if they were on the waiting list for City Honors. As a result, 40% of the fifth grade class next year will be new to EVCS. All of these students are coming from priority schools in the city of Buffalo. In theory, it is wonderful that students from persistently failing schools are securing seats at EVCS. However, on average, it takes EVCS two years to bring these students up to grade level, and all of these students require intensive AIS. The next highest loss of students occurs between sixth and seventh grade when City Honors adds another section. In August, EVCS will be reviewing the transition plan with teachers to ensure that transfer students are assessed quickly and have an intervention plan in place. The plan includes academic intervention as well as social assimilation. Parents who accept placement into City Honors or Olmsted cite a secure seat in a premium high school as the only reason for choosing to leave EVCS.

Banking Resolution

The following resolution was proposed in order to update the signature card for the EVCS account at Northwest Savings Bank: **Be it resolved that the signature card for the Northwest Savings Bank checking account ending in 3956 be updated with the following signers:**

**John Sheffield,
Mimi Barnes-Coppola
Andrew Mouw
Pamela Pollock
Liz Evans**

**Director
Board Chair
Board Treasurer
Board Secretary
Operations Manager**

**Marguerite Moved and Concetta seconded that the proposed resolution be adopted.
Approved unanimously.**

11. NEW BUSINESS/ ANNOUNCEMENTS

There was no further business and no announcements.

Marguerite moved and Matt seconded that the meeting be adjourned. Approved unanimously. The meeting was adjourned at 7:58 p.m.

Respectfully submitted,
Pamela Pollock

FUTURE DATES:

-Meetings at 6:00 p.m. - August 20, 2014

Elmwood Village Charter School
Recruitment Plan
Based on Policies Contained in the EVCS Charter

1. Students with Special Education Needs

At Elmwood Village Charter School, students with special education needs are offered the same opportunities to excel academically and socially as general education population. The school offers a full-range of services to students with special education needs, including consultant teacher, resource room, co-teaching, occupational therapy, physical therapy, speech therapy, vision therapy, and counseling. The school has one special education teacher assigned to each grade level, and contracts with Buffalo Hearing and Speech to provide related services to students with an IEP or Section 504 Plan. The school also employs a full-time coordinator (Student Services Coordinator), to oversee the delivery of services, monitor accommodations and modifications, supervise special education teachers, review documentation, and ensure that RTI is fully implemented on all levels. EVCS educates students with special education needs in the least restrictive environment, and has never sent a student with special education needs back to district. The special education program at EVCS is well-developed and well-staffed, and is prepared to accommodate more students with special education needs.

Outreach

- Dispel the misconception that charter schools cannot or do not have services in place to meet the needs of all learners by educating parents and community members.
- Include special education services offered by the school in all advertisements and recruitment materials.
- Advertise in the annual Special Education Edition of WNY Family Magazine, and highlight the services offered by EVCS.
- Reach out to operators of pre-schools, after-school programs, and daycare centers that offer early intervention services. Encourage them to refer students with special education needs to EVCS. Give them copies of our application and information on our school to distribute to parents of children with special education needs.
- Work with school psychologists and CSE chairs from Buffalo Public Schools to make sure that they are fully aware of services offered by EVCS.
- Have special education teachers available at open house to explain the special education services offered by EVCS to prospective families.
- Include recruitment efforts as a part of the Director's overall annual evaluation to ensure accountability.

Retention

Parents of students with special education needs are overwhelmingly happy with the services provided to their children, and they choose to retain their children at EVCS unless they move out of the area or transfer them to a school that serves grades five through twelve. Retention of students with special education needs is particularly high because of the factors identified below.

- To the extent appropriate and allowed by each student's IEP, EVCS educates students with disabilities in the least restrictive environment with their non-disabled peers.
- All special education programs at EVCS are provided in accordance with Education Law and in accordance with each child's IEP.
- Removal of students with disabilities from the regular educational environment has never occurred at EVCS, and would only occur if the nature or severity of the disability is such that education in regular education classes with the use of supplementary aids and services cannot be achieved satisfactorily in accordance with the child's IEP.
- EVCS ensures that special education programs and services as indicated in each student's IEP are provided directly to the student on site during regular school hours.
- EVCS employs a special education coordinator (Student Services Coordinator) and eight special education teachers to provide services to the greatest practical extent.
- EVCS contracts with Buffalo Hearing and Speech to provide related services in accordance with each student's IEP or Section 504 Plan.
- Classroom teachers at EVCS are knowledgeable about the needs of students with disabilities, and are informed of their responsibilities for particular students.
- The Student Services Coordinator and special education teachers work under the Director to review and assure that quarterly IEP reports are sent to parents, and that annual review meetings are held.
- The Student Services Coordinator, special education teachers, and classroom teachers represent the school at each child's CSE meeting.
- The Director and Student Services Coordinator ensure that teachers are implementing and properly documenting interventions prior to referral, as per RTI requirements and directives.
- Classroom teachers are well-aware of documentation and reporting requirements necessary when a child is suspected of having a disability.
- The Director and Student Services Coordinator ensure that referrals are made to the CSE when RTI indicates that the child may have a disability.
- The Director and the Student Services Coordinator review the progress of students with disabilities with appropriate staff members.
- All faculty members at EVCS participate in annual professional development and training on issues pertaining to special education.

- In addition to curriculum-based assessments, EVCS uses diagnostic measures to monitor academic progress three times throughout the year.

