Application: Children's Aid College Prep Charter School

Drema Brown - dbrown@childrensaidecollegepreps.org
2021-2022 Annual Report

Summary

ID: 0000000286
Status: Annual Report Submission
Last submitted: Aug 1 2022 09:05 PM (EDT)

Entry 1 School Info and Cover Page

Completed - Jul 31 2022

Instructions

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2021-2022 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer (as of June 30, 2022) or you may not be assigned the correct tasks.

BASIC INFORMATION
a. SCHOOL NAME

(Select name from the drop down menu)

CHILDREN'S AID COLLEGE PREPARATORY CHARTER SCHOOL 800000071164

a1. Popular School Name

CACPCS

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

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

SUNY BOARD OF TRUSTEES

d. DISTRICT / CSD OF LOCATION

CSD #12 - BRONX

e. DATE OF INITIAL CHARTER

6/2011

f. DATE FIRST OPENED FOR INSTRUCTION

8/2012
c. School Unionized

Is your charter school unionized?

No

h. SCHOOL WEB ADDRESS (URL)

https://www.cacpcs.org/

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

648

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

572

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

Check all that apply

Grades Served

K, 1, 2, 3, 4, 5, 6, 7, 8
II. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

No

FACILITIES INFORMATION

m. FACILITIES

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

Yes, 2 sites

CHILDREN'S AID COLLEGE PREPARATORY CHARTER SCHOOL 800000071164

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

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

<table>
<thead>
<tr>
<th>Physical Address</th>
<th>Phone Number</th>
<th>District/CSD</th>
<th>Grades to be Served at Site for coming year (K-5, 6-9, etc.)</th>
<th>Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).</th>
</tr>
</thead>
<tbody>
<tr>
<td>Site 1</td>
<td>1232 Southern Blvd., Bronx, NY 10459</td>
<td>347-871-9002</td>
<td>NYC CSD 12 K-5</td>
<td>3-5</td>
</tr>
</tbody>
</table>
### m1a. Please provide the contact information for Site 1.

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Work Phone</th>
<th>Alternate Phone</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Leader</td>
<td>Casey Vier</td>
<td>Principal</td>
<td>347-871-9002</td>
<td>917-624-0430</td>
</tr>
<tr>
<td>Operational Leader</td>
<td>Steven Soto</td>
<td>Operations Manager</td>
<td>347-871-9002</td>
<td>347-350-1852</td>
</tr>
<tr>
<td>Compliance Contact</td>
<td>Drema Brown</td>
<td>Head of School</td>
<td>347-871-9002</td>
<td>347-401-3109</td>
</tr>
<tr>
<td>Complaint Contact</td>
<td>Drema Brown</td>
<td>Head of School</td>
<td>347-871-9002</td>
<td>347-401-3109</td>
</tr>
<tr>
<td>DASA Coordinator</td>
<td>LeRon Barrino</td>
<td>Dean of Students</td>
<td>347-871-9002</td>
<td>347-871-9002</td>
</tr>
<tr>
<td>Phone Contact</td>
<td>Drema Brown</td>
<td>Head of School</td>
<td>347-401-3109</td>
<td>347-401-3109</td>
</tr>
</tbody>
</table>

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

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

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

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

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

Site 1 Certificate of Occupancy (COO)

Final COO 2021.pdf

Filename: Final COO 2021.pdf Size: 46.6 kB

Site 1 Fire Inspection Report

NYC Inspection Report 2022.pdf


CACPCS

School Site 2
### m2. SCHOOL SITES

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

<table>
<thead>
<tr>
<th>Physical Address</th>
<th>Phone Number</th>
<th>District/CSD</th>
<th>Grades to be Served at Site for coming year (K-5, 6-9, etc.)</th>
<th>Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1919 Prospect Ave. Third Floor, Bronx, NY 10457</td>
<td>347-871-9002</td>
<td>NYC CSD 12 6-8</td>
<td></td>
<td>No</td>
</tr>
</tbody>
</table>
m2a. Please provide the contact information for Site 2.

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Work Phone</th>
<th>Alternate Phone</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Leader</td>
<td>Robin Fleshman</td>
<td>Principal</td>
<td>347-871-9002</td>
<td>347-416-3116</td>
</tr>
<tr>
<td>Operational Leader</td>
<td>Andre Clarke</td>
<td>Operations Manager</td>
<td>347-871-9002</td>
<td>917-903-9063</td>
</tr>
<tr>
<td>Compliance Contact</td>
<td>Drema Brown</td>
<td>Head of School</td>
<td>347-871-9002</td>
<td>347-401-3109</td>
</tr>
<tr>
<td>Complaint Contact</td>
<td>Drema Brown</td>
<td>Head of School</td>
<td>347-871-9002</td>
<td>347-401-3109</td>
</tr>
<tr>
<td>DASA Coordinator</td>
<td>Ashley Brown</td>
<td>Dean of Students</td>
<td>347-871-9002</td>
<td>917-504-3153</td>
</tr>
<tr>
<td>Phone Contact for After Hours Emergencies</td>
<td>Drema Brown</td>
<td>Head of School</td>
<td>347-401-3109</td>
<td>347-401-3109</td>
</tr>
</tbody>
</table>

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

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

<table>
<thead>
<tr>
<th>Date school will leave</th>
<th>Is school working with current co-location</th>
<th>If so, list the year</th>
<th>Is school working with expansion that will occur</th>
<th>If so, list the proposed space and year planned for move</th>
<th>School at Full Capacity at Site</th>
</tr>
</thead>
<tbody>
<tr>
<td>Site 2</td>
<td>Permanent</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>

CHARTER REVISIONS DURING THE 2021-2022 SCHOOL YEAR

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

No

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

Yes

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

Name
Drema Brown

Position
Head of School

Phone/Extension
347-401-3109

Email
dbrown@childrensaidcollegeprep.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

