

# THE CHARTER HIGH SCHOOL FOR LAW AND SOCIAL JUSTICE



**EXCELLENCE • CHARACTER • COURAGE • COMMITMENT**

## **Agenda For the Board of Trustees Meeting**

**November 18, 2021, 6:00 p.m.**

**In-Person and via Zoom**

**5:00 PM - Sarah Richmond, our school attorney from Bond, Schoeneck & King on the OPEN Meeting Law, meeting minute requirements, SPED and IEP requirements.**

1. Welcome and Call to Order (3 minutes)
2. Consent Agenda (Items on the Consent Agenda are automatically approved unless a Board member removes an item from the consent agenda. In that event, the item will be subject to Board approval by majority vote.)
  - a. Approval of October Minutes
  - b. Approval of Performance Bonus for Executive Director Richard Burke, equal to the base amount referenced in section 3B of his contract with the school executed 7/1/19.
3. Financials - Mr. (10 minutes)
4. Executive Director Report (15 minutes)
5. Chairman Report (20 minutes)
6. Committee Reports - None (20 minutes)
  - a. Finance Committee - Met 11/16/21
  - b. Academic Committee - Met 11/16/21
  - c. Fundraising
  - d. Governance
7. New Business: (20 Minutes)
  - a. Introduction of potential new board member Socrates Solano.
8. Statements from Members of the Public (Any member of the public who signed up to speak may speak in conformity with the School's Open Meetings Law Policy.)
9. Next Meeting: December 16, 2021, 6:00 PM
10. Motion to Adjourn

# THE CHARTER HIGH SCHOOL FOI AND SOCIAL JUSTICE

EXCELLENCE • CHARACTER • COURAGE • COMMITMENT



## Minutes–Board of Trustees Meeting

October 21, 2021, 6:00 p.m.

**In-person: John Callahan**

**By Zoom Conferencing: Rick Marsico, Denis O'Rourke, Linnet Tse, Sarah Fuentes, Dan Sang, Jumaane Saunders, Janine Azrilliant, Charmone Adams**

**Absent: Christian Bannerman**

**Executive Director Richard Burke and Ms. Sharpe, Dir. SPED In-person,**

Welcome and Call to Order- Mr. John Callahan welcomed and called the Meeting to Order at 6:05 PM, thanked everyone for attending. Mr. Callahan thanked Digant Bahl from Accounting Solutions for his Board Development presentation on the Charter Finance

Mr. Callahan asked if anyone had any questions about Consent Agenda.

Mr. Callahan then spoke about the first item: the consent agenda, including approval of new employees. Mr. Burke thanked Mr. O'Rourke for shepherding our new US History Professor, Matt Ryan, to our school; he is a great addition. No one had any issues with the consent agenda, and Mr. Callahan called on Mr. Burke to present the Financials.

Financials-

Mr. Burke began reviewing the financials and shared his screen. Mr. Burke said that our finances are in good shape with 152 days of cash on hand. Mr. Burke mentioned that there had been a Finance Committee phone call earlier in the week that went into great detail on the financials. He reviewed the main points of the Financials, and there were no questions.

Executive Director Report:

Mr. Burke moved into the Dashboard and reviewed the data. Mr. Burke talked about the STAR testing that would be available for the November Board meeting. He reviewed that the enrollment is 441. Mr. Burke spoke about the transition our 9<sup>th</sup> Graders are having back in the building, and he said of the increase in vaping plus the immaturity of the 9<sup>th</sup> due to not being in school. Ms. Sharpe talked about IEP meetings and SPED.



### Chairman Report –

Mr. Callahan then reviewed details about the construction and the mural's progress in the backyard. He spoke on the front glass new entrance, the Bronx Botanical Garden group and Karen Washington helping in the back yard and how most construction was finished. There was a discussion on forming the working group for the expansion.

Mr. Callahan talked about adding a parent representative to the board. Mr. Burke had a parent that he and the Leadership thought would be excellent for the board.

Mr. Callahan spoke of the Executive Director review and asked an outside consultant to train the board on ED review. Like what Digant Bahl had done tonight, we had our lawyer Sara Richmond coming in November to speak about Open Meeting Law.

Mr. Callahan then called for Committee Reports-Mr. Callahan reported that we had discussed the Finance Committee earlier, and there was a meeting this past Tuesday.

Academic Committee- Ms. Fuentes mentioned there was no meeting until after the STAR testing takes place, which would be for the November Board meeting.

Fundraising Committee-No meeting, and Mr. Callahan mentioned that this had happened in September, and we needed people to examine their lists and send in potential names. He reviewed the fundraising plans, which include a small-scale cocktail party in April or May. We do not have a venue yet; Jack mentioned that Rick M had asked Deborah Archer, the President of ACLU, if she would be honored at that event, and she agreed. Annual Report is being developed to use for fundraising.

### New Business:

Mr. O'Rourke moved to adjourn, seconded by Ms. Azriliant, and approved at 7:40 PM.

Next Meeting: November 21. 2021, 6:00 PM with a Board Training at 5 PM.

A handwritten signature in blue ink that reads "John Callahan". The signature is written in a cursive style and is positioned above a horizontal line.

John Callahan

# THE CHARTER HIGH SCHOOL FOR LAW AND SOCIAL JUSTICE



**EXCELLENCE • CHARACTER • COURAGE • COMMITMENT**

## **Notice of Meeting of Board of Trustees for The Charter High School for Law and Social Justice**

**Thursday, November 18, 2021, at 6:00 PM**

**1960 University Avenue, Bronx, NY, 10453**

**or By Zoom**

**<https://us06web.zoom.us/j/87006017104>**

**Meeting ID: 870 0601 7104**

**One tap mobile**

+16465588656,,87006017104# US (New York)  
+13017158592,,87006017104# US (Washington DC)

**Dial by your location**

+1 646 558 8656 US (New York)  
+1 301 715 8592 US (Washington DC)  
+1 312 626 6799 US (Chicago)  
+1 720 707 2699 US (Denver)  
+1 253 215 8782 US (Tacoma)  
+1 346 248 7799 US (Houston)

Find your local number:

**<https://us06web.zoom.us/j/87006017104>**

**All are invited**

For more information, please contact [admin@CHSLSJ.org](mailto:admin@CHSLSJ.org)  
or Board Chair Jack Callahan, [JCallahan@CHSLSJ.org](mailto:JCallahan@CHSLSJ.org).

### **Other Locations**

Christian Bannerman - 940 Pearl Drive, San Marcos, CA, 92078  
Charmane Adams -66 Hunter Avenue, New Rochelle, NY, 10801  
Sarah Fuentes - 59 Sumner Avenue. Yonkers, NY, 10704  
Denis O'Rourke - 200 California Road #15, Bronxville, NY, 10708  
Jumaane Saunders - DE. 6 Calle de Villas, Cabarete, DR  
Linnet Tse - 30 Dante St, Larchmont, NY, 10538  
Janine Azriliant - 17 Bridle Path, Remsenburg, NY, 11960  
Richard Marsico - 534 Prospect Ave.Mamaroneck, NY, 10543  
Dan Sang - 15 West 11th Street, New York, NY, 10011



**Financial Report**  
For the Period Ending October 31, 2021  
**Fiscal Year 2021-22**  
with June 30, 2021 and 2020 Statements

**Table of Contents**

- 1 Financial Report for Period Ending October 31, 2021 (Narrative)
- 2 Statements of Financial Position (Balance Sheet) at October 31, 2021 and June 30, 2021 and 2020
- 3 Summary Statements of Revenue, Support and Expenses at October 31, 2021 and June 30, 2021 and 2020
- 4 Detailed Statements of Revenue, Support and Expenses at October 31, 2021 and June 30, 2021 and 2020
- 5 Cash Flow Projection

# Charter High School For Law And Social Justice Data

## Notes to Financial Report For the Period Ending October 31, 2021

### Unencumbered Cash

<b>Total Cash and Equivalents</b>	<b>\$ 5,339,026</b>	<b>[a]</b>
<b>Encumbrances to Cash</b>		
Restrictions:		
Escrow	100,690	
Unearned Revenue (Advances Received but not Earned)	1,739,464	
	<b>1,840,154</b>	<b>[b]</b>
Vendor Obligations		
Accounts Payable	288,251	<b>[c]</b>
Total Cash Encumbrances	2,128,405	<b>[d] {[b] + [c]}</b>
<b>Unencumbered Cash Balance</b>	<b>\$ 3,210,621</b>	<b>[a] - [d]</b>