2. Students with Limited English Proficiency

At Elmwood Village Charter School, students with limited English proficiency are provided opportunities to achieve the same educational goals and standards as the general student population. EVCS offers a supportive ESL program that includes two components: a language arts instructional component and a content area instructional component. EVCS uses the NYS Education Department's process for identifying students who have limited English proficiency, including a Home language questionnaire and a registration interview. If the home language is other than English, the interview is conducted in the family's native language. If the student speaks little or no English, a trained teacher administers the LAB-R.

Outreach

- Reach out to operators of pre-schools and daycare centers that have a high percentage of students with limited English proficiency.
- Reach out to local worship communities with high percentages of congregants with limited English proficiency.
- Include description of service provided for students with limited English proficiency in all advertisements and recruitment materials.
- Reach out to social service agencies that serve immigrant and refugee populations in the city.
- Use social media to make parents of children with limited English proficiency aware of open house dates and application deadlines.
- Utilize parents of students with limited English proficiency who are already enrolled in EVCS to reach out to their respective communities.
- Distribute flyers or postcards in both English and Spanish.
- Utilize our ESL teacher to explain our supportive ESL program to families during open house and tours of the building.
- Document outreach efforts.
- Include recruitment efforts as a part of the Director's overall annual evaluation to ensure accountability.

Retention

- EVCS employs a full-time ESL teacher to adequately address the learning needs of students with limited English proficiency in all grades.

- EVCS utilizes the ESL teacher as a resource to offer strategies to all other teachers on teaching language arts to children with limited English proficiency.
- EVCS provides professional development to faculty on strategies to teach language arts to students with limited English proficiency.
- The administration of the school makes available to all faculty the document entitled, *The Teaching of Language Arts to Limited English Proficient/English Language Learners: Learning Standards for English as a Second Language Pre-K – Grade 8*.
- The Student Services Coordinator and the ESL teacher educate families on the philosophy of teaching students with limited English proficiency.
- The ESL teacher educates students and families on the role of the ESL teacher in the classroom.
- The Student Services Coordinator and the ESL teacher participate in professional development at BOCES on issues relating to educating children with limited English proficiency.
- EVCS works closely with the Regional Bilingual Education Resource Network (RBE-RN) to help create for LEP/ELLs an educational environment which engages everyone in meaningful teaching and learning, respects diversity, provides opportunities for all children to achieve at the highest levels and enables them to become skilled in the English language while capitalizing on their strengths in terms of their native language and heritage.
- The school maintains a list of translators to assist school personnel with home-school communication.

3. Economically Disadvantaged Students

From the inception of the school, the Founders, BOT, and Administration made diversity a priority in recruitment of students. The demographics of the student body nearly mirror the demographics of the city of Buffalo, including the city's child poverty rate.

Outreach

- Direct recruitment materials toward areas of the city with a higher than average percentage of families living in poverty.
- Advertise in parenting magazines that are made available in pediatricians' offices throughout the city.
- Reach out to operators of pre-schools, daycare centers, and after-school programs in areas of the city with a higher than average percentage of families living in poverty.
- Document outreach efforts.

Retention

- EVCS has School-wide Title I services.
- EVCS participates in the Federal Lunch program.
- Educational resources and aids are provided to all families.
- EVCS has always been located in a central area of the city with easy access to public transportation; however, EVCS has successfully negotiated bus transportation from the District to commence in the 2013-2014 school year.
- EVCS has a Parent Involvement Policy that is intended to help close the gap between disadvantaged students and their peers.
- EVCS selects instructional programs that are proven to have success with students in School-wide Title I settings.
- EVCS provides homeless children and unaccompanied youth enrolled at the school with the same education as their peers, including passes to entitle the children to use free public transportation to and from school, and makes every effort to coordinate social services delivery to the student and family in order to stabilize the living environment.
- EVCS documents the living arrangements of its students, via a questionnaire that asks if they are living in a shelter, with relatives or others due to lack of housing, in an abandoned apartment/building, in a motel/hotel, camping ground, car, train or bus station or other similar situation due to the lack of adequate housing; or temporarily housed in a shelter awaiting a permanent foster care placement. This is part of the enrollment form and is kept on file.
- EVCS provides equal access as per the McKinney–Vento Homeless Assistance Act.
- EVCS partners with the Boys and Girls Club of Buffalo to provide early-care and after-care at no cost.

Consideration

All students are admitted to EVCS through a random lottery drawing, and EVCS gives preference to sibling applicants. Even though more families from our target populations are applying for admission, these families must compete with an ever-increasing number of applications from the general population and sibling applicants.

