

Application: Community Roots Charter School

sandy lee - slee@communityroots.org
2020-2021 Annual Report

Summary

ID: 0000000120
Status: Annual Report Submission
Last submitted: Jul 29 2021 06:53 PM (EDT)

Entry 1 School Info and Cover Page

Completed - Jul 26 2021

Instructions

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2020-2021 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer **(as of June 30, 2021)** or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

COMMUNITY ROOTS CHARTER SCHOOL 331300860893

a1. Popular School Name

(No response)

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

Please select the correct authorizer as of June 30, 2021 or you may not be assigned the correct tasks.

NEW YORK CITY CHANCELLOR OF EDUCATION

c. DISTRICT / CSD OF LOCATION

CSD #13 - BROOKLYN

d. DATE OF INITIAL CHARTER

12/2005

e. DATE FIRST OPENED FOR INSTRUCTION

9/2006

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

MISSION STATEMENT

MISSION STATEMENT

Philosophy

Students at Community Roots Charter School are part of an educational community where rigorous curriculum is made engaging and accessible and where students meet high expectations by receiving the support they need and deserve. Community Roots provides educational experiences that address the individual needs of students and ensure that all students meet their potential.

We believe that people learn best by doing things in meaningful and interesting contexts and that children need direct instruction in order to develop the skills necessary to be active participants in learning experiences. Community Roots students receive direct instruction in all content areas and participate in literacy experiences (reading, writing, listening, and speaking) while being engaged in the study of their world through three in-depth social studies-based units each year.

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

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

KDE 1	Community Roots Six Core Values are: Work hard Work together Honor yourself and others Try new things Help each other Be reflective
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The core values provide the foundation of our culture and provide a common language for students and staff to discuss CRCS behavior expectations. Families are provided with a Family Handbook that details the core values and expectations associated with them. Teachers use the core values to model responsible community membership through their relationships with colleagues, students and community members.

All CRCS teachers reference the CRCS core values in every day instruction. With CRCS' focus on project-based work and group work, students receive frequent opportunities to practice the core values in action. In addition, every fall the CRCS elementary school conducts a structured schoolwide series of units about each core value. Each core value is highlighted in a two-week unit that includes activities, read-alouds, and discussions. Each unit includes an opportunity for buddy classes to learn together (kindergarten is paired with 3rd grade, 1st with 4th, and 2nd with 5th). Our Core Values are also integrated into the work of our Vertical Teams.

KDE 2

CRCS Commitment to Diversity and Inclusion

Since its founding in 2006, Community Roots Charter School (CRCS) has been committed to creating a learning environment which is diverse and inclusive. By offering students the opportunity to learn and grow side by side with peers from varied backgrounds and abilities, we believe that graduates will leave our school with a sense of community which transcends the traditional borders of race, culture and socioeconomic status, as well as an ability to challenge the misconceptions around gender and sexuality.

Using research and an understanding of our own community, we have developed a comprehensive approach to teaching students how people's experiences and interactions are shaped by their identity. Through a rich social studies focus and a social-emotional curriculum, we aim to equip all of

our students with the skills and perspectives necessary to become fully engaged members of their communities.

Community Roots is located in Fort Greene, Brooklyn. As a means of safeguarding the socio-economic diversity of the school in a neighborhood with constantly shifting demographics and intense demand for quality elementary education, the school's admissions lottery was weighted to ensure that 40% of incoming Kindergartners are from the Ingersoll Houses, Walt Whitman Houses, and Farragut Houses, public housing directly surrounding the school building.

KDE 3

CRCS Anti-bias Approach

CRCS applies an anti-bias approach throughout our program to create and sustain an environment where a diverse student population can thrive. The anti-bias approach prioritizes issues of identity, discrimination, and social justice in our curriculum and our professional development. CRCS strives to be a space where all staff, students, and families feel supported, empowered and fully engaged.

"Anti-bias education incorporates the philosophy of multicultural education while expanding to include other forms of bias, stereotypes and misinformation. Anti-bias education not only addresses race and ethnicity but also includes gender, language, religion, sexual orientation, physical and mental abilities and economic class. Anti-bias education takes an active, problem solving approach that is integrated into all aspects of an existing curriculum and a school's environment. An anti-bias curriculum promotes an understanding of social problems and provides students with strategies for improving social conditions." [The Anti-Defamation League]

By prioritizing issues of identity, discrimination and social justice in our curriculum and our professional development, the school strives to be a brave-space (a space that supports people to take risks)

for differences of all kinds, where all staff, students, and families feel supported, empowered and fully engaged.

Through our commitment to an anti-bias curriculum, we strive to create a learning environment where:

History is seen as being made up of multiple perspectives

Students build connections between the historical content of the curriculum and their everyday lives

Topics are openly addressed around (but not limited to) race, gender, sexuality, class, and physical and mental ability

Students are supported in exploring their multi-dimensional and developing identities

There is a shared language around inclusion and diversity

Teachers and families have a clear understanding of social justice concepts that will be introduced and studied in each grade

Different perspectives are shared and welcome

Our Anti-Bias Collective (ABC) provides a structure for addressing the aforementioned issues.

Additionally, our Coordinator of Equity Practices and Anti-Bias Education expands our capacity to implement our anti-bias approach. As part of CRCS leadership team, our Coordinator assesses and addresses differences in student performance across various sub groups, participates in audits of CRCS equity response, and helps maintain a link between equity work and inclusive best practices by providing professional development for CRCS staff.

CRCS is established as a leader in the field of anti-bias and social justice education. Members of the CRCS team, through Roots ConnectED, have delivered professional development training on our approach to anti-bias education and social justice for charter and district schools throughout New York State, and for schools in California and Louisiana. In addition, we have presented trainings

	for representatives from the New York City Department of Education.
KDE 4	<p>Equity and CRCS' Restorative Approach to Discipline</p> <p>CRCS follows a restorative approach to discipline. This approach emphasizes building positive relationships among members of the community. These relationships are then used as the foundation of communication when conflict arises or harm has been done in the community. Restorative Practices provide structured opportunities for community members to communicate their feelings, while hearing from others who have been impacted by their actions. The result is a more thoughtful approach to unwanted behaviors within the school community while minimizing disciplinary actions that pull students out of the school day. We regularly evaluate culture and discipline procedures using discipline data, classroom observation, and feedback from students and teachers.</p>
KDE 5	<p>Social-Emotional Support</p> <p>CRCS is a safe environment where students can grow academically, socially, and emotionally. We work to maintain an inclusive learning environment that supports students' social and emotional growth through several strategies: a focus on our core values, an anti-bias approach, and middle school crew. In addition, our Integrated Studies and Humanities units are designed to provide students with the skills and perspectives necessary to become fully engaged members of their communities.</p>
KDE 6	<p>Approaching Our Work with Love</p> <p>Along with our CRCS core values, we see social justice as a cornerstone of our educational community, where honoring one another becomes a key element of academic success. Most</p>

	<p>importantly, we believe that all of this work is only possible and meaningful if it is approached with love:</p> <p>The moment we choose to love we begin to move against domination, against oppression. The moment we choose to love we begin to move towards freedom, to act in ways that liberate ourselves and others. That action is the testimony of love as the practice of freedom. – Bell Hooks, Outlaw Culture</p>
KDE 7	(No response)
KDE 8	(No response)
KDE 9	(No response)
KDE 10	(No response)

Need additional space for variables

No

h. SCHOOL WEB ADDRESS (URL)

<https://communityroots.org/>

i. TOTAL MAX APPROVED ENROLLMENT FOR THE 2020-2021 SCHOOL YEAR (**exclude Pre-K program enrollment**)

474

j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2021 (exclude Pre-K program enrollment)

473

k. GRADES SERVED IN SCHOOL YEAR 2020-2021 (exclude Pre-K program students)

Check all that apply

Grades Served

K, 1, 2, 3, 4, 5, 6, 7, 8

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

Yes

l2. NAME OF CMO/EMO AND ADDRESS

NAME OF CMO/EMO	Charter School Business Management
PHYSICAL STREET ADDRESS	237 West 35th Street, Suite 301
CITY	New York
STATE	NYNYNYNY
ZIP CODE	10001
EMAIL ADDRESS	info@csbm.com
CONTACT PERSON NAME	Raj Thakkar

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2021-2022?

	Yes, 2 sites
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School Site 1 (Primary)

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	51 Saint Edwards Street, Room 328 Brooklyn, NY 11205	718-858-1629	NYC CSD 13	K-5	No

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	ALLISON KEIL	718-858-1629	917-972-2285	akeil@communityroots.org
Operational Leader	SANDY LEE	718-858-1629	718-344-0276	slee@communityroots.org
Compliance Contact	SANDY LEE	718-858-1629	718-344-0276	slee@communityroots.org
Complaint Contact	ALLISON KEIL	718-858-1629	917-972-2285	akeil@communityroots.org
DASA Coordinator	ANDREW NGESEYAN	718-858-1629	973-978-1317	andrew@communityroots.org
Phone Contact for After Hours Emergencies	ALLISON KEIL	718-858-1629	917-972-2285	akeil@communityroots.org

m1b. Is site 1 in public (co-located) space or in private space?

Co-located Space

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

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

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

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

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2021.

Site 1 Certificate of Occupancy (COO)

Site 1 Fire Inspection Report

School Site 2

m2. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 2	50 Navy Street, 3rd Fl. Brooklyn, NY 11201	718-522-2166	NYC CSD 13	6-8	No

m2a. Please provide the contact information for Site 2.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Erin Carstensen	718-522-2166	860-916-5571	erin@communityrots.org
Operational Leader	Sandy Lee	718-858-1629	718-344-0276	slee@communityrots.org
Compliance Contact	Sandy Lee	718-858-1629	718-344-0276	slee@communityrots.org
Complaint Contact	Erin Carstensen	718-522-2166	860-916-5571	erin@communityrots.org
DASA Coordinator	Erin Carstensen	718-522-2166	860-916-5571	erin@communityrots.org
Phone Contact for After Hours Emergencies	Erin Carstensen	718-522-2166	860-916-5571	erin@communityrots.org

m2b. Is site 2 in public (co-located) space or in private space?

Co-located Space

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

	Date school will leave current co-location	Is school working with NYCDOE to expand into current space?	If so, list year expansion will occur.	Is school working with NYCDOE to move to separate space?	If so, list the proposed space and year planned for move	School at Full Capacity at Site
Site 2		No		No		Yes

CHARTER REVISIONS DURING THE 2020-2021 SCHOOL YEAR

n1. Were there any revisions to the school's charter during the 2020-2021 school year? (Please include approved or pending material and non-material charter revisions).

No

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

(No response)

ATTESTATIONS

p. Individual Primarily Responsible for Submitting the Annual Report.

Name	Sandy Lee
Position	Director of Operations
Phone/Extension	718-858-1629
Email	slee@communityroots.org

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

Responses Selected:

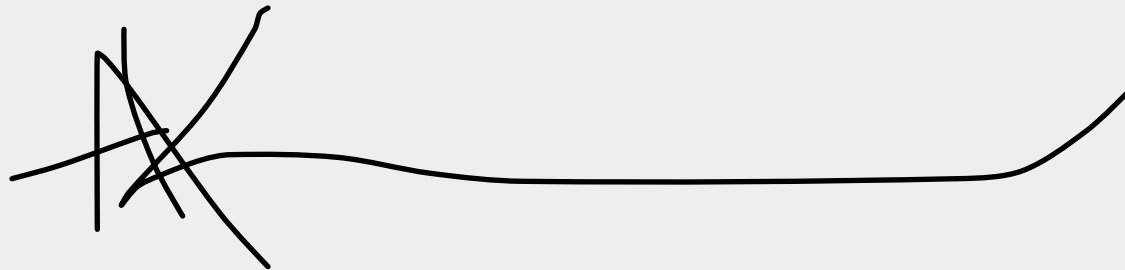
Yes

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

Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature is stylized, starting with a vertical line and a horizontal line, followed by a series of loops and a long horizontal stroke that ends with a small upward curve.

Signature, President of the Board of Trustees

A handwritten signature in black ink on a light gray background. The signature is stylized, starting with a large, bold, upward-pointing stroke, followed by a series of loops and a long horizontal stroke that ends with a small upward curve.

Date

Jul 26 2021

Thank you.



Entry 3 Progress Toward Goals

Completed - Nov 1 2021

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2020-2021 school year, any academic or organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”. **Deadline is November 1, 2021.**

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

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

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

Complete the tables provided. List each goal and measure as contained in the school’s currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2021.

1. ACADEMIC STUDENT PERFORMANCE GOALS

For the 2020-2021 school year, any academic goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2020-2021 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
		New York State ELA/Math/Science Exams ELA >= Level 3 Grade 3 75% Grade 4 75% Grade 5 74% Grade 6		Due to the total number of students who tested and the demographics of students tested, as well as the State Assessments not being comparable to years past, we do not find these to be an accurate or helpful representation of student's ELA, Math or Science proficiency. We continued to use our assessment schedule to administer

Academic Goal 1	Each year 75% of CRCS students tested in grades 3-8 will demonstrate proficiency (i.e. score at or above Level 3) on NYS ELA and Math exams; and 75% of the students tested in grades 4 & 8 students will demonstrate proficiency on the NYS Science exams	<p>74% Grade 7 75% Grade 8 83%</p> <p>Math >= Level 3</p> <p>Grade 3 63% Grade 4 39% Grade 5 65% Grade 6 35% Grade 7 75% Grade 8 33%</p> <p>Science >= Level 3</p> <p>Grade 4 81% Grade 8 75%</p>	Unable to Assess	assessments and review data. Interim data, including reading assessments (DRA and FnP), math assessments (exit tickets, end of module assessments and Fastbridge) helped us to identify and plan for targeted instruction and intervention. We began this year with A-Math, Writing On Demands and F and P assessments in grades 1-5 and Math 180 and DIBELS Reading Assessment, and SIPPS program reading assessments in 6-8 to ensure that we could begin by understanding where students were academically and could provide tier instruction appropriately.
				See above comments. Additionally, we are taking on additional measures to address learning

loss due to the pandemic for the 2021-2022 school year.

