Entry 1 School Information and Cover Page (New schools that were not open for instruction for the 2018-19 school year are not required to complete or submit an annual report this year).

Created: 07/23/2019 • Last updated: 08/26/2019

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 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, 2019)** or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME (Select name from the drop down menu)	GROWING UP GREEN CHARTER SCHOOL II
a1. Popular School Name (Optional)	(No response)
b. CHARTER AUTHORIZER (As of June 30th, 2019) Please select the correct authorizer as of June 30, 2019 or you may not be assigned the correct tasks.	Regents Authorized Charter School
c. DISTRICT / CSD OF LOCATION	NYC CSD 28
d. DATE OF INITIAL CHARTER	12/2015
e. DATE FIRST OPENED FOR INSTRUCTION	09/2016

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

MISSION STATEMENT

The Growing Up Green Charter School empowers children to be conscious, contributing members of their community through rigorous curriculum and an engaging green culture. Graduates of GUGCS will be prepared to attend high performing schools where their interdisciplinary academic foundation, knowledge of sustainability, and strong sense of self sets them apart as leaders of the future.

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

KEY DESIGN ELEMENTS (Brief heading followed by a description of each Key Design Elements (KDE). 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. The design elements may include a specific content area focus; unique student populations to be served; specific educational programs or pedagogical approaches; unique calendar, schedule, or configurations of students and staff; and/or innovative organizational structures and systems.

Variable 1	Dedication to Academic Rigor. GUGCS II's curricular team will work to ensure that teachers are delivering both the direct instruction and collaborative components of their academic program with specific intention and rigor based on both Common Core State Standards and student data stemming from internal and external assessments.
Variable 2	Expansive Support Services. At GUGCS II, the Support Services Department will work closely as a collaborative team to provide specialized support and instruction for at risk students, English language learners, as well as students receiving special education services.
Variable 3	Integrated Co Teaching (ICT) and Special Education Teacher Support Services (SETSS). GUGCS II will provide each grade level with at least one ICT class and also maintain four learning specialists within the department to support ICT and SETSS needs.
Variable 4	Intervention. With three intervention teachers supporting at risk students and the implementation of a Response to Intervention (RtI) model through the use of their "Successful Students Committee"(SSC), GUGCS II will run 6 week intervention cycles to ensure that student progress is monitored regularly and that students who require more intensive support are quickly identified.
Variable 5	ELL. With the help of an ELL coordinator and two ELL teachers, GUGCS II will employ the Sheltered Instruction Observation Protocol (SIOP) model to support ELL students

	inside and outside of the classroom.
Variable 6	Counseling. GUGCS II believes in supporting students' social, emotional, and behavioral needs. By staffing the school with several school counselors, they can provide individual, small group, and larger group support.
Variable 7	Hands On Learning in the Local Environment. The school's model uses a multi sensory approach that is enhanced by weekly visits to the school's science lab and regular field trips in and around the community.
Variable 8	Actionable Assessment System. Aligned to the Common Core State Standards and administered every six weeks, GUGCS II's "Looking Forwards, Looking Back" assessments will provide actionable data that teachers will use to refine their lessons and identify students' needs as well as content areas needing support.
Variable 9	Green Education. Green principles will inform the curriculum, instruction and culture of GUGCS II. Green lessons will infuse GUGCS II's meals, code of conduct, instructional materials, recycling practices, and facility design and choices. By incorporating their "Green Ambassadors" program, weekly Green Living classes, and daily Explore and Discover (ED) Time, students will be engaged in and develop a more complex understanding of the skills and concepts around green principles.
Variable 10	Deliberate School Culture. GUGCS II's collaborative environment will sustain a positive school culture for students, staff, and families alike. The school expects that this culture will result in limited faculty and staff turnover, virtually no leadership turnover, and will result in limited discipline issues and no expulsions.

Need additional space for variables No

h. SCHOOL WEB ADDRESS (URL) www.gugcs.org

i. TOTAL MAX APPROVED ENROLLMENT FOR THE 2018-19 SCHOOL YEAR (exclude Pre-K program enrollment) 353

j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2019 (exclude Pre-K program enrollment) 340

k. GRADES SERVED IN SCHOOL YEAR 2018-19 (does not include Pre-K program students)

Check all that apply

Grades Served	K, 1, 2, 3, 4

l1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION? No

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2019-20?

	No, just one site.

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	84 35 152 St. Jamaica, NY 11432	347 642 4306	NYC CSD 28	K 5	K 5

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Matthew Greenberg	[redacted]		[redacted]
Operational Leader	Massomeh Spahr			
Compliance Contact	Nancy Wong			
Complaint Contact	Brian Martin			
DASA Coordinator	Lauren Balterman			
Phone Contact for After Hours Emergencies				

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

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 .

Site 1 Certificate of Occupancy (COO)

https://nysed cso reports.fluidreview.com/resp/109958790/yFPTXS6fVy/

Site 1 Fire Inspection Report

https://nysed cso reports.fluidreview.com/resp/109958790/nBJtmqxAKU/

CHARTER REVISIONS DURING THE 2018-19 SCHOOL YEAR

n1. Were there any revisions to the school’s charter during the 2018-19 school year? (Please include approved or pending material and non-material charter revisions).	No

ATTESTATION

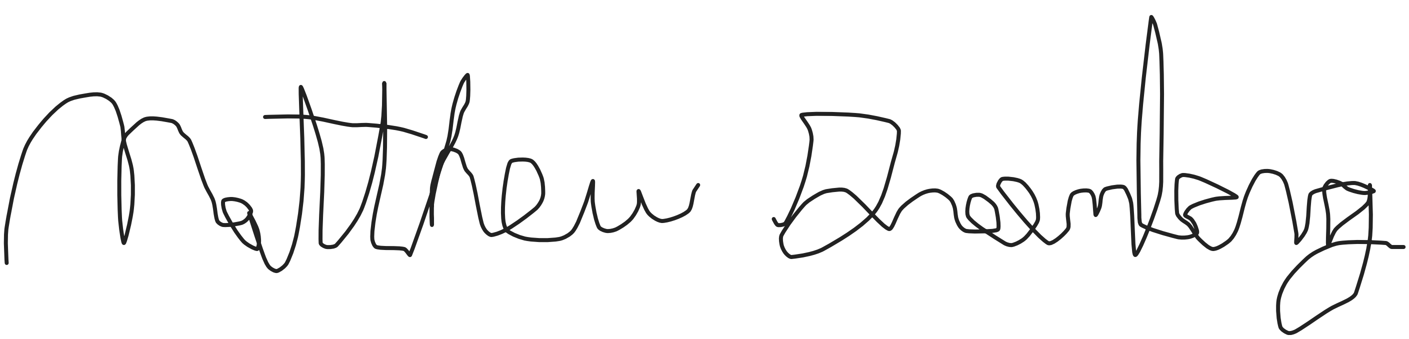
o. Individual Primarily Responsible for Submitting the Annual Report.

Name	Brian Martin
Position	Assessment Coordinator
Phone/Extension	[redacted]
Email	[redacted]

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

Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees

Kathryn Klingenstein, Vice President, on behalf of Jeff Mueller, President

Date 2019/07/23

Thank you.

FIRE DEPARTMENT

9 METROTECH CENTER BROOKLYN, N.Y. 11201-3857

BUREAU OF FIRE PREVENTION

Public Buildings Unit

DATE: 07.25.2019.

PREMISES

Growing Up Green Charter School 84-35 152nd Street Queens NY 11432	Growing Up Green Charter School 84-35 152nd Street Queens NY 11432

To Whom It May Concern:

The New York City Fire Department ("FDNY"), Bureau of Fire Prevention, Public Buildings Unit conducted an inspection of the above-referenced premises on **03.19.2019.**

XXX The inspection did not reveal any violations that FDNY's Public Buildings Unit is authorized to inspect and enforce.

______ The inspection resulted in issuance of violations of the Fire Code or other laws, rules or regulations that FDNY's Public Buildings Unit is authorized to inspect and enforce.

______ As of XXXXXXX documents were submitted to FDNY as proof of correction, and such correction was deemed acceptable to FDNY

______ The inspection, and a review of premises records, has disclosed that the premises may not be in compliance with the lawful occupancy established by the New York City Department of Buildings.

This letter shall not be construed to be a permit for, or an approval of the premises. FDNY does not certify that the premises is free from any violation for which it has not inspected, in accordance with its standard inspection protocols. This letter shall not prevent FDNY from inspecting the premises at a later date, requiring the correction of any deficiencies its finds at the premises, and/or issuing violations against the premises for conditions that do not comply with the Fire Code or other laws, rules or regulations.

Examined by: Tomasz Korbas

Tomasz Korbas, Supervising Inspector, PBU

Form 54-BAM-1026084(31) 114

DEPARTMENT OF HOUSING AND BUILDINGS

BOROUGH OF QUEENS , CITY OF NEW YORK

No. [redacted]

Date 3/18/71

CERTIFICATE OF OCCUPANCY

(Standard form adopted by the Board of Standards and Appeals and issued pursuant to Section 646 of the New York Charter, and Sections C26-181.0 to C26-187.0 inclusive Administrative Code 2.1.3.1. to 2.1.3.7. Building Code.)

This certificate supersedes C. O. No.

To the owner or owners of the building or premises:

THIS CERTIFIES that the new building—premises located at
84-35 152nd Street, NEC 84th Drive & 152nd St.

Block 9749 Lot 36

, conforms substantially to the approved plans and specifications, and to the requirements of the building code and all other laws and ordinances, and of the rules and regulations of the Board of Standards and Appeals, applicable to a building of its class and kind at the time the permit was issued; and

CERTIFIES FURTHER that, any provisions of Section 646F of the New York Charter have been complied with as certified by a report of the Fire Commissioner to the Borough Superintendent.

N.B. Alt. No. [redacted] Construction classification— Fireproof

Occupancy classification— Public . Height 3 stories, 38 feet.

Date of completion— 12/8/70 . Located in Res. Use District.

E-1 Area 1 Height Zone at time of issuance of permit

This certificate is issued subject to the limitations hereinafter specified and to the following resolutions of the Board of Standards and Appeals: Cal# 272-60 BZ, Bul# 41 Vol. XLV

PERMISSIBLE USE AND OCCUPANCY

STORY	LIVE LOADS Lbs. per Sq. Ft.	PERSONS ACCOMMODATED MALE	FEMALE	TOTAL	USE
Bsmt.	O.G.	300	300	600	Heating, Office, Nursery, Recreation
1st	100	732	735	1467	Church, Parish Hall & Classrooms
2nd	60	181	181	362	Classrooms

U. Irving Di Giacomo
Borough Superintendent.

CERTIFICATE WILL BE NULL AND VOID IF ALTERED IN ANY MANNER OR ADDITIONS ARE MADE THERETO.