### Days of Cash on Hand

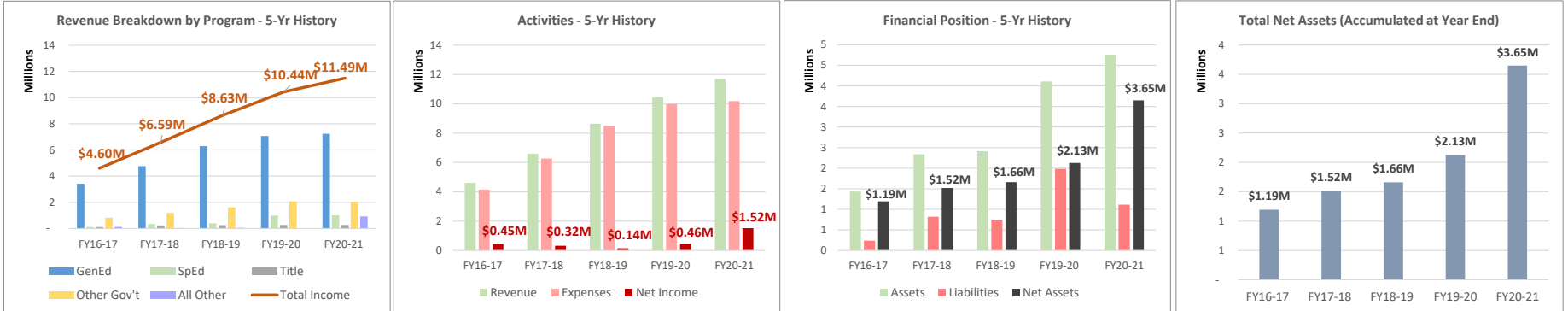
Total Fiscal Year 2021-22 Budgeted Expenses ( <b>excluding</b> Depreciation and Deferred Rent )	\$ 11,423,605
Average Daily Expenses (Total Projected Expenses ÷ 365 )	\$ 31,298
Total Cash Available for Operating Use (Total Cash - Escrow )	\$ 5,238,336
Number of Days of Unrestricted Cash Available (Total Cash Available ÷ Average Daily Expenses )	<b>167.4</b>

### Liquidity Measures

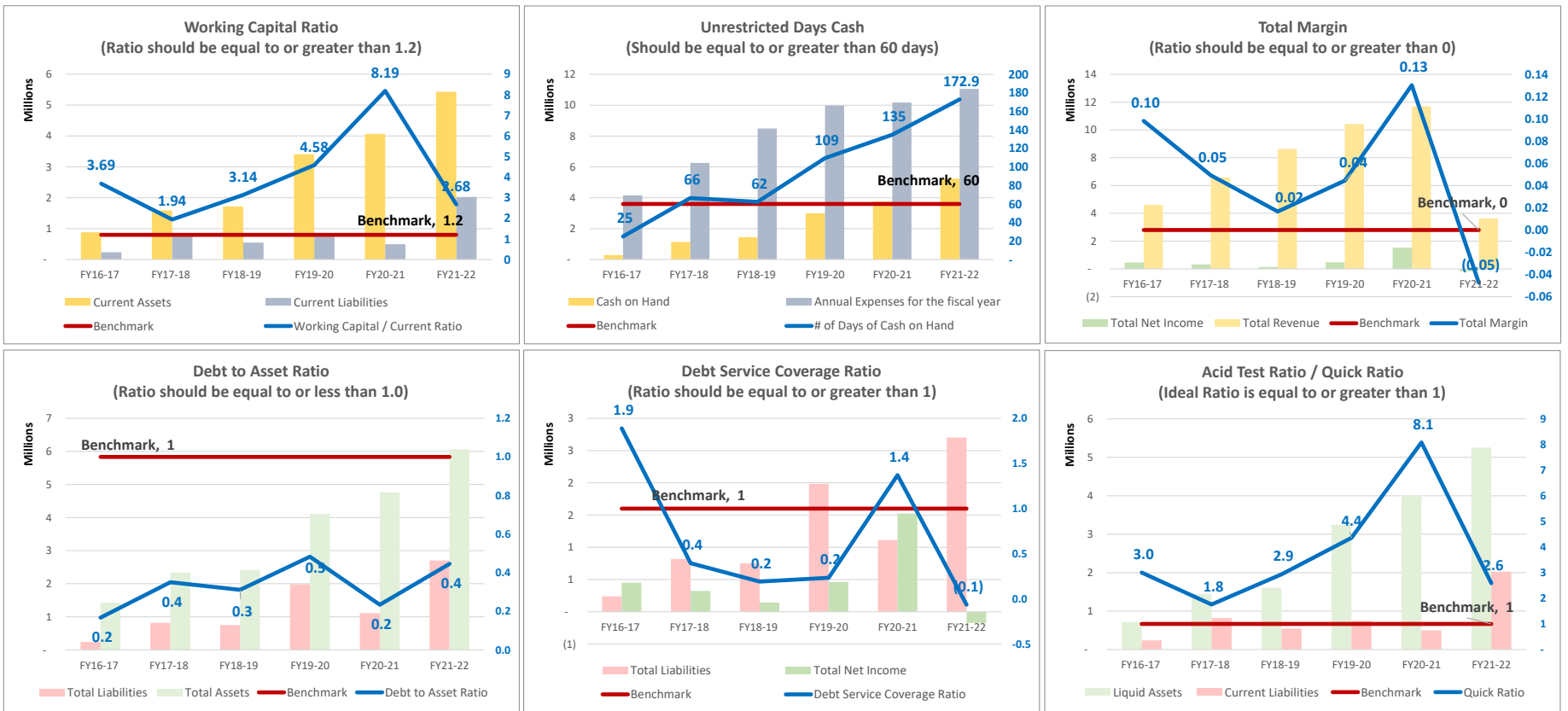
	At 10/31/21	Benchmark
• Current (Working) Capital Ratio - measures the School's ability to pay off its current liabilities (usually within one year) with its current assets such as cash and receivables. The higher the ratio, the better the School's liquidity position.	<b>2.7</b>	<b>1.2</b>
• Unrestricted Days Cash	<b>167.4</b>	<b>60.0</b>
• Debt to Asset Ratio - measures the School's assets that are financed by liabilities, or debts, rather than its equity. Greater than 1 indicates that the School's liabilities are higher than its assets	<b>0.4</b>	<b>1.0</b>
• Acid Test/Quick Ratio - indicates whether the School has sufficient short-term assets to cover its short-term liabilities.	<b>2.6</b>	<b>1.0</b>

# Charter High School for Law and Social Justice Fiscal Dashboard

## 5-Year Performance History



## Key Fiscal Indicators



# Charter High School For Law And Social Justice Data

## Notes to Financial Report For the Period Ending October 31, 2021

### Enrollment

#### General Education:

- The General Ed revenue is based on estimated 440 FTE students. The current enrollment is 433 based on the November invoice.

#### Special Education:

- The Special Ed revenue is based on 60.40 FTE students. The current enrollment is 71 based on the November invoice.

### Revenue and Support

#### Tuition & Lease Assistance

- Tuition revenue at Oct 31st totals \$3,493,295 or 34% of the Fiscal Year forecast of \$10,291,640
- General Ed revenue totals \$2,470,453 or 34% of the full year projection of \$7,293,452
- Special Ed revenue totals \$341,957 or 32% of the full year projection of \$1,082,319
- Lease Assistance revenue totals \$680,885 or 33% of the full year projection of \$2,042,655

#### Title and Other Government Grants:

- The application for the ESSER II grant (\$747,762 - multi year) has been approved. The 20% initial deposit has been received and applied to the revenue recognized as of 10/31/21
- The Consolidated Application (Title Grant - \$318,564) and the ARP (\$1,679,368 - multi year) applications have been submitted. They are currently under review.
- eRate reimbursements totaling \$7,182 have been appropriately recognized as revenue with the offsetting expenses for a zero net effect.

### Expenses

#### Salaries and Wages:

- Salaries and Wages total \$1,918,181 or 32% of the full year projection of \$6,142,251

#### Payroll Taxes and Fringe Benefits:

- Taxes and Benefits total \$531,522 or 31% of the full year projection of \$1,699,796

#### Professional Services:

- Professional Services total \$76,023 or 32% of the full year projection of \$240,000. Included in this category are legal fees, accounting and audit services, payroll processing charges and benefits administration.

#### Academic Consultants and Services:

- Academic Consultants and Services costs total \$31,400 or 25% of the full year projection of \$125,000. Shared Space, as well as substitute teachers are included in this category.

#### Curriculum and Classroom:

- Curriculum and Classroom costs total \$91,782 or 19% of the full year projection of \$492,151. This is substantially low due to only two months of full operation.

#### Recruitment and Development:

- Recruitment and Development costs total \$105,638 or 65% of the full year projection of \$162,000. This is due to spending the funds to recruit upfront.