At the elementary school we have staffed a full time Learning Specialist for Math and working with a part time Math Staff Developer. We are beginning a tutoring program that identifies students needing tier 2 interventions in both writing and math. Based on our initial assessments for the start of the 2021-2022 school year, students demonstrated the most need in these content areas. We have an internal screening process using Fastbridge and then individual drill down assessments to further identify student need and understanding for math, and a combination of on demand writing assessments, and foundations (1-4) and Words their Way assessment (grade 5) that

			helped identify students for tutoring.
			At the middle school, we introduced new assessments to evaluate reading, writing and math progress, as well as new intervention programs. Our DIBELS reading assessment will be given three times over the course of the year and we will use Fountas and Pinnell as the end of year reading assessment (for a total of four reading assessments across the year). Our Math 180 Screener will be given three times a year. Our writing on-demand, based on the Teachers College Writing curriculum and using the 6+1 writing rubric for progress monitoring purposes, will be given three times a year. These assessments will be used to
		New York State Standardized Exams	
		ELA	
		2019	
		2020	
		2021	
		Grade 8	
		63%	
		None	
		83%	
		Grade 7	
		48%	
		None	
		75%	
		Grade 6	
		74%	
		None	
		74%	
		Grade 5	
		76%	
		None	
		74%	
		Grade 4	
		N/A	
		None	
		75%	
Each year the percentage of students demonstrating proficiency on NYS ELA and Math exams will increase. In the event that the percentage of students in a grade level cohort of the same students demonstrating proficiency is below 75%, the			

Academic Goal 2	grade level cohort will reduce by at least one-half each year the difference between the percentage demonstrating proficiency and 75%. In the event that the percentage of students in a grade level cohort of the same students demonstrating proficiency is at or above 75%, the grade level cohort will continue to demonstrate growth each year.	Grade 3 N/A N/A 75%	Not Met	<p>establish a baseline regarding student performance, a midyear check in regarding progress, and at the end of the year to establish overall growth. We have also introduced the SIPPS program (Systematic Instruction in Phonological Awareness, Phonics and Sight Words) to our Tier 3 interventions. SIPPS is a research based foundational skills program to help struggling readers, English Language Learners and students identified with dyslexia.</p> <p>We are working with the k-8 data specialist to collect and track student assessment data and intervention data to determine progress and effectiveness of interventions and frequency of intervention. We re-evaluated our MTSS approach to better track the impact of</p>
		Math 2019 2020 2021 Grade 8 43% None 33% Grade 7 37% None 75% Grade 6 74% None 35% Grade 5 78% None 65% Grade 4 N/A None 39% Grade 3 N/A N/A 63%		

intervention programs on student progress as well as determine where to effectively address academic needs based on a tiered approach.

In the 2021-2022 school year we ran a k-8 hybrid program. Students who fell into an high-risk category (Children of NYC Frontline and Essential Workers*/faculty children on days they are in building, Children with IEPs calling for Integrated Co-Teaching (ICT) and MLL/ELL students, Children with limited access to the internet, and Children recommended for in school support based on Spring Remote Learning participation) were prioritized for in school learning to start with limited seats for students based on staffing and social distancing guidelines.

				<p>All students received daily instruction (resembling a school day through zoom). As the year progressed we increased the number of staff and students in school.</p>
		<p>KINDERGARTEN AVG ELA 86% MATH 86% SOCIAL STUDIES 92%</p> <p>1ST GRADE AVG ELA 88% MATH 89% SOCIAL STUDIES 92%</p> <p>2ND GRADE AVG ELA 90% MATH 78% SOCIAL STUDIES 93%</p> <p>3RD GRADE AVG ELA 83%</p>		<p>At least 75% of students in grades 3-5, except 4th grade overall and for Math for 3rd and 5th grade met or exceeded the CRCS exit outcomes in K-5.</p> <p>We believe there was a discrepancy in grading within the 4th Grade, where students were held to higher standards than they should have been. We unfortunately did not catch this error until after reports</p>

Academic Goal 3	Each year at least 75% of CRCS students in grades K-8 will meet or exceed CRCS Exit Outcomes in all content areas.	MATH 72%	Not Met	were submitted. An additional piece of evidence that led to the administration being concerned about this cohort's reported performance is their spring grades in their third grade year (as evidenced by the chart on the left).
		SOCIAL STUDIES 94%		
		4TH GRADE AVG ELA 60%		
		MATH 53%		
		SOCIAL STUDIES 74%		
		5TH GRADE AVG ELA 80%		In order to ensure that this type of error does not happen again we have revisited our norming process around student work, assessments and our checklist reports.
		MATH 70%		
		SOCIAL STUDIES 88%		
		2019-2020 Spring Grades		
		3RD GRADE AVG ELA 75%		
		MATH 76%		Noting though the trend in lower math scores, and internal assessments that supports this as an area of need, we have hired a full time math specialist and are building out a tutoring program for math intervention. Additionally the math specialist is working in collaboration with grade
		SOCIAL STUDIES 86%		
		6TH GRADE % MS/ES Humanities 93%		
		math 89%		
		science 85%		

		7TH GRADE % MS/ES Humanities 94% math 87% science 96%		teams/classroom teachers to align student need with intervention to maximize adults in co-taught classrooms and provide targeted small group or individualized instruction. We have also added a math and writing tutoring program.
		8TH GRADE % MS/ES Humanities 87% math 88% science 96%		
		NYS/NYCCompariso n Data 2019 ELA Grade D13 % Level 3 & 4 CRCS % Level 3 & 4 3rd 59.6 76 4th 58.4 74 5th		

Academic Goal 4	The percentage of students demonstrating proficiency on NYS ELA and Math exams will be higher than that of CSD 13.	44.1	Unable to Assess	State exams were not given in 2020 and comparison data not available for 2021 at time of report submission.
		48		
		6th		
		38.3		
		63		
		7th		
		38.6		
		71		
		8th		
		42.5		
		50		
		2019 MATH		
		Grade		
		D13		
		% Level 3 & 4		
		CRCS		
		% Level 3 & 4		
		3rd		
		53.8		
		78		
		4th		
		48.6		
		74		
		5th		
		47		
		56		
		6th		
		29.1		
		43		
		7th		
		30.9		
		61		
		8th		
		25.3		

		47		
Academic Goal 5	Each year: 75% of kindergarten students will perform at Levels 1 and 2 on appropriate skill areas in ECLAS-2; 75% of 1st grade students will perform at or above Level 4 on appropriate skill areas in ECLAS-2;	ECLAS-2 was discontinued. Fox in a Box is an identical assessment used in the 2016-2017 school year. Fox in the Box has now been discontinued. We have now transitioned to Fastbridge Early Reading to replace Fox in the Box. Fastbridge is an adaptive reading assessment that can be used to screen students for intervention needs.	Unable to Assess	It was not possible for us to conduct the Fastbridge assessment in the Spring. We did not find a comparable assessment and instead used the DRA reading assessment as an overall reading assessment. We do not feel that this assessment assesses the same skills and therefore can not report on whether we met this goal.
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

2. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

For the 2020-2021 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2020-2021 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	Each year, the School will receive a “Good” or higher rating on the Student Achievement section of the DOE School Quality Snapshot Report.	DoE School Quality Snapshot Report Met -2019-2020 (Reports are provided only for the year prior to annual report) - https://tools.nycenet.edu/snapshot/2019/84K536/EMS/	Met	Met -2019-2020 (Reports are provided only for the year prior to annual report) -
Org Goal 2	Each year, the School will receive a rating of “Good” or better on the 7 categories in the Framework for	NYC Department of Education School Quality Report Met -2019-2020 (Reports are provided only for the year prior to annual	Met	Met -2019-2020 (Reports are provided only for the year prior to annual report) -

	Great Schools	report) - https://tools.nycenet.edu/snapshot/2018/84K536/EMS/		
Org Goal 3	Each year, CRCS will have an annual average student attendance rate of at least 95%, and 95% of all students enrolled on the last day of the school year who do not move will return the following September.	<p>Student Attendance taken by Classroom Teachers/Jumprope and entered into ATS</p> <p>Att Avg 96.0 %</p> <p>Returning 95%</p>	Met	
		<p>Charter Agreement</p> <p>2020-2021 Enrollments - Met</p> <p>Total enrollment in 2020-2021: 473 Total authorized: 474</p> <p>Grade Enrolled # Seats per Charter</p> <p>K 53 52</p> <p>1 52 52</p>		

Org Goal 4	<p>Annually, student enrollment at CRCS will be within 10% of full enrollment as defined in the School's contract.</p>	<p>2 52 52 3 53 52 4 52 52 5 51 52 6 54 54 7 54 54 8 52 54</p>	Met	
Org Goal 5	<p>Each year, the School will comply with all applicable laws, rules, regulations and contract terms.</p>	<p>DoE Charter Office Accountability Calendar of Reporting Requirements</p> <p>Each year CRCS reviews applicable laws, rules and regulations to ensure that the school is operating in compliance. CRCS also consults</p>	Met	

		with legal counsel when new regulations emerge to make any necessary adjustments to ensure compliance.		
Org Goal 6	Each year, at least 90% parents will express satisfaction with CRCS's program, based on the NYCDOE School Survey results listed in the School Quality Guide.	NYCDOE School Quality Guide N/A % of Parent responses expressed Satisfaction with the quality of education their child has received.	Unable to Assess	Due to COVID there is no School Quality scores available for 2020-2021
Org Goal 7	Each year, at least 90% of teachers will express satisfaction with school leadership and professional development opportunities as determined by the results of the teacher section of the NYCDOE School Survey listed in the School Quality Guide.	NYCDOE School Survey/School Quality Guide N/A % of Teacher responses expressed Satisfaction across all domains.	Unable to Assess	Due to COVID there is no School Quality scores available for 2020-2021
	Responsive School Leadership, Governance and	Board Meeting minutes and Co-Director Evaluation School leadership reports at every board meeting. Co-Directors are		

Org Goal 8	Management goals will include evidence via the Board meeting minutes that School Leadership informs the Board of appropriate academic, demographic, assessment and financial data and Board member's participation in Board subcommittees.	evaluated annually based on goals co-created with the Education Committee. The Co-Directors met their annual goals. The Finance Committee has been instrumental in the school's process of creating a budget that keeps the school in a strong financial position while prioritizing meeting student needs.	Met	
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

2020-2021 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	Each year, CRCS will operate on a balanced budget and maintain a stable cash flow.	<p>Periodic financial reports including but not limited to the fiscal forecast, cash flow report and balance sheet reports.</p> <p>As of 06/30/21 the CRCS generated a surplus of \$266,310. Our cash position remains strong despite the pandemic disruptions experienced during the 2020-21 school year.</p>	Met	
		Independent financial audit and external oversight in addition to sound		

Financial Goal 2	Each year CRCS will undergo an independent financial audit that will result in an unqualified opinion and no major findings.	internal fiscal controls in accordance with federal and state laws as well as GAAP We have finalized our FY 2020-21 audit with no material weaknesses or deficiencies reported. We continue to work with outside independent consultants for additional oversight of our financials and abide by all regulations and requirements of GAAP.	Met	
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

(No response)

2020-2021 Progress Toward Attainment of Financial Goals

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

Thank you.

Entry 4 - Audited Financial Statements

Completed - Oct 28 2021

Required of ALL Charter Schools

ALL SUNY-authorized charter schools must upload the financial statements in .pdf format into the SUNY Epicenter system no later than **November 1, 2021**. SUNY CSI will forward to NYSED CSO.

ALL Regents, NYCDOE, and Buffalo BOE authorized charter schools must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2021**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a .PDF file, ensuring that security features such as password protection are turned off.

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

2021 CRCS Audit Report

Filename: 2021_CRCS_Audit_Report.pdf **Size:** 324.7 kB

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

Completed - Oct 28 2021

Instructions - Regents-Authorized Charter Schools ONLY

Regents-authorized schools must download and complete the Excel spreadsheet entitled "Audited Financial Report Template" from the online portal or the website at [2020-2021 Charter School Annual Report webpage](#). Upload the completed file in Excel format. **Due November 1, 2021.**

Education Corporations with more than one school should complete the Excel spreadsheet for the Education Corporation as a whole, not for the individual schools. Please submit the same Excel spreadsheet for each of the schools.

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

[CRCS FY2020-21 Audited Annual Financial Report](#)

Filename: CRCS_FY2020-21_Audited_Annual_Fina_uGhZPiR.XLSX **Size:** 65.3 kB

Entry 4c - Additional Financial Documents

Completed - Oct 28 2021

Instructions - Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents in this section **by November 1, 2021**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a "federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold."

1. Advisory and/or Management letter
2. Federal Single Audit
3. CSP Agreed-Upon Procedure Report
4. Evidence of Required Escrow Account for each school^[1]
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

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

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

[2021 CRCS ML](#)

Filename: 2021_CRCS_ML.pdf **Size:** 175.8 kB

[TD Escrow - September 2021](#)

Filename: TD_Escrow_-_September_2021.pdf **Size:** 939.2 kB

Entry 4d - Financial Services Contact Information

Completed - Jul 26 2021

Instructions: Please enter the contact information for school staff, firms or other entities providing financial services to the education corporation **by November 1, 2021**.

Form for "Financial Services Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Andrew Ngeseyan	andrew@communityroots.org	973-978-1317

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	PKF Oconor Davis - Joseph X. Ciorciari	jciorciari@pkfod.com	914-341-7637	5

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm
	CSBM	Lola Barbarash	237 West 35th St., Suite 301, New York, NY 10001	lbarbarash@csbm.com	917-783-1813	11

Entry 5 - Fiscal Year 2021-2022 Budget

Completed - Jul 26 2021

Instructions - Regents, NYCDOE, and Buffalo BOE authorized charter schools should upload a copy of the school's FY21 Budget using the 2021-2022 [Projected Annual Budget template](#) in the portal or from the Annual Report website **by November 1, 2021**.

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

Instructions - SUNY authorized charter schools should download the [2021-2022 Budget and Quarterly Report Template](#) on the SUNY website or Epicenter and upload the completed template into the portal **by November 1, 2021**.