Entry 2 NYS School Report Card Link

Last updated: 07/23/2019

GROWING UP GREEN CHARTER SCHOOL II

1. CHARTER AUTHORIZER (As of June 30th, 2019) (For technical reasons, please re select authorizer name from the drop down menu).	REGENTS Authorized Charter School
2. NEW YORK STATE REPORT CARD **Provide a direct URL or web link to the most recent New York State School Report Card for the charter school (See https://reportcards.nysed.gov/).** **(Charter schools completing year one will not yet have a School Report Card or link to one. Please type "URL is not available" in the space provided.)**	https://data.nysed.gov/essa.php?year=2018&instid=800000086908

Entry 3 Progress Toward Goals

Created: 07/24/2019 • Last updated: 10/31/2019

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 by November 1st.

1. ACADEMIC STUDENT PERFORMANCE GOALS

If performance data is not available by August 1st, please state this in the last column and update by November 1st.

2018-19 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal Met or Not Met	Indicate if data is not available. If/when available, Describe Efforts School Will Take If Goal Is Not Met
Academic Goal 1	GUGCS will meet the indicators for Benchmark 1: Student Performance in the Board of Regents Charter School Performance Framework, including growth and attainment for all tested subjects.	Board of Regents Charter School Performance Framework		Data has not been made available as of 11/1/2019
				Growing up Green Charter School II will take the following efforts to meet this goal in the next school year: Guided reading instruction will be scheduled five days a week for grades K 5. A full time Reading Specialist has been hired to support all grade teams during

				guided reading blocks and other literacy instruction. The Literacy Coordinator will host more professional development on how to assess students accurately on Fountas & Pinnell Benchmark Assessment System to create more valuable data to focus instruction. Teachers will partake in numerous professional development and collaboration opportunities with Growing up Green Charter School, and other schools to learn best practices. With the increase of scheduled guided reading instruction, the guided reading library has been expanded. A second ENL teacher which was hired during last school year to meet the needs of ELL students and other student that have been identified with RTI needs will be on staff at the start of the school year.
Academ	Each year, 75% of all students (Grades 1 5) who were enrolled at GUGCS or at least two consecutive	FastBridge a Reading Test K 0%		Learning specialist, who are duel certified, will participate in guided reading blocks by helping reduce the

ic Goal 2	BEDS dates, will perform at or above grade level on the NWEA MAP Reading test.	1 51% 2 39% 3 47% 4 24% All Students 39%	Not Met	student/teacher ratio, and helping to meet the needs of students with and without IEPs. 5th Grade classes will be departmentalized, with a teacher focusing on literacy instruction for the entire grade. GUGII plans on hosting multiple family literacy nights to instruct parents on ways they can help their children become stronger readers. Teachers will be gathering more useful data through formative and summative assessments to help inform families of their child's progress as well as drive more detailed instruction. There will be an increase of phonics instruction for grades K 2, and for students that need at risk services. Report cards will reflect new descriptors to reflect data mandates across grade levels. GUGII will be revamping their teacher coaching model to help provide teachers with foundational skills that will help them develop as

				facilitators and learners. GUGII will hire an Explore and Discover (ED) Time Coordinator who will be responsible for embedding many literacy standards into the social studies curriculum. The ED Time coordinator will also be involved with teacher coaching.
				Growing up Green Charter School II will take the following efforts to meet this goal in the next school year: Guided reading instruction will be scheduled five days a week for grades K 5. A full time Reading Specialist has been hired to support all grade teams during guided reading blocks and other literacy instruction. The Literacy Coordinator will host more professional development on how to assess students accurately on Fountas & Pinnell Benchmark Assessment System to create more valuable data to focus instruction. Teachers will partake in numerous professional

				development and collaboration opportunities with Growing up Green Charter School, and other schools to learn best practices. With the increase of scheduled guided reading instruction, the guided reading library has been expanded. A second ENL teacher which was hired during last school year to meet the needs of ELL students and other student that have been identified with RTI needs will be on staff at the start of the school year. Learning specialist, who are duel certified, will participate in guided reading blocks by helping reduce the student/teacher ratio, and helping to meet the needs of students with and without IEPs. 5th Grade classes will be departmentalized, with a teacher focusing on literacy instruction for the entire grade. GUGII plans on hosting multiple family literacy nights to instruct parents on ways they can help their children become stronger readers.
Academic Goal 3	Each year, 75% of all tested students (Grades K 5) who have been enrolled in GUGCS for at least two consecutive BEDS dates will perform at or above grade level on the Fountas and Pinnell Benchmark Assessment System.	Fountas and Pinnell Benchmark Assessments K 86% 1 59% 2 44% 3 49% 4 56% All Students 53%	Not Met	

				Teachers will be gathering more useful data through formative and summative assessments to help inform families of their child's progress as well as drive more detailed instruction. There will be an increase of phonics instruction for grades K 2, and for students that need at risk services. Report cards will reflect new descriptors to reflect data mandates across grade levels. GUGII will be revamping their teacher coaching model to help provide teachers with foundational skills that will help them develop as facilitators and learners. GUGII will hire an Explore and Discover (ED) Time Coordinator who will be responsible for embedding many literacy standards into the social studies curriculum. The ED Time coordinator will also be involved with teacher coaching.
				Growing up Green Charter School II will take the following

				efforts to meet this goal in the next school year: Guided reading instruction will be scheduled five days a week for grades K 5. A full time Reading Specialist has been hired to support all grade teams during guided reading blocks and other literacy instruction. The Literacy Coordinator will host more professional development on how to assess students accurately on Fountas & Pinnell Benchmark Assessment System to create more valuable data to focus instruction. Teachers will partake in numerous professional development and collaboration opportunities with Growing up Green Charter School, and other schools to learn best practices. With the increase of scheduled guided reading instruction, the guided reading library has been expanded. A second ENL teacher which was hired during last school year to meet the needs of ELL

				students and other student that have been identified with RTI needs will be on staff at the start of the school year. Learning specialist, who are duel certified, will participate in guided reading blocks by helping reduce the student/teacher ratio, and helping to meet the needs of students with and without IEPs. 5th Grade classes will be departmentalized, with a teacher focusing on literacy instruction for the entire grade. GUGII plans on hosting multiple family literacy nights to instruct parents on ways they can help their children become stronger readers. Teachers will be gathering more useful data through formative and summative assessments to help inform families of their child's progress as well as drive more detailed instruction. There will be an increase of phonics instruction for grades K 2, and for students that need at risk services. Report cards will
Academ ic Goal 4	Each grade level of students (K 5) who remained in the school for the entire year will show at least 3 levels of growth on the Fountas & Pinnell Benchmark Assessment System between September and June of each school year.	Fountas and Pinnell Benchmark Assessments K 77% 1 96% 2 91% 3 67% 4 73% All Students 81%	Not Met	

				reflect new descriptors to reflect data mandates across grade levels. GUGII will be revamping their teacher coaching model to help provide teachers with foundational skills that will help them develop as facilitators and learners. GUGII will hire an Explore and Discover (ED) Time Coordinator who will be responsible for embedding many literacy standards into the social studies curriculum. The ED Time coordinator will also be involved with teacher coaching.
Academic Goal 5	Each year, the school will make Adequate Yearly Progress (AYP) in Math, ELA and Science and will be deemed in “Good Standing” on its NYSED Report Card.	New York State Testing Program and NYSED Report Card 2018 2019 Accountability Status Based on 2017 18 Data has deemed Growing of Green School in Good Standing.	Met	
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				

Academic Goal 9				
Academic Goal 10				

2. Do have more academic goals to add? No

3. Do have more academic goals to add? No

4. ORGANIZATIONAL GOALS

2018-19 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal Met or Not Met	If Not Met, Describe Efforts School Will Take
Org Goal 1	Each year, the school will have an average daily student attendance rate of at least 93%.	Growing Up Green uses OnCourse, a school management program, to document daily attendance. Growing up Green II's daily attendance rate was 93% in 2018 19	Met	
Org Goal 2	Each year, 95% of all students enrolled on the last day of the school year will return the following school year.	During the 2018 19 school year, 97% of students enrolled on the last day will return the following school year.	Met	
Org Goal 3	Each year, the school will comply with all applicable laws, rules, regulations and contract terms, including but not limited to, the New York Charter Schools Act, the New York	GUGCS II complies with all applicable laws, rules, regulations and contract terms as noted in our	Met	

	Freedom of Information Law, the New York Open Meetings Law, the Individuals with Disabilities Education Act and the Family Educational Rights and Privacy Act.	Employee Handbook, our Family Handbook, and our Board policies.		
Org Goal 4	Per the 2010 amendment to the Charter Schools Act, the school shall demonstrate good faith efforts to attract, retain, and meet or exceed enrollment and retention targets for students with disabilities, English language learners, and students who are eligible for the free and reduced price lunch program.	GUGCS II utilizes a variety of strategies to attract, retain, meet, or exceed enrollment and retention targets. We begin with a mass mailing to all families residing within District 28. This mailing includes information about our mission, core values, academic program, school community, and our application process via lottery. In addition to this mailing, GUGCS II participates in the NYC Charter School Common application process, which allows families from District 28 (and families in other NYC school districts who are interested) in accessing our application online. GUGCS II hosts weekly school tours during our enrollment period which are open to all families interested in GUGCS II. We post application information on our school website as well as on our	Met	

		Facebook page to reach additional members of our community.		
Org Goal 5	Each year student enrollment will be at or within 15% below full enrollment as delineated in the charter. This will be measured each year by an analysis of student enrollment figures in ATS.	At the end of the 2017 2018 school year on June 30, 2018, GUGCS II enrolled 96% of its enrollment goal.	Met	
Org Goal 6	Each year, parents will express satisfaction with the school's program, based on the NYCDOE Learning Environment Survey in which the school will receive scores of 7.5 or higher in each of the four survey domains: Academic Expectations, Communication, Engagement, and Safety and Respect. The school will only have met this goal if 50% or more of the parents participate in the survey.			This is not applicable as this is no longer a measure used by the NY Department of Education.
Org Goal 7	Each year, teachers will express satisfaction with school leadership and professional development opportunities as determined by the teacher section of the NYCDOE Learning Environment Survey in which the school will receive scores of 7.5 or higher in each of the four			This is not applicable as this is no longer a measure used by the

	survey domains: Academic Expectations, Communication, Engagement, and Safety and Respect. The school will only have met this goal if 50% or more of the teachers participate in the survey.			NY Department of Education.
Org Goal 8	Each year, 85% of teachers whose contract was renewed at the end of the previous school year will return to teach at GUGCS II.	93% of teachers who's contract was renewed at the end of the 2018 19 school year will return to teach at GUGCS II.	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

2018-19 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal Met or Not Met	If Not Met, Describe Efforts School Will Take
Financial Goal 1	Each year, the School will undergo an independent financial audit that will result in an unqualified opinion and no major findings. A finding is “major” if it indicates a deliberate act of wrongdoing, reckless conduct or causes a loss of confidence in the abilities or integrity of the school or seriously jeopardizes the continued operation of the school.	Independent Financial Audit Findings PKF O'Connor Davies, LLP conducted our Interim Audit for 2018 2019. It was a clean interim Audit which resulted in an unqualified opinion with no major findings. The final part of the Audit will take place mid August 2019 and we fully expect our goal to be met. Met Financial Goal 2 Each year,	Met	
Financial Goal 2	Each year, the School will operate on a balanced budget and maintain a stable cash flow. A budget will be considered “balanced” if revenues equal or	Monthly and weekly financial statements are prepared, analyzed by the Director of Finance and then distributed to the school administration and board of directors. Financials are all	Met	

	exceed expenditures.	posted on our School's website and indicate that our Goal for 2018 2019 was met.		
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add? No

Thank you.