#### General Administrative Expenses:

- Administrative costs total \$111,600 or 50% of the full year projection of \$221,900. The year-to-date utilization is at 57% due to covid-19 supplies and materials needed to be purchased for the school opening

#### General Insurance:

- General Insurance costs total \$39,578 or 53% of the full year projection of \$75,000. The year-to-date utilization is at 53% due to a few upfront payments and changes in the coverage.

#### Technology:

- Technology costs total \$94,472 or 45% of the full year projection of \$210,320. The year-to-date utilization is at 45% due to the monthly maintenance cost paid to CTS. The budget included salaries for an IT personnel which was supposed to replace this monthly cost

#### Occupancy:

- Occupancy costs total \$740,348 or 33% of the full year projection of \$2,218,254. Included in this category are rent and deferred rent.

#### Other:

- Miscellaneous and Other costs total \$12,456 or 99% of the yearly projection of \$12,533. This includes the write-off of revenue based on the FY2021 year-end reconciliation

### Net Operating Position

- The School's net operating position before GAAP adjustments at October 31st is a deficit of **\$ (173,008)**
- The School's net operating position after GAAP adjustments of **\$ 23,323** at Oct 30th is a deficit of **\$ (149,685)**



# Charter High School for Law and Social Justice

## Statements of Financial Position

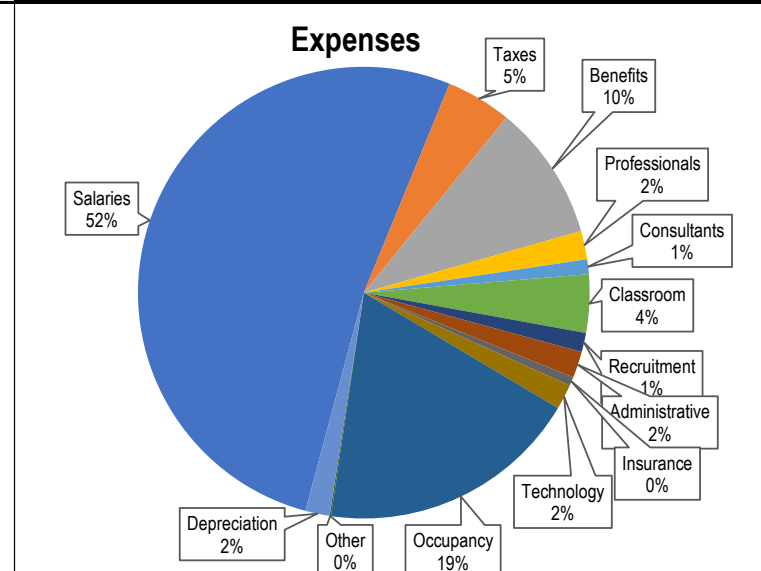
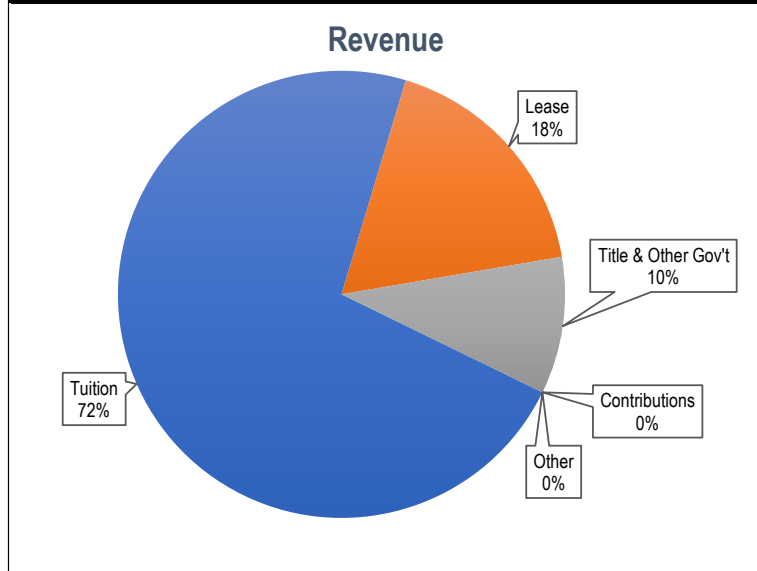
At Current Year-to-Date October 31, 2021, and June 30, 2021 and 2020

ASSETS	[unaudited] Year-to-Date 10/31/2021	[audited] June 30 2021	[audited] June 30 2020
<b>Current Assets:</b>			
Cash and cash equivalents - Unrestricted	\$ 5,238,336	\$ 3,760,175	\$ 2,992,175
Escrow - Restricted	100,690	100,673	75,605
Grants Receivable	-	179,229	203,885
Due from FOCHSLSJ	15,693	-	-
Per Pupil Receivable	14,400	72,141	45,097
Prepaid Expenses and Other Receivables	59,382	55,578	169,288
<b>Total current assets</b>	<b>5,428,500</b>	<b>4,167,796</b>	<b>3,486,049</b>
Fixed assets, Net	632,133	593,555	622,465
	<b>\$ 6,060,633</b>	<b>\$ 4,761,351</b>	<b>\$ 4,108,515</b>
<b>LIABILITIES and NET ASSETS</b>			
<b>Current liabilities:</b>			
Accrued Expenses and Other Accounts Payable	\$ 288,251	\$ 496,585	\$ 744,096
Deferred or Unearned Revenue	1,739,464	-	-
<b>Total current liabilities</b>	<b>2,027,714</b>	<b>496,585</b>	<b>744,096</b>
<b>Long-Term Liabilities:</b>			
Deferred Rent	674,311	615,778	313,394
SBA-PPP Loan	-	-	926,019
<b>Total Long-Term Liabilities</b>	<b>674,311</b>	<b>615,778</b>	<b>1,239,413</b>
<b>Net assets</b>			
Net Assets without Donor Restrictions	3,648,987	2,125,228	1,661,116
Change in net assets during current period	(290,380)	1,523,759	463,890
<b>Total net assets</b>	<b>3,358,608</b>	<b>3,648,987</b>	<b>2,125,006</b>
<b>TOTAL LIABILITIES and NET ASSETS</b>	<b>\$ 6,060,633</b>	<b>\$ 4,761,351</b>	<b>\$ 4,108,515</b>

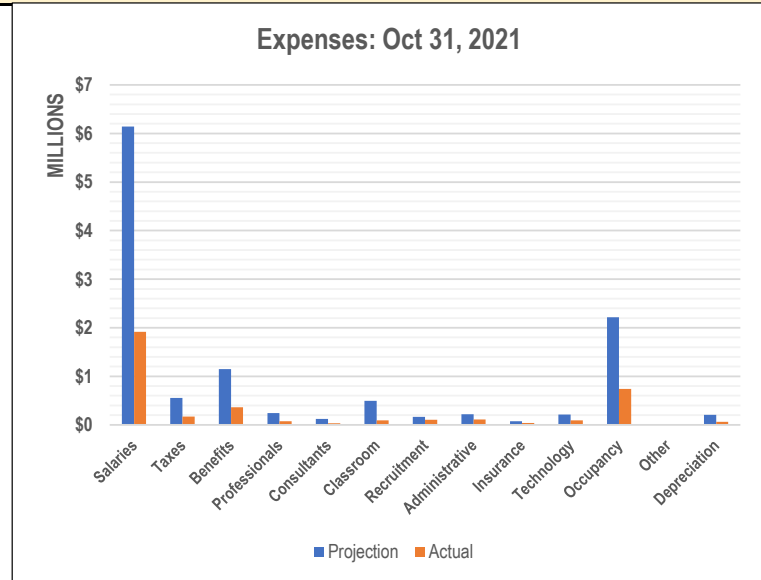
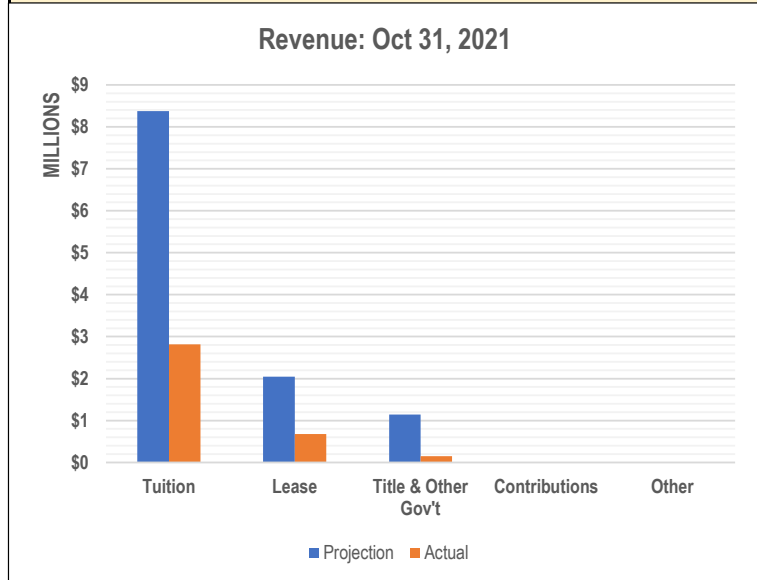
# Charter High School for Law and Social Justice