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

[CR_Final2021-2022ARBudget](#)

Filename: CR_Final2021-2022ARBudget.xlsx **Size:** 46.0 kB

Entry 6 - Board of Trustees Disclosure of Financial Interest Form

Completed - Jul 29 2021

Required of ALL Charter Schools by August 2

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2020-2021 school year must complete a signed:

- Regents, NYCDOE, and Buffalo BOE Authorized Schools: [Disclosure of Financial Interest Form](#)
- SUNY- Authorized Charter Schools: [SUNY Trustee Financial Disclosure Form](#)

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

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

[Clark, Shawn_FinancialDisclosure2021](#)

Filename: Clark_Shawn_FinancialDisclosure2021.pdf **Size:** 174.8 kB

[Khan, Cavel_FinancialDisclosure2021](#)

Filename: Khan_Cavel_FinancialDisclosure2021.pdf **Size:** 172.5 kB

[Fogarty, Suzanne_FinancialDisclosure2021](#)

Filename: Fogarty_Suzanne_FinancialDisclosure2021.pdf **Size:** 173.3 kB

[Manheimer, David_FinancialDisclosure2021](#)

Filename: Manheimer_David_FinancialDisclosure2021.pdf **Size:** 172.7 kB

[Pugh, Nigel_FinancialDisclosure2021](#)

Filename: Pugh_Nigel_FinancialDisclosure2021.pdf **Size:** 172.2 kB

[Spadaro, Christine_FinancialDisclosure2021](#)

Filename: Spadaro_Christine_FinancialDisclosure2021.pdf **Size:** 170.3 kB

[Benjamin Van Lierop, Tracie_FinancialDisclosure2021](#)

Filename: Benjamin_Van_Lierop_Tracie_Financia_RzfcxNX.pdf **Size:** 175.4 kB

[Thomases, Josh_FinancialDisclosure2021](#)

Filename: Thomases_Josh_FinancialDisclosure2021.pdf **Size:** 172.8 kB

[Stone, Sara_FinancialDisclosure2021](#)

Filename: Stone_Sara_FinancialDisclosure2021.pdf **Size:** 170.4 kB

[Strasser, Scott_FinancialDisclosure2021](#)

Filename: Strasser_Scott_FinancialDisclosure2021.pdf **Size:** 170.4 kB

[Keil, Alli_FinancialDisclosure2021](#)

Filename: Keil_Alli_FinancialDisclosure2021_.pdf **Size:** 173.1 kB

[Strauss, Tracey_Crcs Disclosure - Jul 27 2021 - 2-31 PM](#)

Filename: Strauss_Tracey_Crcs_Disclosure_-_Ju_r8fNATd.pdf **Size:** 1.3 MB

[Shaw, Brian_FinancialDisclosure2021](#)

Filename: Shaw_Brian_FinancialDisclosure2021_.pdf **Size:** 173.0 kB

[Sedeh, Milad_FinancialDisclosure2021](#)

Filename: Sedeh_Milad_FinancialDisclosure2021.pdf **Size:** 173.7 kB

[Petit Frere, Jerry_FinancialDisclosure2021](#)

Filename: Petit_Frere_Jerry_FinancialDisclosure2021.pdf **Size:** 173.4 kB

Entry 7 BOT Membership Table

Completed - Jul 27 2021

Instructions

Required of All charter schools

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

Entry 7 BOT Table

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

1. 2020-2021 Board Member Information (Enter info for each BOT member)

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2020-2021
1	Shawn Clark	shawnm.clark@gmail.com	Secretary	Development	Yes	1	04/09/2018	04/09/3000	5 or less
2	Suzanne Fogarty	suzanne.fogarty@gmail.com	Trustee/Member	Education	Yes	1	04/29/2013	04/29/3000	10
3	Cavel Khan	cavelk@gmail.com	Trustee/Member	Development	Yes	1	07/17/2018	07/17/3000	12
4	Allison Keil	akeil@communityroots.org	Trustee/Member	Education	No	1	08/01/2006	08/01/3000	12
5	David Manheimer	manheimerd@gmail.com	Treasurer	Finance (Committee Chair)	Yes	1	04/27/2015	04/27/3000	11
6	Jerry Petit-Frere	jpetitf@gmail.com	Trustee/Member	Finance	Yes	1	04/09/2018		12
		nigelpu		Education					

7	Nigel Pugh	gh100@gmail.com	Trustee/Member	on (Committee Chair)	Yes	1	09/14/2018		12
8	Brian Shaw	b.joseph.shaw@gmail.com	Trustee/Member	Development	Yes	1	04/27/2015		11
9	Christine Spadaro	caspadoro77@gmail.com	Trustee/Member	Education	Yes	1	04/29/2013		10

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

Yes

1b. Current Board Member Information

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2020-2021
10	Sara Stone	sstone@communityroots.org	Trustee/Member	Education, Development	No	1	08/01/2006		12
11	Scott Strasser	sfstrasser@gmail.com	Chair	Finance	Yes	1	08/01/2010		12
12	Tracey Strauss	tracey@strauss.net	Chair	Development (Committee Chair)	Yes	1	08/01/2006		12
13	Josh Thomas	jthomas@greatoaksharter.org	Trustee/Member	Education	Yes	1	08/17/2015		6
14	Tracie Benjamin-Van Lierop	tbvanlierop@gmail.com	Trustee/Member	Education	Yes	1	2/11/2020		12
15	Milad Sedeh	msedeh@gmail.com	Trustee/Member	Finance	Yes	1	09/21/2020		9

1c. Are there more than 15 members of the Board of Trustees?

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2021	13
b.Total Number of Members Added During 2020-2021	1
c. Total Number of Members who Departed during 2020-2021	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	not fewer than 7 and shall not exceed 21

3. Number of Board meetings held during 2020-2021

14

4. Number of Board meetings scheduled for 2021-2022

12

Thank you.

Entry 8 Board Meeting Minutes

Completed - Jul 26 2021

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

Schools must upload a complete set of monthly board meeting minutes (July 2020-June 2021), which should match the number of meetings held during the 2020-2021 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by August 2, 2021.

[CRCS_February_Board_Minutes](#)

Filename: CRCS_February_Board_Minutes.pdf **Size:** 13.8 kB

[CRCS_July_2020_Board_Minutes](#)

Filename: CRCS_July_2020_Board_Minutes.pdf **Size:** 13.9 kB

[CRCS_August_2020_Board_Minutes](#)

Filename: CRCS_August_2020_Board_Minutes.pdf **Size:** 13.9 kB

[CRCS_April_2021_Board_Minutes](#)

Filename: CRCS_April_2021_Board_Minutes.pdf **Size:** 82.0 kB

[CRCS_January_2021_Board_Minutes](#)

Filename: CRCS_January_2021_Board_Minutes.pdf **Size:** 120.4 kB

[CRCS_December_2020_Board_Minutes](#)

Filename: CRCS_December_2020_Board_Minutes.pdf **Size:** 59.7 kB

[CRCS_June_2021_Board_Minutes](#)

Filename: CRCS_June_2021_Board_Minutes.pdf **Size:** 81.4 kB

[CRCS_March_2021_Board_Minutes](#)

Filename: CRCS_March_2021_Board_Minutes.pdf **Size:** 84.2 kB

[CRCS_May_2021_Board_Minutes](#)

Filename: CRCS_May_2021_Board_Minutes.pdf **Size:** 81.7 kB

[CRCS_November_2020_Board_Minutes](#)

Filename: CRCS_November_2020_Board_Minutes.pdf **Size:** 60.4 kB

[CRCS_September_2020_Board_Minutes](#)

Filename: CRCS_September_2020_Board_Minutes.pdf **Size:** 80.8 kB

[CRCS_October_2020_Board_Minutes](#)

Filename: CRCS_October_2020_Board_Minutes.pdf **Size:** 59.8 kB

[Minutes_7](#)

[Minutes 7](#)

Entry 9 Enrollment & Retention

Completed - Jul 27 2021

[Instructions for submitting Enrollment and Retention Efforts](#)

ALL charter schools must complete this section. Describe the good faith efforts the charter school has made in 2020-2021 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2021-2022.

Entry 9 Enrollment and Retention of Special Populations

[Instructions for Reporting Enrollment and Retention Strategies](#)

Describe the efforts the charter school has made in 2020-2021 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners, and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2021-2022.

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2020-2021	Describe Recruitment Plans in 2021-2022
	We worked very hard to ensure that we connected with all headstarts and community centers in our District as well as those in neighboring Districts	

with high populations of economically disadvantaged students. We found that during the pandemic no head starts or daycare centers were doing any in person recruitment and in person services were extremely limited. This was also true at Community Centers. Additionally our Coordinator of Student Recruitment took a leave of absence forcing us to rethink our approach. We quickly mobilized a team to focus on innovative approaches to student recruitment focusing on Special Populations in the middle of a pandemic. Our new team was led by our Director of Development (who has a background in student recruitment) who was supported by our Director of MS Social Work and Community Programming and our Operations and Teaching Assistant. We worked to ensure that all pre-schools, daycares and Head Starts had both digital and paper applications and information about tours. We held regular Zoom tours.

We have re-allocated the responsibilities of student recruitment and will continue with what has worked well this year. We have an updated role and adjusted compensation and job titles accordingly. Our Director of Development is now: Director of Development and Recruitment. This new job allows for higher level focus on Student Recruitment specifically of Special Populations. Additionally, this role will directly supervise

Economically Disadvantaged

another staff member with assistant of student recruitment responsibilities which have been allocated to another position. This assistant position will do the on the ground outreach and become key to our combination of in person and virtual student recruitment. We will continue to develop relationships that have both been in place over the last 15 years as well as capitalize on some new relationships that were developed this year with key people in the neighborhood. We will continue with our targeting mailings, are considering offering virtual tours in addition to in person tours (if compliance requirements allow for in person tours) as well as increasing our social media presence and strategy specific to Special Populations. We are looking into new targeted marketing endeavors including ads on bus lines and within subway stations running within our target neighborhoods as well as multilingual local newspaper ads. Improved marketing collateral well suited for residential and community settings (e.g. door knocker ads, updated multilingual flyers) are also being considered.

Postcards were made to advertise the school and application deadline. Postcards were sent to all addresses of families with 4-5 year olds in this neighborhood having a household income of under \$50,000. A total of 971

We have re-allocated the responsibilities of student recruitment and will continue with what has worked well this year. We have an updated role and adjusted compensation and job titles accordingly. Our Director of Development is now: Director of Development and Recruitment. This new job allows for higher level focus on Student Recruitment specifically of Special Populations. Additionally, this role will directly supervise the Community Coordinator who will assist with student recruitment responsibilities. The Community Coordinator will do the on the ground outreach and become key to our combination of in person and virtual student recruitment. We will continue to develop relationships that have both been in place over the last 15 years as well as capitalize on some new relationships that were developed this year with key people in the neighborhood. We will continue with our targeting mailings, are considering offering virtual tours in addition to in person tours (if compliance requirements allow for in person tours) as well as increasing our social media presence and strategy specific to Special Populations. We are looking into new targeted marketing endeavours including ads on bus lines and within subway stations running within our target neighborhoods as well as multilingual local newspaper ads. Improved marketing collateral

households were in this criteria.

We worked with families currently enrolled in our school who live in NYCHA in the immediate neighborhood to spread the word. We gave out fliers to hand out to families they know with incoming Kindergarten students and connected with families who are well established in the neighborhood who have alumni who graduated from our school to hand out postcards and spread the word. We advertised on our FaceBook and Instagram account and shared with specific families in our community who live in NYCHA to repost on their personal accounts. We posted an add in Brooklyn Family Magazine, a free publication widely distributed throughout Brooklyn, as an added measure to reach out to families.

This year, for the first time we also targeted Food Banks in our district and went on days of food distribution to different sites to hand out applications and tour information. Over 20 food banks and food distribution centers were visited by our staff. In locations where Covid policies allowed in person interaction, our staff member stayed on site with electronic and paper applications to assist families with applying and to answer any questions. In locations where this was not permitted, our staff member distributed copies of applications and information on the school

well suited for residential and community settings (e.g. door knocker ads, updated multilingual flyers) are also being considered.

	along with his contact information. Local businesses were likewise contacted in person to drop off information, applications and to offer on site application assistance within establishments permitting in person interaction.	
English Language Learners	We use the same strategies described above to retain our ELL and multilingual learners. In addition, postcards were translated into Spanish, and Cantonese, all of the applications that were left at Community Centers were translated into Spanish and Cantonese, and information about the school was left at Chinese restaurants, laundromats, and bodegas in the immediate neighborhood.	Same strategies as indicated above, with the addition that insuring that translation is available as needed for the above mentioned lines of action.
Students with Disabilities	We use the same strategies described above to recruit and enroll our students with disabilities.	Same strategies as indicated above.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2020-2021	Describe Retention Plans in 2021-2022
	We believe that our high retention rate/low student attrition rate is based on: Meeting the academic and social emotional needs of the child. Building meaningful relationships with families.	Continue the efforts from 2020-

Economically Disadvantaged

At CRCS we hire and train teachers who understand the connection between student's academic progress and social emotional well being. We regularly assess our students in reading, writing, and math to ensure that adequate progress is being made using a combination of formal and informal assessments. After rounds of data collection team meetings are held where Learning Specialists and faculty come together to initiate intervention plans for students not meeting academic benchmarks or not making adequate progress. In addition each Co-Director meets with co-teaching teams every other week to discuss student progress and one of these meetings each month a social worker joins to focus on social emotional development and well being.

We have open communication between families and teachers to communicate both formally and informally about children's academic progress and social emotional development. This is done through 3 formal reporting cycles a year and through classroom pick up and drop off as well as by ensuring that families have access to teachers via text, email, phone, in person contact (whatever means works best for that family).

Additionally, the following retention efforts are in place to support all new economically disadvantaged families:

Call all families immediately and

21:

We will Ensure that families can come to the Welcome to Kindergarten workshop at the beginning of the year either remotely or in person. For families who can not attend in either format we will set up a separate meeting to ensure that the content is covered and most importantly questions are answered. Additionally, we will make contact with all new families during first 2 weeks of school individually to check-in and answer any questions

Additionally, classroom meetings (every two weeks) with Co-Director, Social Worker and classroom teams allows for open communication about any families who may be struggling with entry into CRCS and allows for targeted and individualized outreach and support to be developed. Additionally our Community Coordinator will do specific outreach to families of students in Special population categories to ensure a sense of belonging and strategize community programming to increase belonging overall. .