Signature, President of the Board of Trustees

Date

Jul 31 2022

Thank you.
## KITCHEN SYSTEM REPORT

<table>
<thead>
<tr>
<th>WO#</th>
<th>DATE</th>
<th>HAZARD AREA PROTECTED</th>
</tr>
</thead>
<tbody>
<tr>
<td>46335</td>
<td>6/15/2022</td>
<td>3rd Floor Kitchen</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SYSTEM MFG &amp; SYSTEM TYPE</th>
<th>CAPACITY</th>
<th>NUM OF CYLS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ansol R-102 System</td>
<td>6.00</td>
<td>2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>COMPANY</th>
<th>CONTACT</th>
<th>PHONE</th>
<th>EMAIL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Children's Aid - Bronx</td>
<td></td>
<td>(347) 871-9002</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ADDRESS</th>
<th>CITY</th>
<th>STATE</th>
<th>ZIP</th>
<th>CUSTOMER NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>1232 Southern Blvd</td>
<td>Bronx</td>
<td>NY</td>
<td>10459</td>
<td>21630</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>AHJ / FIRE PROTECTION DISTRICT</th>
<th>INSPECTION TYPE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Semi-Annually</td>
</tr>
</tbody>
</table>

| SYSTEM ID | 018559 |

### Initial Actions / Observations

<table>
<thead>
<tr>
<th>Action</th>
<th>Yes</th>
<th>No</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Last Serviced By? Reliable Fire Protection</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Were building personnel notified of the inspection?</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Was the monitoring company notified?</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. System found charged and functioning at time of technician's arrival?</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. System un-tampered with since last visit?</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. System found to be at proper pressure upon arrival?</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Visually Check System

<table>
<thead>
<tr>
<th>Action</th>
<th>Yes</th>
<th>No</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>7. Baffle-type filters installed in hood?</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8. System [and appliance layout] appear unchanged since last service?</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9. Were the nozzle caps in place at the time of arrival?</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10. Visible piping and nozzles properly connected, braced, and free of damage?</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11. Piping/conduit/cabling free from observable obstructions</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12. Nozzle(s) inspected and found to be clear of obstructions?</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13. Correct nozzle type(s) for protected equipment, plenum and ducts?</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14. Nozzle(s) properly positioned over appliances?</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15. Nozzle(s) properly positioned in duct(s) and plenum(s)?</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>16. Is there a fan warning sign on hood?</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>17. Flow points/extinguishing agent within mfg's allowed maximums?</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Hazard Inspection

<table>
<thead>
<tr>
<th>Action</th>
<th>Yes</th>
<th>No</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>18. Hazard configuration appeared to remained unchanged?</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>19. Are all observable penetrations to the hood and duct sealed?</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>20. No readily observable obstructions or interference that could impact effectiveness of the suppression system?</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

 Powered By: firepro365
### System Functional Test

<table>
<thead>
<tr>
<th></th>
<th>Question</th>
<th>Yes</th>
<th>No</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>21</td>
<td>System disarmed per manufacturer’s recommendations?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>Detection line tested and found to operate properly?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>23</td>
<td>Proper number and placement of detectors/links?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>24</td>
<td>Did the system operate properly from activation of a manual pull station?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>25</td>
<td>Replaced links with proper temperature rating?</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Quantity**

<table>
<thead>
<tr>
<th></th>
<th>Temperature and Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>450 degree Sl. Fusible Link</td>
</tr>
</tbody>
</table>

| 32 | Did control head(s)/cylinder releasing device(s) operate properly?                   |     |    |     |
| 25 | Electric gas shut-off valve installed and working properly?                          |     |    |     |
| 27 | Is the manual reset for electrical gas valves operational?                           |     |    |     |
| 29 | Did all gas appliances shut off upon system operation? (Electric Gas Valve)          |     |    |     |
| 31 | Did the alarm system activate when the system tripped?                               |     |    |     |

### Cylinders and Agent

<table>
<thead>
<tr>
<th></th>
<th>Ansol 3.0 gal System Tank  RFP021503</th>
<th>Left of Hood</th>
<th>Yes</th>
<th>No</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>33</td>
<td>Cylinder Pressure 0 psi</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>34</td>
<td>Hydrostatic test date of cylinder checked, Due: 1/1/2029</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>35</td>
<td>Were all cylinders free of signs of external corrosion and/or damage?</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>36</td>
<td>Are all cylinders securely mounted?</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Ansol 3.0 gal System Tank  RFP021504</th>
<th>Left of Hood</th>
<th>Yes</th>
<th>No</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>33</td>
<td>Cylinder Pressure 0 psi</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>34</td>
<td>Hydrostatic test date of cylinder checked, Due: 1/1/2029</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>35</td>
<td>Were all cylinders free of signs of external corrosion and/or damage?</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>36</td>
<td>Are all cylinders securely mounted?</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Ansol Double Tank Cartridge  RFP025447</th>
<th></th>
<th>Yes</th>
<th>No</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>37</td>
<td>Cartridge inspected or replaced with mfg's recommended interval (if applicable)? Weight 116.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### System Reactivation

<table>
<thead>
<tr>
<th></th>
<th>Question</th>
<th>Yes</th>
<th>No</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>38</td>
<td>Test adapters/links, keeper pins, etc., removed from the system?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>39</td>
<td>Detection (link) line has proper tensioning?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>40</td>
<td>Was the control head reset?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>41</td>
<td>Were all fuel sources and power restored?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>42</td>
<td>Were all pilot lights supplied by the gas valve relit?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>43</td>
<td>Microswitch/relay(s) reset -- electrical appliances &quot;on&quot;?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>44</td>
<td>Are all nozzle caps in place?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>45</td>
<td>Were all filters reinstalled?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>46</td>
<td>Were all cartridges reinstalled? (if applicable)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>47</td>
<td>Tandem/slave releasing device(s) reset properly?</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
48  Operator's manual on site?  Yes  No  N/A
49  Class K portable extinguisher available and properly serviced?  Yes
50  Remote manual release free from obstructions?  Yes
51  Has the system been placed back in service?  Yes
52  Monitoring company notified that the system is back in full service?  Yes
53  Were building personnel notified of the system condition?  Yes
54  Have you received a signature from the building personnel?  Yes
55  Inspection tag affixed to system?  Yes

NOTIFICATION OF DEFICIENCIES

A mark made in the adjacent box indicates that deficiencies exist with the current condition of the Fire Suppression System. If this is the case, the customer’s authorized representative, by his or her signature and initials acknowledges these deficiencies represent an IMMEDIATE AND SERIOUS SAFETY CONCERN that the customer must correct. Service Company shall not be responsible if the Fire Suppression System malfunctions or fails to function. It is the owner’s responsibility to ensure that all deficiencies are removed or repaired.