Entry 4 Expenditures per Child

Created: 07/25/2019 • Last updated: 08/21/2019

GROWING UP GREEN CHARTER SCHOOL IISection Heading

Financial Information

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

1. Total Expenditures Per Child

To calculate **'Total Expenditures per Child'** take total expenditures (from the unaudited 2018-19 Schedule of Functional Expenses) and divide by the year end FTE student enrollment. (Integers Only. No dollar signs or commas).

Note: The information on the Schedule of Functional Expenses on pages 41–43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations: Audit Guide available within the portal or on the NYSED website at: http://www.p12.nysed.gov/psc/regentsoversightplan/otherdocuments/auditguide2018.pdf.

Line 1: Total Expenditures	7055966
Line 2: Year End FTE student enrollment	345
Line 3: Divide Line 1 by Line 2	20414

2. Administrative Expenditures per Child

To calculate **'Administrative Expenditures per Child'** To calculate “Administrative Expenditures per Child” first *add* together the following:

1. Take the relevant portion from the ‘personnel services cost’ row and the ‘management and general’ column (from the unaudited 2018 19 Schedule of Functional Expenses)

2. Any contracted administrative/management fee paid to other organizations or corporations

3. Take the total from above and divide it by the year end FTE enrollment. The relevant portion that must be included in this calculation is defined as follows:

Administrative Expenditures: Administration and management of the charter school includes the activities and personnel of the offices of the chief school officer, the finance or business offices, school operations personnel, data management and reporting, human resources, technology, etc. It also includes those administrative and management services provided by other organizations or corporations on behalf of the charter school for which the charter school pays a fee or other compensation. Do not include the FTE of personnel whose role is to directly support the instructional program.

Notes:
The information on the Schedule of Functional Expenses on pages 41–43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations: http://www.p12.nysed.gov/psc/AuditGuide.html.
Employee benefit costs or expenditures should not be reported in the above calculations.

Line 1: Relevant Personnel Services Cost (Row)	426104
Line 2: Management and General Cost (Column)	471652
Line 3: Sum of Line 1 and Line 2	897757
Line 5: Divide Line 3 by the Year End FTE student enrollment	2597

Thank you.

Growing Up Green Charter School II

Financial Statements

June 30, 2019 and 2018

PKF O'CONNOR DAVIES
ACCOUNTANTS AND ADVISORS

Independent Auditors' Report

Board of Trustees
Growing Up Green Charter School II

Report on the Financial Statements

We have audited the accompanying financial statements of Growing Up Green Charter School II (the "School"), which comprise the statements of financial position as of June 30, 2019 and June 30, 2018, 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, 2019 and 2018, 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.

Change in Accounting Principle

As discussed in Note 2 to the financial statements, during the year ended June 30, 2019, Growing Up Green Charter School II adopted new accounting guidance resulting in a change in the manner in which it presents net assets and reports certain aspects of its financial statements. Our opinion is not modified with respect to this manner.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 7, 2019, 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.

Harrison, New York
October 7, 2019

Growing Up Green Charter School II

Statements of Financial Position

	June 30, 2019		June 30, 2018	
ASSETS				
Current Assets				
Cash and cash equivalents	$	876,779	$	238,266
Grants and contracts receivable		60,462		139,108
Prepaid expenses and other current assets		157,608		141,914
Total Current Assets		1,094,849		519,288
Property and equipment, net		1,498,452		1,446,247
Restricted cash		75,254		50,093
Security deposits		174,780		193,270
	$	2,843,335	$	2,208,898
LIABILITIES AND NET ASSETS				
Current Liabilities				
Accounts payable and accrued expenses	$	75,905	$	86,818
Accrued payroll and payroll taxes		455,097		311,286
Refundable advances		17,986		4,395
Deferred rent, current portion		131,099		311,100
Due to related party		337,612		530,785
Total Current Liabilities		1,017,699		1,244,384
Deferred rent		1,342,201		851,100
Total Liabilities		2,359,900		2,095,484
Net assets, without donor restrictions		483,435		113,414
	$	2,843,335	$	2,208,898

See notes to financial statements

Growing Up Green Charter School II

Statements of Activities

	Year Ended June 30, 2019	Year Ended June 30, 2018
OPERATING REVENUE		
Public School District		
Regular student enrollment	$ 5,438,485	$ 3,658,644
Students with disabilities	996,781	704,991
Universal pre-kindergarten	331,200	331,200
Facilities funding	720,000	540,000
Grants and Contracts		
Federal - E-Rate, CSP, IDEA, and Titles	193,153	387,003
State and local	26,945	19,382
Total Operating Revenue	7,706,564	5,641,220
EXPENSES		
Program Services		
Regular education	4,310,944	3,160,713
Special education	2,064,253	1,718,685
Other education - after school	112,320	147,840
Total Program Services	6,487,517	5,027,238
Supporting Services		
Management and general	914,721	771,754
Fundraising	14,340	13,292
Total Expenses	7,416,578	5,812,284
Surplus (Deficit) from Operations	289,986	(171,064)
SUPPORT AND OTHER REVENUE		
Contributions	79,869	59,350
Other income	166	93
Total Support and Other Revenue	80,035	59,443
Change in Net Assets	370,021	(111,621)
NET ASSETS		
Beginning of period	113,414	225,035
End of period	$ 483,435	$ 113,414

See notes to financial statements

Growing Up Green Charter School II

Statement of Functional Expenses
Year Ended June 30, 2019

	No. of Positions	Program Services: Regular Education	Program Services: Special Education	Program Services: After School	Program Services: Total	Management and General	Fundraising	Total
Personnel Services Costs								
Administrative staff personnel	12	$ 513,563	$ 105,885	$ -	$ 619,448	$ 295,349	$ 8,769	$ 923,566
Instructional personnel	47	1,929,524	1,128,202	70,490	3,128,216	-	-	3,128,216
Non-instructional personnel	3	2,627	1,313	-	3,940	133,199	-	137,139
Total Salaries and Staff	62	2,445,714	1,235,400	70,490	3,751,604	428,548	8,769	4,188,921
Fringe benefits and payroll taxes		481,729	243,332	13,884	738,945	84,411	1,727	825,083
Retirement		33,941	17,145	978	52,064	5,947	122	58,133
Legal fees		16,291	8,228	470	24,989	2,855	58	27,902
Accounting and audit services		-	-	-	-	78,081	-	78,081
Other purchased services		209,020	62,517	1,391	272,928	157,966	573	431,467
Rent expense		602,010	304,093	17,351	923,454	105,487	2,159	1,031,100
Repairs and maintenance		21,517	10,869	620	33,006	3,770	77	36,853
Insurance		20,515	10,363	591	31,469	3,595	74	35,138
Utilities		31,075	15,697	896	47,668	5,444	111	53,223
Supplies and materials		123,917	32,481	596	156,994	2,018	41	159,053
Equipment and furnishings		26,839	9,513	338	36,690	2,059	42	38,791
Staff and professional development		21,232	5,037	-	26,269	-	-	26,269
Marketing and recruiting		68,291	20,436	456	89,183	2,769	57	92,009
Technology		24,174	12,211	696	37,081	4,235	87	41,403
Food services		2,760	655	-	3,415	-	-	3,415
Student services		55,351	13,130	-	68,481	-	-	68,481
Office expense		40,016	20,213	1,153	61,382	7,013	143	68,538
Depreciation and amortization		71,687	36,211	2,066	109,964	12,561	257	122,782
Other		14,865	6,722	344	21,931	7,962	43	29,936
Total Expenses		$ 4,310,944	$ 2,064,253	$ 112,320	$ 6,487,517	$ 914,721	$ 14,340	$ 7,416,578

See notes to financial statements

Growing Up Green Charter School II

Statement of Functional Expenses
Year Ended June 30, 2018

	No. of Positions	Program Services: Regular Education	Program Services: Special Education	Program Services: After School	Program Services: Total	Management and General	Fundraising	Total
Personnel Services Costs								
Administrative staff personnel	11	$ 374,968	$ 193,982	$ -	$ 568,950	$ 218,091	$ 7,565	$ 794,606
Instructional personnel	33	1,319,876	773,823	86,360	2,180,059	-	-	2,180,059
Non-instructional personnel	2	-	-	-	-	76,947	-	76,947
Total Salaries and Staff	46	1,694,844	967,805	86,360	2,749,009	295,038	7,565	3,051,612
Fringe benefits and payroll taxes		357,497	204,141	18,216	579,854	62,234	1,596	643,684
Retirement		30,401	17,360	1,549	49,310	5,292	136	54,738
Legal fees		13,608	7,771	693	22,072	2,369	61	24,502
Accounting and audit services		-	-	-	-	137,146	-	137,146
Other purchased services		138,789	46,289	1,974	187,052	106,969	523	294,544
Rent expense		572,665	327,009	29,180	928,854	99,690	2,556	1,031,100
Repairs and maintenance		23,880	13,636	1,217	38,733	4,156	107	42,996
Insurance		16,942	9,674	863	27,479	2,949	76	30,504
Utilities		28,496	16,272	1,452	46,220	4,961	127	51,308
Supplies and materials		112,265	30,210	593	143,068	1,631	42	144,741
Equipment and furnishings		16,442	6,023	317	22,782	1,085	28	23,895
Staff and professional development		12,789	3,090	-	15,879	-	-	15,879
Marketing and recruiting		29,720	11,654	692	42,066	2,365	61	44,492
Technology		27,546	15,729	1,404	44,679	4,795	123	49,597
Food services		3,758	908	-	4,666	-	-	4,666
Student services		13,145	3,175	-	16,320	-	-	16,320
Office expense		21,994	12,560	1,121	35,675	3,829	98	39,602
Depreciation and amortization		40,122	22,910	2,044	65,076	6,984	179	72,239
Other		5,810	2,469	165	8,444	30,261	14	38,719
Total Expenses		$ 3,160,713	$ 1,718,685	$ 147,840	$ 5,027,238	$ 771,754	$ 13,292	$ 5,812,284