Through on-going conversations throughout the year, the Community Coordinator will identify areas of interest and engagement from new community members and plan to incorporate, these ideas into yearly programming wither virtually or in person or in combination of these two.

	<p>directly who have been accepted into this years enrollment schedule a time to answer questions and remove any barriers to enrollment.</p>	
English Language Learners	<p>We use the same strategies described above to retain our ELL students as we know that meeting students academic and social emotional needs as well as building deep relationships with families is essential for all students.</p> <p>CRCs was negatively impacted by the DOE cutting translation services for Charter Schools. We continue to work with outside translation services to ensure that we are communicating with families for report cards, IEP meetings and conferences in the language the family chooses. We have also expanded our use of phone translation services for all parent phone calls.</p> <p>English Language Learners (ELLs) are identified through the New York State LEP identification process. Once identified, ELL students are supported through a fully inclusive program within their regular classrooms. Students take the NYSESLAT annually to determine their progress and whether they qualify for additional support (learning specialist or additional classroom supports) for the following school year.</p>	<p>We will continue the efforts from the 2019-2020 and 20-21 school year. If we are working remotely we will shift all of this work to Zoom meetings and doing things virtually. We will expand our use of translation services and are researching alternatives to the translation services we are currently using to expand the information we are translating each year.</p> <p>Additionally, we will work towards:</p> <p>Scheduling a time for families to come in and see the school upon lottery acceptance, if they have not done so already and fill out paperwork, ensure translation to help with the process</p> <p>Reach out with translation to invite to Welcome to Kindergarten workshop at the beginning of the year and set up a separate meeting to ensure that the content is covered if any families cannot make it</p> <p>Special invitations to community programming to ensure connection to the community and ensure that other families with same language background can participate</p> <p>Provide translation, where possible, for all community programming opportunities</p> <p>Ensure that all major</p>

		correspondence for family programming is shared with translation
Students with Disabilities	<p>We believe our high retention rate/low student attrition rate is based on:</p> <p>Meeting the academic and social emotional needs of the child.</p> <p>Building meaningful relationships with families.</p> <p>We use the same strategies described above to retain our students with disabilities as we know that meeting students academic and social emotional needs as well as building deep relationships with families is essential for all students.</p> <p>We meet with prospective and accepted families in order to discuss student specific needs and supports.</p> <p>We utilize a full time co-teaching model and have trained all staff in Universal Design for Learning to increase access to the general education curriculum and state standards. We focused on this approach and how to maximize it in our hybrid model. Additionally, a working group of school staff, called the Inclusive Practices Group, meets to examine the level of inclusivity of our program and design opportunities for staff development and program improvement.</p> <p>We have revised language on our website that includes additional information regarding special education services and our inclusive education approach.</p>	<p>Continue with the strategies for the 2020-2021 school year and focus on building a strong and inclusive program in each of our classrooms, allowing all learners to thrive.</p>

	<p>This includes a description of services, our approach to teaching and learning, and structures and strategies to improve access for all of our students (UDL and co-teaching).</p>	
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Entry 10 - Teacher and Administrator Attrition

Completed - Jul 26 2021

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

A. TEACH System - Employee Clearance

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

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

^[1] Employees that must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/EmployeeFingerprintOct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

B. Emergency Conditional Clearances

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

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

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at

<http://www.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/EmployeeFingerprintOct19.pdf>.

Attestation

Responses Selected:

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

Entry 11 Percent of Uncertified Teachers

Completed - Jul 26 2021

Instructions

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

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

Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

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

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

If more than one line applies to a teacher, please include in only one FTE uncertified category. Please do not include paraprofessionals, such as teacher aides.

CATEGORY A. 30% OR 5 UNCERTIFIED TEACHERS WHICHEVER IS LESS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	38
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	5
Total Category A: 5 or 30% whichever is less	43.0

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	0
Total Category B: not to exceed 5	5.0

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	0
Total Category C: not to exceed 5	5.0

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

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

	FTE Count
Total Category D	0

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	38

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	53



Thank you.

Entry 12 Organization Chart

Completed - Jul 26 2021

[Instructions](#)

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

Upload the 2020-2021 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should not appear on the chart

[CRCS 2020-2021 Org Chart \(1\)](#)

Filename: CRCS_2020-2021_Org_Chart_1.pdf Size: 40.2 kB

Entry 13 School Calendar

Completed - Jul 26 2021

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

Given these uncertain and changing times, charter schools may or may not have a school calendar ready to upload by the submission deadline this year of August 2, 2021. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 2nd submission. Charter schools will be able to upload an updated school calendar into the portal at any time but no later than **September 15, 2021**.

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

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

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

2021-2022 School Calendar draft (Annual Report) Annual Report

Filename: 2021-2022_School_Calendar_draft_Ann_8OSka24.pdf **Size:** 33.8 kB

Entry 14 Links to Critical Documents on School Website

Completed - Jul 26 2021

Instructions

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

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

1. Most recently filed Annual Report (i.e., 2019-2020 Annual Report);
2. Most recent board meeting notice, documents to be discussed at the meeting (if any), and webcast of Board meetings (if held virtually per Governor's Executive Order);
3. Link to New York State School Report Card;
4. Lottery Notice announcing date of lottery;
5. Authorizer-approved DASA Policy;
6. District-wide safety plan and Authorizer-approved Discipline Policy (as per August 29, 2019 [Emergency Response Plan Memo](#));
7. Authorizer-approved FOIL Policy; and
8. Subject matter list of FOIL records.
9. Link to School Reopening Plan

Form for Entry 14 Links to Critical Documents on School Website

School Name: Community Roots Charter School

Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 5: Authorizer-approved DASA policy

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

	Link to Documents
1. Most Recent Annual Report (i.e., 2019-20)	https://communityroots.org/about/compliance/
2. Most recent board meeting notice, documents to be discussed at the meeting (if any)	https://communityroots.org/about/governance/
2a. Webcast of Board Meetings (per Governor's Executive Order)	https://communityroots.org/about/governance/
3. Link to NYS School Report Card	https://data.nysed.gov/essa.php?instid=800000059312&year=2020&createreport=1&OverallStatus=1&section_1003=1&EMStatus=1
4. Lottery Notice announcing date of lottery	https://communityroots.org/enrollment/eligibility_application/
5. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY);	https://communityroots.org/about/compliance/
6. District-wide Safety Plan	https://drive.google.com/file/d/1jgl3dGXgUQmdpa-Q-kOtO8BPQ2rgdw_z/view?usp=sharing
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	https://documentcloud.adobe.com/link/track?uri=urn:aaid:scds:US:226e3fcb-a4ff-444d-8e2d-069cbf00c49f
7. Authorizer-Approved FOIL Policy	https://communityroots.org/about/compliance/
8. Subject matter list of FOIL records	https://communityroots.org/about/compliance/

Thank you.



Community Roots Charter School

Financial Statements

June 30, 2021 and 2020



Independent Auditors' Report

Board of Trustees Community Roots Charter School

Report on the Financial Statements

We have audited the accompanying financial statements of Community Roots Charter School (the "School"), which comprise the statements of financial position as of June 30, 2021 and 2020, and the related statements of activities, functional expenses, 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 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, 2021 and 2020, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 25, 2021, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

PKF O'Connor Davies, LLP

Harrison, New York
October 25, 2021

Community Roots Charter School

Statements of Financial Position

	June 30,	
	2021	2020
ASSETS		
Current Assets		
Cash	\$ 3,161,374	\$ 1,031,803
Grants and contracts receivable	164,643	276,635
Prepaid expenses and other current assets	31,835	33,123
Total Current Assets	3,357,852	1,341,561
Property and equipment, net	127,951	133,811
Cash reserve	1,506,183	1,505,886
Restricted cash	73,276	73,154
	<u>\$ 5,065,262</u>	<u>\$ 3,054,412</u>
 LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts payable and accrued expenses	\$ 160,299	\$ 155,040
Accrued payroll and payroll taxes	832,769	786,478
Refundable advances	37,325	-
Total Current Liabilities	1,030,393	941,518
Paycheck Protection Program loan payable	1,655,665	-
Total Liabilities	<u>2,686,058</u>	<u>941,518</u>
Net Assets, Without Donor Restrictions		
Undesignated	873,021	607,008
Board designated	1,506,183	1,505,886
Total Net Assets, Without Donor Restrictions	<u>2,379,204</u>	<u>2,112,894</u>
	<u>\$ 5,065,262</u>	<u>\$ 3,054,412</u>

See notes to financial statements

Community Roots Charter School

Statements of Activities

	Year Ended June 30,	
	2021	2020
REVENUE AND SUPPORT		
State and local per pupil operating revenue	\$ 9,181,201	\$ 9,395,340
Federal grants	248,130	200,511
State grants	29,253	37,599
Contributions and grants	263,391	213,409
Donated services	24,937	15,825
Interest and other revenue	6,138	39,173
Total Revenue and Support	<u>9,753,050</u>	<u>9,901,857</u>
EXPENSES		
Program Services		
Regular education	5,737,925	5,923,824
Special education	<u>1,887,161</u>	<u>1,989,512</u>
Total Program Services	<u>7,625,086</u>	<u>7,913,336</u>
Supporting Services		
Management and general	1,806,265	1,752,462
Fundraising	<u>55,389</u>	<u>99,097</u>
Total Expenses	<u>9,486,740</u>	<u>9,764,895</u>
Change in Net Assets	266,310	136,962
NET ASSETS		
Beginning of year	<u>2,112,894</u>	<u>1,975,932</u>
End of year	<u><u>\$ 2,379,204</u></u>	<u><u>\$ 2,112,894</u></u>

See notes to financial statements

Community Roots Charter School

Statement of Functional Expenses
Year Ended June 30, 2021

	No. of Positions	Program Services			Management and General	Fundraising and Special Events	Total
		Regular Education	Special Education	Total			
Personnel Services Costs							
Administrative staff personnel	20	\$ 488,886	\$ 158,476	\$ 647,362	\$ 1,247,972	\$ 41,979	\$ 1,937,313
Instructional personnel	61	3,726,725	1,210,803	4,937,528	-	-	4,937,528
Total Salaries and Staff	81	4,215,611	1,369,279	5,584,890	1,247,972	41,979	6,874,841
Fringe benefits and payroll taxes		968,184	314,477	1,282,661	286,617	9,641	1,578,919
Retirement		143,200	46,513	189,713	42,392	1,426	233,531
Legal service		-	-	-	48,710	-	48,710
Accounting / audit services		-	-	-	51,581	-	51,581
Other professional / consulting services		54,153	35,477	89,630	21,359	115	111,104
Building and Land Rent		-	-	-	17,582	-	17,582
Repairs and maintenance		-	-	-	4,064	-	4,064
Insurance		42,472	13,795	56,267	12,573	423	69,263
Supplies / materials		107,835	40,573	148,408	-	-	148,408
Equipment / furnishings		9,919	3,216	13,135	212	7	13,354
Staff development		14,675	4,766	19,441	4,344	146	23,931
Marketing / recruitment		8,986	2,919	11,905	5,286	89	17,280
Technology		36,977	12,010	48,987	10,946	368	60,301
Student service		15,822	5,129	20,951	-	-	20,951
Office expense		59,696	19,390	79,086	22,883	594	102,563
Depreciation and amortization		60,395	19,617	80,012	17,879	601	98,492
Other		-	-	-	11,865	-	11,865
Total Expenses		\$ 5,737,925	\$ 1,887,161	\$ 7,625,086	\$ 1,806,265	\$ 55,389	\$ 9,486,740

Community Roots Charter School

Statement of Functional Expenses
Year Ended June 30, 2020

	No. of Positions	Program Services			Management and General	Fundraising and Special Events	Total
		Regular Education	Special Education	Total			
Personnel Services Costs							
Administrative staff personnel	20	\$ 505,010	\$ 160,032	\$ 665,042	\$ 1,240,098	\$ 42,448	\$ 1,947,588
Instructional personnel	56	3,748,610	1,216,309	4,964,919	2,475	-	4,967,394
Total Salaries and Staff	76	4,253,620	1,376,341	5,629,961	1,242,573	42,448	6,914,982
Fringe benefits and payroll taxes		925,191	299,363	1,224,554	270,268	9,233	1,504,055
Retirement		139,627	45,179	184,806	40,788	1,393	226,987
Legal service		-	-	-	28,014	-	28,014
Accounting / audit services		-	-	-	47,430	-	47,430
Other professional / consulting services		70,026	84,942	154,968	30,177	-	185,145
Building and Land Rent		-	-	-	16,876	-	16,876
Repairs and maintenance		-	-	-	5,085	-	5,085
Insurance		37,382	12,096	49,478	11,293	-	60,771
Supplies / materials		147,956	58,699	206,655	-	-	206,655
Equipment / furnishings		19,764	6,369	26,133	2,682	-	28,815
Staff development		19,667	6,364	26,031	5,941	-	31,972
Marketing / recruitment		6,850	2,217	9,067	2,069	40,646	51,782
Technology		34,493	11,161	45,654	10,420	-	56,074
Food service		8,150	2,617	10,767	-	-	10,767
Student service		130,570	41,929	172,499	-	-	172,499
Office expense		64,910	21,003	85,913	17,790	5,377	109,080
Depreciation and amortization		65,618	21,232	86,850	19,822	-	106,672
Other		-	-	-	1,234	-	1,234
Total Expenses		<u>\$ 5,923,824</u>	<u>\$ 1,989,512</u>	<u>\$ 7,913,336</u>	<u>\$ 1,752,462</u>	<u>\$ 99,097</u>	<u>\$ 9,764,895</u>

Community Roots Charter School

Statements of Cash Flows

	Year Ended June 30,	
	2021	2020
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ 266,310	\$ 136,962
Adjustments to reconcile change in net assets to net cash from operating activities		
Depreciation and amortization	98,492	106,672
Loss on disposal of property and equipment	156	-
Changes in operating assets and liabilities		
Grants and contracts receivable	111,992	(250,015)
Prepaid expenses and other current assets	1,288	75,630
Accounts payable and accrued expenses	5,259	3,260
Accrued payroll and payroll taxes	46,291	41,949
Deferred revenue	37,325	(16,900)
Net Cash from Operating Activities	567,113	97,558
CASH FLOWS FROM INVESTING ACTIVITY		
Purchases of property and equipment	(92,788)	(84,074)
CASH FLOWS FROM FINANCING ACTIVITY		
Proceeds from Paycheck Protection Program loan	1,655,665	-
Net Change in Cash and Restricted Cash	2,129,990	13,484
CASH AND RESTRICTED CASH		
Beginning of year	2,610,843	2,597,359
End of year	<u>\$ 4,740,833</u>	<u>\$ 2,610,843</u>

Community Roots Charter School

Notes to Financial Statements June 30, 2021 and 2020

1. Organization and Tax Status

Community Roots Charter School (the "School") is a New York State, not-for-profit educational corporation that was incorporated on December 9, 2005 to operate a charter school pursuant to Article 56 of the Education Law of the State of New York. The School was granted a provisional charter on December 9, 2005 valid for a term of five years and renewable upon expiration by the Board of Regents of the University of the State of New York (the "Board of Regents"). The Board of Regents approved and issued several renewals to the School's charter expiring on June 30, 2025. The School's mission is to provide a rigorous kindergarten through eighth grade learning community where learning is embedded in meaningful real world context where children are deliberately taught to see the connection between school and the world. The School provided education to approximately 472 students in kindergarten through eighth grade during the 2020-2021 academic year.