NOTIFICATION OF EXHAUST SYSTEM GREASE BUILD UP

A mark made in the adjacent box indicates that we recommend that the entire exhaust and ventilation control system as well as all appliances be inspected by a properly trained, qualified, and certified company or person(s) acceptable to the authority having jurisdiction to determine if cleaning is required. Any visual observations or comments noted by our Service Technician regarding grease build up are for informational purposes only and are based on readily observable conditions at the time of service.

Authorized Customer Representative
Signature:
Print Name:

Authorized Company Representative
Signature:
Print Name:  P00049
Certification Number:

Description of Deficiencies

Comments and Recommendations

<table>
<thead>
<tr>
<th>HD</th>
<th>Appliance Type</th>
<th>Appliance Sub Type</th>
<th>Length</th>
<th>Width</th>
<th>Nozzle Qty</th>
<th>Nozzle Type</th>
<th>Nozzle Qty</th>
<th>Nozzle Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Plenum</td>
<td></td>
<td>89.00</td>
<td></td>
<td>1</td>
<td>1N</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A</td>
<td>Duct</td>
<td></td>
<td>10.00</td>
<td>18.00</td>
<td>1</td>
<td>2W</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Powered By: firepro365
<table>
<thead>
<tr>
<th>Column</th>
<th>Item Description</th>
<th>Column 1</th>
<th>Column 2</th>
<th>Column 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Range w/ Obstruction - High Prox</td>
<td>24.00</td>
<td>36.00</td>
<td>3 1F</td>
</tr>
<tr>
<td>A</td>
<td>Other Oven</td>
<td>38.00</td>
<td>38.00</td>
<td>1 1N</td>
</tr>
<tr>
<td>B</td>
<td>Plenum</td>
<td>89.00</td>
<td>89.00</td>
<td>1 2W</td>
</tr>
<tr>
<td>B</td>
<td>Duct</td>
<td>10.00</td>
<td>18.00</td>
<td>2W</td>
</tr>
<tr>
<td>B</td>
<td>Other Steamer</td>
<td>24.00</td>
<td>24.00</td>
<td>3 3N</td>
</tr>
<tr>
<td>B</td>
<td>Tilt Skillet / Braising Pan</td>
<td>24.00</td>
<td>39.00</td>
<td>3 3N</td>
</tr>
</tbody>
</table>
Certificate of Occupancy

CO Number: 220405176F

This certifies that the premises described herein conforms substantially to the approved plans and specifications and to the requirements of all applicable laws, rules and regulations for the uses and occupancies specified. No change of use or occupancy shall be made unless a new Certificate of Occupancy is issued. This document or a copy shall be available for inspection at the building at all reasonable times.

A. Borough: Bronx
   Block Number: 02979
   Address: 1232 SOUTHERN BOULEVARD
   Lot Number(s): 14
   Certificate Type: Final
   Building Identification Number (BIN): 2117981
   Effective Date: 05/01/2019
   Building Type: New

   This building is subject to this Building Code: 2008 Code

   For zoning lot metes & bounds, please see BisWeb.

B. Construction classification: 1-B
   Building Occupancy Group classification: E
   Multiple Dwelling Law Classification: None
   No. of stories: 6
   Height in feet: 74
   No. of dwelling units: 0

C. Fire Protection Equipment:
   Standpipe system, Fire alarm system, Sprinkler system, Fire Suppression system

D. Type and number of open spaces:
   None associated with this filing.

E. This Certificate is issued with the following legal limitations:
   None

Borough Comments: None

[Signatures]

Borough Commissioner

Acting Commissioner

DOCUMENT CONTINUES ON NEXT PAGE
## Certificate of Occupancy

**CO Number:** 220405176F

### Permissible Use and Occupancy

All Building Code occupancy group designations below are 2008 designations.

<table>
<thead>
<tr>
<th>Floor From To</th>
<th>Maximum persons permitted</th>
<th>Live load lbs per sq. ft.</th>
<th>Building Code occupancy group</th>
<th>Dwelling or Rooming Units</th>
<th>Zoning use group</th>
<th>Description of use</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEL</td>
<td>399</td>
<td>100</td>
<td>A-3</td>
<td></td>
<td>3</td>
<td>MULTIPURPOSE ROOM, USE AS A GYMNASIUM OR AUDITORIUM IN CONJUNCTION WITH 1ST FLOOR. TOTAL OCCUPANT LOAD IS 399 WHEN USED AS AN AUDITORIUM (STAGE 50 + AUDITORIUM 349). 349 PERSONS WHEN USED A GYMNASIUM, OCCUPANT LOAD FOR THIS FLOOR IS 451 WHEN USED AS AN AUDITORIUM, 401 WHEN USED AS A GYMNASIUM.</td>
</tr>
<tr>
<td>CEL</td>
<td>16</td>
<td>50</td>
<td>B</td>
<td></td>
<td>3</td>
<td>OFFICES</td>
</tr>
<tr>
<td>CEL</td>
<td>27</td>
<td>40</td>
<td>E</td>
<td></td>
<td>3</td>
<td>CLASSROOM/MULTIPURPOSE</td>
</tr>
<tr>
<td>CEL</td>
<td>6</td>
<td>75</td>
<td>F-2</td>
<td></td>
<td>3</td>
<td>ELECTRICAL, MECHANICAL, AND GAS METER ROOM</td>
</tr>
<tr>
<td>CEL</td>
<td>3</td>
<td>100</td>
<td>S-1</td>
<td></td>
<td>3</td>
<td>STORAGE ROOMS</td>
</tr>
<tr>
<td>001</td>
<td>001 308</td>
<td>100</td>
<td>A-3</td>
<td></td>
<td>3</td>
<td>CORRIDOR/ASSEMBLY</td>
</tr>
<tr>
<td>001</td>
<td>001 7</td>
<td>50</td>
<td>B</td>
<td></td>
<td>3</td>
<td>OFFICES</td>
</tr>
<tr>
<td>001</td>
<td>001 28</td>
<td>60</td>
<td>E</td>
<td></td>
<td>3</td>
<td>LIBRARY/MEDIA</td>
</tr>
<tr>
<td>001</td>
<td>001 1</td>
<td>75</td>
<td>F-2</td>
<td></td>
<td>3</td>
<td>TELECOM</td>
</tr>
<tr>
<td>001</td>
<td>001 1</td>
<td>100</td>
<td>S-1</td>
<td></td>
<td>3</td>
<td>STORAGE ROOMS</td>
</tr>
<tr>
<td>002</td>
<td>002 149</td>
<td>100</td>
<td>A-3</td>
<td></td>
<td>3</td>
<td>OUTDOOR EXERCISE CLASSROOM</td>
</tr>
</tbody>
</table>