Fiscal Year 2021-22

## FISCAL YEAR 2020-21 Projection



## FISCAL YEAR 2020-21 YEAR-TO-DATE ACTUAL v PROJECTION



## Summary Statements of Revenue, Support and Expenses

### Current Fiscal Year-to-Date Compared to Projection

with Year End June 30, 2021 and 2020 Details

	Current Fiscal Year 2021-22 [unaudited]				June 30	
	Year-to-Date	Full Year	Full Year	YTD as a %	[audited]	[audited]
	10/31/2021	Projection	Budget	of Projection (YTD=33%)	2021	2020
<b>Total Revenue and Support</b>	\$ 3,641,865	\$ 11,564,250	\$ 12,131,517	30%	\$ 11,699,790	\$ 10,438,138
<b>Total Expenses</b>	3,814,873	11,804,204	11,442,051	33%	10,176,031	9,974,248
<i>Excess/(Deficit) of Revenue and Support over Expenses before GAAP Adjustments</i>	\$ (173,008)	\$ (239,954)	\$ 689,466	-25%	\$ 1,523,759	\$ 463,890
<b>One-time adjustment</b>			\$ 509,000	0%		
<i>Revised excess/(Deficit) of Revenue and Support over Expenses before GAAP Adjustments</i>	\$ (173,008)		\$ 180,466	-96%	\$ 1,523,759	\$ 463,890
<b>GAAP Adjustments, net</b>	23,323	283,514	385,599	6%	331,295	100,850
<i>Excess/(Deficit) of Revenue and Support over Expenses after GAAP Adjustments</i>	\$ (149,685)	\$ 43,560	\$ 1,075,065	-14%	\$ 1,855,054	\$ 564,740
<b>Enrollment</b>	440.00	433.00	440.00	102%	449.108	435.327
<b>REVENUE and SUPPORT</b>						
Per Pupil Tuition	\$ 2,812,410	\$ 8,375,771	\$ 8,454,294	34%	\$ 8,249,958	\$ 8,053,984
Lease Assistance	680,885	2,042,655	2,042,655	33%	1,915,869	1,904,860
Title and Other Government Grants	148,553	1,145,774	1,634,568	13%	608,211	479,160
Donations and Contributions	0	0	-	100%	1,130	-
Other	17	50	-	34%	924,622	133
<b>TOTAL REVENUE and SUPPORT</b>	3,641,865	11,564,250	12,131,517	31%	11,699,790	10,438,138
<b>EXPENSES</b>						
<b>Personnel Costs:</b>						
Staff Salaries and Wages	1,918,181	6,142,251	5,910,874	31%	5,199,836	4,819,640
Payroll Taxes	168,022	552,158	577,177	30%	522,936	455,222
Fringe Benefits	363,499	1,147,638	1,159,300	32%	917,857	747,532
<b>Total Personnel Costs</b>	2,449,702	7,842,046	7,647,351	31%	6,640,629	6,022,394
<b>Other Than Personnel Costs:</b>						
Professional Services	76,023	240,000	213,600	32%	169,219	205,374
Academic Consultants and Services	31,400	125,000	125,000	25%	106,548	709,671
Curriculum and Classroom	91,782	492,151	491,646	19%	119,455	209,589
Recruitment and Development	105,638	162,000	127,000	65%	243,665	152,764
General Administrative Expenses	111,600	221,900	194,400	50%	152,215	224,366
General Insurance	39,578	75,000	75,000	53%	69,847	55,791
Technology	94,472	210,320	139,200	45%	280,659	188,445
Occupancy	740,348	2,218,254	2,218,254	33%	2,218,253	2,016,535
Other	12,456	12,533	600	99%	(2,597)	2,892
<b>Total Other Than Personnel Costs</b>	1,303,296	3,757,158	3,584,700	35%	3,357,265	3,765,427
Depreciation	61,875	205,000	210,000	30%	178,137	186,427
<b>TOTAL EXPENSES</b>	3,814,873	11,804,204	11,442,051	32%	10,176,031	9,974,248
<b>Excess/(Deficit) of Revenue and Support over Expenses before GAAP Adjustments</b>	(173,008)	(239,954)	689,466	72%	1,523,759	463,890
<b>GAAP Adjustments, net</b>	23,323	283,514	385,599	8%		
<b>Excess/(Deficit) of Revenue and Support over Expenses after GAAP Adjustments</b>	\$ (149,685)	\$ 43,560	\$ 1,075,065	-344%	\$ 1,523,759	\$ 463,890

## Charter High School for Law and Social Justice

### Detailed Statements of Revenue, Support and Expenses

Current Fiscal Year-to-Date Compared to Projection  
with Year End June 30, 2021 and 2020 Details

	Current Fiscal Year 2021-22 [unaudited]				June 30	
	Year-to-Date	Full Year	Full Year	YTD as a % of Projection (YTD=33%)	[audited]	[audited]
	10/31/2021	Projection	Budget		2021	2020
<b>Total Revenue and Support</b>	\$ 3,641,865	\$ 11,564,250	\$ 12,131,517	30%	\$ 11,699,790	\$ 10,438,138
<b>Total Expenses</b>	3,814,873	11,804,204	11,442,051	33%	10,176,031	9,974,248
<i>Excess/(Deficit) of Revenue and Support over Expenses before GAAP Adjustments</i>	\$ (173,008)	\$ (239,954)	\$ 689,466	-25%	1,523,759	463,890
<b>One-time adjustment</b>			\$ 509,000	0%		
<i>Revised excess/(Deficit) of Revenue and Support over Expenses before GAAP Adjustments</i>	\$ (173,008)		\$ 180,466	-96%	1,523,759	463,890
<b>GAAP Adjustments, net</b>	23,323	283,514	385,599	8%	331,295	100,850
<i>Excess/(Deficit) of Revenue and Support over Expenses after GAAP Adjustments</i>	\$ (149,685)	\$ 43,560	\$ 1,075,065	-344%	\$ 1,855,054	\$ 564,740
<i>Enrollment</i>	440.00	433.00	440.00	102%	449.11	435.33
<b>REVENUE and SUPPORT</b>						
<b>Per Pupil Tuition and Lease Assistance:</b>						
4101 - GenEd Tuition from NYCDOE	\$ 2,470,453	\$ 7,293,452	\$ 7,411,800	34%	\$ 7,234,331	\$ 7,037,169
4102 - SpEd Tuition from NYCDOE	341,957	1,082,319	1,042,494	32%	1,015,628	980,816
4130 - Lease Assistance from NYCDOE	680,885	2,042,655	2,042,655	33%	1,915,869	1,904,860
4104 - Per Pupil Supplement	-		-		-	-
4101(a) and (b) - Tuition from other School Districts	-		-		-	36,000
<b>Total Per Pupil Tuition and Lease Assistance</b>	<b>3,493,295</b>	<b>10,418,426</b>	<b>10,496,949</b>	<b>34%</b>	<b>10,165,827</b>	<b>9,958,844</b>
<b>Title and other Government Grants:</b>						
4201 - Title IA	0	266,111	227,000	0%	227,779	226,447
4202 - Title IIA	-	35,636	34,000	0%	31,382	32,109
4203 - Title IVA	-	16,817	17,500	0%	17,656	14,933
4105 - Stimulus	-	-	-		-	93,615
4210 - CSP	-		-		-	
4215 - Cares Act Grant	141,371	683,910	1,212,768	21%	213,223	
4230 - IDEA Special Needs	-	54,000	54,000	0%	54,919	37,128
4120 - NYSTL	-	39,300	39,300	0%	-	34,934
4220 - eRate	7,182	50,000	50,000	14%	63,252	39,994
<b>Total Title and other Government Grants</b>	<b>148,553</b>	<b>1,145,774</b>	<b>1,634,568</b>	<b>9%</b>	<b>608,211</b>	<b>479,160</b>
<b>Donations and Contributions:</b>						
4305 - Unrestricted Donations and Contributions	0	0	-		1,130	-
4401 - Fundraising Events	-		-		-	-
<b>Total Donations and Contributions</b>	<b>0</b>	<b>0</b>	<b>-</b>		<b>1,130</b>	<b>-</b>
<b>Other:</b>						
4501 - Interest and Dividends	17	50	-	34%	68	133
4602 - In-Kind Contributions	-		-		-	-
4603 - Donated Services	-		-		-	-
4610 - SBA PPP Funds	-		-		924,554	
<b>Total Other</b>	<b>17</b>	<b>50</b>	<b>-</b>	<b>34%</b>	<b>924,622</b>	<b>133</b>
<b>TOTAL REVENUE and SUPPORT</b>	<b>\$ 3,641,865</b>	<b>11,564,250</b>	<b>12,131,517</b>	<b>31%</b>	<b>\$ 11,699,790</b>	<b>\$ 10,438,138</b>
<b>EXPENSES</b>						
<b>Personnel Expenses</b>						
<u>Salaries and Wages</u>						
<b>Administrative Staff:</b>						
5105 - Executive Director	77,593	232,780	232,780	33%	226,246	223,077