The School shares space with a New York City public school beginning in September 2006. On August 1, 2012, the School secured a second New York City public school location to house a newly opened middle school. The middle school provides education from sixth through eighth grades. The School is not responsible for rent, utilities, custodial services, maintenance and school safety services other than security related to the School's programs that take place outside the district's school day. The School was unable to determine a value for the contributed space and related services and did not record any value for use of donated facilities or services.

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

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

2. Summary of Significant Accounting Policies

Basis of Presentation and Use of Estimates

The accompanying financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America ("U.S. GAAP"), which requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

Community Roots Charter School

Notes to Financial Statements
June 30, 2021 and 2020

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

Net Assets Presentation

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

Net assets without donor restrictions - consist of resources available for the general support of the School's operations. Net assets without donor restrictions may be used at the discretion of the School's management and/or the Board of Trustees. Board designated net assets were established by the Board of Trustees to provide a cash reserve for unforeseen operating and capital expenses.

Net assets with donor restrictions – represents amounts restricted by donors for specific activities of the School or to be used at a future date. The School records contributions as net assets with donor restrictions if they are received with donor stipulations that limit their use either through purpose or time restrictions. When a donor restriction expires, that is, when a time restriction ends or a purpose restriction is fulfilled, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions. The School had no net assets with donor restrictions as of June 30, 2021 and 2020.

Restricted Cash

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

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

	2021	2020
Cash	\$ 3,161,374	\$ 1,031,803
Cash reserve	1,506,183	1,505,886
Restricted cash	<u>73,276</u>	<u>73,154</u>
	<u>\$ 4,740,833</u>	<u>\$ 2,610,843</u>

Property and Equipment

The School follows the practice of capitalizing all expenditures for property and equipment with costs in excess of \$1,000 and a useful life in excess of one year. Leasehold improvements are amortized over the shorter of the term of the lease, inclusive of all renewal periods, which are reasonably assured, or the estimated useful life of the asset which is five years. Purchased property and equipment are recorded at cost at the date of acquisition. Maintenance and repairs are expensed as incurred. All property and equipment purchased with government funding is capitalized, unless the government agency retains legal title to such assets, in which case it is expensed as incurred.

Community Roots Charter School

Notes to Financial Statements
June 30, 2021 and 2020

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

Property and Equipment (continued)

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

Computers and equipment	3 years
Furniture and fixtures	7 years

Property and equipment are reviewed for impairment if the use of the asset significantly changes or another indicator of possible impairment is identified. If the carrying amount for the asset is not recoverable, the asset is written down to its fair value. There were no asset impairments for the years ended June 30, 2021 and 2020.

Refundable Advances

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

Revenue and support

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

Contributions are recognized when the donor makes a promise to give to the School that is, in substance, unconditional. Grants and other contributions of cash are reported as temporarily restricted support if they are received with donor stipulations. Restricted contributions and grants that are made to support the School's current year activities are recorded as unrestricted revenue. Contributions of assets other than cash are recorded at their estimated fair value at the date of donation.

Marketing and Recruiting

Marketing and recruiting costs are expensed as incurred for staff and student recruitment. Marketing and recruiting expense for the years ended June 30, 2021 and 2020 was \$17,280 and \$51,782.

Functional Expense Allocation

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

Community Roots Charter School

Notes to Financial Statements June 30, 2021 and 2020

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

Accounting for Uncertainty in Income Taxes

The School recognizes the effect of income tax positions only if those positions are more likely than not to be sustained. Management has determined that the School had no uncertain tax positions that would require financial statement recognition or disclosure. The School is no longer subject to examinations by the applicable taxing jurisdictions for years prior to June 30, 2018.

Reclassification

Certain accounts in the 2020 financial statements have been reclassified to conform to the 2021 financial statement presentation. The reclassification had no effect on the 2020 net assets and changes in net assets.

Subsequent Events Evaluation by Management

Management has evaluated subsequent events for disclosure and/or recognition in the financial statements through the date that the financial statements were available to be issued, which date is October 25, 2021.

The School applied for full forgiveness of the Paycheck Protection Program ("PPP") Loan and on September 23, 2021, the Small Business Administration has notified the School that the PPP loan was forgiven.

3. Grants and Contracts Receivable

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

4. Property and Equipment

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

	2021	2020
Computers and equipment	\$ 340,420	\$ 295,270
Furniture and fixtures	175,181	170,142
Leasehold improvements	142,282	142,282
	657,883	607,694
Accumulated depreciation and amortization	(529,932)	(473,883)
	<u>\$ 127,951</u>	<u>\$ 133,811</u>

Assets with a cost basis of \$42,599 and accumulated depreciation of \$42,443 were disposed of during the year ended June 30, 2021. Loss on disposal of property and equipment was \$156 for the year ended June 30, 2021. For the year ended June 30, 2020, the School disposed of fully depreciated property and equipment totaling \$104,937.

Community Roots Charter School

Notes to Financial Statements June 30, 2021 and 2020

5. Liquidity and Availability of Financial Assets

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

	2021	2020
Cash	\$ 3,161,374	\$ 1,031,803
Grants and contracts receivable	164,643	276,635
	3,326,017	1,308,438
Less Board designated net assets	(1,506,183)	(1,505,886)
	<u>\$ 1,819,834</u>	<u>\$ (197,448)</u>

As part of the School's liquidity management plan, the status of grants and contracts receivable is monitored regularly and any excess cash is held in money market accounts and other liquid instruments until it is required for operational use. At June 30, 2021 and 2020, the Board of Trustees has designated \$1,506,183 and \$1,505,886 of net assets without donor restrictions that could be drawn upon through Board resolution and be made available for current operations.

6. Employee Benefit Plan

The School maintains a pension plan qualified under Internal Revenue Code 403(b), for the benefit of its eligible employees. Under the plan, the School matched employee contributions up to 5% of annual compensation. Employee match for the years ended June 30, 2021 and 2020 amounted to \$233,531 and \$226,987.

7. Concentration of Credit Risk

Financial instruments that potentially subject the School to concentrations of credit and market risk consist principally of cash on deposit with financial institutions, which from time to time may exceed the Federal Deposit Insurance Corporation ("FDIC") limit. The School does not believe that a significant risk of loss due to the failure of a financial institution presently exists. As of June 30, 2021 and 2020, approximately \$4,375,000 and \$2,245,000 of cash was maintained with an institution in excess of FDIC limits.

8. Concentration of Revenue and Support

The School receives a substantial portion of its revenue and support from the New York City Department of Education. For the years ended June 30, 2021 and 2020, the School received approximately 94% and 95% of its total revenue and support from the New York City Department of Education. If the charter school laws were modified, reducing or eliminating these revenues, the School's finances could be materially adversely affected.

Community Roots Charter School

Notes to Financial Statements

June 30, 2021 and 2020

9. Paycheck Protection Program Loan Payable

On March 8, 2021, the School qualified for and received a loan pursuant to the Paycheck Protection Program ("PPP"), a program implemented by the U.S. Small Business Administration ("SBA") under the Coronavirus Aid, Relief, and Economic Security Act ("CARES"), from a qualified PPP lender, for an aggregate principal and interest amount of \$1,655,665 (the "PPP Loan"). The PPP Loan bears interest at a fixed rate of 1.0% per annum, with the first six months of interest deferred, has a term of two years, and is unsecured and guaranteed by the SBA. The principal amount of the PPP Loan is subject to forgiveness under the PPP upon the School's request to the extent that the PPP Loan proceeds are used to pay expenses permitted by the PPP, including payroll costs, covered rent and mortgage obligations, and covered utility payments incurred by the School. As of June 30, 2021, the PPP loan is recognized as a debt on the statements of financial position. The School will recognize the income from the forgiveness of the PPP loan in the period it receives the notification of forgiveness from the SBA in accordance with Accounting Standards Codification ("ASC") 470 Debt. The School applied for full forgiveness of the PPP Loan with respect to these covered expenses and on September 23, 2021, the SBA has notified the School that the PPP loan was forgiven.

10. Donated Services

Donated services are recognized as contributions in accordance with U.S. GAAP, if the services create or enhance non-financial assets, require specialized skills, are performed by people with those skills, would otherwise be purchased by the School, and are measurable. One entity has provided legal services to the School at no charge. The value of these services meets the criteria for recognition in the financial statements and is recorded at fair value. For the years ended June 30, 2021 and 2020, the value of such donated services amounted to \$24,937 and \$15,825. The value of these donated services is allocated accordingly to management and general services in the accompanying statements of activities and functional expenses.

11. Commitment

On November 1, 2017, the School signed a lease agreement with Regus Group Companies for office space under a non-cancelable lease expiring October 31, 2020. On May 7, 2020 the School renewed this lease with an expiration date of October 31, 2022. Under the terms of the lease, the School paid a security deposit in the amount of \$2,658. Occupancy expense under this lease for the years ended June 30, 2021 and 2020 amounted to \$17,582 and \$16,876.

The future minimum rental payments under this lease is as follows for the years ending June 30:

2022	\$ 16,012
2023	<u>5,337</u>
	<u>\$ 21,349</u>

Community Roots Charter School

Notes to Financial Statements

June 30, 2021 and 2020

12. Contingency

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

13. Risks and Uncertainties

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

**Report on Internal Control over Financial Reporting and on Compliance and Other
Matters Based on an Audit of Financial Statements Performed in Accordance With
Government Auditing Standards**

Independent Auditors' Report

**Board of Trustees
Community Roots 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 Community Roots Charter School (the "School"), which comprise the statement of financial position as of June 30, 2021, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 25, 2021.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the School's internal control over financial reporting (internal control) as a basis for designing 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. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

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

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

PKF O'Connor Davies, LLP

Harrison, New York
October 25, 2021

Board of Trustees
Community Roots Charter School

Auditors' Communication on Internal Control

In planning and performing our audit of the financial statements of Community Roots Charter School (the "School") as of and for the year ended June 30, 2021, in accordance with auditing standards generally accepted in the United States of America, we considered the School's internal control over financial reporting ("internal control") as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be deficiencies, significant deficiencies, or material weaknesses and, therefore, there can be no assurance that all such deficiencies have been identified.

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

This communication is intended solely for the information and use of the management, audit committee, the Board of Trustees, New York City Department of Education, The State Education Department of the State University of New York, and others within the School, and is not intended to be used by anyone other than these specified parties.

We would like to take this opportunity to acknowledge the courtesy and assistance extended to us by the personnel of the School during the course of our audit.

PKF O'Connor Davies, LLP

Harrison, New York
October 25, 2021



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STATEMENT OF ACCOUNT



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COMMUNITY ROOTS CHARTER SCHOOL
51 SAINT EDWARDS ST FL 3
BROOKLYN NY 11205-2932

Page: 1 of 2
Statement Period: Sep 01 2021-Sep 30 2021
Cust Ref #: 7925792728-727-6-###
Primary Account #: 792-5792728

Overdraft Policy Change Effective August 6, 2021

The following change applies only to Commercial and Small Business Checking Accounts and Money Market Accounts with check access: TD is making changes to reduce Customer overdraft fees: Instead of charging an overdraft fee if you overdraw your account by greater than \$5, you may now overdraw your account by up to \$10 without TD charging you an overdraft fee.

Overdraft fees apply to a maximum of five (5) items per day per account and this will remain unchanged. For Business Checking accounts on Account Analysis Billing, all overdrafts, regardless of volume, are billed through Account Analysis. Please contact your Treasury Management Officer for further details.