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Borough Commissioner

Commissioner

*DOCUMENT CONTINUES ON NEXT PAGE*
## Certificate of Occupancy

**CO Number:** 220405176F

### Permissible Use and Occupancy

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<th>Description of use</th>
</tr>
</thead>
<tbody>
<tr>
<td>002 002</td>
<td>15</td>
<td>50</td>
<td>B</td>
<td></td>
<td>3</td>
<td>OFFICES</td>
</tr>
<tr>
<td>002 002</td>
<td>198</td>
<td>100</td>
<td>E</td>
<td></td>
<td>3</td>
<td>CLASSROOMS</td>
</tr>
<tr>
<td>002 002</td>
<td>1</td>
<td>75</td>
<td>F-2</td>
<td></td>
<td>3</td>
<td>ELECTRICAL RM</td>
</tr>
<tr>
<td>003 003</td>
<td>1</td>
<td>100</td>
<td>S-1</td>
<td></td>
<td>3</td>
<td>ACCESSORY STORAGE(SCIENCE PREP)</td>
</tr>
<tr>
<td>003 003 150</td>
<td>100</td>
<td>E</td>
<td></td>
<td></td>
<td>3</td>
<td>CLASSROOMS</td>
</tr>
<tr>
<td>003 003 189</td>
<td>100</td>
<td>A-3</td>
<td></td>
<td></td>
<td>3</td>
<td>CAFETERIA</td>
</tr>
<tr>
<td>003 003</td>
<td>1</td>
<td>75</td>
<td>F-2</td>
<td></td>
<td>3</td>
<td>ELECTRICAL</td>
</tr>
<tr>
<td>003 003 7</td>
<td>50</td>
<td>B</td>
<td></td>
<td></td>
<td>3</td>
<td>KITCHEN/SERVERY</td>
</tr>
<tr>
<td>003 003</td>
<td>1</td>
<td>100</td>
<td>S-1</td>
<td></td>
<td>3</td>
<td>STORAGE ROOM</td>
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<tr>
<td>003 003</td>
<td>1</td>
<td>100</td>
<td>U</td>
<td></td>
<td>3</td>
<td>TRASH ROOM</td>
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<tr>
<td>003 003 2</td>
<td>50</td>
<td>B</td>
<td></td>
<td></td>
<td>3</td>
<td>STAFF LOUNGE</td>
</tr>
<tr>
<td>004 004</td>
<td>1</td>
<td>100</td>
<td>S-1</td>
<td></td>
<td>3</td>
<td>STORAGE</td>
</tr>
<tr>
<td>004 004 19</td>
<td>50</td>
<td>B</td>
<td></td>
<td></td>
<td>3</td>
<td>OFFICES</td>
</tr>
</tbody>
</table>

**Borough Commissioner**

**Acting Commissioner**

*DOCUMENT CONTINUES ON NEXT PAGE*
## Certificate of Occupancy

**Permissible Use and Occupancy**

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<table>
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<tr>
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<th>Dwelling or Rooming Units</th>
<th>Zoning use group</th>
<th>Description of use</th>
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</thead>
<tbody>
<tr>
<td>004 004 29</td>
<td></td>
<td>100</td>
<td>A-3</td>
<td></td>
<td>3</td>
<td>BREAK OUT SPACE</td>
</tr>
<tr>
<td>004 004 229</td>
<td></td>
<td>40</td>
<td>E</td>
<td></td>
<td>3</td>
<td>CLASSROOMS</td>
</tr>
<tr>
<td>004 004 1</td>
<td></td>
<td>75</td>
<td>F-2</td>
<td></td>
<td>3</td>
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<tr>
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<td>A-3</td>
<td></td>
<td>3</td>
<td>OUTDOOR EXERCISE/CLASSROOM</td>
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<tr>
<td>005 005 259</td>
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<td>40</td>
<td>E</td>
<td></td>
<td>3</td>
<td>CLASSROOMS</td>
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<tr>
<td>005 005 1</td>
<td></td>
<td>75</td>
<td>F-2</td>
<td></td>
<td>3</td>
<td>ELECTRICAL/IT</td>
</tr>
<tr>
<td>005 005 2</td>
<td></td>
<td>50</td>
<td>B</td>
<td></td>
<td>3</td>
<td>STAFF LOUNGE</td>
</tr>
<tr>
<td>005 005 2</td>
<td></td>
<td>100</td>
<td>S-1</td>
<td></td>
<td>3</td>
<td>STORAGE ROOMS</td>
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<tr>
<td>006 006 9</td>
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<td>50</td>
<td>B</td>
<td></td>
<td>3</td>
<td>OFFICES</td>
</tr>
<tr>
<td>006 006 1</td>
<td></td>
<td>75</td>
<td>F-2</td>
<td></td>
<td>3</td>
<td>ELEC. IT</td>
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<tr>
<td>006 006 126</td>
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<td>E</td>
<td></td>
<td>3</td>
<td>CLASSROOMS</td>
</tr>
<tr>
<td>006 006 198</td>
<td></td>
<td>100</td>
<td>A-3</td>
<td></td>
<td>3</td>
<td>TERRACE</td>
</tr>
<tr>
<td>ROF 6</td>
<td></td>
<td>75</td>
<td>F-2</td>
<td></td>
<td>3</td>
<td>MECHANICAL AND ELECTRICAL ROOMS</td>
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</table>

**Document Continues on Next Page**
## Certificate of Occupancy

**CO Number:** 220405176F

### Permissible Use and Occupancy

All Building Code occupancy group designations below are 2008 designations.

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<thead>
<tr>
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<th>Zoning use group</th>
<th>Description of use</th>
</tr>
</thead>
<tbody>
<tr>
<td>ROF</td>
<td>2</td>
<td>100</td>
<td>S-1</td>
<td>3</td>
<td></td>
<td>STORAGE ROOM</td>
</tr>
</tbody>
</table>

BICYCLE PARKING FOR 7 BIKES AT 1 PER 10,000 SF.