See notes to financial statements

Growing Up Green Charter School II

Statements of Cash Flows

	Year Ended June 30, 2019	Year Ended June 30, 2018
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	$ 370,021	$ (111,621)
Adjustments to reconcile change in net assets to net cash from operating activities		
Depreciation and amortization	122,782	72,239
Deferred rent	311,100	491,100
Changes in operating assets and liabilities		
Grants and contracts receivable	78,646	33,822
Prepaid expenses and other current assets	(15,694)	(80,400)
Security deposits	18,490	(118,490)
Accounts payable and accrued expenses	(10,913)	(23,537)
Accrued payroll and payroll taxes	143,811	71,338
Refundable advances	13,591	(24,783)
Due to related party	(193,173)	161,362
Net Cash from Operating Activities	838,661	471,030
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchases of property and equipment	(174,987)	(582,649)
Payment of line of credit	-	(284,490)
Restricted cash	(25,161)	(25,073)
Net Cash from Investing Activities	(200,148)	(892,212)
Net Change in Cash and Cash Equivalents	638,513	(421,182)
CASH AND CASH EQUIVALENTS		
Beginning of year	238,266	659,448
End of year	$ 876,779	$ 238,266

See notes to financial statements

1. Organization and Tax Status

Growing Up Green Charter School II (the "School") is a New York State, not-for-profit educational corporation that was incorporated on December 15, 2015 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 15, 2015 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 School's mission is to empower children to be conscious, contributing members of their community through a rigorous curriculum and an engaging green culture. Graduates of the School will be prepared to attend high performing schools where their interdisciplinary academic foundations, knowledge of sustainability, and strong sense of self sets them apart as leaders of the future. Classes commenced in Jamaica, New York, on September 8, 2016 and the School provided education to approximately 344 students in grades kindergarten through fourth during the 2018-2019 academic year.

Beginning in July 2016, the School was awarded a contract with the New York City Department of Education ("NYCDOE") to operate a universal pre-kindergarten program. The contract expired on June 30, 2019 and was not renewed by the NYCDOE. The School provided education to approximately 30 students during the 2018-2019 academic year.

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.

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

Change in Accounting Principle

On July 1, 2018, the School adopted new guidance regarding the Presentation of Financial Statements for Not-for Profit Entities. This guidance requires the School to collapse the three-category (unrestricted, temporarily restricted, and permanently restricted) classification of net assets into two categories: with donor restrictions and without donor restrictions. In addition, the new guidance requires the School to make certain expanded disclosures relating to (1) the liquidity of financial assets, and (2) expenses both by their natural and functional classification in one location in the financial statements. As a result of implementing this standard, prior year amounts for unrestricted net assets were reclassified to net assets without donor restrictions.

Net Asset Presentation

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

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

Net assets with donor restrictions – represents amounts restricted by donors for specific activities of the School or to be used at a future date. The School records contributions as net assets with donor restrictions if they are received with donor stipulations that limit their use either through purpose or time restrictions. When a donor restriction expires, that is, when a time restriction ends or a purpose restriction is fulfilled, net assets with donor restrictions are classified 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, 2019 and 2018.

Cash and Cash Equivalents

Cash and cash equivalents include cash balances held in bank accounts and highly liquid financial instruments with maturities of three months or less at the time of purchase.

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.

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

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. Purchased property and equipment are recorded at cost at the date of acquisition. Minor costs of maintenance and repairs are expensed as incurred. All property and equipment purchased with government funding is capitalized, unless the government agency retains legal title to such assets, in which case it is expensed as incurred.

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

Equipment	5 years
Furniture and fixtures	7 years
Software	3 years

Property and equipment are reviewed for impairment if the use of the asset significantly changes or another indicator of possible impairment is identified. If the carrying amount for the asset is not recoverable, the asset is written down to its fair value. There were no asset impairments for the years ended June 30, 2019 and 2018.

Refundable Advances

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

Revenue and Support

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

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

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

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.

Marketing and Recruitment

Marketing and recruitment costs are expensed as incurred for staff and student recruitment. Marketing and recruitment expense for the years ended June 30, 2019 and 2018 was $92,009 and $44,492.

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. All Forms 990 filed by the School are subject to examination.

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 7, 2019.

3. Grants and Contracts Receivable

Grants and contracts receivable consist of federal, state and city entitlements and grants. The School expects to collect these receivables within one year.

4. Property and Equipment

Property and equipment consists of the following at June 30:

	2019	2018
Equipment	$ 158,537	$ 124,140
Furniture and fixtures	133,463	94,474
Software	3,126	3,126
Leasehold improvements	1,419,380	804,951
Construction in progress	27,526	540,354
	1,742,032	1,567,045
Accumulated depreciation and amortization	(243,580)	(120,798)
	$ 1,498,452	$ 1,446,247

Construction in progress at June 30, 2019 and 2018 consists of various improvements associated with the facilities at 84-35 152nd street, Jamaica, New York (see Note 10).

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, 2019:

Financial assets at year end:	
Cash and cash equivalents	$ 876,779
Grants and contracts receivable	60,462
	$ 937,241

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. To help manage unanticipated liquidity needs, the School has a line of credit in the amount of $750,000, which it could draw upon as further disclosed in Note 9.

6. Employee Benefit Plan

The School maintains a pension plan qualified under Internal Revenue Code 401(k), for the benefit of its eligible employees. Under the plan, the School provided matching contributions up to 5% of the participant's annual compensation. Total employer match for the years ended June 30, 2019 and 2018 amounted to $52,565 and $49,873.

7. Concentration of Credit Risk

Financial instruments that potentially subject the School to concentrations of credit and market risk consist principally of cash and cash equivalents 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, 2019 and 2018, approximately $700,000 and $40,000 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, 2019 and 2018, the School received approximately 96% and 92% 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.

9. Related Party Transactions (not disclosed elsewhere)

Friends of Growing Up Green

The School is an affiliate of Friends of Growing Up Green ("Friends of GUG"), a New York State not-for-profit corporation, through common management. Friends of GUG supports the School through technical and financial assistance. There were no material transactions between Friends of GUG and the School for the years ended June 30, 2019 and 2018.

Growing Up Green Charter School

The School is an affiliate of Growing Up Green Charter School ("GUG"), a New York State not-for-profit education corporation who both share common management and board members. The School was not required to consolidate financial statement with GUG as the School does not have an economic interest in the net assets of GUG. During the years ended June 30, 2019 and 2018, GUG charged $219,122 and $247,872 of operating expenses to the School.

In addition, the School entered into four interest free loan agreements between February 2016 and January 2017, totaling $346,000 with GUG. During the year ended June 30, 2019, these loans were fully paid. The outstanding balance of these loans due to GUG at June 30, 2019 and 2018 was $0 and $259,500.

On March 21, 2017, GUG co-signed a $750,000 commercial line of credit with a financial institution along with the School. GUG assigned and granted the lender a security interest in one of its deposit accounts with the financial institution. The line of credit was paid in full as of June 30, 2019 and 2018 but remains open.

The balance due to GUG at June 30, 2019 and 2018 was $337,612 and $530,785.

10. Commitments

The School is obligated under a non-cancelable operating lease for office and classroom space at 84-35 152nd Street, Jamaica, New York, expiring on June 30, 2036, with a renewal option for an additional ten years and subsequently a renewal option for an additional five years. The lease provides for rent escalations and the School is responsible for utilities, real estate taxes and other operating expenses.

The future minimum lease payments for this facility, not inclusive of renewal options, are as follows for the years ending June 30:

2020	$ 900,000
2021	918,000
2022	993,673
2023	1,013,546
2024	1,033,817
Thereafter	14,142,961
	$ 19,001,997

The School recognizes rent expense on a straight-line basis over the term of the lease. Rent expense in excess of payments is recorded as deferred rent in the accompanying statements of financial position. Rent expense for the years ended June 30, 2019 and 2018 was $1,031,100 for both years.

11. Contingency

Certain grants and contracts may be subject to audit by the funding sources. Such audits might result in disallowances of costs submitted for reimbursements. 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.

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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
Growing Up Green Charter School II

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 Growing Up Green Charter School II (the "School"), which comprise the statement of financial position as of June 30, 2019, 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 7, 2019.

Internal Control Over Financial Reporting

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

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

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. 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.

PKF O'CONNOR DAVIES, LLP
500 Mamaroneck Avenue, Harrison, NY 10528 I Tel: 914.381.8900 I Fax: 914.381.8910 I www.pkfod.com

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 determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

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

Harrison, New York
October 7, 2019

Growing Up Green Charter School II

Independent Auditors' Report on Communication of
Internal Control Matters

June 30, 2019

PKF O'CONNOR DAVIES
ACCOUNTANTS AND ADVISORS

Independent Auditors' Communication on Internal Control Matters

The Board of Trustees
Growing Up Green Charter School II

In planning and performing our audit of the financial statements of Growing Up Green Charter School II (the "School") as of and for the year ended June 30, 2019, 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 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.

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

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

This communication is intended solely for the information and use of management, audit committee, the Board of Trustees, The State University of New York Charter School Institute, 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 School personnel during the course of our audit.

October 7, 2019

PKF O'CONNOR DAVIES, LLP
500 Mamaroneck Avenue, Harrison, NY 10528 I Tel: 914.381.8900 I Fax: 914.381.8910 I www.pkfod.com

NYSED.gov Annual Financial Statement Audit Report

School Name:	Growing Up Green II
Date (Report is due Nov. 1):	November 1, 2019
Primary District of Location (If NYC select NYC DOE):	New York City Department of Education
If located in NYC DOE select CSD:	NYCSD #28
School Fiscal Contact Name:	Matthew Greenberg
School Fiscal Contact Email:	[redacted]
School Fiscal Contact Phone:	
School Audit Firm Name:	PKF O'Connor Davies
School Audit Contact Name:	Gus Saliba
School Audit Contact Email:	[redacted]
School Audit Contact Phone:	
Audit Period:	2018-19
Prior Year:	2017-18

The following items are required to be included:

1.) The independent auditor's report on financial statements and notes.
2.) Excel template file containing the Financial Position, Statement of Activities, Cash Flow and Functional Expenses worksheets.
3.) Reports on internal controls over financial reporting and on compliance.

The additional items listed below should be included if applicable. Please explain the reason(s) if the items are not included. Examples might include: a written management letter was not issued; the school did not expend federal funds in excess of the Single Audit Threshold of $750,000; the management letter response will be submitted by the following date (should be no later than 30 days from the submission of the report); etc.