Business Super Money Market

COMMUNITY ROOTS CHARTER SCHOOL

Account # 792-5792728

Upcoming Changes Effective April 1, 2021

We are making changes to the way we're managing transaction limits on our non-transactional accounts. All non-transactional savings and money market accounts are allowed six (6) pre-authorized, automatic, electronic (including computer or mobile initiated) telephone withdrawals or transfers, payments by check, draft, debit card, or similar order payable to third parties or made payable to yourself each month. Your account will be charged a \$9 fee for the seventh (7th) and each additional transaction for the remainder of the month. Your account will no longer be converted to a transactional account. For more information, please refer to the supplement of the Business Deposit Account Agreement or Personal Deposit Account Agreement, both available at td.com

ACCOUNT SUMMARY

Statement Balance as of 09/01	73,280.08
Plus 0 Deposits and Other Credits	0.00
Plus Interest Paid	1.81
Less 0 Checks and Other Debits	0.00
Statement Balance as of 09/30	73,281.89

ACCOUNT ACTIVITY

Transactions by Date

DATE	DESCRIPTION	DEBIT	CREDIT	BALANCE
09/30	INTEREST PAID		1.81	73,281.89

INTEREST SUMMARY

Beginning Interest Rate	0.03%
Number of days in this Statement Period	30
Interest Earned this Statement Period	1.81
Annual Percentage Yield Earned	0.03%
Interest Paid Year to date	54.45

Call 1-800-937-2000 for 24-hour Bank-by-Phone services or connect to www.tdbank.com

2 of 2

FINANCE CHARGES: Although the Bank uses the Daily Balance method to calculate the finance charge on your Moneyline/Overdraft Protection account (the term "ODP" or "OD" refers to Overdraft Protection), the Bank discloses the Average Daily Balance on the periodic statement as an easier method for you to calculate the finance charge. The finance charge begins to accrue on the date advances and other debits are posted to your account and will continue until the balance has been paid in full. To compute the finance charge, multiply the Average Daily Balance times the Days in Period times the Daily Periodic Rate (as listed in the Account Summary section on the front of the statement). The Average Daily Balance is calculated by adding the balance for each day of the billing cycle, then dividing the total balance by the number of Days in the Billing Cycle. The daily balance is the balance for the day after advances have been added and payments or credits have been subtracted plus or minus any other adjustments that might have occurred that day. There is no grace period during which no finance charge accrues. Finance charge adjustments are included in your total finance charge.

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

Name: Shawn Matthew Clark

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

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

Secretary

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

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

3. Are you related, by blood or marriage, to any person employed by the school?
No

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

None

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? No

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

None

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No.

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

None

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

___ Yes ☒ No

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

None

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None	None	None	None
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

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

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

Shawn Matthew Clark

07/22/2021

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: 212-497-6840

Business Address: 900 Third Avenue, New York, NY 10022

E-mail Address: shawnm.clark@gmail.com

Home Telephone: 202-321-3400

Home Address: 239 E. 31st Street, Apt. 2, New York, NY 10016

last revised 04/2021

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

Name: Cavel Khan

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

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

board member

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

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

3. Are you related, by blood or marriage, to any person employed by the school?
no

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

na

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? no

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

na

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

no

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

na

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

____ Yes ☒ No

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

na

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
none	none	none	none
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
none	none	none	none	none
<i>Please write “None” if applicable. Do not leave this space blank.</i>				

Cavel Khay

07/19/2021

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: 631-806-7354

Business Address: na

E-mail Address: cavelk@gmail.com

Home Telephone: 631-806-7354

Home Address: 201 Clinton Ave Brooklyn NY 11205

last revised 04/2021

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

Name: suzanne fogarty

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

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

board member

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

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

3. Are you related, by blood or marriage, to any person employed by the school?
no

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

N/A

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? no

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

N/A

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

no

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

N/A

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

___ Yes ☒ No

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

N/A

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
none	none	none	none
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

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

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



06/03/2021

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: 212-744-2335

Business Address: 100 East End Avenue

E-mail Address: sfogarty@chapin.edu

Home Telephone: 917-648-0184

Home Address: 555 West 23rd Street

last revised 04/2021

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

Name: David Manheimer

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

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

Trasurer

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

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

3. Are you related, by blood or marriage, to any person employed by the school?
No

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

x

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? No

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

x

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

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

x

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

____ Yes ☒ No

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

x

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
none	none	none	none
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

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

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

David Mayheimer

06/08/2021

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: 9177635217

Business Address: 265 Canal Street Suite 215 NY NY 10013

E-mail Address: david@thebrooklynstandard.com

Home Telephone: 9177635217

Home Address: 2628 Broadway Apt 12A NY NY 10025

last revised 04/2021

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

Name: Nigel Pugh

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

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

Board Member
Chair of Education Committee

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

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

3. Are you related, by blood or marriage, to any person employed by the school?
No

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

none

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? No

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

none

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

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

none

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

___ Yes ☒ No

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

none

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None	None	None	None
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None	None	None	None	None
<i>Please write “None” if applicable. Do not leave this space blank.</i>				



06/03/2021

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: 8459012854

Business Address: PO Box 63, Lake Hill, NY 12448

E-mail Address: nigelpugh100@gmail.com

Home Telephone: 8459012854

Home Address: 3961 Route 212, Lake Hill, NY 12448

last revised 04/2021

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

Name: Christine Spadaro

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

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

Board Member

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

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

3. Are you related, by blood or marriage, to any person employed by the school?
No

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

NA

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? No

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

NA

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

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

NA

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

___ **Yes** ☒ **No**

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

NA

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None	None	None	None
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

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

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

Christine Spadaro

06/04/2021

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: 917-748-6036

Business Address: 129n Pierrepont Street, Brooklyn NY 11201

E-mail Address: caspadaro77@gmail.com

Home Telephone: 917-748-6036

Home Address: 45 Sidney Place, Brooklyn, NY 11201

last revised 04/2021

<p style="text-align: center;">Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member</p>
--

Name: Tracie Benjamin-Van Lierop

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

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

Board

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

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

3. Are you related, by blood or marriage, to any person employed by the school?
No

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

N/A

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? No

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

N/A

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

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

N/A

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

___ Yes ☒ No

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

N/A

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None	None	None	None
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

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

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

Tracie Benjamin Van Lierop

07/02/2021

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: 9178477669

Business Address: 52 Chambers Street, New York, NY 10007

E-mail Address: TBVanLierop@gmail.com

Home Telephone: 9178477669

Home Address: 100 Clifton Place, #107, Jersey City, NJ 07304

last revised 04/2021

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

Name: Joshua Seah Thomases

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

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

Board

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

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

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

No

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

NA

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? No

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

NA

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

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

NA

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

____ Yes ☒ No

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

NA

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
NA	NA	NA	None
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

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

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

Joshua Sean Thomas

06/04/2021

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: 917-816-2247

Business Address: 38 Delancey Street, NY NY 10002

E-mail Address: jthomases@greatoakscharter.org

Home Telephone: 917-816-2247

Home Address: 135 Washington Avenue, Brooklyn NY 11205

last revised 04/2021

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

Name: Sara Stone

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

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

N/A

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

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

Co-Director at the Elementary School. Supervision of teaching staff. 176,800.08 and June 2006.

3. Are you related, by blood or marriage, to any person employed by the school?
No

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

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

Yes

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

Two of my children attend school at Community Roots. Any concerns or needs involving my children are addressed by the other Co-Director.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

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

N/A

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

☒ **Yes** ☐ **No**

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

See above.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
see above	see above	see above	see above
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
N/A	N/A	N/A	N/A	N/A
<i>Please write “None” if applicable. Do not leave this space blank.</i>				

Sara Stone

06/17/2021

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.

718.858.1629

Business Telephone:

Business Address: 51 Saint Edwards Street
Brooklyn, NY 11205

E-mail Address: sstone@communityroots.org

Home Telephone: 917.885.5757

Home Address: 272A Halsey Street
Brooklyn, NY 11216

last revised 04/2021

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

Name: Scott Strasser

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

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

Co-chair

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

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

3. Are you related, by blood or marriage, to any person employed by the school?
No

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

N/A

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? No

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

N/A

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

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

N/A

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

___ Yes ☒ No

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

N/A

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None	None	None	None
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

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

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

Scott Strasser

07/21/2021

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: 212-218-4222

Business Address: 1350 Avenue of the Americas, Suite 1920
New York, NY 10019

E-mail Address: sfstrasser@gmail.com

Home Telephone: 917-331-8489

Home Address: 190 East 72nd Street
Apartment 19D
New York, NY 10021

last revised 04/2021

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

Name: Allison Keil

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

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

Nonm-Voting Board member

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

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

I am the Co-Founder/K-8 Co-Director and oversee all aspects of the running of the K-8 School.
187,408 annual salary

3. Are you related, by blood or marriage, to any person employed by the school?
NO

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

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

Yes

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

My son is entering 8th grade and my daughter is entering the 3rd Grade.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

no

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

no

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

☒ **Yes** ☐ **No**

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

See above

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
Annual	Salary	I am a non-voting member of the Board	Self
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

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

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

Allison Keil

Signature

07/26/2021

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.

7188581629

Business Telephone:

51 Saint Edwards Street, Brooklyn, NY 11205

Business Address:

akeil@communityroots.org

E-mail Address:

9179722285

Home Telephone:

275 clinton avenue, apt 3-1, brooklyn, ny 11205

Home Address:

last revised 04/2021

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

Name:

Tracy Strass

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

Community Roots Charter School

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

Co-chair, Chair, Development Committee

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

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

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

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

no

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

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

no

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

no

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

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

 Yes X No

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

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>Please write "None" if applicable. Do not leave this space blank.</i> None	None	None	None

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
Please write "None" if applicable. Do not leave this space blank.				
None				→

T. M. S.
Signature

7/26/21
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: 310-463-0032

Business Address: 599 W. Putnam Ave, Greenwich, CT
06830

E-mail Address: traleys@gmail.com

Home Telephone: 212-655-9282

Home Address: 180 Riverside Drive, #7A NY, NY 10024

last revised 04/2021

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

Name: Brian Shaw

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

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

Trustee

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

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

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

No

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

N/A

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? No

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

N/A

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

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

N/A

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

___ **Yes** ☒ **No**

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

N/A

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
N/A	N/A	N/A	N/A
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
N/A	N/A	N/A	N/A	N/A
<i>Please write “None” if applicable. Do not leave this space blank.</i>				

Brianna J Shaw

07/27/2021

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: 212-786-0976

Business Address: 544 East 86th Street
New York, NY 10028

E-mail Address: brian@plantedgrowing.com

Home Telephone: N/A

Home Address: 544 East 86th Street
New York, NY 10028

last revised 04/2021

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

Name: Milad Sedeh

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

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

Trustee. Member of Finance Committee.

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

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

3. Are you related, by blood or marriage, to any person employed by the school?
No.

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

NA

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? No

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

NA

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No.

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

NA

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

___ **Yes** ☒ **No**

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

NA

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None	None	None	None
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None	None	None	None	None
<i>Please write “None” if applicable. Do not leave this space blank.</i>				

Milad Sedeh

07/28/2021

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: 503-313-4662

Business Address: 399 Park Avenue, 4th Floor, New York, NY

E-mail Address: msedeh@gmail.com

Home Telephone: 503-313-4662

Home Address: 125 N 10th ST #S4H, Brooklyn, NY 11249

last revised 04/2021

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

Name: Jerry Petit-Frere

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

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

none

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

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

3. Are you related, by blood or marriage, to any person employed by the school?
No

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

none

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? No

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

none

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

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

none

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

___ **Yes** ☒ **No**

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

none

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None	none	none	none
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

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

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

Jerry Petit-Frere

07/29/2021

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: 9176865199

Business Address: none

E-mail Address: jpetitf@gmail.com

Home Telephone: none

Home Address: none

last revised 04/2021

Board Meeting Minutes

Tuesday, February 9, 2021 at 8:30am

LOCATION

Public meeting accessible via video Zoom conference, [Link](#)

ATTENDANCE

Present via video conference: S. Fogarty, C. Khan, A. Keil, D. Manheimer, J. Petit-Frere, N. Pugh, M. Sedeh, C. Spadaro, S. Stone, S. Strasser, T. Strauss

Absent: T. Benjamin-Van Lierop, S. Clark, B. Shaw, J. Thomases,

Staff/Guests: D. Forsythe, A. Ngeseyan, P. Peterson

I. OPENING ITEMS

A. Call meeting to order

1. Meeting was called to order at 8:32am.
2. Approval of January Meeting Minutes: T. Strauss motioned, J. Petit-Frere seconded, all were in favor.

II. DIRECTORS UPDATE

A. A. Keil, S. Stone and P. Peterson updated Trustees on the progress of phase 3 of CRCS hybrid learning and forest school models, explaining DOE closure, reopening and tracing policies. They answered all questions posed by Trustees.

III. FINANCE COMMITTEE

A. D. Manheimer and A. Ngeseyan discussed progress on FY22 budget planning and next steps involving the Finance Committee and Trustees. A. Ngeseyan updated Trustees on staff finance presentation.

IV. EDUCATION COMMITTEE

A. No update to report.

V. DEVELOPMENT COMMITTEE

A. D. Forsythe shared fundraising and related committee updates.

VI. BOARD DEVELOPMENT COMMITTEE

A. No Update to report.

VII. CLOSING ITEMS

A. None. Meeting adjourned at 8:58am.

Respectfully Submitted,
D. Forsythe

Board Meeting Minutes

Tuesday, July 14, 2020 at 8:30am

LOCATION

Public meeting accessible via video Zoom conference, [Link](#)

ATTENDANCE

Present via video conference: T. Benjamin-Van Lierop, A. Keil, C. Khan, J. Petit-Frere, N. Pugh, B. Shaw, C. Spadaro, S. Stone, S. Strasser, T. Strauss

Absent: S. Clark, S. Fogarty, D. Manheimer, J. Thomases

Staff/Guests: E. Carstensen, D. Forsythe, A. Ngeseyan, P. Peterson

I. OPENING ITEMS

A. Call meeting to order

1. Meeting was called to order at 8:31am.
2. Approval of June Meeting Minutes: T. Strauss motioned, C. Spadaro seconded, all were in favor.

II. DIRECTORS UPDATE

A. A. Keil, S. Stone, E. Carstensen and P. Peterson shared an update on reopening guidelines from DOE, explaining it would be a hybrid model. They answered subsequent questions.

III. FINANCE COMMITTEE

A. No update to report.

IV. EDUCATION COMMITTEE

A. No update to report.

V. DEVELOPMENT COMMITTEE

A. No update to report.

VI. BOARD DEVELOPMENT COMMITTEE

A. No update to report.

VII. CLOSING ITEMS

A. None. Meeting adjourned at 9:10am.

VIII. EXECUTIVE SESSION

A. Board did not meet for Executive Session.

Respectfully Submitted,

D. Forsythe

Board Meeting Minutes

Tuesday, August 11, 2020 at 8:30am

LOCATION

Public meeting accessible via video Zoom conference, [Link](#)

ATTENDANCE

Present via video conference: S. Fogarty, C. Khan, A. Keil, J. Petit-Frere, N. Pugh, B. Shaw, C. Spadaro, S. Stone. S. Strasser, T. Strauss, J. Thomases, T. Benjamin-Van Lierop

Absent: S. Clark, D. Manheimer

Staff/Guests: R. Bhandari, D. Forsythe, A. Ngeseyan, P. Peterson

I. OPENING ITEMS

A. Call meeting to order

1. Meeting was called to order at 8:36am.
2. Approval of July Meeting Minutes: T. Strauss motioned, N. Pugh, seconded, all were in favor.