END OF SECTION
Application: Children's Aid College Prep Charter School

Drema Brown - dbrown@childrensaidcollegeprep.org
2021-2022 Annual Report

Summary

ID: 0000000286
Status: Annual Report Submission
Last submitted: Aug 1 2022 09:05 PM (EDT)

Entry 7 BOT Membership Table

Completed - Jul 31 2022

Instructions

Required of ALL charter schools

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

Entry 7 BOT Table

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

CHILDREN'S AID COLLEGE PREPARATORY CHARTER SCHOOL 800000071164

Authorizer:

Who is the authorizer of your charter school?

SUNY

1. 2021-2022 Board Member Information (Enter info for each BOT member)
<table>
<thead>
<tr>
<th>Trustee Name</th>
<th>Trustee Email</th>
<th>Position on the Board</th>
<th>Committee</th>
<th>Voting Member</th>
<th>Number of Terms Served</th>
<th>Start Date of Current Term (MM/DD/YYYY)</th>
<th>End Date of Current Term (MM/DD/YYYY)</th>
<th>Board Meeting Dates During 2021-2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Michelle Delong</td>
<td>michelle <a href="mailto:delong@yahoo.com">delong@yahoo.com</a></td>
<td>Chair</td>
<td>Executive, Learning, Achievement and Evaluation, Governance and Finance and Audit Committee</td>
<td>Yes</td>
<td>5</td>
<td>06/30/2020</td>
<td>6/30/2022</td>
<td>12</td>
</tr>
<tr>
<td>2 Beth Leventhal</td>
<td><a href="mailto:bethpleventhal@gmail.com">bethpleventhal@gmail.com</a></td>
<td>Vice Chair</td>
<td>Yes</td>
<td></td>
<td>4</td>
<td>6/30/2021</td>
<td>6/30/2023</td>
<td>11</td>
</tr>
<tr>
<td></td>
<td>Name</td>
<td>Email</td>
<td>Position</td>
<td>Chair?</td>
<td>End Date</td>
<td>Term Start</td>
<td>Term Length</td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>---------------</td>
<td>------------------------</td>
<td>-------------------</td>
<td>--------</td>
<td>------------</td>
<td>------------</td>
<td>-------------</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Jane Goldman</td>
<td><a href="mailto:janegoldman@yahoo.com">janegoldman@yahoo.com</a></td>
<td>Secretary</td>
<td>Yes</td>
<td>6/30/20</td>
<td>6/30/20</td>
<td>11</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Nina Bershaderker</td>
<td><a href="mailto:nin.bershadker@gmail.com">nin.bershadker@gmail.com</a></td>
<td>Treasurer, Executive, Learning, Achievement and Evaluation</td>
<td>Yes</td>
<td>6/30/20</td>
<td>6/30/20</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Michelle Rumph</td>
<td><a href="mailto:mrumph79@gmail.com">mrumph79@gmail.com</a></td>
<td>Trustee, Member</td>
<td>Finance</td>
<td>6/30/20</td>
<td>6/30/20</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Phoebe Boyer</td>
<td><a href="mailto:pboyer@childrensaidny.org">pboyer@childrensaidny.org</a></td>
<td>Trustee, Member</td>
<td>Executive, Governance</td>
<td>Yes</td>
<td>6/30/20</td>
<td>6/30/20</td>
<td>10</td>
</tr>
<tr>
<td>7</td>
<td>Maribel Mercado</td>
<td><a href="mailto:amapolaevents@gmail.com">amapolaevents@gmail.com</a></td>
<td>Parent Rep</td>
<td>Learning, Achievement and Evaluation</td>
<td>Yes</td>
<td>6/30/20</td>
<td>1/12/20</td>
<td>5 or less</td>
</tr>
<tr>
<td>8</td>
<td>Sandra Escamilla</td>
<td>sescamilla@childdrensai dny.org</td>
<td>Trustee, Member</td>
<td>Yes</td>
<td>04/16/20</td>
<td>6/30/20</td>
<td>11</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Lolita Jackson</td>
<td><a href="mailto:lolitaj@aol.com">lolitaj@aol.com</a></td>
<td>Trustee, Member</td>
<td>Governance</td>
<td>Yes</td>
<td>03/11/20</td>
<td>6/30/20</td>
<td>5 or less</td>
</tr>
</tbody>
</table>
1a. Are there more than 9 members of the Board of Trustees?

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2022 8

b. Total Number of Members Added During 2021-2022 9

c. Total Number of Members who Departed during 2021-2022 1

d. Total Number of members, as set in Bylaws, Resolution or Minutes 5-15

3. Number of Board meetings held during 2021-2022

12

4. Number of Board meetings scheduled for 2022-2023

12

Total number of Voting Members on June 30, 2022:

8
Total number of Voting Members added during the 2021-2022 school year:

1

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

1

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

15

Thank you.
Disclosure of Financial Interest by a Current or Former Trustee

Trustee Name:
Michelle DeLong

Name of Charter School Education Corporation:
Children's Aid College Prep Charter School

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

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?
   □ Yes  ☑ No
   If Yes, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?
   □ Yes  ☑ No
   If Yes, please describe the nature of your relationship and if the student could benefit from your participation.
4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☑ No

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

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

☐ Yes ☑ No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.
6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check None.

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

<table>
<thead>
<tr>
<th>Organization conducting business with the school(s)</th>
<th>Nature of business conducted</th>
<th>Approximate value of the business conducted</th>
<th>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</th>
<th>Steps taken to avoid conflict of interest</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:
914-523-8220

Business Address:
NA

E-mail Address:
michelledelong@yahoo.com

Home Telephone:
914-722-5946

Home Address:
15 Dolma Rd Scarsdale, NY 10583

Michelle DeLong
Digitally signed by Michelle DeLong
Date: 2022.07.29 07:13:21 -04'00'
8/29/22

Acceptable signature formats include:
• Digitally certified PDF signature
• Print form, manually sign, scan to PDF

last revised 04/2022

Page 5 of 5
Disclosure of Financial Interest by a Current or Former Trustee

Trustee Name:
Beth Leventhal

Name of Charter School Education Corporation:
Children's Aid College Prep Charter School
CACPCS

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

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?
   □ Yes  ☒ No
   If Yes, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?
   □ Yes  ☒ No
   If Yes, please describe the nature of your relationship and if the student could benefit from your participation.
4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes  ☒ No

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

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

☐ Yes  ☒ No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.
6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check \textbf{None}.