Outreach

2013-2014	Poverty	ELL	Sped.	Minority	Early Inter.	Zip	
Bethel Head Start (Jefferson)	X		X		X	14208	
Bethel Head Start (Washington)	X		X		X	14203	App. in English and Spanish
Bethel Head Start (Leroy)	X		X		X	14214	
Bethel Head Start (Genesee)	X		X		X	14211	
Bethel Head Start (Langfield)	X		X		X		
Bethel Head Start (U.B.)			X		X		
Buffalo Hearing and Speech			X		X		
Buffalo Public School Psychologist (Annmarie Robertson)			X				
Building Blocks Day Care				X		14223	
Catholic Charities Immigration and Refugee Services	X	X		X			App. in English and Spanish
D'Youville/Porter Public Library	X	X				14213	
El Buen Amigo		X		X		14201	
Emmanuel Temple Day Care	X			X		14222	
Fr. Bell Community Center	X	X		X		14213	App. in English and Spanish
Grow with Us	X	X		X		14207	App. in English and Spanish
Heritage Centers			X		X		
Hispanics United	X	X		X		14201	
Holy Cross Head Start (Maryland)	X	X	X	X	X	14213	App. in English and Spanish
Holy Cross Head Start (Lawn)	X	X	X	X	X	14207	
Holy Cross Head Start (Military)	X	X	X	X	X	14213	
Holy Cross Head Start (Parkside)			X		X	14217	
International Institute	X	X		X			
JCC Early Childhood Program (Aspire of WNY)			X		X	14209	
Jericho Road Refugee Services	X	X		X			App. in English and Spanish
Latin American Institute		X		X		14201	
Main Pediatrics	X			X		14214	
Masjid darus Salaam	X	X		X		14211	
Masjid Nu-man	X	X		X		14211	
Niagara Day Care (Gateway-Longview)	X	X	X		X	14201	App. in English and Spanish
Salvation Army	X	X		X		14202	
Summit Educational Services	X	X	X	X	X	14213	
True Bethel Baptist Day Care	X			X		14213	
Ujima Cultural Center		X		X			
Vive La Casa	X	X		X			

[illegible]

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— by Ember Reichgott Junge



Teaching in Charter Schools: The Freedom To Be Better

Public school teachers have a very challenging profession. Keeping young learners in their classrooms so engaged that they want to learn takes patience, and enormous skill. But, that is only a small part of what teachers can contribute to overall school success.

What if teachers were in charge of the school? What if teachers in a school could collectively use their expertise and be held accountable for decisions regarding budgeting, staffing, curriculum, and team building? What if teachers were allowed to be the professionals they are?

When I was a Minnesota state senator in 1987, I had dinner with a friend who had left her science teaching position in an urban school district. She had just gotten a job in the corporate office of a local health-care entity. Was it the money that had made her quit? "No," she replied. "It was the freedom."

My friend had grown frustrated with the administration of her school district as she sought to implement her creative ideas in curriculum and teaching methods. "My ideas were not valued," she told me. "I was not respected as an educator. I lost my passion."

This was a pivotal conversation for me, as I worked over the next five years to author the first charter school law in 1991 in Minnesota. As a union-endorsed Democrat, I wanted to empower teachers. I wanted to create the opportunity for entrepreneurial teachers and parents to create independent public schools and my new,

innovative learning strategies, without the confines of a structured K-12 system unable to change.

Chartering was never intended for all teachers. But it was, and remains, a valuable option for some. Today chartered school teachers are guiding over 2.3 million students in over 6,000 chartered schools in 42 states and the District of Columbia. And over one million names are on waiting lists to enroll in their classrooms.

Many teachers are surprised to learn that Albert Shanker, president of the American Federation of Teachers, was one of the first to propose a "charter school" in a National Press Club speech in 1988. His fundamental interest was in creating a professional role for teachers. He envisioned the new schools as led by teachers within school districts. He told Minnesotans at a conference later that year that "This is a system that can take its customers for granted."

Yet teacher unions were (and still are) skeptical of chartering schools, which typically operate outside the districts' control. They vigorously opposed the passage of chartering in Minnesota in 1991 and in many other states that followed.

I'm grateful that now, after twenty years, some teachers and union leaders see new opportunities in chartering, coming full circle to Shanker's vision. In 2011, Minnesota approved the first union-run and charter school authorizer in the nation. The same union leaders who opposed chartering twenty years ago now sit on the au-

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It was a Monday and I was in the pediatrician's waiting room alone without my daughter. I was there to just pick up her blood work report from the previous week or so I thought. I was asked to wait. I thought initially that the office staff was overwhelmed because of the crop of Monday sniffles in the waiting room. (Parents know Monday is the worst day to go to the doctor's office.) So, I waited some more.

About a half hour into the wait, I asked the staff if I could just have the paperwork. I was told the doctor wanted to see me.

If I were a cartoon character there would have been a bubble above my head that read, "x&@##!" I knew immediately that something was wrong!

About 15 minutes later, I was called back to a treatment room with the doctor and told that my daughter had a positive ANA (anti-nuclear antibody). My daughter's symptoms were joint pain and swelling, with major fatigue that was getting worse with time, not better.

The previous week, the doctor drew blood to check the white cell count of my beautiful, fifteen year-old. He later told us that he was testing for leukemia. Thankfully the levels were normal.

After dodging the cancer bullet, I breathed a sigh of relief and thought we were in the clear. But, the positive ANA confirmed what I already suspected. My daughter was developing a chronic autoimmune problem which may or may not develop into something more serious like systemic lupus erythematosus (SLE). It will take some time to nail down a definitive diagnosis, but I am grateful that we were referred to a pediatric rheumatologist and my daughter is in treatment.

Her medical needs have a big impact on her ability to perform in school. It be-

came obvious that we needed to make some decisions.

My daughter is a fifteen-year-old sophomore at a very rigorous, academically advanced magnet school in our area. Looking back on it now, I can see that she had been struggling with fatigue all year and her grades were suffering.

The school is a 45-minute bus ride away from our home. The daily bus rides there and back were taxing in and of themselves. Believing I already knew the answer, I asked her, "What do you want to do about school?"