II. DIRECTORS UPDATE

A. A. Keil shared an update on reopening; introduced topic of outdoor learning and related needs. A. Ngeseyan offered information on costs and finances. They answered subsequent questions from Trustees.

III. FINANCE COMMITTEE

A. No update to report.

IV. EDUCATION COMMITTEE

A. No update to report.

V. DEVELOPMENT COMMITTEE

A. D. Forsythe presented anticipated fundraising needs and potential fundraising approaches.

VI. BOARD DEVELOPMENT COMMITTEE

A. No update to report.

VII. CLOSING ITEMS

A. None. Meeting adjourned at 9:13am.

VIII. EXECUTIVE SESSION

A. Board did not meet for Executive Session.

Respectfully Submitted,

D. Forsythe

Board Meeting Minutes

Monday, April 5, 2021 at 6:00pm

LOCATION

Public meeting accessible via video Zoom conference, [Link](#)

ATTENDANCE

Present via video conference: T. Benjamin-Van Lierop, A. Keil, C. Khan, D. Manheimer, N. Pugh, M. Sedeh, B. Shaw, C. Spadaro, S. Strasser, T. Strauss

Absent: S. Clark, S. Fogarty, J. Petit-Frere, S. Stone, J. Thomases

Staff/Guests: E. Carstensen, D. Forsythe, A. Ngeseyan, P. Peterson

I. OPENING ITEMS

A. Call meeting to order

1. Meeting was called to order at 6:05pm.
2. Approval of March Meeting Minutes: S. Strasser motioned, C. Khan seconded, all were in favor.

II. REQUIRED VOTING

A. Emergency Succession Plan—Co-Director

- o Motion to approve the Plan in the event of an unplanned [temporary] absence of a Co-Director(s) who cannot perform the position's regular management responsibilities—S. Strasser motioned, T. Strauss seconded, all were in favor.

III. DIRECTORS UPDATE

A. No update to report.

IV. FINANCE COMMITTEE

A. D. Manheimer and A. Ngeseyan presented the FY22 Budget in anticipation of vote for approval. Prior to the Board vote, Trustees asked questions and discussed accordingly.

- o Motion to approve FY2022 Budget Draft as proposed and presented by D. Manheimer and A. Ngeseyan [on behalf of Finance Committee]—S. Strasser motioned, B. Shaw seconded, all were in favor.

V. EDUCATION COMMITTEE

A. No update to report.

VI. DEVELOPMENT COMMITTEE

A. D. Forsythe disseminated updated fundraising document with YTD/appeals.

VII. BOARD DEVELOPMENT COMMITTEE

A. No update to report.

VIII. CLOSING ITEMS

A. None. Meeting adjourned at 7:45pm.

IX. EXECUTIVE SESSION

A. Board did not meet for Executive Session.

Respectfully Submitted,
D. Forsythe

Board Meeting Minutes

Monday, January 11, 2021 at 6:30pm

LOCATION

Public meeting accessible via video Zoom conference, [Link](#)

ATTENDANCE

Present via video conference: T. Benjamin-Van Lierop, S. Fogarty, A. Keil, C. Khan, D. Manheimer, J. Petit-Frere, N. Pugh, M. Sedeh, B. Shaw, C. Spadaro, S. Stone, S. Strasser, T. Strauss

Absent: S Clark, J. Thomases

Staff/Guests: E. Carstensen, D. Forsythe, A. Ngeseyan, P. Peterson

I. OPENING ITEMS

A. Call meeting to order

1. Meeting was called to order at 6:30pm.
2. Approval of December Meeting Minutes: S. Strasser motioned, T. Strauss seconded, all were in favor.

II. Required Voting

A. [Post-DOE Approval] Election of New Trustee

- o Milad Sedeh, *Finance Committee*—S. Strasser motioned, T. Strauss seconded, all were in favor.

B. Motion to reaffirm board be comprised of 13 Trustees.

- o T. Strauss motioned, S. Strasser seconded, all were in favor.
- o *Article III*

Board of Trustees

3.2 NUMBER. *The number of trustees (the “Trustees”) shall not be fewer than 7 and shall not exceed 21. The Board shall fix the exact number of Trustees, within these limits by Board resolution or by amendment of the Bylaws, making every effort to ensure that there are at all times an odd number of Trustees.*

Resolution:

WHEREAS, the Board is required by Article III, Section 2 of its Bylaws to fix the exact number of Trustees constituting the Board, and WHEREAS, the Board is desirous of reaffirming the exact number of Trustees constituting the Board, and NOW THEREFORE, BE IT RESOLVED, the Board reaffirms that it shall be comprised of 13 Trustees constituting the entire Board.

III. DIRECTORS UPDATE

- A. A. Keil, S. Stone, E. Carstensen and P. Peterson presented on the school's phase 3 plans. They updated Trustees on school's response to protests in response to

the presidential election; having shared their letter to families in real-time, they shared updates. Co-Directors answered questions from Trustees around phase 3, community response and related plans.

- B. A. Keil updated Trustees on Roots ConnectED's efforts for FY21 to date, detailing programmatic growth, results, and strategic planning. D. Forsythe supplemented update as needed.

IV. FINANCE COMMITTEE

- A. A. Ngeseyan presented a financial update for FY2021 as well as proposed timeline for presentation and approval of FY2022 budget.

V. EDUCATION COMMITTEE

- A. No update to report.

VI. DEVELOPMENT COMMITTEE

- A. D. Forsythe shared YTD fundraising totals for FY21.

VII. BOARD DEVELOPMENT COMMITTEE

- A. No update to report.

VIII. CLOSING ITEMS

- A. None. Meeting adjourned at 7:53pm.

IX. EXECUTIVE SESSION

- A. Board did not meet for Executive Session.

Respectfully Submitted,
D. Forsythe

Board Meeting Minutes

Tuesday, December 8, 2020 at 8:30am

LOCATION

Public meeting accessible via video Zoom conference, [Link](#)

ATTENDANCE

Present via video conference: S. Fogarty, C. Khan, A. Keil, D. Manheimer, N. Pugh, B. Shaw, S. Stone, S. Strasser, T. Strauss, T. Benjamin-Van Lierop

Absent: S. Clark, J. Petit-Frere, C. Spadaro, J. Thomases,

Staff/Guests: D. Forsythe, P. Peterson, M. Sedeh

I. OPENING ITEMS

- A. Call meeting to order
 - 1. Meeting was called to order at 8:30am.
 - 2. Approval of November Meeting Minutes: T. Strauss motioned, S. Strasser seconded, all were in favor.

II. DIRECTORS UPDATE

- A. A. Keil, S. Stone and P. Peterson updated Trustees on the progress of phase 2 of CRCS hybrid learning and forest school models. They answered all questions posed by Trustees.

III. FINANCE COMMITTEE

- A. No update to report.

IV. EDUCATION COMMITTEE

- A. N. Pugh updated Trustees on recent classroom visits with Ed. Committee members sharing their observations.

V. DEVELOPMENT COMMITTEE

- A. D. Forsythe shared fundraising and related committee updates.

VI. BOARD DEVELOPMENT COMMITTEE

- A. D. Forsythe shared update on M. Sedeh's board application with DOE.

VII. CLOSING ITEMS

- A. None. Meeting adjourned at 8:54am.

Respectfully Submitted,
D. Forsythe

Board Meeting Minutes

Monday, June 14, 2021 at 6:00pm

LOCATION

Public meeting accessible via video Zoom conference, [Link](#)

ATTENDANCE

Present via video conference: T. Benjamin-Van Lierop, S. Fogarty, A. Keil, C. Khan, D. Manheimer, N. Pugh, J. Petit-Frere, M. Sedeh, B. Shaw, C. Spadaro, S. Stone, S. Strasser, T. Strauss, J. Thomases

Absent: S. Clark, B. Shaw

Staff/Guests: E. Carstensen, D. Forsythe, A. Ngeseyan, P. Peterson

I. OPENING ITEMS

A. Call meeting to order

1. Meeting was called to order at 6:03pm.
2. Approval of May Meeting Minutes: S. Strasser motioned, S. Fogarty seconded, all were in favor.

II. REQUIRED VOTING

A. Permanently Move Annual Board Meeting in Bylaws

- o Motion to approve a revision to the bylaws declaring the Board's September meeting as its Annual Meeting—S. Strasser motioned, D. Manheimer seconded, all were in favor.

III. DIRECTORS UPDATE

- #### A. PEAS updated Trustees on the end of the final phase of hybrid learning for this school year, answering all questions and responding to ideas as needed.

IV. FINANCE COMMITTEE

- #### A. D. Manheimer and A. Ngeseyan presented updates on FY22 budget items. Trustees asked questions and discussed accordingly.

V. EDUCATION COMMITTEE

- #### A. No update to report.

VI. DEVELOPMENT COMMITTEE

- #### A. D. Forsythe disseminated updated fundraising document with YTD/appeals.

VII. BOARD DEVELOPMENT COMMITTEE

- #### A. No update to report.

VIII. CLOSING ITEMS

- #### A. None. Meeting adjourned at 7:04pm.

IX. EXECUTIVE SESSION

A. Board did not meet for Executive Session.

Respectfully Submitted,
D. Forsythe

Board Meeting Minutes

Monday, March 8, 2021 at 6:00pm

LOCATION

Public meeting accessible via video Zoom conference, [Link](#)

ATTENDANCE

Present via video conference: T. Benjamin-Van Lierop, A. Keil, C. Khan, D. Manheimer, J. Petit-Frere, N. Pugh, M. Sedeh, B. Shaw, C. Spadaro, S. Stone, S. Strasser, T. Strauss, J. Thomases

Absent: S. Clark, S. Fogarty

Staff/Guests: E. Carstensen, D. Forsythe, M. Harrison-McCree, A. Ngeseyan, P. Peterson

I. OPENING ITEMS

- A. Call meeting to order
 - 1. Meeting was called to order at 6:05pm.
 - 2. Approval of February Meeting Minutes: S. Strasser motioned, D. Manheimer seconded, all were in favor.

II. REQUIRED VOTING

- A. CRCS Paycheck Protection Program Loan
 - o Motion to authorize and approve the School's application for the Loan and for Proper Representatives to execute, deliver and provide [on behalf of the School]—S. Strasser motioned, D. Manheimer seconded, all were in favor.

III. DIRECTORS UPDATE

- A. A. Keil, E. Carstensen, S. Stone and P. Peterson shared insight and updates from reopening to date, answering all questions from the Board of Trustees. They focused on Phase 4 and provided tangible examples of current student learning across all grades.

IV. FINANCE COMMITTEE

- A. D. Manheimer and A. Ngeseyan presented a financial update, discussing pertinent matters and projections. Their report focused on pertinent information needed to contextualize the motion to authorize and approve submitting a PPP Loan application. Trustees asked questions and offered ideas with appropriate staff and Finance Committee members responding as needed.

V. EDUCATION COMMITTEE

- A. No update to report.

VI. DEVELOPMENT COMMITTEE

- A. D. Forsythe shared fundraising goals and strategies for FY21.

VII. BOARD DEVELOPMENT COMMITTEE

A. No update to report.

VIII. CLOSING ITEMS

A. None. Meeting adjourned at 7:43pm.

IX. EXECUTIVE SESSION

A. Board met for Executive Session.

Respectfully Submitted,

D. Forsythe

Board Meeting Minutes

Tuesday, May 4, 2021 at 8:30am

LOCATION

Public meeting accessible via video Zoom conference, [Link](#)

ATTENDANCE

Present via video conference: T. Benjamin-Van Lierop, S. Fogarty, A. Keil, C. Khan, D. Manheimer, , J. Petit-Frere, N. Pugh, M. Sedeh, S. Stone, S. Strasser, T. Strauss
Absent: S. Clark, B. Shaw, C. Spadaro, J. Thomases

Staff/Guests: E. Carstensen, D. Forsythe, A. Ngeseyan, P. Peterson

I. OPENING ITEMS

- A. Call meeting to order
 - 1. Meeting was called to order at 8:33am.
 - 2. Approval of April Meeting Minutes: S. Strasser motioned, D. Manheimer seconded, all were in favor.

II. DIRECTORS UPDATE

A. A. Keil, E. Carstensen, S. Stone and P. Peterson updated Trustees on implementation of new social distancing guidelines and its effect on current reopening phase. They presented on current faculty openings for the upcoming school year and recruitment strategies. Co-Directors requested feedback from Education Committee in a follow-up meeting. Co-Directors answered questions and comments put forth by Trustees.

IV. FINANCE COMMITTEE

- A. D. Manheimer and A. Ngeseyan presented the amended FY22 Budget updated to reflect up to date per pupil allocation in anticipation of vote for approval. Prior to the Board vote, Trustees asked questions and discussed accordingly.
 - o Motion to approve FY2022 Updated Budget as proposed and presented by D. Manheimer and A. Ngeseyan [on behalf of Finance Committee]—T. Strauss motioned, N. Pugh seconded, all were in favor.

V. EDUCATION COMMITTEE

- A. No update to report.

VI. DEVELOPMENT COMMITTEE

- A. D. Forsythe updated the Board on end of year fundraising efforts and goals.

VII. BOARD DEVELOPMENT COMMITTEE

- A. No update to report.