\textbf{None}

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

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<tbody>
<tr>
<td>Children's Aid</td>
<td></td>
<td></td>
<td><strong>I am a trustee of Children's Aid</strong></td>
<td></td>
</tr>
</tbody>
</table>
This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

Business Address:

E-mail Address:
Bethpleventhal@gmail.com

Home Telephone:
914-238-5702

Home Address:
10 Bessel Lane, Chappaqua NY 10514

Signature

Date

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Disclosure of Financial Interest by a Current or Former Trustee

Trustee Name:
Jane Goldman

Name of Charter School Education Corporation:
Children's Aid College Prep Charter School

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

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?
   ☐ Yes ☑ No
   If Yes, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?
   ☐ Yes ☑ No
   If Yes, please describe the nature of your relationship and if the student could benefit from your participation.
4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes  ☑ No

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

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

☐ Yes  ☑ No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.
6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check None.

☑ None

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**Business Telephone:**


**Business Address:**


**E-mail Address:**

Janemgoldman@yahoo.com

**Home Telephone:**

212-706-8143

**Home Address:**

630 Park Avenue, 9A. New York, NY 10065

[Signature]  

7/28/2022

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Disclosure of Financial Interest by a Current or Former Trustee

Trustee Name:
Nina Bershader

Name of Charter School Education Corporation:
Children's Aid College Prep Charter School

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

   Secretary

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

   □ Yes  □ No

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

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

   □ Yes  □ No

   If Yes, please describe the nature of your relationship and if the student could benefit from your participation.
4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes  ☑ No

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

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

☐ Yes  ☑ No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.
6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

✔️ None

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Business Telephone:
347-871-4131

Business Address:
530 FIFTH AVE, 9TH FL, Suite 805, New York, NY 10036

E-mail Address:
nina.bershadker@gmail.com

Home Telephone:
646-645-4778

Home Address:
17 Bonnie Briar Lane, Larchmont NY 10538

Signature

July 28, 2022

Date

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- Print form, manually sign, scan to PDF
Disclosure of Financial Interest by a Current or Former Trustee

Trustee Name:
Michelle Rumph

Name of Charter School Education Corporation:
Children's Aid College Prep Charter School

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

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?
   
   ☐ Yes ☑ No

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

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?
   
   ☐ Yes ☑ No

   If Yes, please describe the nature of your relationship and if the student could benefit from your participation.
4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes  ☑ No

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

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

☐ Yes  ☑ No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.
6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check None.

**None**

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Page 4 of 5
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**Business Telephone:**
917-721-2054

**Business Address:**
691 St. Nicholas Avenue, New York, NY 10030

**E-mail Address:**
mrumpfh79@gmail.com

**Home Telephone:**
917-721-2054

**Home Address:**
68 Bradhurst Avenue, Apt 6S, New York, NY 10039

---

Michelle Rumph
Digitally signed by Michelle Rumph
Date: 2022.07.27 18:35:50 -04'00'
7/27/2022

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*last revised 04/2022*

Page 5 of 5
Disclosure of Financial Interest by a Current or Former Trustee

Trustee Name:
Lolita Jackson

Name of Charter School Education Corporation:
Children's Aid College Preperatory Charter School

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

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?
   □ Yes  ☑ No
   If Yes, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?
   □ Yes  ☑ No
   If Yes, please describe the nature of your relationship and if the student could benefit from your participation.
4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes  ✔ No
If Yes, please describe the nature of your relationship and if this person could benefit from your participation.

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

☐ Yes  ✔ No
If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.
6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

![Checkmark] None

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Business Telephone:
917.922.5069

Business Address:
60 E. 42nd St. Ste 1100 NY NY 10164

E-mail Address:
lolitaj@aol.com

Home Telephone:
917.922.5069

Home Address:
205 E. 95th St. Apt. 4L NY NY 10128

Lolita K. Jackson
Digitally signed by Lolita K.
Jackson
Date: 2022.08.01 11:25:11 -04'00'

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last revised 04/2022
Disclosure of Financial Interest by a Current or Former Trustee

Trustee Name:
Phoebe Boyer

Name of Charter School Education Corporation:
Children's Aid College Prep Charter School

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

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?
   ☐ Yes  ☑ No
   If Yes, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?
   ☐ Yes  ☑ No
   If Yes, please describe the nature of your relationship and if the student could benefit from your participation.
4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes  ☑ No
If Yes, please describe the nature of your relationship and if this person could benefit from your participation.

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

☑ Yes  ☐ No
If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

Children's Aid Society provides comprehensive management services (CMO) to Children's Aid College Prep Charter School.
6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check None.

☑ None

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<tr>
<td>Children's Aid Society</td>
<td>Children's Aid Society provides services to Children's Aid College Prep Charter School through a management Services Agreement</td>
<td>$2,000,000</td>
<td>Phoebe C. Boyer, President &amp; CEO of Children's Aid Society</td>
<td>Recusal from voting on any transaction involving Children's Aid Society</td>
</tr>
</tbody>
</table>
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**Business Telephone:**
212-949-4921

**Business Address:**
117 West 124th Street, 5th Floor, New York, NY 10027

**E-mail Address:**
pboyer@childrensaidnyc.org

**Home Telephone:**

---

**Home Address:**
333 Central Park West, New York, NY 10025

---

Signature  


Date  
8/1/2022

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last revised 04/2022

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Disclosure of Financial Interest by a Current or Former Trustee

Trustee Name:
Maribel Mercado

Name of Charter School Education Corporation:
Children's Aid College Prep Charter School

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

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?
   
   [☐] Yes  [☑] No
   
   If Yes, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?
   
   [☑] Yes  [☐] No
   
   If Yes, please describe the nature of your relationship and if the student could benefit from your participation.

   Child attends the school. Parent Trustee works directly with the Head of School and other Trustees for matters related to school governance or operations. No benefit to child beyond benefits for all children in the school served by the Trustees.
4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes  ✔ No

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

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

☐ Yes  ✔ No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.
6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

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

<table>
<thead>
<tr>
<th>Organization conducting business with the school(s)</th>
<th>Nature of business conducted</th>
<th>Approximate value of the business conducted</th>
<th>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</th>
<th>Steps taken to avoid conflict of interest</th>
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Page 4 of 5
This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

________________________________________

Business Address:

________________________________________

E-mail Address:

amapolaevents@gmail.com

Home Telephone:

________________________________________

Home Address:

________________________________________

Completed by education corporation on behalf of Trustee no longer serving.