Item	If not included, state the reason(s) below (if not applicable fill in N/A):
Management Letter	
Management Letter Response	
Federal Single Audit (A-133)	
Corrective Action Plan	

Growing Up Green II
Statement of Financial Position
as of June 30

	2019	2018
CURRENT ASSETS		
Cash and cash equivalents	$ 876,779	$ 238,266
Grants and contracts receivable	60,462	139,108
Accounts receivables	-	-
Prepaid Expenses	157,608	141,914
Contributions and other receivables	-	-
Other current assets	-	-
TOTAL CURRENT ASSETS	1,094,849	519,288
NON-CURRENT ASSETS		
Property, Building and Equipment, net	$ 1,498,452	$ 1,446,247
Restricted Cash	75,254	50,093
Security Deposits	174,780	193,270
Other Non-Current Assets	-	-
TOTAL NON-CURRENT	1,748,486	1,689,610
TOTAL ASSETS	**2,843,335**	**2,208,898**
CURRENT LIABILITIES		
Accounts payable and accrued expenses	$ 75,905	$ 86,818
Accrued payroll, payroll taxes and benefits	455,097	311,286
Current Portion of Loan Payable	-	-
Due to Related Parties	337,612	530,785
Refundable Advances	17,986	4,395
Deferred Revenue	-	-
Other Current Liabilities	131,099	311,100
TOTAL CURRENT	1,017,699	1,244,384
LONG-TERM LIABILITIES		
Loan Payable; Due in More than One Year	$ -	$ -
Deferred Rent	1,342,201	851,100
Due to Related Party	-	-
Other Long-Term Liabilities	-	-
TOTAL LONG-TERM	1,342,201	851,100
TOTAL LIABILITIES	2,359,900	2,095,484

NET ASSETS		
Unrestricted	$ 483,435	$ 113,414
Temporarily restricted	-	-
Permanently restricted	-	-
TOTAL NET ASSETS	483,435	113,414
TOTAL LIABILITIES AND NET ASSETS	**2,843,335**	**2,208,898**

Growing Up Green II
Statement of Activities
as of June 30

	2019			2018
	Unrestricted	Temporarily Restricted	Total	Total
OPERATING REVENUE				
State and Local Per Pupil Revenue - Reg. Ed	$ 5,438,485	$ -	$ 5,438,485	$ 3,658,644
State and Local Per Pupil Revenue - SPED	996,781	-	996,781	704,991
State and Local Per Pupil Facilities Revenue	720,000	-	720,000	540,000
Federal Grants	193,153	-	193,153	387,003
State and City Grants	26,945	-	26,945	19,382
Other Operating Income	331,200	-	331,200	331,200
Food Service/Child Nutrition Program	-	-	-	-
TOTAL OPERATING REVENUE	7,706,564	-	7,706,564	5,641,220
EXPENSES				
Program Services				
Regular Education	$ 4,310,944	$ -	$ 4,310,944	$ 3,160,713
Special Education	2,064,253	-	2,064,253	1,718,685
Other Programs	112,320	-	112,320	147,840
Total Program Services	6,487,517	-	6,487,517	5,027,238
Management and general	914,721	-	914,721	771,754
Fundraising	14,340	-	14,340	13,292
TOTAL EXPENSES	7,416,578	-	7,416,578	5,812,284
SURPLUS / (DEFICIT) FROM OPERATIONS	289,986	-	289,986	(171,064)
SUPPORT AND OTHER REVENUE				
Interest and Other Income	$ -	$ -	$ -	$ -
Contributions and Grants	79,869	-	79,869	59,350
Fundraising Support	-	-	-	-
Investments	-	-	-	-
Donated Services	-	-	-	-
Other Support and Revenue	166	-	166	93
TOTAL SUPPORT AND OTHER REVENUE	80,035	-	80,035	59,443
Net Assets Released from Restrictions / Loss on Disposal	$ -	$ -	$ -	$ -
CHANGE IN NET ASSETS	370,021	-	370,021	(111,621)
NET ASSETS - BEGINNING OF YEAR	$ 113,414	$ -	$ 113,414	$ 225,035
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-

NET ASSETS - END OF YEAR	$ 483,435	$ -	$ 483,435	$ 113,414

Growing Up Green II
Statement of Cash Flows

as of June 30

	2019		2018	
CASH FLOWS - OPERATING ACTIVITIES				
Increase (decrease) in net assets	$	370,021	$	(111,621)
Revenues from School Districts		-		-
Accounts Receivable		-		-
Due from School Districts		-		-
Depreciation		122,782		72,239
Grants Receivable		78,646		33,822
Due from NYS		-		-
Grant revenues		-		-
Prepaid Expenses		(15,694)		(80,400)
Accounts Payable		(10,913)		(23,537)
Accrued Expenses		-		-
Accrued Liabilities		143,811		71,338
Contributions and fund-raising activities		-		-
Miscellaneous sources		-		-
Deferred Revenue		13,591		(24,783)
Interest payments		-		-
Other(Security Deposits, Due to Related Party)		(174,683)		42,872
Other (Deferre Rent)		311,100		491,100
NET CASH PROVIDED FROM OPERATING ACTIVITIES	$	838,661	$	471,030
CASH FLOWS - INVESTING ACTIVITIES	$		$	
Purchase of equipment		(174,987)		(582,649)
Other		(25,161)		(309,563)
NET CASH PROVIDED FROM INVESTING ACTIVITIES	$	(200,148)	$	(892,212)
CASH FLOWS - FINANCING ACTIVITIES	$		$	
Principal payments on long-term debt		-		-
Other		-		-
NET CASH PROVIDED FROM FINANCING ACTIVITIES	$	-	$	-
NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS	$	638,513	$	(421,182)
Cash at beginning of year		238,266		659,448
CASH AND CASH EQUIVALENTS AT END OF YEAR	$	876,779	$	238,266

Growing Up Green II
Statement of Functional Expenses
as of June 30

		2019						
		Program Services				**Supporting Services**		
	No. of Positions	**Regular Education**	**Special Education**	**Other Education**	**Total**	**Fundraising**	**Management and General**	**Total**
Personnel Services Costs		$	$	$	$	$	$	$
Administrative Staff Personnel	12.00	513,563	105,885	-	619,448	8,769	295,349	304,118
Instructional Personnel	47.00	1,929,524	1,128,202	70,490	3,128,216	-	-	-
Non-Instructional Personnel	3.00	2,627	1,313	-	3,940	-	133,199	133,199
Total Salaries and Staff	62.00	2,445,714	1,235,400	70,490	3,751,604	8,769	428,548	437,317
Fringe Benefits & Payroll Taxes		481,729	243,332	13,884	738,945	1,727	84,411	86,138
Retirement		33,941	17,145	978	52,064	122	5,947	6,069
Management Company Fees		-	-	-	-	-	-	-
Legal Service		16,291	8,228	470	24,989	58	2,855	2,913
Accounting / Audit Services		-	-	-	-	-	78,081	78,081
Other Purchased / Professional / Consulting Services		209,020	62,517	1,391	272,928	573	157,966	158,539
Building and Land Rent / Lease		602,010	304,093	17,351	923,454	2,159	105,487	107,646
Repairs & Maintenance		21,517	10,869	620	33,006	77	3,770	3,847
Insurance		20,515	10,363	591	31,469	74	3,595	3,669
Utilities		31,075	15,697	896	47,668	111	5,444	5,555
Supplies / Materials		123,917	32,481	596	156,994	41	2,018	2,059
Equipment / Furnishings		26,839	9,513	338	36,690	42	2,059	2,101
Staff Development		21,232	5,037	-	26,269	-	-	-
Marketing / Recruitment		68,291	20,436	456	89,183	57	2,769	2,826
Technology		24,174	12,211	696	37,081	87	4,235	4,322
Food Service		2,760	655	-	3,415	-	-	-
Student Services		55,351	13,130	-	68,481	-	-	-
Office Expense		40,016	20,213	1,153	61,382	143	7,013	7,156
Depreciation		71,687	36,211	2,066	109,964	257	12,561	12,818
OTHER		14,865	6,722	344	21,931	43	7,962	8,005
Total Expenses		$ 4,310,944	$ 2,064,253	$ 112,320	$ 6,487,517	$ 14,340	$ 914,721	$ 929,061

	2018
Total	
$	$
923,566	794,606
3,128,216	2,180,059
137,139	76,947
4,188,921	3,051,612
825,083	643,684
58,133	54,738
-	-
27,902	24,502
78,081	137,416
431,467	294,544
1,031,100	1,031,100
36,853	42,996
35,138	30,504
53,223	51,308
159,053	144,741
38,791	23,895
26,269	15,879
92,009	44,492
41,403	49,597
3,415	4,666
68,481	16,320
68,538	39,602
122,782	72,239
29,936	38,719
$ 7,416,578	$ 5,812,554

Entry 5c Additional Financial Docs

Last updated: 10/28/2019

The additional items listed below should be uploaded if applicable. Please explain the reason(s) if the items are not included. Examples might include: a written management letter was not issued; the school did not expend federal funds in excess of the Single Audit Threshold of $750,000; the corrective action plan will be submitted by the following date (should be no later than 30 days from the submission of the report); etc.

Section Heading

1. Management Letter

https://nysed cso reports.fluidreview.com/resp/118725569/8mMIunnVv3/

Explanation for not uploading the Management Letter.	(No response)

2. Form 990

(No response)

Explanation for not uploading the Form 990.	The deadline for auditors to file the Form 990 is 11/15, which they plan on meeting. However, this form is not complete at this time. Please let us know if you'd like us to provide this form once it is complete.

3. Federal Single Audit

Note: A copy of the Federal Single Audit must be filed with the Federal Audit Clearinghouse. Please refer to OMB Uniform Guidelines for the federal filing requirements.

(No response)

Explanation for not uploading the Federal Single Audit.	N/A This school did not receive $750K of federal grant money.

4. CSP Agreed Upon Procedure Report

(No response)

Explanation for not uploading the procedure report.	N/A The school no longer has a CSP grant.

5. Evidence of Required Escrow Account

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

https://nysed cso reports.fluidreview.com/resp/118725569/pN6H0Nalce/

Explanation for not uploading the Escrow evidence.	(No response)

6. Corrective Action Plan

A **Corrective Action Plan** for Audit Findings and Management Letter Recommendations, which must include:

a. The person responsible
b. The date action was taken, or will be taken
c. Description of the action taken
d. Evidence of implementation (if available)

(No response)

Explanation for not uploading the Corrective Action Plan.	N/A The school was not placed on CAP by the auditor.