There are processes in place, given a medical excuse, that would allow her to be homebound and have a visiting teacher come to the house daily or weekly, depending on the need.

Before she answered I told her that it was her high school career and I would advocate with the school to do whatever it took to get her through this. To my surprise, my mother's intuition about her desire to stay and fight the system, if necessary, was completely wrong.

She acknowledged that it would be hard to leave her friends but she knew she could no longer push herself as hard as she had been. I knew then she really felt bad physically.

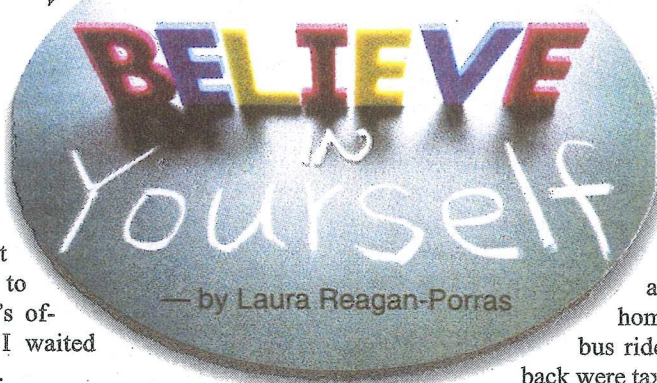
I talked to a teacher friend who helped me find an online high school system that would allow her to work at her own pace. We enrolled her. She is disciplined about her work online. She is working an academic plan one day at a time, one course at a time.

The pediatrician advised us not to let her give in to how she felt, to push through, even with a rigorous school curricula.

I knew all of life is a negotiation and how she handled this first major hurdle would hold the keys to empowerment.

continued on page 38

A Family's Empowered Choice



THE ELMWOOD VILLAGE CHARTER SCHOOL

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Hispanos Unidos

Home John



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Hispanos Unidos shared a link.
18 minutes ago

Elmwood Village Charter School esta teniendo una casa abierta para estudiantes prospectivos en los grados de K-8, este jueves el 9 de Enero 2014. Empezara a las seis por la tarde y terminara a las siete y media. No hay costo de matricula para asistir la escuela. Elmwood Charter School esta ubicado a 40 Days Park, Buffalo.

Elmwood Village Charter School Open House for prospective K-8 students will held on Thursday, January 9, 2014, from 6:00 until 7:30 p.m. Elmwood Village Charter School is located at 40 Days Park in Buffalo. There is no tuition to attend a charter school. www.elmwoodvillageschool.org

Elmwood Village Charter School
www.elmwoodvillageschool.org

Elmwood Village Charter School began as a vision of a parent living in the Elmwood Village area of Buffalo. She envisioned a small community school that would be able to address the individual learning needs of its

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Flee Maria likes this.

Chat (Off)

Feliz dia de los reyes! Esperemos que la nieve se contenga para las celebraciones!

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6 people like this.

Hispanos Unidos shared Hispanos Unidos's photo.
December 21, 2013

FREE! FREE! FREE!

Agreement For Foreign Language Interpreting Services

This constitutes an agreement between the International Institute of Buffalo and Elmwood Village Charter School effective October 9, 2013. This Agreement outlines the rates and terms of securing foreign language interpreter services for Elmwood Village Charter School from the International Institute of Buffalo, but does not constitute a guarantee that International Institute of Buffalo will be able to fulfill any or all requests for interpreting.

Whereas Elmwood Village Charter School herein, EVCS requires foreign language interpreting services and the International Institute of Buffalo herein, IIB is equipped to furnish such specialized services, therefore,

IT IS MUTUALLY AGREED BETWEEN THE PARTIES AS FOLLOWS:

1. The International Institute of Buffalo will provide foreign language interpreters, Monday thru Friday between the hours of 8:00 a.m. to 5:00 p.m. at a standard rate of \$50.00 per hour for a minimum of two (2) hours for requests made forty-eight (48) hours in advance.
2. For requests requiring interpreting during the weekend, holidays or before and after the office hours stated above, the rate is \$75.00 per hour for a minimum of two (2) hours.
3. For requests made less than twenty - four (24) hours notice the rate will be doubled.
4. Additional hours are to be billed after a grace period of fifteen (15) minutes.
5. To avoid the cancellation fee, you must cancel at least twenty-four (24) hours in advance. The cancellation fee is equivalent to the minimum rate of two (2) hours the regular rate, after hour rate and rush rates.
6. Arrangements for the services can be made on-line anytime using the Interpreters Management Scheduling System (IMSS). Urgent requests can also be made on-line. Questions about interpreter services should be made between 9:00 a.m. - 4:00 p.m. weekdays.
7. EVCS agrees to pay the International Institute the rates noted above.
8. EVCS agrees to pay the International Institute for each invoice on an ongoing basis. Terms are due on receipt. We reserve the right to suspend services if outstanding invoices become more than sixty (60) days past due.
9. This agreement shall remain in effect until terminated by either party. Termination shall require a fifteen (15) day written notice.
10. Any changes to this agreement shall require a fifteen (15) day written notice.

Felicidad Frenette, Director
Language Services Department
International Institute of Buffalo

Date

John Sheffield
Print Name / Title
Elmwood Village Charter School

[Signature]
Signature

10/9/13
Date

Director



INTERPRETATION SERVICE AGREEMENT

This Service Agreement is made as of the date of its signing between Elmwood Village Charter School, whose principal place of business is at 40 Days Park, Buffalo NY (hereinafter referred to as "Provider").