## Charter High School for Law and Social Justice

### Detailed Statements of Revenue, Support and Expenses

Current Fiscal Year-to-Date Compared to Projection  
with Year End June 30, 2021 and 2020 Details

	Current Fiscal Year 2021-22 [unaudited]				June 30	
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	10/31/2021	Projection	Budget		2021	2020
<b>Total Revenue and Support</b>	\$ 3,641,865	\$ 11,564,250	\$ 12,131,517	30%	\$ 11,699,790	\$ 10,438,138
<b>Total Expenses</b>	3,814,873	11,804,204	11,442,051	33%	10,176,031	9,974,248
<i>Excess/(Deficit) of Revenue and Support over Expenses before GAAP Adjustments</i>	\$ (173,008)	\$ (239,954)	\$ 689,466	-25%	1,523,759	463,890
<b>One-time adjustment</b>			\$ 509,000	0%		
<i>Revised excess/(Deficit) of Revenue and Support over Expenses before GAAP Adjustments</i>	\$ (173,008)		\$ 180,466	-96%	1,523,759	463,890
<b>GAAP Adjustments, net</b>	23,323	283,514	385,599	8%	331,295	100,850
<i>Excess/(Deficit) of Revenue and Support over Expenses after GAAP Adjustments</i>	\$ (149,685)	\$ 43,560	\$ 1,075,065	-344%	\$ 1,855,054	\$ 564,740
<b>Enrollment</b>	440.00	433.00	440.00	102%	449.11	435.33
5110 - Director of Operations						
5120 - Operations Staff	63,183	176,625	101,625	36%	151,501	126,193
5125 - Parent Coordinator						
5130 - Director of Finance						
5132 - Director of HR						
5135 - Director of IT						
5150 - School Aide/Security	0	-	-		(884)	989
5160 - Chief of Staff	-	-	-		-	1,852
<b>Total Administrative Staff</b>	253,887	791,855	741,571	32%	548,702	513,986
<b>Instructional Oversight Staff:</b>						
5201 - Principal						
5210 - Assistant Principal	236,667	693,000	693,000	34%	351,450	380,692
5212 - Director of SPED						
5220 - Guidance Counselor	110,490	420,692	420,692	26%	270,602	233,840
5225 - Social Worker	-	-	-		-	-
5230 - Director of College						
5245 - Associate Dean	123,945	288,850	288,850	43%	334,092	290,856
5250 - SPED Coordinator	-	-	-		-	-
<b>Total Academic Oversight Staff</b>	602,227	1,788,542	1,788,542	34%	1,218,210	1,148,895
<b>Instructional Staff:</b>						
5310 - Teachers - ELA	150,167	666,324	666,324	23%	645,918	541,983
5315 - Teachers - Math	114,556	590,786	590,786	19%	605,337	497,096
5320 - Teachers - Social Studies	111,742	401,990	401,990	28%	393,899	351,734
5325 - Teachers - Science	125,368	340,275	340,275	37%	351,760	299,136
5330 - Foreign Languages	34,396	216,215	216,215	16%	200,686	205,411
5335 - Teachers - Physical Education / Health	63,276	269,324	269,324	23%	262,321	257,024
5345 - Teachers - The Arts	51,916	180,975	180,975	29%	178,023	199,723
5350 - Teachers - SPED	78,732	312,437	312,437	25%	306,487	294,677
5355 - Teachers - Law	21,116	87,863	87,863	24%	85,305	81,196
5365 - Teachers - SAT/Freshman Seminar	18,310	81,510	-	22%	80,286	75,848
5370 - Teachers - Substitute	10,031	72,572	72,572	14%	4,473	24,600
5375 - Teachers - Intervention	-	-	-		111,721	40,320
<b>Total Instructional Staff</b>	779,610	3,220,271	3,138,761	24%	3,226,216	2,868,749
<b>Incentives and Special Programs:</b>						
5410 - Stipends	89,407	89,407	45,000	100%	67,409	211,838
5420 - Summer Bridge Program	12,000	26,500	26,500	45%	3,000	45,598
5425 - Summer School	180,176	180,176	125,000	100%	106,522	

## Charter High School for Law and Social Justice

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	10/31/2021	Projection	Budget		2021	2020
<b>Total Revenue and Support</b>	\$ 3,641,865	\$ 11,564,250	\$ 12,131,517	30%	\$ 11,699,790	\$ 10,438,138
<b>Total Expenses</b>	3,814,873	11,804,204	11,442,051	33%	10,176,031	9,974,248
<i>Excess/(Deficit) of Revenue and Support over Expenses before GAAP Adjustments</i>	\$ (173,008)	\$ (239,954)	\$ 689,466	-25%	1,523,759	463,890
<b>One-time adjustment</b>			\$ 509,000	0%		
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<b>GAAP Adjustments, net</b>	23,323	283,514	385,599	8%	331,295	100,850
<i>Excess/(Deficit) of Revenue and Support over Expenses after GAAP Adjustments</i>	\$ (149,685)	\$ 43,560	\$ 1,075,065	-344%	\$ 1,855,054	\$ 564,740
<b>Enrollment</b>	440.00	433.00	440.00	102%	449.11	435.33
5430 - Saturday Academy Regents Prep	875	45,500	45,500	2%	8,778	3,575
5440 - Bonus	-	-	-		21,000	27,000
<b>Total Incentives and Special Programs</b>	282,457	341,582	242,000	83%	206,709	288,011
<b>Total Salaries and Wages</b>	1,918,181	6,142,251	5,910,874	31%	5,199,836	4,819,640
<u>Payroll Taxes and Fringe Benefits</u>						
<b>Payroll Taxes:</b>						
5510 - Employer FICA (SS and Medicare)	137,684	429,958	433,976	32%	391,224	372,578
5505 - Unemployment Insurance	12,334	55,000	65,844	22%	50,150	50,838
5530 - Disability Insurance	(2,736)	1,000	2,500	-274%	16,597	(1,936)
5610 - Workers Compensation Insurance	20,740	65,000	69,857	32%	63,833	31,912
5515 - MCTMT Tax	-	1,200	5,000	0%	1,084	1,830
5501 - FUTA	-	-	-		48	
<b>Total Payroll Taxes</b>	168,022	552,158	577,177	30%	522,936	455,222
<b>Fringe Benefits:</b>						
5601 - Health Insurance (Medical, Dental and Vision)	324,466	1,007,638	1,007,638	32%	838,580	695,947
5702 - Employer Retirement Plan Match	29,783	100,000	121,662	30%	54,162	18,922
5615 - STD, LTD and Life Insurance	9,251	40,000	30,000	23%	24,470	17,505
5630 - HRA	-	-	-		645	15,158
<b>Total Fringe Benefits</b>	363,499	1,147,638	1,159,300	32%	917,857	747,532
<b>Total Payroll Taxes and Fringe Benefits</b>	531,522	1,699,796	1,736,477	31%	1,440,792	1,202,754
<b>Total Compensation (Salaries, Wages, Taxes and Benefits)</b>	2,449,702	7,842,046	7,647,351	31%	6,640,629	6,022,394
<b>Other Than Personnel Expenses</b>						
<b>Professional Services:</b>						
6301 - Accounting and Bookkeeping	35,600	105,000	105,000	34%	117,123	111,120
6301 - Audit	-	28,000	28,000	0%	-	-
6321 - Legal	1,755	20,000	20,000	9%	13,760	27,524
5701 - Benefits Administrators and Consultants	3,006	8,000	6,000	38%	5,748	526
6305 - Payroll	4,140	15,000	15,600	28%	12,498	10,859
6330 - Fundraising and Grant Writing	-	9,000	9,000	0%	-	-
6390 - Startup Consulting	-	-	-		-	11,500
6380 - Other Professional Services	31,521	55,000	30,000	57%	20,090	43,846
<b>Total Professional Services</b>	76,023	240,000	213,600	32%	169,219	205,374
<b>Academic Consultants and Services:</b>						
6310 - Educational Partner Organizations	31,400	100,000	100,000	31%	99,350	480,533
6370 - Culture Consultants	-	-	-		-	3,500