Growing Up Green Charter School II

Independent Auditors' Report on Communication of
Internal Control Matters

June 30, 2019

PKF O'CONNOR DAVIES
ACCOUNTANTS AND ADVISORS

Independent Auditors' Communication on Internal Control Matters

The Board of Trustees
Growing Up Green Charter School II

In planning and performing our audit of the financial statements of Growing Up Green Charter School II (the "School") as of and for the year ended June 30, 2019, 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 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.

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

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

This communication is intended solely for the information and use of management, audit committee, the Board of Trustees, The State University of New York Charter School Institute, 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 School personnel during the course of our audit.

October 7, 2019

PKF O'CONNOR DAVIES, LLP
500 Mamaroneck Avenue, Harrison, NY 10528 I Tel: 914.381.8900 I Fax: 914.381.8910 I www.pkfod.com

Citibank CBO Services 088
P.O. Box 6201
Sioux Falls, SD 57117-6201

001/R1/04F000

000
CITIBANK, N. A.
Account
[redacted]
Statement Period
Jun 1 - Jun 30, 2019
Relationship Manager
Citibusiness Service Center
(877) 528-0990

GROWING UP GREEN CHARTER SCHOOL 11
(ESCROW)
84-35 152ND STREET
JAMAICA NY 11432

CitiBusiness® ACCOUNT AS OF JUNE 30, 2019

Relationship Summary:	
Checking	**-----**
Savings	**$75,253.72**
Checking Plus	**-----**

SERVICE CHARGE SUMMARY FROM MAY 1, 2019 THRU MAY 31, 2019

Type of Charge	No./Units	Price/Unit	Amount
CITIBUSINESS IMMA #[redacted]			
Average Daily Collected Balance			$75,222.80
Total Charges for Services			**$0.00**
Net Service Charge			**$0.00**

SAVINGS ACTIVITY

CitiBusiness IMMA
[redacted]

Beginning Balance: $75,238.26
Ending Balance: $75,253.72

Date	Description	Debits	Credits	Balance
06/28	INTEREST EARNED		15.46	75,253.72

Interest earned year to date $93.23

Your CitiBusiness IMMA Account Rates							
For Balances of	$0 to $24,999	$25,000 to $49,999	$50,000 to $99,999	$100,000 to $499,999	$500,000 to $999,999	$1,000,000 to $9,999,999	$10,000,000 and over
6/01 - 6/30	0.100%	0.250%	0.250%	0.400%	0.400%	0.400%	0.400%

CUSTOMER SERVICE INFORMATION

IF YOU HAVE QUESTIONS ON:	YOU CAN CALL:	YOU CAN WRITE:
Insured Money Market	877-528-0990 (For Speech and Hearing Impaired Customers Only TDD: 800-945-0258)	CitiBusiness 100 Citibank Drive San Antonio, TX 78245-9966

For change in address, call your account officer or visit your branch.

Entry 5d Financial Services Contact Information

Created: 10/28/2019 • Last updated: 10/31/2019

Regents, NYCDOE and Buffalo BOE authorized schools should enter the financial contact information requested and upload the independent auditor's report and internal controls reports as one combined file.

GROWING UP GREEN CHARTER SCHOOL IISection Heading

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Anita Amoh	[redacted]	

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Gus Saliba	[redacted]		10

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
	Charter School Business Management	Kamilah OBrien	[redacted]			10

New York State Education Department

Request for Proposals to Establish Charter Schools Authorized by the Board of Regents

2019-20 Budget & Cash Flow Template

General Instructions and Notes for New Application Budgets and Cash Flows Templates

1	Complete ALL SIX columns in BLUE
2	Enter information into the **GRAY** cells
3	Cells containing **RED** triangles in the upper right corner in columns B through G contain guidance on that particular item
4	School district per-pupil tuition information is located on the State Aid website at https://stateaid.nysed.gov/charter/. Rows may be inserted in the worksheet to accomodate additional districts if necessary.
5	The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, please 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.

Growing Up Green Charter School II

PROJECTED BUDGET FOR 2019-2020

July 1, 2019 to June 30, 2020

Please Note The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	7,253,627	1,213,998	-	137	758,281	9,226,042
Total Expenses	6,885,638	1,045,639	-	35,624	1,109,141	9,076,042
Net Income	367,989	168,359	-	(35,487)	(350,861)	150,000
Actual Student Enrollment	431	67				-
Total Paid Student Enrollment	425	54				479

		PROGRAM SERVICES			SUPPORT SERVICES		
		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
REVENUE							
REVENUES FROM STATE SOURCES							
Per Pupil Revenue	**CY** Per Pupil Rate						
District of Location	*$16,150.00*	6,109,001	-	-	-	754,749	6,863,750
School District 2 (Enter Name)		-	-	-	-	-	-
School District 3 (Enter Name)		-	-	-	-	-	-
School District 4 (Enter Name)		-	-	-	-	-	-
School District 5 (Enter Name)		-	-	-	-	-	-
		6,109,001				**754,749**	**6,863,750**
Special Education Revenue		-	994,010	-	-	-	994,010
Grants							
Stimulus		-	-	-	-	-	-
Other		-	-	-	-	-	-
Other State Revenue		858,261	124,922	-	-	-	983,183
TOTAL REVENUE FROM STATE SOURCES		**6,967,262**	**1,118,932**			**754,749**	**8,840,943**
REVENUE FROM FEDERAL FUNDING							
IDEA Special Needs		-	53,275	-	-	-	53,275
Title I		129,850	18,900	-	-	-	148,750
Title Funding - Other		19,117	2,783	-	-	-	21,900
School Food Service (Free Lunch)		-	-	-	-	-	-
Grants							
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	-
Other		-	-	-	-	-	-
Other Federal Revenue		-	-	-	-	-	-
TOTAL REVENUE FROM FEDERAL SOURCES		**148,967**	**74,958**				**223,925**
LOCAL and OTHER REVENUE							
Contributions and Donations, Fundraising		96,506	14,115	-	86	2,114	112,820
Erate Reimbursement		9,288	1,393	-	51	1,268	12,000
Interest Income, Earnings on Investments,		-	-	-	-	-	-
NYC-DYCD (Department of Youth and Community Developmt.)		-	-	-	-	-	-
Food Service (Income from meals)		-	-	-	-	-	-
Text Book		31,604	4,600	-	-	-	36,204
Other Local Revenue		-	-	-	-	150	150
TOTAL REVENUE FROM LOCAL and OTHER SOURCES		**137,397**	**20,108**		**137**	**3,532**	**161,174**
TOTAL REVENUE		**7,253,627**	**1,213,998**		**137**	**758,281**	**9,226,042**
EXPENSES							
ADMINISTRATIVE STAFF PERSONNEL COSTS	No. of Positions						
Executive Management	1.20	132,869	21,431	-	6,431	53,577	214,308
Instructional Management	1.00	65,000	10,000	-	-	25,000	100,000
Deans, Directors & Coordinators	8.50	600,815	87,450	-	-	-	688,265
CFO / Director of Finance	0.30	-	-	-	-	28,500	28,500

Growing Up Green Charter School II

PROJECTED BUDGET FOR 2019-2020

July 1, 2019 to June 30, 2020

Please Note The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	7,253,627	1,213,998	-	137	758,281	9,226,042
Total Expenses	6,885,638	1,045,639	-	35,624	1,109,141	9,076,042
Net Income	367,989	168,359	-	(35,487)	(350,861)	150,000
Actual Student Enrollment	431	67				-
Total Paid Student Enrollment	425	54				479

		PROGRAM SERVICES			SUPPORT SERVICES		
		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Operation / Business Manager	2.20	84,500	16,900	-	-	67,600	169,000
Administrative Staff	6.90	90,953	23,899	-	16,000	291,346	422,198
TOTAL ADMINISTRATIVE STAFF	**20**	**974,137**	**159,680**		**22,431**	**466,023**	**1,622,271**
INSTRUCTIONAL PERSONNEL COSTS							
Teachers - Regular	24.00	1,314,704	191,358	-	-	-	1,506,062
Teachers - SPED	10.00	754,387	109,803	-	-	-	864,190
Substitute Teachers	-	-	-	-	-	-	-
Teaching Assistants	-	-	-	-	-	-	-
Specialty Teachers	10.00	687,226	100,028	-	-	-	787,254
Aides	-	-	-	-	-	-	-
Therapists & Counselors	3.00	181,295	26,388	-	-	-	207,683
INSTRUCTIONAL PERSONNEL COSTS Other	-	141,416	20,584	-	-	5,000	167,000
TOTAL INSTRUCTIONAL	**47**	**3,079,029**	**448,161**			**5,000**	**3,532,189**
NON-INSTRUCTIONAL PERSONNEL COSTS							
Nurse	-	-	-	-	-	-	-
Librarian	-	-	-	-	-	-	-
Custodian	2.00	-	-	-	-	82,400	82,400
Security	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
TOTAL NON-INSTRUCTIONAL	**2**					**82,400**	**82,400**
SUBTOTAL PERSONNEL SERVICE COSTS	**69**	**4,053,166**	**607,841**		**22,431**	**553,423**	**5,236,860**
PAYROLL TAXES AND BENEFITS							
Payroll Taxes		337,803	50,659	-	1,869	46,124	436,455
Fringe / Employee Benefits		555,137	83,252	-	3,072	75,799	717,260
Retirement / Pension		93,834	14,072	-	519	12,812	121,237
TOTAL PAYROLL TAXES AND BENEFITS		**986,773**	**147,983**		**5,461**	**134,735**	**1,274,952**
TOTAL PERSONNEL SERVICE COSTS		**5,039,939**	**755,824**		**27,892**	**688,157**	**6,511,812**
CONTRACTED SERVICES							
Accounting / Audit		-	-	-	-	30,000	30,000
Legal		-	-	-	-	-	-
Management Company Fee		-	-	-	-	-	-
Nurse Services		-	-	-	-	-	-
Food Service / School Lunch		-	-	-	-	-	-
Payroll Services		-	-	-	-	37,200	37,200
Special Ed Services		-	-	-	-	-	-
Titlement Services (i e. Title I)		-	-	-	-	-	-
Other Purchased / Professional / Consulting		133,169	19,472	-	111	162,748	315,500
TOTAL CONTRACTED SERVICES		**133,169**	**19,472**		**111**	**229,948**	**382,700**
SCHOOL OPERATIONS							
Board Expenses		774	116	-	4	106	1,000
Classroom / Teaching Supplies & Materials		170,224	24,776	-	-	-	195,000

Growing Up Green Charter School II

PROJECTED BUDGET FOR 2019-2020

July 1, 2019 to June 30, 2020

Please Note The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

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Total Expenses	6,885,638	1,045,639	-	35,624	1,109,141	9,076,042
Net Income	367,989	168,359	-	(35,487)	(350,861)	150,000
Actual Student Enrollment	431	67				-
Total Paid Student Enrollment	425	54				479