WHEREAS, Provider provides services to limited English proficient individuals who reside in the Western New York area, primarily within the City of Buffalo; and

WHEREAS, Provider has an obligation to make reasonable accommodations when rendering such services by providing a competent interpreter fluent in English and the individual's native language; and

WHEREAS, JERS is able to provide such services to Provider;

NOW THEREFORE, in consideration of the mutual agreement herein contained and such other good and valuable consideration, the parties mutually agree as follows:

1. TERM OF AGREEMENT

A. This Agreement shall become effective upon the date signed by the Provider. Rates are subject to change with a minimum one-month notification.

B. This Agreement shall remain in effect until terminated by either party as provided elsewhere herein.

*Journey's End Refugee Services, Inc.
2495 Main Street • Suite 317 • Buffalo, NY 14214 •
(716) 882-4963 x 207 – Sarah, or x 201 – Lucie
Interpreting Program:
interpreting@jersbuffalo.org*



2. SERVICES

A. JERS will provide spoken interpretation services for scheduled appointments and services with at least forty-eight (48) hours advance notice of such appointments.

B. In the event JERS does not itself have appropriate staff to perform such interpretation services, JERS will make all such ordinary and necessary arrangements to secure qualified personnel.

C. In the event interpretation services are required on an emergency basis, JERS will exercise its best efforts to supply such services.

3. FEES

A. Providers shall be charged \$60.00 per hour for medical and community in-person spoken interpretation services provided during business hours of 8:00 AM to 5:00 PM, with a minimum charge of one (1) hour. Phone interpretation can also be scheduled with a minimum of .5 hours at \$30 per hour. Rates are subject to change with a minimum one-month notification.

B. Providers will be charged minimum amount of one hour for appointments cancelled less than 24 business hours in advance.

C. Interpretation services must be cancelled in writing by email to the Interpreting Services Department. Phone calls can be made for late

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cancellations, but must be followed up with email message. Email cancellations with time stamp will be used as verification for billing.

D. Provider shall be charged mileage at the federal rate for appointments outside of the city of Buffalo. If applicable, a breakdown of mileage expenses will be included with each invoice.

E. Providers may also be charged for travel time, at a negotiated rate, for appointments more than 10 miles outside of the city of Buffalo.

F. Providers shall be charged time and a half for interpretation services scheduled less than 24 business hours in advance.

G. Providers shall be charged time and a half for interpretation services beginning prior to 8 a.m. in the morning, or beginning at 5 p.m. or after in the evening, or on weekends.

H. Provider shall be charged in quarter hour increments for spoken interpretation services after the first hour, including waiting time.

I. Provider will provide verification of interpreting service hours for each scheduled appointment by signing and completing appropriate paperwork.

J. Provider shall notify JERS' staff of Provider's policies regarding purchase orders and other specifics needed for billing.

K. All fees shall be billed monthly.

4. CONFIDENTIALITY

A. JERS and its employees intend to protect the privacy and provide for the security of PHI (Protected Health Information) disclosed to us pursuant to the

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2495 Main Street • Suite 317 • Buffalo, NY 14214 •
(716) 882-4963 x 207 – Sarah, or x 201 – Lucie
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Agreement in compliance with the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191 ("HIPAA") and regulations promulgated there under by the U.S. Department of Health and Human services (the "HIPAA" Regulations") and other applicable laws.

JERS employees, including interpreters, shall not use and/or disclose PHI (Protected Health Information) in any manner that would constitute a violation of the HIPAA regulations that is codified at 45 CFR Parts 160 and 164.

PHI is defined as any information, whether oral or recorded in any form or medium: (I) that relates to the past, present, or future physical or mental condition of an Individual, the provision of health care to an Individual, or the past, present or future payment for the provision of health care to an Individual, and (II) that identifies the Individual or with respect to which there is a reasonable basis to believe the information can be used to identify the Individual, and shall have the meaning given to such term under the Privacy Rule, including, but not limited to, 45 CFR 164.501.

5. INDEMNIFICATION

Provider agrees to defend and indemnify (including attorneys' fees) JERS from any and all liability, damages, actions, claims, proceeding or other matters asserted or commenced by Provider's patient(s) arising out of Provider's

*Journey's End Refugee Services, Inc.
2495 Main Street • Suite 317 • Buffalo, NY 14214 •
(716) 882-4963 x 207 – Sarah, or x 201 – Lucie
Interpreting Program:
interpreting@jersbuffalo.org*



treatment, examination, diagnosis, failure to diagnose for any condition, illness, disease and the like.

6. TERMINATION

A. This Agreement may be terminated by Provider or JERS at any time.

7. COMPLETE AGREEMENT

This Agreement sets forth the complete understanding of the parties hereto and supercedes any other agreements, whether oral or in writing.