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<b>Enrollment</b>	440.00	433.00	440.00	102%	449.11	435.33
6395 - Science Consulting Services	-		-		-	142,540
6350 - Substitute Services	-	25,000	25,000	0%	7,198	83,098
<b>Total Academic Consultants and Services</b>	31,400	125,000	125,000	25%	106,548	709,671
<b>Curriculum and Classroom:</b>						
7101 - Classroom Supplies	23,641	30,000	21,377	79%	16,910	2,201
7105 - Classroom Furniture and Equipment (Non-Asset)	-	150	3,268	0%	137	2,052
7115 - ELA Supplies & Materials	2,988	5,000	10,000	60%	2,933	6,985
7117 - Subscriptions/Dues	8,679	25,000	25,000	35%	20,774	13,720
7120 - Math Supplies & Materials	923	5,000	5,000	18%	-	-
7125 - Social Studies Supplies & Materials	-	2,000	2,000	0%	-	-
7130 - Science Supplies & Materials	1,200	2,000	2,000	60%	150	1,964
7135 - Foreign Language Supplies & Materials	529	2,352	2,352	22%	1,650	558
7136 - Art Supplies & Materials	6,479	35,000	35,000	19%	-	-
7140 - College Advisement Supplies & Materials	-	18,529	18,529	0%	1,592	7,669
7145 - Phys Ed Supplies & Materials	6,844	10,000	10,000	68%	-	3,594
7150 - Special Education Supplies & Materials		1,000	1,000	0%		
7155 - Saturday Academy Regents Prep Supplies		5,000	5,000	0%		
7160 - Assessment Supplies and Materials		20,000	20,000	0%		
7165 - Field Trips	7,137	50,000	50,000	14%	-	14,807
7166 - Student Transportation	3,500	10,040	10,040	35%	-	8,040
7170 - Extracurricular Activities	12,559	50,000	50,000	25%	2,961	11,610
7175 - Enrichment Programs	-	50,000	50,000	0%	-	36,768
7176 Intensive Programming		25,000	25,000	0%		
7177 - Summer Bridge	5,500	25,000	25,000	22%	10,340	26,449
7180 - Student Rewards	3,563	9,713	9,713	37%	4,016	6,213
7181 - Senior Activities Supplies & Materials	7,775	50,000	50,000	16%	53,134	15,437
7185 - Scholarship/Uniforms	465	20,000	20,000	2%	3,234	16,521
7190 -Parent Programs	-	2,067	2,067	0%	1,625	67
7195 - NYSTL Expense	-	39,300	39,300	0%	-	34,934
<b>Total Curriculum and Classroom</b>	91,782	492,151	491,646	19%	119,455	209,589
<b>Recruitment and Development:</b>						
6520 - Staff Recruitment	25,839	30,000	30,000	86%	14,301	1,101
6502 - Student Recruitment	25,645	40,000	15,000	64%	5,200	1,155
6401 - Instructional Staff Professional Development	44,263	70,000	60,000	63%	221,994	142,688
6410 - Non-Instructional Staff Professional Development	2,511	10,000	10,000	25%	856	7,701
6420 - Board Development	7,380	12,000	12,000	62%	1,314	120
<b>Total Recruitment and Development</b>	105,638	162,000	127,000	65%	243,665	152,764

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<b>Enrollment</b>	440.00	433.00	440.00	102%	449.11	435.33
<b>General Administrative Expenses:</b>						
6101 - Office Supplies	30,656	54,000	54,000	57%	27,104	76,265
8201 - Telephone and Fax	5,498	19,200	19,200	29%	12,263	11,241
6102 - Copy Paper	-	-	-		-	-
6105 - Furniture and Equipment (Non-Capitalized)	4,652	10,000	10,000	47%	6,699	3,488
6110 - Postage	1,553	15,600	15,600	10%	10,104	16,172
6115 - Copy Machine Lease	4,453	26,400	26,400	17%	16,434	24,504
6125 - Staff Transportation	3,229	5,000	2,500	65%	(265)	541
6130 - Team Building / Staff Appreciation	20,709	27,000	27,000	77%	41,920	21,290
6140 - Due and Subscriptions	26,613	35,700	35,700	75%	32,759	20,406
6150 - Student Meals	-	1,000	1,000	0%	-	1,024
6160 - Offsite Storage Facility Rental	889	3,000	3,000	30%	2,889	1,819
6601 - Fundraising	-	-	-		-	-
6170 - COVID-9 Supplies and Materials	13,347	25,000	-	53%	2,308	47,615
<b>Total General Administrative Expenses</b>	111,600	221,900	194,400	50%	152,215	224,366
<b>General Insurance:</b>						
6201 - General Insurance	39,578	75,000	75,000	53%	69,847	55,791
<b>Total General Insurance</b>	39,578	75,000	75,000	53%	69,847	55,791
<b>Technology:</b>						
8205 - Internet Connectivity Expense	25,596	60,000	60,000	43%	66,533	45,066
8210 - Network Maintenance/Tech Support Services	28,593	60,000	-	48%	108,903	59,025
8215 - Database Services	25,698	48,000	48,000	54%	50,539	54,038
8220 - Website Consultants/Expenses	510	6,000	6,000	8%	510	8,724
8225 - Technology Equipment & Supplies	1,927	12,000	12,000	16%	43,860	6,712
8230 - Software Subscription	10,977	20,000	6,000	55%	5,970	13,652
8260 - Accounting Software Subscription	1,172	4,320	7,200	27%	4,345	1,226
<b>Total Technology</b>	94,472	210,320	139,200	45%	280,659	188,445
<b>Occupancy:</b>						
8101 - DOE Lease Payments	680,885	2,042,655	2,042,655	33%	1,915,869	1,904,860
8102 - Deferred Rent	58,533	175,599	175,599	33%	302,385	111,675
8103 - Rent In-Kind	-	-	-		-	-
8120 - Janitorial	-	-	-		-	-
8140 - Repairs & Maintenance	930	-	-		-	-
<b>Total Occupancy</b>	740,348	2,218,254	2,218,254	33%	2,218,253	2,016,535
<b>Other:</b>						
8801 - Bank Fees and Charges	23	100	600	23%	(1,635)	1,593
8810 - Taxes and Fees	-	-	-		(961)	-



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<i>Enrollment</i>	440.00	433.00	440.00	102%	449.11	435.33
9100 - Bad Debt	12,433	12,433	-	100%		
9000 - Loss on Disposal of Assets	-	-	-			1,299
<b>Total Other</b>	12,456	12,533	600	99%	(2,597)	2,892
<b>Depreciation</b>	61,875	205,000	210,000	30%	178,137	186,427
<b>TOTAL EXPENSES</b>	3,814,873	11,804,204	11,442,051	32%	10,176,031	9,974,248
<b>Excess/(Deficit) of Revenue and Support over Expenses - BUDGET Basis</b>	\$ (173,008)	\$ (239,954)	\$ 689,466	72%	\$ 1,523,759	\$ 463,890
<b>GAAP Adjustments</b>						
Add:						
Depreciation	61,875	205,000	210,000	30%	178,137	186,427
Deferred Rent	58,533	175,599	175,599	33%	302,385	111,675
Less:						
Capital Expenditures	97,085	97,085			149,227	197,252
<b>Total GAAP Adjustments</b>	23,323	283,514	385,599	8%	331,295	100,850
<b>Excess/(Deficit) of Revenue and Support over Expenses - OPERATING Basis</b>	\$ (149,685)	\$ 43,560	\$ 1,075,065	-344%	\$ 1,855,054	\$ 564,740