VIII. CLOSING ITEMS

A. None. Meeting adjourned at 8:54am.

IX. EXECUTIVE SESSION

A. Board did not meet for Executive Session.

Respectfully Submitted,
D. Forsythe

Board Meeting Minutes

Monday, November 2, 2020 at 6:30pm

LOCATION

Public meeting accessible via video Zoom conference, [Link](#)

ATTENDANCE

Present via video conference: T. Benjamin-Van Lierop, S. Fogarty, A. Keil, D. Manheimer, J. Petit-Frere, N. Pugh, B. Shaw, C. Spadaro, S. Stone, S. Strasser, T. Strauss

Absent: C. Khan, S. Clark, J. Thomases

Staff/Guests: E. Carstensen, D. Forsythe, A. Ngeseyan, P. Peterson, G. Saliba, M. Sedeh

I. OPENING ITEMS

A. Call meeting to order

1. Meeting was called to order at 7:33pm.
2. Approval of October Meeting Minutes: T. Strauss motioned, C. Spadaro seconded, all were in favor.

II. DIRECTORS UPDATE

A. A. Keil, E. Carstensen, S. Stone and P. Peterson shared insight and updates from reopening to date, answering all questions from the Board of Trustees. Presentation included Phase 1 and Phase 2 of Hybrid Learning Model.

III. FINANCE COMMITTEE

A. G. Saliba presented FY20 Audit Review [before Directors Update]. D. Manheimer and A. Ngeseyan presented a financial update.

IV. EDUCATION COMMITTEE

A. No update to report.

V. DEVELOPMENT COMMITTEE

A. D. Forsythe shared fundraising and related committee updates.

VI. BOARD DEVELOPMENT COMMITTEE

A. D. Forsythe shared update on M. Sedeh's board application with DOE.

VII. CLOSING ITEMS

A. None. Meeting adjourned at 8:10pm.

Respectfully Submitted,
D. Forsythe

Board Meeting Minutes

Monday, September 21, 2020 at 6:30pm

LOCATION

Public meeting accessible via video Zoom conference, [Link](#)

ATTENDANCE

Present via video conference: T. Benjamin-Van Lierop, S. Clark, A. Keil, C. Khan, D. Manheimer, J. Petit-Frere, N. Pugh, B. Shaw, C. Spadaro, S. Stone, S. Strasser, T. Strauss
Absent: S. Fogarty, J. Thomases

Staff/Guests: E. Carstensen, D. Forsythe, A. Ngeseyan, P. Peterson, M. Sedeh

I. OPENING ITEMS

- A. Call meeting to order
 - 1. Meeting was called to order at 6:36pm.
 - 2. Approval of August Meeting Minutes: T. Strauss motioned, S. Strasser seconded, all were in favor.

II. REQUIRED VOTING

- A. Elected Appointment of New Trustee
 - o Milad Sedeh with specific appointment to the Finance Committee—T. Strauss motioned, S. Strasser seconded, all were in favor.

III. DIRECTORS UPDATE

- A. A. Keil, E. Carstensen, S. Stone and P. Peterson shared insight and updates from reopening to date, answering all questions from the Board of Trustees.

IV. FINANCE COMMITTEE

- A. D. Manheimer and A. Ngeseyan presented a financial update, discussing pertinent matters and anticipated changes.

V. EDUCATION COMMITTEE

- A. No update to report.

VI. DEVELOPMENT COMMITTEE

- A. D. Forsythe shared fundraising goals and strategies for FY21.

VII. BOARD DEVELOPMENT COMMITTEE

- A. No update to report.

VIII. CLOSING ITEMS

- A. None. Meeting adjourned at 7:56pm.

IX. EXECUTIVE SESSION

- A. Board did not meet for Executive Session.

Respectfully Submitted,
D. Forsythe

Board Meeting Minutes

Tuesday, October 13, 2020 at 8:30am

LOCATION

Public meeting accessible via video Zoom conference, [Link](#)

ATTENDANCE

Present via video conference: T. Benjamin-Van Lierop, S. Clark, S. Fogarty, A. Keil, C. Khan, D. Manheimer, N. Pugh, B. Shaw, S. Stone, S. Strasser, T. Strauss

Absent: C. Spadaro, J. Petit-Frere, J. Thomases

Staff/Guests: E. Carstensen, D. Forsythe, A. Ngeseyan, P. Peterson, M. Sedeh

I. OPENING ITEMS

A. Call meeting to order

1. Meeting was called to order at 8:32am.
2. Approval of September Meeting Minutes: T. Strauss motioned, S. Clark seconded, all were in favor.

II. DIRECTORS UPDATE

A. A. Keil, E. Carstensen, S. Stone and P. Peterson shared insight and updates from reopening to date, answering all questions from the Board of Trustees.

III. FINANCE COMMITTEE

A. D. Manheimer and A. Ngeseyan presented a financial update. They confirmed that CRCS' accountant will be present at the November board meeting.

IV. EDUCATION COMMITTEE

A. No update to report.

V. DEVELOPMENT COMMITTEE

A. D. Forsythe shared fundraising and related committee updates.

VI. BOARD DEVELOPMENT COMMITTEE

A. No update to report.

VII. CLOSING ITEMS

A. None. Meeting adjourned at 8:45am.

Respectfully Submitted,
D. Forsythe

Board Meeting Minutes

Wednesday, July 29, 2020 at 8:30am

LOCATION

Via video conference: <https://zoom.us/j/97123174705>

ATTENDANCE

Present via video conference: T. Benjamin-Van Lierop, S. Fogarty, A. Keil, C. Khan, D. Manheimer, J. Petit-Frere, N. Pugh, B. Shaw, C. Spadaro, S. Stone, S. Strasser, T. Strauss, J. Thomases

Absent: S. Clark

Staff/Guests: E. Carstensen, P. Peterson, D. Forsythe, A. Ngeseyan

I. OPENING ITEMS

- A. Call meeting to order
 - 1. Meeting was called to order at 8:32am.

II. CO-DIRECTORS UPDATE

- A. A. Keil, S. Stone, P. Peterson, and E. Carstensen shared the Co-Directors recommended hybrid learning reopening plan for the first six weeks of the 2020-2021 academic year [September 10-October 23] reflecting Trustees questions and suggestions from 7/27/20 meeting. Trustees posed remaining questions with Co-Directors and Chairs providing answers.

III. REQUIRED VOTING

- A. Motion to implement Community Roots Charter School Reopening Plan in response to COVID-19 Outbreak, effective 9/10/20-10/23/20:
 - o T. Strauss motioned, S. Strasser seconded, all were in favor.

IV. CLOSING ITEMS

- A. None. Meeting adjourned at 8:49am.

V. EXECUTIVE SESSION

- A. Board did not meet for Executive Session.

Respectfully Submitted,
D. Forsythe

Board Meeting Minutes

Monday, July 27, 2020 at 8:00am

LOCATION

Via video conference: <https://zoom.us/j/91619846455>

ATTENDANCE

Present via video conference: T. Benjamin-Van Lierop, S. Fogarty, A. Keil, C. Khan, N. Pugh, B. Shaw, C. Spadaro, S. Stone, S. Strasser, T. Strauss, J. Thomases

Absent: S. Clark, D. Manheimer, J. Petit-Frere

Staff/Guests: E. Carstensen, P. Peterson, D. Forsythe

I. OPENING ITEMS

A. Call meeting to order

1. Meeting was called to order at 8:04am.

II. CO-DIRECTORS UPDATE

A. A. Keil, S. Stone, P. Peterson, and E. Carstensen shared the Co-Directors recommended hybrid learning reopening plan for the first six weeks of the 2020-2021 academic year [September 10-October 23]. Presentation covered all aspects of proposed plan; planning, strategy and decisions made leading up to and during creation of plan; alternative models; and, outlined specific reasons behind this motion and the school's detailed implementation and evaluation of proposed plan. In response, Trustees posed questions with Co-Directors and Chairs providing answers and/or plans to research further.

III. CLOSING ITEMS

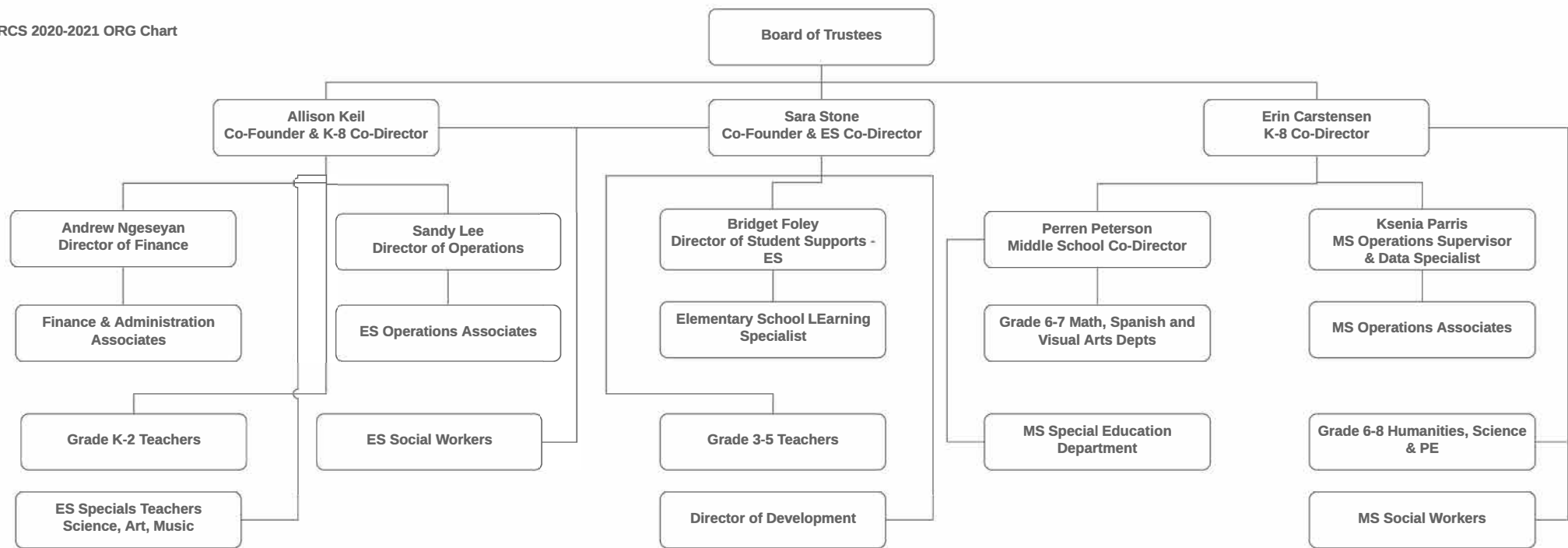
A. Co-Directors and Chairs allow for two business days to revise plan as recommended. Board and Co-Directors will convene on Wednesday, 7/29/20, to review and approve finalized plan. Meeting adjourned at 9:11am.

IV. EXECUTIVE SESSION

A. Board did not meet for Executive Session.

Respectfully Submitted,

D. Forsythe



Community Roots Charter School

2021-2022 School Calendar (Draft July 2021)

Total Instructional Hours K-6 / 7-8: 956.25 / 1022.55 - Exceeds required 900/990 hours

Date	Description	Comments
Monday, September 13, 2021	1st day of school	12:00 Dismissal Kindergarten Only
Thursday, September 16, 2021	Yom Kippur	School Closed
Wednesday, October 6, 2021	1/2 Day Staff PD	12:00 Dismissal All Students
Monday, October 11, 2021	Indigenous Peoples Day	School Closed
Tuesday, November 2, 2021	Election Day	School Closed
Tuesday, November 9, 2021	1/2 Day Staff PD	12:00 Dismissal All Students
Thursday, November 11, 2021	Veteran's Day	School Closed
Thursday, November 18, 2021	6th-8th Family Conferences	No School for 6th-8th Students
Friday, November 19, 2021	K-8th Family Conferences	No School for students K-8th
Wednesday, November 24, 2021	Thanksgiving Break	School Closed
Thursday, November 25, 2021	Thanksgiving Break	School Closed
Friday, November 26, 2021	Thanksgiving Break	School Closed
Thursday, December 9, 2021	1/2 Day Staff PD	12:00 Dismissal All Students
Thursday, December 23, 2021	Winter Recess	School Closed
Friday, December 24, 2021	Winter Recess	School Closed
Monday, December 27, 2021	Winter Recess	School Closed
Tuesday, December 28, 2021	Winter Recess	School Closed
Wednesday, December 29, 2021	Winter Recess	School Closed
Thursday, December 30, 2021	Winter Recess	School Closed
Friday, December 31, 2021	Winter Recess	School Closed
Monday, January 17, 2022	Rev. Martin Luther King, Jr. Day	School Closed
Wednesday, January 26, 2022	1/2 Day Staff PD	12:00 Dismissal All Students
Tuesday, February 1, 2022	Lunar New Year	School Closed
Thursday, February 10, 2022	1/2 Day Staff PD	12:00 Dismissal All Students
Monday, February 21, 2022	Mid-Winter Recess	School Closed
Tuesday, February 22, 2022	Mid-Winter Recess	School Closed
Wednesday, February 23, 2022	Mid-Winter Recess	School Closed
Thursday, February 24, 2022	Mid-Winter Recess	School Closed
Friday, February 25, 2022	Mid-Winter Recess	School Closed
Wednesday, March 9, 2022	1/2 Day Staff PD	12:00 Dismissal All Students
Thursday, March 17, 2022	6th-8th Family Conferences	No School for 6th-8th Students
Friday, March 18, 2022	K-8th Family Conferences	No School for students K-8th
Wednesday, April 6, 2022	1/2 Day Staff PD	12:00 Dismissal All Students

Friday, April 15, 2022	Spring Recess	School Closed
Monday, April 18, 2022	Spring Recess	School Closed
Tuesday, April 19, 2022	Spring Recess	School Closed
Wednesday, April 20, 2022	Spring Recess	School Closed
Thursday, April 21, 2022	Spring Recess	School Closed
Friday, April 22, 2022	Spring Recess	School Closed
Monday, May 2, 2022	Eid al-Fitr	School Closed
Thursday, May 12, 2022	1/2 Day Staff PD	12:00 Dismissal All Students
Monday, May 30, 2022	Memorial Day	School Closed
Tuesday, June 7, 2022	Clerical Day	School Closed
Thursday, June 9, 2022	Chancellor's Day	School Closed
Monday, June 20, 2022	Juneteenth (Observed)	School Closed
Friday, June 24, 2022	Last Day of School - 1/2 Day	12:00 Dismissal All Students