*Journey's End Refugee Services, Inc.
2495 Main Street • Suite 317 • Buffalo, NY 14214 •
(716) 882-4963 x 207 – Sarah, or x 201 – Lucie
Interpreting Program:
interpreting@jersbuffalo.org*



8. NOTICE

Notice under this Agreement shall be given as follows:

If to JERS: Molly Short, Executive Director
Sarah Cunningham, Director of Interpreting Services
2495 Main Street, Suite 317
Buffalo, NY 14214
Office: 716/882.4963 x 207
Cell: 716/392.8576
scunningham@jersbuffalo.org
interpreting@jersbuffalo.org

If to Provider: John Sheffield, Director
Elmwood Village Charter School
40 Days Park, Buffalo NY 14201
716-886-4581

9. DISPUTE RESOLUTION

In the event of a dispute of any sort between the parties to this Agreement, the parties agree to submit to a three-member arbitration panel, with such arbitration being conducted pursuant to the Rules of Commercial Arbitration of the American Arbitration Association.

Journey's End Refugee Services, Inc.
2495 Main Street • Suite 317 • Buffalo, NY 14214 •
(716) 882-4963 x 207 – Sarah, or x 201 – Lucie
Interpreting Program:
interpreting@jersbuffalo.org



10. AUTHORIZING SIGNATURES

JOURNEY'S END REFUGEE SERVICES, INC.

Name: Molly Short

Title: Executive Director

Signature: [Signature]

Name: Sarah Cunningham

Title: Director of Interpreting Services

Signature: [Signature]

PROVIDER

Name: John W. Shettles

Title: Director

Signature: [Signature]

Date: 5/12/14

Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 08, 2014

Updated Tuesday, March 10, 2015

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/1566b585303eed5eaffcacf60ea8a3b449f47646/>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Marguerite Battaglia

2. Charter School Name:

Elmwood Village Charter School

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

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

5. *Your Business Address

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

6. *Daytime Phone Number:

--

7. *E-mail Address:

--

8. Select all positions you held on Board:

(check all that apply)

-
- Other, please specify...: member of the Personnel and Nominating committees
-

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

No

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

No

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

No

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

No

Signature of Trustee

M. Battaglia

Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Friday, July 11, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/86071d31ed79f888a772692b09b828b75ca0d818>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Kathleen V. Franklin-Adams

2. Charter School Name:

Elmwood Village Charter School

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

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

5. *Your Business Address

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

6. *Daytime Phone Number:

--

7. *E-mail Address:

--

8. Select all positions you held on Board:

(check all that apply)

-
- Other, please specify...: Trustee/Board Member
-

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

No

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

No

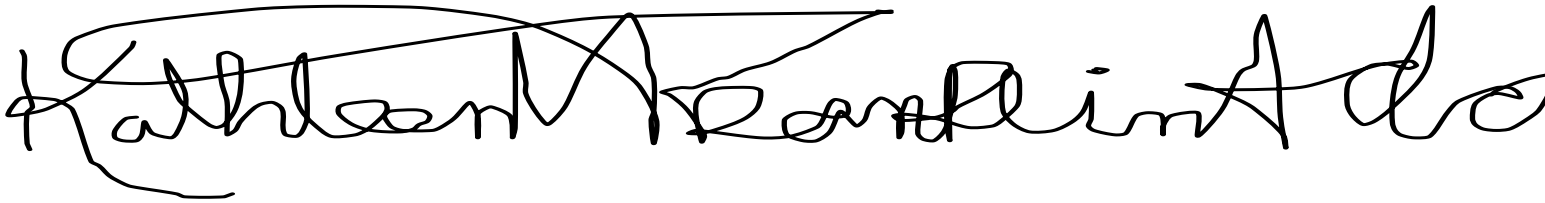
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink, appearing to read "Kathleen R. McIntosh". The signature is written in a cursive style with a large, sweeping initial 'K' and a long, horizontal flourish extending across the middle of the line.

Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Monday, July 21, 2014

Updated Tuesday, March 10, 2015

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/f098c983b2aa55adef609491a892d7e1fd68ec8f/>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Andrew Mouw

2. Charter School Name:

Elmwood Village Charter School

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

-
- Treasurer
-

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

No

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

No

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

No

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

No

Signature of Trustee

Two handwritten signatures in black ink. The first signature on the left is a cursive name that appears to be 'Andrew'. The second signature on the right is a cursive name that appears to be 'John'.

Disclosure of Financial Interest by a Charter School Trustee or Proposed Board Member
--

Name: Mimi Barnes-Coppola

Charter School Name: Elmwood Village Charter School

Charter School Address: 40 Days Park, Buffalo, NY 14201

1. List all positions held on board (e.g., president, treasurer, parent representative)

Current board president (Chairperson)

2. Is the trustee an employee of the school? ____Yes __x__No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school? ____Yes __x__No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Question 2-4 above, you need not disclose again your employment status, salary, etc.

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 yourself
	NONE		

Disclosure of Financial Interest by a Charter School Trustee or Proposed Board Member
--

Name: JENNIFER BERNACKI SMITH

Charter School Name: Elmwood Village Charter School

Charter School Address: 40 Days Park, Buffalo, NY 14201

1. List all positions held on board (e.g., president, treasurer, parent representative)

2. Is the trustee an employee of the school? ____ Yes ☒ No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school? ____ Yes ☒ No

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

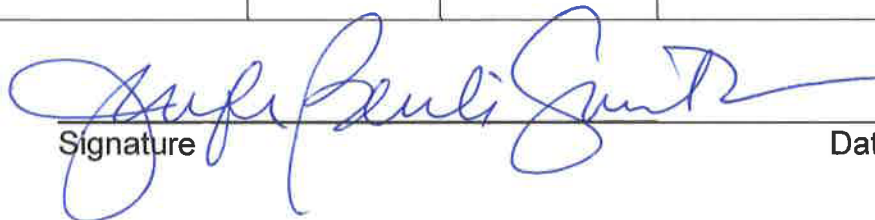
4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Question 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	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 yourself
Please write "None" if applicable. Do not leave this space blank.			
NONE			