## Charter High School for Law and Social Justice

Statement of Cashflow from November 1, 2021 - January 31, 2022

	<u>Nov-21</u>	<u>Dec-21</u>	<u>Jan-22</u>	<u>Total</u>
Cash Balance (Unrestricted) @ 10/31/2021	5,238,336	4,316,965	5,142,241	5,238,336
NYC public school district		1,746,647		1,746,647
Federal Title Grants				-
<b>TOTAL CASH AVAILABLE</b>	<b>5,238,336</b>	<b>6,063,612</b>	<b>5,142,241</b>	<b>6,984,983</b>
<b>COMPENSATION EXPENSE</b>				
Personel Cost (Gross Salaries)	492,573	492,573	492,573	1,477,719
Payroll Taxes and Fringe	145,206	145,206	145,206	435,619
<b>TOTAL COMPENSATION EXPENSE</b>	<b>637,779</b>	<b>637,779</b>	<b>637,779</b>	<b>1,913,338</b>
<b>Other Than Personnel Costs - Ongoing</b>				
Professional Services	27,717	27,717	27,717	83,150
Academic Consultants and Services	6,833	6,833	6,833	20,500
Curriculum and Classroom	40,970	40,970	40,970	122,911
Recruitment and Development	3,750	3,750	3,750	11,250
General Administrative Expenses	14,650	14,650	14,650	43,950
General Insurance	6,250	6,250	6,250	18,750
Technology	13,200	13,200	13,200	39,600
Occupancy	170,221	170,221	170,221	510,664
Current Accounts Payable	288,251			288,251
<b>Total Other Than Personnel Costs - Ongoing</b>	<b>283,592</b>	<b>283,592</b>	<b>283,592</b>	<b>850,775</b>
<b>TOTAL CASH OUTFLOWS</b>	<b>921,371</b>	<b>921,371</b>	<b>921,371</b>	<b>2,764,113</b>
<b>TOTAL OPERATING CASH BALANCE - PROJECTED</b>	<b>4,316,965</b>	<b>5,142,241</b>	<b>4,220,870</b>	<b>4,220,870</b>
Days of cash on hand	142.51	169.76	139.34	

**Dashboard for October for the November 2021 BOT Meeting**

<b>2020-21 FINANCIAL PERFORMANCE</b>					
As of Month Ending:	<b>10/31/2021</b>				Benchmarks/Notes on funds
Cash (w/o escrow):	\$5,238,336.00				
Days of Cash on Hand:	167.4	Target days of cash:	90	60	
	Actual	Projected	Annual Budget	Variance or Projected Variance	
Income	\$3,641,865.00	\$10,291,227.00	\$12,131,517.00	\$8,489,652.00	
Expenses	\$3,814,873.00	\$10,166,892.00	\$11,951,051.00	\$8,136,178.00	
Profit/(Loss)	<b>-\$173,008.00</b>	<b>\$124,335.00</b>	<b>\$180,466.00</b>	<b>\$7,458.00</b>	
Total Net Assets	\$6,060,633.00				
Total Net Liabilities	\$2,702,025.00				
Debt Ratio (Liabilities/Assets)	0.45			Target: Debt Ratio>1	

DATA AS OF October 2021

2021-22 STUDENT ENROLLMENT												
GRADE	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	7/1/2021(Projections)	August
9	125	125										120
10	115	115										100
11	101	101										100
12	100	100										100
<b>TOTAL</b>	<b>441</b>	<b>441</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>420</b>
<b>TARGET</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>450</b>
<b>VARIANCE</b>	<b>9</b>	<b>9</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>30</b>

2021-22 STUDENT ATTENDANCE (% of PS)												
GRADE	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE		TOTAL
Total	86%											

22: % OF STUDENTS WHO ARE CHRONICALLY ABSENT (> THAN 10% OF T	
	YTD
High School	
SWD	
ELL	
FRL	
Homeless	
General Education	

RE-ENROLLMENT (19-20 > 20-21)	
Student Group	% Re-Enrolled
All Students	96%
SWD	99%
ELL	99%
FRL	96%

21-22 STUDENT SUSPENSIONS		
	YTD	
	In	Out
Number of High School Suspensions	0	0
Total # Days of Suspension HS	0	0
% of HS Population with at least 1 Susp	0	0
% of Total Population with at least 1 Susp	0	0

2021-22 STUDENT DEMOGRAPHICS (% of Population)			
% Subgroup	CHLSLJ		CSD 10
	As of 2020 BEDS	2019 BED	HS
Male	23%		
Female	77%		
SWD	18%		
ELL	19%		
FRL	93%		
Homeless	2%		
Asian			
Black/African American	13%		
Hispanic/Latino	82%		
MultiRacial/Other	5.00%		
White			
% CSD 10			
% outside CSD 10			

21-22 STAFF		
STAFF VACANCIES as of <b>October</b>		
No New Hires in October		
Looking for High School Math Teacher		
STAFF COMPOSITION		
CATEGORY	#	<b>October</b>
		%
FTE Teachers (Certified)	25	38%
FTE Teachers (Uncertified)	14	21%
Assistant Teachers	0	0%
Administrators	14	21%
Other Staff	13	20%
<b>Total Staff</b>	<b>66</b>	<b>100%</b>
Student Teachers	2	

2021-22 NUMBER OF STUDENT WITHDRAWALS												
GRADE	AUG-SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	TOTAL	TOTAL REPLACED
9	16										0	
10	5										0	
11	4										0	
12	2										0	
<b>Total</b>	<b>27</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		

2021-22# OF STUDENT WITHDRAWALS BY REASON	
Reason	YTD
Moved outside NYC	5
Dissatisfied	1
Special Education Needs	
Left for more selective school	3
Other/Unknown	18
Expelled	
<b>Total</b>	<b>27</b>

**Dashboard for October for November 2021**

21-22 HIGH SCHOOL REGENT COURSE PERFORMANCE								
REGENT SUBJECT	Q1		Q 2		Q 3		Q4	
	Students in the cl	%Pass	Students in the cl	%Pass	Students in the cl	%Pass	Students in the cl	%Pass
ALGEBRA I								
ALGEBRA II								
CHEMISTRY								
EARTH SCIENCE								
ENGLISH III								
GEOMETRY								
GLOBAL II								
US HISTORY								
LIVING ENVIRONMENT								
PHYSICIS								

21-22 HIGH SCHOOL STAR ASSESSMENT PERFORMANCE								
	Grade 9		Grade 10		Grade 11		Grade 12	
	ELA	Math	ELA	Math	ELA	Math	ELA	Math
Baseline % at Grade Level	5%	14%	4%	29%	13%	20%	6%	20%
Percent at Cusp	21%	13%	16%	19%	10%	9%	13%	4%
Midline (February) % at Grade Level								
Percent at Cusp								
Final (June) % at Grade Level								
Percent at Cusp								

STUDENTS IN A COHORT, IN THE AGGREGATE AND DISAGGREGATED BY SUBGROUP THAT HAVE		
<b>As of October</b>	<b># in Cohort</b>	<b>% Passing 3 of 5</b>
All Students	85	100%
SWD	11	100%
ELL	2	100%
FRL	77	100%
Black/African American	11	100%
Hispanic/Latino	74	100%

Percent of Graduation Cohort Passing Regents Exam as of October 2021					
	Math	Science	English	History	Other
Class of 2022	99%	100%	93%	100%	
Class of 2023	91%	89%	2%	89%	
Class of 2024	80%	81%	0	8%	

Credit Accumulation of Graduation Cohort		
	As of Sept. 2021	
Class of 2022: % with at least 33 credits	88%	
Class of 2023: % with at least 22 credits	85%	
Class of 2024: % with at least 11 credits	86%	
Class of 2025: % with at least 11 credits		

HIGH SCHOOL: COLLEGE		
	Class of 2021	Class of 2022
% of Seniors Who Submitted a College application	83%	
% of Seniors Accepted into College	82%	
% of Seniors Matriculating into College	70%	
% of Students who Return for their 2nd year in College		
% of Students who Return for their 3rd year in College		
% of students who graduate from college in 4 years		
% of students who graduate from college in 5 years		
% of students who graduate from college in 7 years		
% of students who drop out of college		

Percent of Graduation Cohort Enrolled in One or More College Courses or AP courses			
	1 Course	2 Courses	3 or More Courses
Class of 2022	13%	6%	3%
Class of 2023	16%	11%	5%

HIGH SCHOOL GRADUATION: Graduation Rates of Cohorts By Type of Diploma (%)		
	Class 2021	Class 2022
Local Diploma	0.00%	
Regents Diploma	91.00%	
Regents Diploma with Adv Designation	9.00%	

<b>% of Graduation Cohort Enrolled in One or More AP Courses</b>		
	<b>1 AP</b>	<b>2 AP or more</b>
Class of 2022	22%	5%
Class of 2023	24%	5%
Class of 2024		

<b>% of Class that participated in a Law course</b>	
Class of 2022	100%
Class of 2023	100%
Class of 2024	100%
Class of 2025	100%

<b>HIGH SCHOOL GRADUATION: Graduation Rates of Cohorts (%)</b>		
	<b>Class of 2021</b>	<b>Class of 2022</b>
4-Year Graduation Rate, All Students	100%	
4-Year Graduation Rate, ELLs	100%	
4-Year Graduation Rate, FRL	100%	
4-Year Graduation Rate, SWD	100%	
5-Year Graduation Rate, All Students	N/A	N/A
5-Year Graduation Rate, ELLs	N/A	N/A
5-Year Graduation Rate, FRL	N/A	N/A
5-Year Graduation Rate, SWD	N/A	N/A

<b>PREDICTED HIGH SCHOOL GRADUATION: as of October 2021</b>	
	<b>Class of 2022</b>
# of student in class	85
Percentage graduating for June 2022	94.00%
Percentage graduating for August 2022	6.00%



# SOCRATES S. SOLANO

Throughout my journey, I have leveled the playing field for people. It is my calling and I would not derive the same reward from anything else. I have dedicated my entire adult life to public service. By virtue of my work, I have acquired a depth of knowledge regarding the concerns of our communities and have used that knowledge to strive to improve the lives of everyone who needs help within our Bronx neighborhoods and beyond.