________________________________________  8/1/2022

Signature                   Date

Acceptable signature formats include:
- Digitally certified PDF signature
- Print form, manually sign, scan to PDF
Trustee Name:
Sandra Escamilla

Name of Charter School Education Corporation:
Children's Aid College Prep

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

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?  
   ☐ Yes ☑ No  
   If Yes, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?  
   ☐ Yes ☑ No  
   If Yes, please describe the nature of your relationship and if the student could benefit from your participation.
4. Are you related, by blood or marriage, to an officer, director, employee, or any other person who may benefit from your participation as a board member of the education corporation?

☐ Yes  ☑ No

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

5. Are you a past, current, or prospective employee of the charter school, education corporation, or any entity that receives 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, the charter school, education corporation, or any entity that contracts, or does business with, the charter school, education corporation, or any entity whether for-profit or not-for-profit, including, but not limited to, the school or personal property to the said entities?

☑ Yes  ☐ No

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

I am the Executive VP of Children's Aid.
6. Identify each interest/transaction (and provide the financial information) in which you, any of your immediate family members, and/or any person(s) with whom you have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the board, and in the six months prior to such service. If there has been no such interest or transaction, check None.

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<th>Nature of financial Interest / transaction</th>
<th>Steps taken to avoid a conflict of interest (e.g., did not vote, did not participate in discussion)</th>
<th>Holding interest, serving on board, or relationship to (e.g., paid by, provided services to)</th>
</tr>
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[Checked box for None]
7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with, had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

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This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:
917-721-8370

Business Address:
117 124th Street NYC

E-mail Address:
seacamilla@childrensaidnyc.org

Home Telephone:
917-721-8370

Home Address:
62 Walnut Avenue East Farmingdale NY 11735

Signature

Acceptable signature formats include:
- Digitally certified PDF signature
- Print form, manually sign, scan to PDF
Application: Children's Aid College Prep Charter School

Drema Brown - dbrown@childrensaidcollegepreps.org
2021-2022 Annual Report

Summary

ID: 0000000286
Status: Annual Report Submission
Last submitted: Aug 1 2022 09:05 PM (EDT)

Entry 9 Enrollment & Retention

Completed - Aug 1 2022

Instructions for submitting Enrollment and Retention Efforts

Required of ALL Charter Schools

Describe the good faith efforts the charter school has made in 2021-2022 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are economically disadvantaged. In addition, describe the school’s plans for meeting or making progress toward meeting its enrollment and retention targets in 2022-2023.

Entry 9 Enrollment and Retention of Special Populations

Recruitment/Attraction Efforts Toward Meeting Targets

Describe Recruitment Efforts in 2021-2022

CACPCS utilized the following outreach strategies to engage families from this target group in 2021-22:

1) Posted flyers and placed notices in supermarkets, communities of faith, community centers, and apartment...
complexes in CSD 12
neighborhoods;
2) Displayed advertisements on
MTA buses that have routes in
CSD 12;
3) Hosted recruitment
presentations at preschools and
day care centers in the
community, including Children’s
Aid (CA) early childcare centers
and programs run by other
preschool providers;
4) Provided electronic and
hardcopy CACPCS applications to
preschools in the community;
5) Conducted virtual and in-
person school tours and open
houses at both CACPCS school
locations;
6) Leveraged the relationships
and network of community
contacts of the CACPCS Board,
CACPCS staff, and Children’s Aid
(CA) leadership
and staff, including staff at
multiple CA program sites in
close proximity to the CACPCS
school buildings such as the CA
Bronx Family Center (which runs
foster care and preventive
services), the CA Next
Generation Center (which runs
adolescent and young adult
programming), the CA licensed
medical clinic, and multiple CA
community schools;
7) Ran social media ad
campaigns year-round rather
than at the height of the
recruitment season;
8) Enrolled students over-the-
counter in grade levels with no
waiting lists;
9) Utilized CACPCS’s existing
parent body to conduct

In addition to repeating the
strategies used in 2021-22 that
yielded the best results, CACPCS
will also host focus groups of
parents and caregivers of
students from this target group
to learn more about how to
adjust and refine our recruitment
strategies for this population.
outreach in their neighborhoods and serve as volunteer Ambassadors.

Although CACPCS has consistently made investments in its recruitment efforts over the years, a focus for 2021-22 was to increase investments in the recruitment of ELLs through:

- Increased investment in translation services to ensure timely translation of all recruitment materials into Spanish, Arabic, and French, which are three of the most dominant languages for elementary and middle school students in CSD 12.

- Increased investment in a multilingual, year-round marketing and communication strategy focused specifically on recruiting ELL families.

- Increased investment in multilingual, year-round marketing materials and ads pushed out across the Bronx via ads on public transportation and in publications valued by the local community.

In addition to repeating the strategies used in 2021-22 that yielded the best results, CACPCS will:

1) host focus groups of parents and caregivers of students from this target group to learn more about how to adjust and refine our recruitment strategies for this population; and,

(2) increase social media presence throughout the year across all major social media platforms with a focus on telling the stories of the experiences of our ELL students at CACPCS year-round.

CACPCS utilized the following outreach strategies to engage SWD youth and their parents:

(1) Hosted recruitment presentations at preschools and day care centers in the community, including Children’s Aid (CA) early childcare centers and programs run by other
preschool providers in which we highlight the range of services we provide to Students with Disabilities;

(2) Conducted virtual and in-person school tours and open houses at both CACPCS school locations to provide prospective families with an opportunity to see our learning environment;

(3) Leveraged the relationships and network of community contacts of the CACPCS Board, CACPCS staff, and CA leadership and staff, including staff at multiple CA program sites in close proximity to the CACPCS school buildings such as the CA Bronx Family Center (which runs foster care and preventive services), the CA Next Generation Center (which runs adolescent and young adult programming), the CA licensed medical clinic, and multiple CA community schools to connect with families of Students with Disabilities.

(4) Enrolled students over-the-counter in grade levels with no waiting lists so that opportunities remain available throughout the year to Students with Disabilities;

(5) Hosted focus groups of parents and caregivers of SWDs to learn more about how to adjust and refine our recruitment strategies for this population of students; and

6) Utilized CACPCS's existing
parent body, especially parents whose children are classified as SWD to conduct outreach in their neighborhoods and serve as volunteer Ambassadors.