	PROGRAM SERVICES			SUPPORT SERVICES		
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Special Ed Supplies & Materials	-	15,000	-	-	-	15,000
Textbooks / Workbooks	31,604	4,600	-	-	-	36,204
Supplies & Materials other	-	-	-	-	-	-
Equipment / Furniture - Facility Operation & Maintenance	23,219	3,482	-	128	3,170	30,000
Telephone	11,997	1,799	-	66	1,638	15,500
Technology	61,144	9,170	-	338	8,349	79,000
Student Testing & Assessment	13,094	1,906	-	-	-	15,000
Field Trips	39,282	5,718	-	-	-	45,000
Transportation (student)	-	-	-	-	-	-
Student Services - other	9,602	1,398	-	-	-	11,000
Office Expense	61,917	9,286	-	343	8,454	80,000
Staff Development	64,742	9,509	-	107	2,642	77,000
Staff Recruitment	7,740	1,161	-	43	1,057	10,000
Student Recruitment / Marketing	21,824	3,176	-	-	-	25,000
School Meals / Lunch	4,365	635	-	-	-	5,000
Travel (Staff)	-	-	-	-	-	-
Fundraising	774	116	-	4	106	1,000
School Operations Other	13,931	2,089	-	77	4,902	21,000
TOTAL SCHOOL OPERATIONS	536,232	93,937		1,112	30,424	661,704
FACILITY OPERATION & MAINTENANCE						
Insurance	32,894	4,933	-	182	4,491	42,500
Janitorial	4,984	747	-	28	681	6,440
Building and Land Rent / Lease	798,039	119,679	-	4,416	108,965	1,031,100
Repairs & Maintenance	60,872	9,129	-	337	8,311	78,649
Equipment / Furniture	-	-	-	-	-	-
Security Contract	77,503	11,623	-	429	10,582	100,137
Utilities	47,212	7,080	-	261	6,446	61,000
TOTAL FACILITY OPERATION & MAINTENANCE	1,021,504	153,192		5,653	139,477	1,319,826
DEPRECIATION & AMORTIZATION	154,794	23,214	-	857	21,136	200,000
DISSOLUTION ESCROW & RESERVES / CONTIGENCY	-	-	-	-	-	-
TOTAL EXPENSES	6,885,638	1,045,639		35,624	1,109,141	9,076,042
NET INCOME	367,989	168,359	-	(35,487)	(350,861)	150,000

ENROLLMENT - *School Districts Are Linked To Above Entries*	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED
District of Location	431	67	498
School District 2 (Enter Name)			-
School District 3 (Enter Name)			-
School District 4 (Enter Name)			-
School District 5 (Enter Name)			-
TOTAL ENROLLMENT	431	67	498
REVENUE PER PUPIL	16,830	18,119	-

Growing Up Green Charter School II

PROJECTED BUDGET FOR 2019-2020

July 1, 2019 to June 30, 2020

Please Note The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	7,253,627	1,213,998	-	137	758,281	9,226,042
Total Expenses	6,885,638	1,045,639	-	35,624	1,109,141	9,076,042
Net Income	367,989	168,359	-	(35,487)	(350,861)	150,000
Actual Student Enrollment	431	67				-
Total Paid Student Enrollment	425	54				479

	PROGRAM SERVICES			SUPPORT SERVICES		
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
EXPENSES PER PUPIL	15,976	15,607	-			

Assumptions
DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
425 K-5
NYSTL
List exact titles and staff FTE"s (Full time eqiuilivalent)
Executive Director(20% of time), School Leader
Assistant School Leader
Dean of Students, Dir. of Counseling, Dir. of Support Services, ED Time Coordinator
Director of Finance(30% of time) - Shared staff with GUG I

Assumptions
DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
425 K-5
Operations Manager
Includes Shared staff with Growing Up Green I - Exec Assit (30%), IT Coord.(30%),
K-5 Teachers
ICT Teachers K-5
ELL, Art, Gym, Intervention, Phys Ed, Learning Specialists, Reading Specialist
School Counselor
After school stipends
2 custodians

Assumptions
DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
425 K-5

Assumptions
DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
425 K-5

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member – Board of Regents-Authorized Charter Schools

Name: Jeff Mueller

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

Growing Up Green Charter School

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

   Board Chair

2. Are you an employee of any school operated by the education corporation? **____Yes __**x**__No**

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

3. 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.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(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
Pleasewrite "None" if applicable. Do not leave this space blank.			

NONE

5. 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**."

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.				

Jeff Mueller

July 23, 2019

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.

[redacted]

last revised 08/21/2018

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member – Board of Regents-Authorized Charter Schools

Name:

Kathryn Klingenstein

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

Growing Up Green Charter School

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

   member

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

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

3. 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.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(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			

5. 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 <u>and</u> 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 o interest
n/a				

Kathryn Klyczek 6/18/19
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.

[redacted]

last revised 08/21/2018

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member – Board of Regents-Authorized Charter Schools

Name: Reid Chase

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

Growing Up Green Charter School

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

   Treasurer

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 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.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(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**
Please write "	*None" if applicable.* NONE	*Do not leave*	*this space blank.*

5. 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				

Signature

7/29/19
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.

[redacted]

last revised 08/21/2018

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member – Board of Regents-Authorized Charter Schools

Name:

Katherine Hooker

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

GVGCS

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

   Member

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

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

3. 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.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(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.			

5. 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 <u>**and**</u> 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				

Signature Date 6/18/19

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.

[redacted]

last revised 08/21/2018

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member – Board of Regents-Authorized Charter Schools

Name:

Anne Levonen

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

Growing Up Green Charter School, Queens, NY

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 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.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(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			

5. 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 <u>and</u> 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 o interest
None				

Signature Date 6/18/19

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.

[redacted]

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member – Board of Regents-Authorized Charter Schools

Name: Ira R. Greenberg

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

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

   None

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

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

3. 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.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(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.*		

5. 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 *Please write 'None' if applicable. Do not leave this space blank.*				

July 26, 2019

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.

[redacted]

Entry 8 BOT Table

Created: 07/25/2019 • Last updated: 07/30/2019

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. Current Board Member Information (Enter info for each BOT member)

	Trustee Name and 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 2018 19
1	Jeff Mueller [redacted]	Chair	Finance Committee, Executive Committee	Yes	4	07/01/2018	06/30/2020	5 or less
2	Kathryn Klingenstein [redacted]	Vice Chair	Finance Committee, Executive Committee	Yes	2	07/01/2017	06/30/2019	9
3	Reid Chase [redacted]	Treasurer	Finance Committee, Executive Committee	Yes	4	07/01/2018	06/30/2020	5 or less
4	Kate Hooker [redacted]	Secretary	None	Yes	6	07/01/2018	06/30/2020	8
5	Anne Levonen [redacted]	Trustee/Member	None	Yes	1	06/01/2018	06/30/2020	10
	Ira							

6	Greenberg [redacted]	Trustee/Member	None	Yes	1	09/01/2017	11/19/2018	5 or less
7								
8								
9								

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, 2019	5
b.Total Number of Members Added During 2018 19	0
c. Total Number of Members who Departed during 2018 19	1
d.Total Number of members in 2018 19, as set by in Bylaws, Resolution or Minutes	6

3. Number of Board meetings held during 2018-19 10

4. Number of Board meetings scheduled for 2019-20 12

Thank you.

Entry 9 - Board Meeting Minutes

Last updated: 07/24/2019

Instructions for submitting minutes of the BOT monthly meetings

Regents, NYCDOE, and Buffalo BOE authorized schools must either provide a link to a complete set of minutes that are posted on the charter school website, or upload a complete set of board meeting minutes from July 2018 June 2019, which should match the number of meetings held during the 2018 19 school year.

GROWING UP GREEN CHARTER SCHOOL II

Are all monthly BOT meeting minutes posted, which should match the number of meetings held during 2018-19 school year, on the charter school's website?	Yes
A. Provide if posted on the charter school's website a URL link to the Monthly Board Meeting Minutes, which should match the number of meetings held during the 2018-19 school year.	https://www.gugcs.org/apps/pages/index.jsp?dir=GUG%20II%20Minutes/Current%20School%20Year%20Board%20Meeting%20Minutes&type=d&uREC_ID=209358

Entry 10 Enrollment and Retention of Special Populations

Created: 07/24/2019 • Last updated: 07/26/2019

Instructions for Reporting Enrollment and Retention Strategies

Describe the efforts the charter school has made in 2018 19 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners/Multilingual learners, and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2019 20.

GROWING UP GREEN CHARTER SCHOOL IISection Heading

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2018 19	Describe Recruitment Plans in 2019 20
Economically Disadvantaged	The majority of our students are eligible for free and reduced lunch and, having built a positive reputation in the community, word of mouth is particularly effective in attracting these students to our school. We make it clear that our school is free and provides support services and extra curricular opportunities to all students, regardless of need and income.	We are moving our recruitment season up to October and targeting Pre K families around our neighborhood for recruitment events to build a diverse K class. In addition, we will continue to do recruitment events at our existing CBO to ensure families of all backgrounds have access to our school.
English Language Learners/Multilingual Learners	In order to recruit English Language Learners, our materials are translated, our ELL program is described, and our ELL Coordinator and teachers assist with recruitment. We also have bilingual staff to help families with the application process as well participate weekly school tours for potential families.	Continue to have our application in multiple languages by using the Charter Center Application and our own application on our new database Powerschool.
Students with Disabilities	Growing Up Green already has a positive presence in the community through partnerships and service learning activities. We partner with these community based organizations, many of them serving at risk youth/families, who recommend students to our school, spread our recruitment information/events, or allow us to present about our school to their families. Furthermore, the “green” aspects of the school are clearly described in marketing materials, presentations, and discussions with interested families. For students with special needs, the school website and recruitment materials clearly describe the school’s inclusion model, special education services and staffing as well as counseling supports. Furthermore, our Director of Support Services participates in recruitment activities for our future and our incoming families.	Continue to advertise all of our services to our new and incoming families.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2018 19	Describe Retention Plans in 2019 20
Economically Disadvantaged	Growing Up Green has a diverse student community from many economic backgrounds. We provide subsidized after school programming, extra support services through our Special Education department, small classroom sizes to provide extra attention to students in need as well as workshops on math, literacy and Responsive Classroom for families	Continue to provide our families an open space to address their concerns and be involved in our community. This includes monthly parent association meetings, daily morning meetings and any other communication methods (email, phone, etc).
English Language Learners/Multilingual Learners	Our ELL Coordinator and ELL teachers support limited English proficient students through immersion techniques, direct instruction, and the use of the SIOP model. GUGCS is a school where students and their families are known well by the faculty and staff and students do not fall through the cracks. We also work closely with community organizations to ensure families have the supports they need so their children can succeed.	Continue to have a robust ELL department, hire interpreters for all parent events, and translate our fliers going home in Spanish, Bengali, Hindi and Arabic.
Students with Disabilities	Regarding retention, GUGCS has a track record of strong student retention; any student leaving the school is primarily due to family relocation. We have achieved this success by developing a close, supportive community among students, staff and families through regular communication and events such as orientations, family workshops, conferences, celebrations and performances. Moreover, the school retains students classified with disabilities through the scope of services it offers to serve a variety of student needs. For example, GUGCS provides an ICT class on each grade and special education services, such as speech and language therapy, occupational therapy, hearing services, counseling, and physical therapy.	Continue to provide all our families with the services that they need especially with IEP meetings, speech/language therapy, occupational therapy, hearing services, counseling and physical therapy.