2013-2014

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

Organization conducting business with the school	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school and the nature of the interest	Steps Taken to Avoid Conflict of Interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				
NONE				



Signature

Date

5-18-15

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

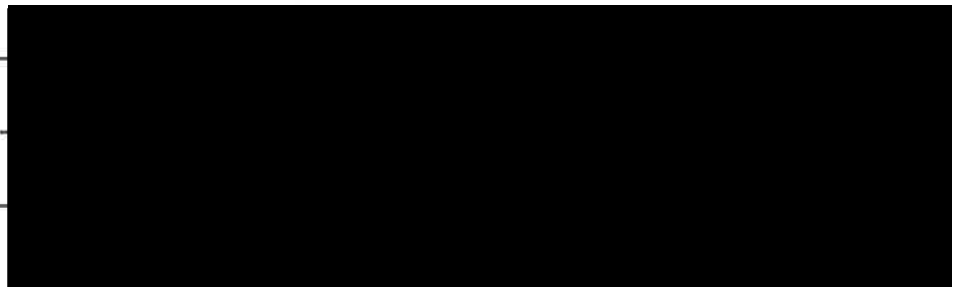
Business Telephone: N/A

Business Address: N/A

E-mail Address: _____

Home Telephone: _____

Home Address: _____



Disclosure of Financial Interest by a Charter School Trustee or Proposed Board Member
--

Name: Roy Clay

Charter School Name: Elmwood Village Charter School

Charter School Address: 40 Days Park, Buffalo, NY 14201

1. List all positions held on board (e.g., president, treasurer, parent representative)

Parent Representative

2. Is the trustee an employee of the school? Yes X No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school? Yes X No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered Yes to Question 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	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 yourself
N O N E			

2013-2014

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

Organization conducting business with the school	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school and the nature of the interest	Steps Taken to Avoid Conflict of Interest
M&T Bank	Savings Account		Roy Clay (Employee)	Recuse from any votes involving accounts at M&T Bank

Signature

Roy Clay

05/20/2015

Date

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

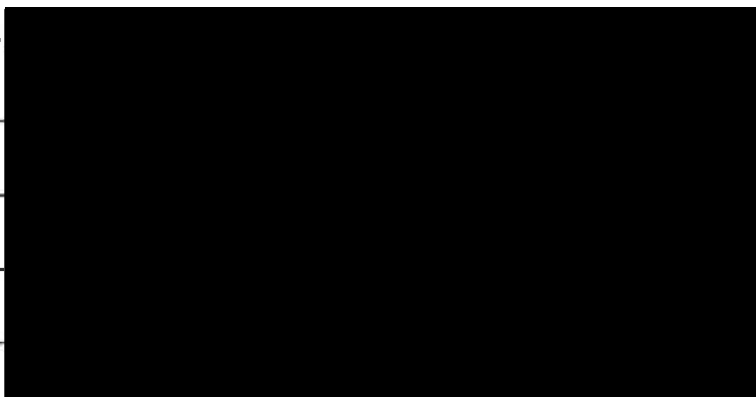
Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:



2013-2014

Disclosure of Financial Interest by a Charter School Trustee or Proposed Board Member

Name: Concetta Ferguson

Charter School Name: Elmwood Village Charter School

Charter School Address: 40 Days Park, Buffalo, NY 14201

1. List all positions held on board (e.g., president, treasurer, parent representative)

2. Is the trustee an employee of the school? ____ Yes ☒ No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school? ____ Yes ☒ No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Question 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	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 yourself
Please write "None" if applicable. Do not leave this space blank. <u>None</u>			

2013-2014

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

Organization conducting business with the school	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school and the nature of the interest	Steps Taken to Avoid Conflict of Interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				
None				

Conce

Signature

5/19/2015

Date

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

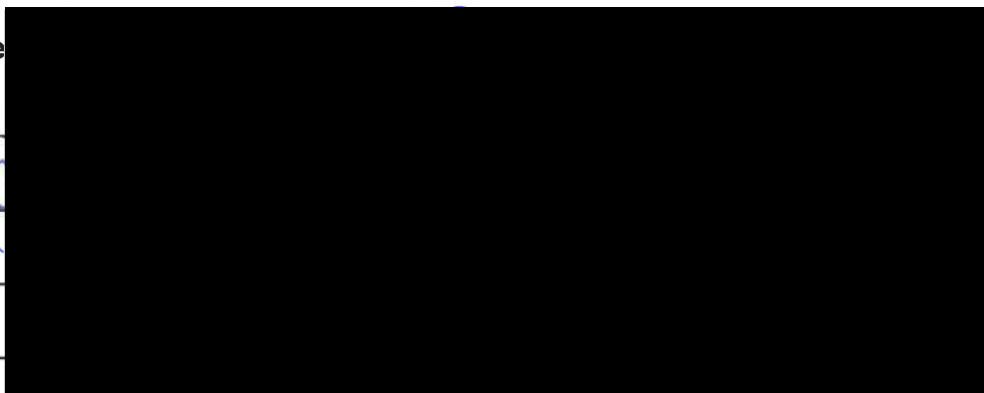
Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____