Retention Efforts Toward Meeting Targets

Describe Retention Efforts in 2021-2022

CACPCS focused its retention efforts on the following four strategies:

(1) Connecting with community partners - Outreach and engagement of community partners to deepen the school’s connections to organizations and community leaders who are most connected to CACPCS’s target communities.

(2) Increased investments in retention strategies - Increased investments in a marketing and communications strategy that tells our unique school story.

(3) Increased parent engagement - To increase parent engagement, CACPCS’s school leadership, specifically the Principals, Academic Deans, Director of Special Education and Interventions and Community School Director (supported by the Head of School, Operations Managers and Operations Assistants), were responsible for increasing parent engagement efforts that would support retention (e.g. parent

Economically Disadvantaged

CACPCS plans to continue the retention strategies utilized in 2021-22 during the 2023 school year. Focus group discussions with parents and caregivers from this target group will continue to inform any changes to CACPCS’s retention strategies.
focus group, family incentive programs, etc.).
- Improved the school experience - CACPCS's plans to deepen the school culture work, especially at the middle school level by creating positive campus-wide experiences for students and their families in collaboration with the two other schools on the campus.

CACPCS implemented strategies to increase ELL enrollment and the school continued to serve larger groups of non-native English speakers and recognized a need to focus on targeted ELL supports to maintain a high ELL retention rate.

In 2021-22 there was a specific focus on hiring staff with training, expertise and/or were native language speakers to support CACPCS's ELL students.

The school hired one full-time ESL Interventionist to work directly with students, with classroom teachers as a co-teacher in classrooms with large numbers of ELLs and as a trainer to help teachers incorporate specific ELL-focused strategies in their practice.

CACPCS focused staff recruitment to bring in more bilingual applicants for
instructional positions to improve the experience of ELL students.

The CACPCS school model provides support to Students with Disabilities that has positively influenced their return to CACPCS at high rates each year. However, continued improvements to the school experience further supported CACPCS’s retention efforts. More specifically, understanding that students thrive in the school’s highly responsive environment that promotes individualized student supports, CACPCS continued its focus on delivering the comprehensive range of school day and integrated support services. These services were designed and coordinated by a team that included the Community School Director, the Director of Special Education and Interventions, and other members of the school’s leadership team. These comprehensive supports included a range of academic intervention programs available to students, leveraged the school’s co-teaching and small group instructional approach, and prioritized ensuring that all students’ needs were understood and addressed. This team of professionals also coordinated regular communication with parents and caregivers throughout the year and planned experiences to build connections between parents and staff in

CACPCS plans to continue the retention strategies utilized in 2021-22 during the 2023 school year. Focus group discussions with parents and caregivers from this target group will continue to inform any changes to CACPCS’s retention strategies.
support of SWD students' transitions from elementary school to middle school and from middle school to high school.
Application: Children's Aid College Prep Charter School

Drema Brown - dbrown@childrensaidcollegeprep.org
2021-2022 Annual Report

Summary

ID: 0000000286
Status: Annual Report Submission
Last submitted: Aug 1 2022 09:05 PM (EDT)

Entry 10 - Teacher and Administrator Attrition

Completed - Jul 31 2022

Form for "Entry 10 - Teacher and Administrator Attrition" Revised to Employee Fingerprint Requirements Attestation
A. TEACH System - Employee Clearance

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

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

[1] Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers. See NYSED memorandum dated October 1, 2019 at http://www.nysed.gov/common/nysed/files/programs/charter-schools/employeefingerprintfct19.pdf or visit the NYSED website at: http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.
B. Emergency Conditional Clearances

Emergency Conditional Clearances

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

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

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

**Attestation**

**Responses Selected:**

I hereby attest that the school has reviewed, understands, and will comply with these requirements.
<table>
<thead>
<tr>
<th>August 2022</th>
<th>September 2022</th>
<th>October 2022</th>
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First Day of School for All Scholars (K-8)

November 2022

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<th>November 2022</th>
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February 2023

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May 2023

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</tbody>
</table>

Last Day of School for All Scholars K-8

Key:
- First Day of School: August 29, 2022
- Last Day of School: June 2, 2023
- Early Dismissal/Staff Professional Development
- Holiday/School Closings
- Parent Teacher Conferences
- Testing Days - Grades 3-8
- Saturday Academy - Grades 3-8
- Progress Report Distribution
- School Orientation Dates
- Picture Day - Elementary School
- Picture Day - Middle School

School Hours
Monday through Friday
7:45AM - 4:15PM

School Office Hours
7:30AM - 5:30PM
Application: Children's Aid College Prep Charter School

Drema Brown - dbrown@childrensaidcollegeprep.org
2021-2022 Annual Report

Summary

ID: 0000000286
Status: Annual Report Submission
Last submitted: Aug 1 2022 09:05 PM (EDT)

Entry 14 Links to Critical Documents on School Website

Completed - Aug 1 2022

Instructions

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

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

1. Current Annual Report (i.e., 2021-2022 Annual Report);[1]
2. Board meeting notices, agendas and documents;
3. New York State School Report Card;
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY);
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo);
6. Authorizer-approved FOIL Policy; and
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)

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

Form for Entry 14 Links to Critical Documents on School Website

School Name: Children's Aid College Prep Charter School
Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy

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

   - Link to Documents
   - [https://www.cacpcs.org/Content2/financials](https://www.cacpcs.org/Content2/financials)

2. Board meeting notices, agendas and documents

3. New York State School Report Card
   - [https://www.cacpcs.org/Content2/financials](https://www.cacpcs.org/Content2/financials)

4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)
   - [https://www.cacpcs.org/Content2/resources](https://www.cacpcs.org/Content2/resources)

5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo)
   - [https://www.cacpcs.org/Content2/resources](https://www.cacpcs.org/Content2/resources)

6. Authorizer-approved FOIL Policy
   - [https://www.cacpcs.org/docs/district/document/free
dom%20of%20information%20law%20policy_2021_22.pdf?id=303](https://www.cacpcs.org/docs/district/document/free
dom%20of%20information%20law%20policy_2021_22.pdf?id=303)

7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)
   - [https://www.cacpcs.org/Content2/resources](https://www.cacpcs.org/Content2/resources)

Thank you.