Entry 11 Classroom Teacher and Administrator Attrition

Created: 07/23/2019 • Last updated: 08/20/2019

Report changes in teacher and administrator staffing.

Instructions for completing the Classroom Teacher and Administrator Attrition Tables
Charter schools must complete the tables titled 2018-2019 Classroom Teacher and Administrator Attrition to report changes in teacher and administrator staffing during the 2018-2019 school year. Please provide the full time equivalent (FTE) of staff on June 30, 2018; the FTE for any departed staff from July 1, 2018 through June 30, 2019; the FTE for added staff from July 1, 2018 through June 30, 2019; and the FTE of staff added in newly created positions from July 1, 2018 through June 30, 2019 using the tables provided.

1. Classroom Teacher Attrition Table

	FTE Classroom Teachers on 6/30/18	FTE Classroom Teachers Departed 7/1/18 6/30/19	FTE Classroom Teachers Filling Vacant Positions 7/1/18 6/30/19	FTE Classroom Teachers Added in New Positions 7/1/18 6/30/19	FTE of Classroom Teachers on 6/3019
	28	4	4	10	38

2. Administrator Position Attrition Table

	FTE Administrative Positions on 6/30/18	FTE Administrators Departed 7/1/18 6/30/19	FTE Administrators Filling Vacant Positions 7/1/18 6/30/19	FTE Administrators Added in New Positions 7/1/18 6/30/19	FTE Administrative Positions on 6/30/19
	4	1	0	0	3

3. Tell your school's story

Charter schools may provide additional information in this section of the Annual Report about their respective teacher and administrator attrition rates as some teacher or administrator departures do not reflect advancement or movement within the charter school networks. Schools may provide additional detail to reflect a teacher's advancement up the ladder to a leadership position within the network or an administrator's movement to lead a new network charter school.

(No response)

4. Charter schools must ensure that all prospective employees receive clearance through the NYSED Office of School Personnel Review and Accountability (OSPRA) prior to employment. 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.

Have all employees have been cleared through the NYSED TEACH system?

Yes

5. For perspective or current employees whose clearance has been denied, have you terminated their employment and removed them from the TEACH system?

	Yes

Thank you

Entry 12 Uncertified Teachers

Last updated: 07/24/2019

Instructions for Reporting Percent of Uncertified Teachers

The table below is reflective of the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. 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 column applies to a particular teacher, please select one column for the FTE count. Please do not include paraprofessionals, such as teacher assistants.

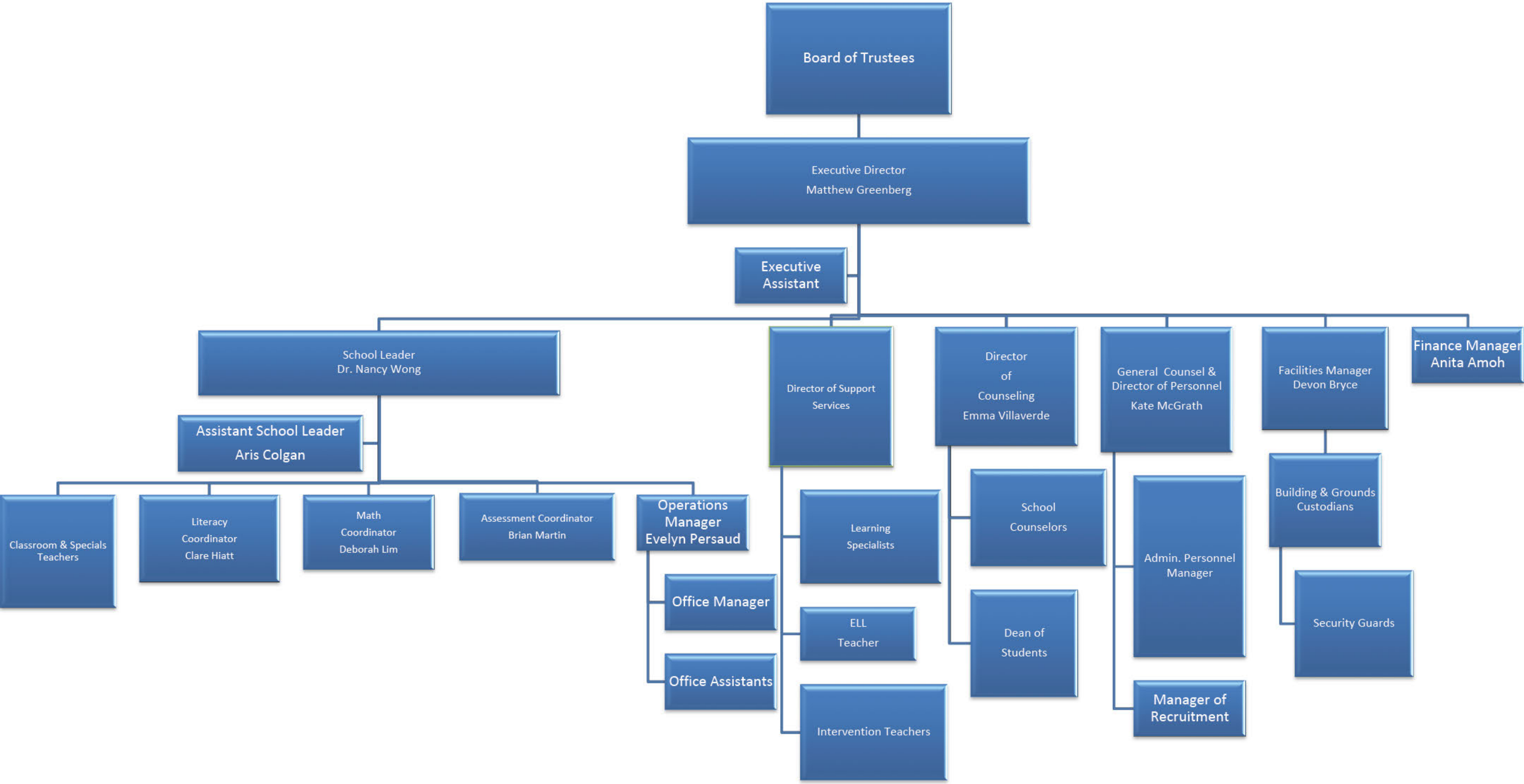
FTE count of uncertified teachers on 6/30/18, and each uncertified teacher should be counted only once.

	FTE Count
1. Total FTE count of uncertified teachers (6 30 19)	10
2. FTE count of uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience (6 30 19)	8
3. FTE count of uncertified teachers who are tenured or tenure track college faculty (6 30 19)	
4. FTE count of uncertified teachers with two years of Teach for America experience (6 30 19)	
5. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (6 30 19)	
6. FTE count of uncertified teachers who do not fit into any of the prior four categories (6 30 19)	2

FTE Count of All Uncertified Teachers as of 6/30/19 10

FTE Count of All Certified Teachers as of 6/30/19 32

Thank you.


Board of Trustees
Executive Director
Matthew Greenberg
Executive Assistant
School Leader
Dr. Nancy Wong
Assistant School Leader
Aris Colgan
Classroom & Specials Teachers
Literacy Coordinator
Clare Hiatt
Math Coordinator
Deborah Lim
Assessment Coordinator
Brian Martin
Operations Manager
Evelyn Persaud
Office Manager
Office Assistants
Director of Support Services
Learning Specialists
ELL Teacher
Intervention Teachers
Director of Counseling
Emma Villaverde
School Counselors
Dean of Students
General Counsel & Director of Personnel
Kate McGrath
Admin. Personnel Manager
Manager of Recruitment
Facilities Manager
Devon Bryce
Building & Grounds Custodians
Security Guards
Finance Manager
Anita Amoh

GUGCS II Elementary School Calendar
2019-2020 (with number of days) – updated 5.27.19

August 2019 - 2

S	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

19th – 28th - Opening Meetings (all staff)
28th – Kindergarten Orientation (12-2pm)
29th - First Day of School – 1pm dismissal
30th – 1pm dismissal

September 2019 – 19 (21 total)

S	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

2nd - Labor Day
3rd – 1pm dismissal (busing for K-5)
5th – First Full Day of School
25th - Family Curriculum Night
30th - Rosh Hashanah

October 2019 – 20 (41 total)

S	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

1st – Rosh Hashanah
9th - Yom Kippur
14th - Columbus Day
21st – 25th - Six Week Assessment

November 2019 – 16 (57 total)

S	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

5th - Election Day (Staff PD Day)
11th - Veterans Day
25th – 26th - Family Conferences
27th – 29th - Thanksgiving Break

December 2019 – 15 (72 total)

S	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

9th – 13th - Six Week Assessment
20th - Winter Celebration - 1pm Dismissal
23rd – 31st - Winter Recess

January 2020 – 19 (91 total)

S	M	T	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1st – 3rd - Winter Recess
20th - Dr. Martin Luther King Jr. Day

February 2020 – 14 (105 total)

S	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

10th – 14th - Six Week Assessment
17th – 21st – Mid-Winter Recess
24th – Mid-Winter Recess (Staff PD Day)

March 2020 – 22 (127 total)

S	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

12th & 13th - Family Conferences
25th – 27th – ELA State Tests (3rd-5th)

April 2020 – 15 (142 total)

S	M	T	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

27th – 30th – Six Week Assessment
9th – 17th - Spring Recess
21st – 23rd – Math State Tests (3rd-5th)

May 2020 – 19 (161 total)

S	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

11th – 15th - Fast Bridge Testing
18th – 29th – Science Performance (4th)
22nd & 25th - Memorial Day
22nd – Snow Make-Up Day (if needed)

June 2020 – 20 (181 total)

S	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

1st – Science Written Test (4th grade)
8th – 12th - Six Week Assessment
24th – G2 5th Grade (1pm Dismissal)
25th – MS Graduation (1pm Dismissal)
26th - Last Day of School (1pm Dismissal)

July 2020

S	M	T	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Key	No School for Students	1pm Dismissal	Parent Conferences - 1pm dismissal