Disclosure of Financial Interest by a Charter School Trustee or Proposed Board Member
--

Name: Ingrid R. Knight

Charter School Name: Elmwood Village Charter School

Charter School Address: 40 Days Park, Buffalo, NY 14201

1. List all positions held on board (e.g., president, treasurer, parent representative)

Parent representative

2. Is the trustee an employee of the school? Yes X No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school? Yes X No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Question 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	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 yourself
Please write "None" if applicable. Do not leave this space blank.			
	<u>None</u>		

2013-2014

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

Organization conducting business with the school	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school and the nature of the interest	Steps Taken to Avoid Conflict of Interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				
		None		

Signature

Alfred R. Knight

Date

5/21/15

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

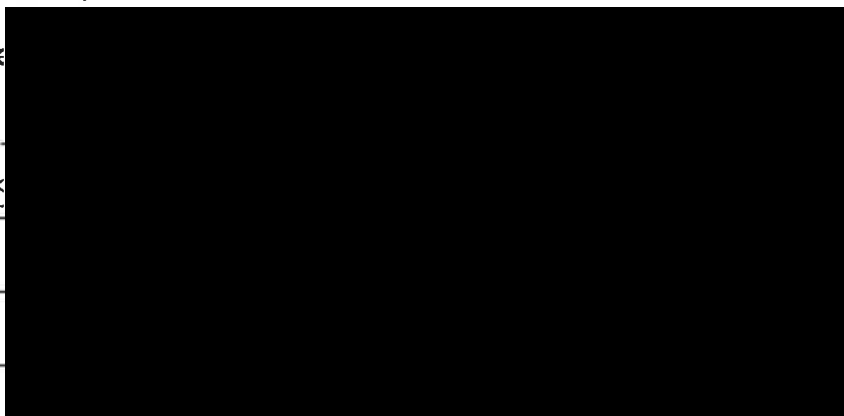
Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____



Disclosure of Financial Interest by a Charter School Trustee or Proposed Board Member
--

Name: Pamela Pollock

Charter School Name: Elmwood Village Charter School

Charter School Address: 40 Days Park, Buffalo, NY 14201

1. List all positions held on board (e.g., president, treasurer, parent representative)

Secretary

2. Is the trustee an employee of the school? Yes ☒ No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school? Yes ☒ No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Question 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	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 yourself
On going Please write	Daughter is an employee of the school.	Abstain from discussion of and voting on matters relating	Anne Wechsler, daughter

to daughters salary, benefits, etc

2013-2014

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

Organization conducting business with the school	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school and the nature of the interest	Steps Taken to Avoid Conflict of Interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				
None				

Pamela H. Tallock

Signature

5-21-2015

Date

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

Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____

2013-2014

Disclosure of Financial Interest by a Charter School Trustee or Proposed Board Member

Name: MATTHEW E. RYAN

Charter School Name: Elmwood Village Charter School

Charter School Address: 40 Days Park, Buffalo, NY 14201

1. List all positions held on board (e.g., president, treasurer, parent representative)

2. Is the trustee an employee of the school? Yes ☒ No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school? Yes ☒ No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Question 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	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 yourself
<i>Please write "None" if applicable. Do not leave this space blank.</i>			
	NONE		

2013-2014

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

Organization conducting business with the school	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school and the nature of the interest	Steps Taken to Avoid Conflict of Interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				
	N	O	N	E

Signature

Date

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

Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____

Disclosure of Financial Interest by a Charter School Trustee or Proposed Board Member
--

Name: Natalie Stoyanoff

Charter School Name: Elmwood Village Charter School

Charter School Address: 40 Days Park, Buffalo, NY 14201

1. List all positions held on board (e.g., president, treasurer, parent representative)
Member

2. Is the trustee an employee of the school? Yes X No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school? Yes X No

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

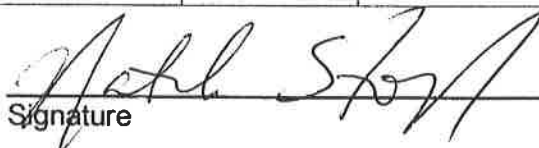
4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Question 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	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 yourself
N	O	N	E

2013-2014

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

Organization conducting business with the school	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school and the nature of the interest	Steps Taken to Avoid Conflict of Interest
	N	O	N	E

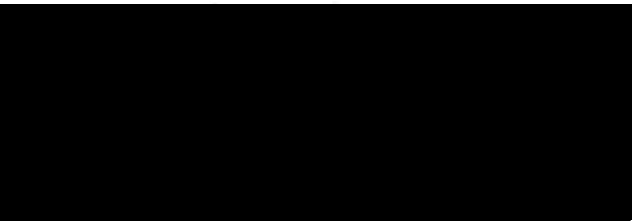

Signature

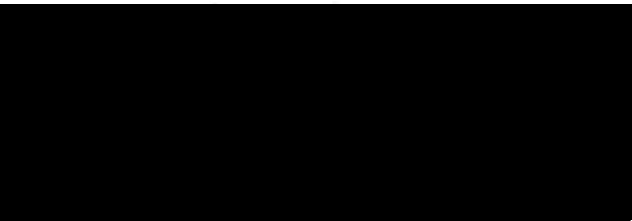
5/20/15
Date

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

Business Telephone: N/A

Business Address: N/A

E-mail Address: 

Home Telephone: 

Home Address: 