With my former boss frequently in Washington, DC, I helped serve as Rep. Charles Rangel's eyes and ears in his district. That was including everything from hearing out constituents at town hall meetings, dealing with their issues with postal service, housing, or helping our immigrant families avoid deportation.

I cut my teeth working for then Senator Hillary Clinton, City Council Speakers Peter Vallone and Gifford Miller. Before joining Rangel's office in 2007, I worked as a Criminal Justice Coordinator for The Doe Fund, a non-profit that helps the homeless get off the streets and ex-offenders reintegrate into society. There, I empowered men to reclaim their lives and witnessed firsthand the plight of those who ultimately tested their realities against policies government puts into practice.

Today, and throughout the pandemic, I continue to answer the call by managing COVID-19 Testing and Mass Vaccination sites for the New York City's Health and Hospitals Corporation, ensuring that our communities of color receive access to COVID testing and vaccines.

My effectiveness evolves from two kinds of capacities, first: access to resources, information, and support; and second: ability to get cooperation in doing what is necessary to complete initiatives. Here are some other ways I deliver:

## 1. **20 years of Experience in Government & External Affairs!**

- 20+ years of administrative, supervisory, and consultative experience
- 20+ years of experience in establishing relationships with Federal agency heads, key personnel, and its various representatives
- 20+ years of experience in preparing and supervising in the drafting of reports, memorandums, presentation, with strong attention to detail
- 20+ years of experience in organizing events, briefings, press conferences, town halls, and forums w/ my own press list and email list that reach 200K

## 2. **Proven Ability to Move your Agenda Forward.**

- Strong interpersonal and communication skills and the ability to work effectively with a wide range of constituencies in a diverse community
- Ability to develop, plan and implement short-and-long range goals
- Knowledge of all levels of government issues and Public Health concerns
- Knowledge of organizational structure, workflow, and operating procedures
- Ability to foster a cooperative work environment
- Knowledge of the budget and legislative request processes
- Excellent written, editing, and verbal communication skills with the ability to make complex subjects understandable to the average person
- Technology savvy with strong skills in social media communications
- **Bilingual – Spanish**

My enclosed resume only begins to tell my story. A personal meeting with you will grant me the opportunity to supply vivid details and demonstrate my unique strengths. I'm ready to hit the ground running and I look forward to hearing from you soon.



Socrates Solano

# **SOCRATES S. SOLANO**

## **PROFILE SUMMARY**

An agile and analytical thinker with demonstrated experience in government affairs and public policy, with proven coalition-building skills. Prior experience includes working in a government affairs function for two decades, as well as setting strategy and policy direction with familiarity of public policy issues associated with public health. Coordinated numerous projects, events, and programs to promote initiatives, while collaborating with stakeholders to identify opportunities and partnerships in support of goals and objectives. Identifying, developing, implementing and maintaining processes and practices that encourage, support and promote effective, comprehensive and meaningful engagement. A graduate of Public Administration, able to establish and maintain relationships with organizations that have a shared interest, including but not limited to reviewing grant proposals, conducting site visits, and identifying new programs for funding through strategic partnerships, charitable, and sponsorship programs. This is possible by an active network of contacts and relationships at my disposal, along with a reputation for working well in the political arena, at all levels of government.

## **Highlights of Qualifications**

- Achieved positive cohesive culture across all levels of staff through proactive management style, and improved communication, service standards, staff focus, and accountability.
- Extensive knowledge of COVID-19 and related public health concerns
- 20 years working directly with or within city, state, and federal government
- Experience working for and with Bronx elected officials
- Profound knowledge of labor organizing methods
- Sound knowledge of on-line databases Lexis, Nexis, Internet and federal database sources
- Ability to exercise sound judgement in politically sensitive situations
- Excellent analytical and critical thinking skills
- An in depth understanding of governmental processes, city agencies, and their jurisdictions
- Track record of securing governmental funding
- Experience leading and working with large coalitions and partnerships
- Excellent written and oral communications skills with knowledge of Information Technology

## **WORK EXPERIENCE**

### **Assistant Director and Operational Lead**

**2020 – Present**

#### **New York City Health and Hospital Corporation/ExecuSearch, New York, NY**

- Oversee COVID-19 Testing Center Clinical and Clerical Staff including identifying all workflow issues and streamlining processes to reduce barriers that improve the patient experience.
- Develop plan and operationalize system for facilities to match with Public Health Corps staff.
- Help identify and build out administrative staff to support Public Health Corps.
- Liaise as needed with facilities to identify ongoing staffing needs.
- Work closely with Borough Lead Directors to manage ongoing staffing issues.
- Support management of program budget as needed.
- Coordinate across NYC Health + Hospitals system for Public Health Corps logistics, facility-based HR, IT and testing space.
- Assist with developing policies and procedures for documenting, storing and retrieving information and for processing medical-legal documents, insurance data, and correspondence requests in adherence with federal, state and local statutes.
- Collaborates with senior leadership team to develop and monitor performance improvement initiatives and goals and coordinate staff schedules ensuring adequate coverage across assigned departments.
- Monitor the environment of care by making periodic rounds and coordinate with appropriate departments to maintain cleanliness and safety.
- Participate in staff engagement activities to create a positive culture and morale.
- Perform team huddles and meetings and provide administrative updates as needed.
- Actively participate in leadership huddles, meetings and provide support to colleagues including but not limited to providing administrative back-up coverage to other departments in the event of both scheduled and unscheduled leave.

<b>Community Relations and Outreach Coordinator, New York Region United Healthcare, Community &amp; State, New York, NY</b>	<b>2017 – 2020</b>
<ul style="list-style-type: none"> <li>• Establish new relationships with non-profits, government agencies, clinical providers, and maintain existing partners to build relationships and marketing opportunities.</li> <li>• Successfully generated leads by creating or supporting local events geared towards a target population.</li> <li>• Build a marketing plan, measure its effectiveness by developing marketing strategy, and support a field marketing team.</li> <li>• Develop an atmosphere of partnership and an achievement of a defined and common business purpose in collaboration with Sales Representatives and Marketing Managers.</li> <li>• Support the delivery of service of low-income adults and children, including those with debilitating illnesses such as cardiovascular disease, diabetes, HIV/AIDS and high-risk pregnancy, etc.</li> <li>• Provided Quality Control, Member Retention, and Provider Relations</li> </ul>	
<b>Deputy District Director US House of Representatives/ Rep. Charles B. Rangel, NY-13, New York, NY</b>	<b>2007 – 2017</b>
<ul style="list-style-type: none"> <li>• Ensured efficient performance of all staff by coordinating administrative management functions with Chief of Staff.</li> <li>• Oversaw the Congressional Office’s annual budget (MRA) and allocate resources effectively where needed.</li> <li>• Supported the successful planning of public policy initiatives and prepared an in-depth analysis of information related to community issues and concerns.</li> <li>• Evaluate pending legislation for impact on the constituency and prepared timely recommendations and communications for the Congressional Member.</li> <li>• Work with various trade associations and public policy groups to identify priorities and develop talking points that support the Congressman’s positions.</li> <li>• Managed a robust internship program of college students and lead an aggressive national recruitment initiative.</li> <li>• Represented the Congressman and his interests at certain key events at the federal, state, and local level.</li> <li>• Prepared and documented reports on select bills throughout the legislative process and disseminated it to staff.</li> </ul>	
<b>ComALERT Program Assistant Kings County District Attorney, Brooklyn, NY</b>	<b>2005 – 2007</b>
<b>Criminal Justice Program Director The Doe Fund, INC., New York, NY</b>	<b>2002 – 2007</b>
<b>Member Services Liaison New York City Council - Office of the Speaker, New York, NY</b>	<b>2001 – 2002</b>
<b>Information Technology Specialist Greater New York City Area</b>	<b>1999 – 2017</b>
<b>Deputy Director, Technology Hillary Rodham Clinton for US Senate</b>	<b>1999 – 2001</b>
<b>EDUCATION</b>	
Bachelor's Degree, Public Administration Medgar Evers College, CUNY, Brooklyn, NY - 2007	