

Application: PAVE Academy Charter School

Meg Brown - mbrown@paveschools.org
2022-2023 Annual Report

Summary

ID: 0000000269

Last submitted: Oct 31 2023 08:37 PM (UTC)

Entry 1 School Info and Cover Page

Completed - Jul 26 2023

Instructions

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2022-2023 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer (**as of June 30, 2023**) or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

PAVE ACADEMY CHARTER SCHOOL 800000061098

a1. Popular School Name

PAVE

b. CHARTER AUTHORIZER (As of June 30th, 2023)

Please select the correct authorizer as of June 30, 2023 or you may not be assigned the correct tasks.

SUNY BOARD OF TRUSTEES

c. School Unionized

Is your charter school unionized?

No

d. DISTRICT / CSD OF LOCATION

CSD #15 - BROOKLYN

e. Date of Approved Initial Charter

Jun 1 2008

f. Date School First Opened for Instruction

Sep 2 2008

g. Approved School Mission and Key Design Elements

(Regents, NYCDOE and Buffalo BOE authorized schools only)

PAVE Academy Charter School is a public charter school in Red Hook, Brooklyn, NY. PAVE provides a K-8 experience that lays the foundation for a productive and choice-filled life. We build our students brick by brick, equipping them with the academic, social, and emotional skills that they need to become critical thinkers, problem solvers, overcomers and leaders in their communities.

h. School Website Address

www.paveschools.org

i. Total Approved Charter Enrollment for 2022-2023 School Year

588

j. Total Enrollment on June 30, 2023 - excluding Pre-K program enrollment

463

k. Grades Served

Grades served during the 2022-2023 school year (exclude Pre-K program students):

Use the CTRL button to select multiple grades to accurately capture every grade level served.

Responses Selected:

k
1

2
3
4
5
6
7
8

I. Charter Management Organization

Do you have a Charter Management Organization?

No

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2023-2024?

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 previous year (K-5, 6-9, etc.)	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	732 Henry St. Brooklyn, NY 11231	7188587813	NYC CSD 15	K-8	K-8	No

m1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Marsha Gadsden	Executive Director	718-858-7813	718-757-0051	mgadsden@pavescschools.org
Operational Leader	Meg Brown	Director of Operations	718-858-7813	804-972-5430	mbrown@pavescschools.org
Compliance Contact	Meg Brown	Director of Operations	718-858-7813	804-972-5430	mbrown@pavescschools.org
Complaint Contact	Marsha Gadsden	Executive Director	718-858-7813	718-757-0051	mgadsden@pavescschools.org
DASA Coordinator	Margaret Bates-Hunt	Director of Student Support Services	718-858-7813	504-813-9080	mbates@pavescschools.org
Phone Contact for After Hours Emergencies	Meg Brown	Director of Operations	718-858-7813	804-972-5430	mbrown@pavescschools.org

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 .

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2023.

- Fire inspection certificates must be updated annually. For the upcoming school year 2023-2024, submit a current fire inspection certificate.
- If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2023.

Site 1 Certificate of Occupancy (COO)

FINAL C of CO-6 28 13.pdf

Filename: FINAL C of CO-6 28 13.pdf **Size:** 123.1 kB

Site 1 Fire Inspection Report

This is required, marked optional for administrative purposes.

732 Henry Street 5.16.23.pdf

Filename: 732 Henry Street 5.16.23.pdf **Size:** 306.6 kB

n. List of owned, rented, leased facilities not used to educate students

Separate by semi-colon (;)

n/a

CHARTER REVISIONS DURING THE 2022-2023 SCHOOL YEAR

o. Were there any revisions to the school’s charter during the 2022-2023 school year? (Please include approved or pending material and non-material charter revisions).

Please note, listing the revisions here does not constitute a request. Schools are advised to seek revision requests through their authorizer directly.

No

ATTESTATIONS

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

Name	Meg Brown
Position	Director of Operations
Phone/Extension	718-858-7813
Email	mbrown@paveschools.org

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

Responses Selected:

Yes

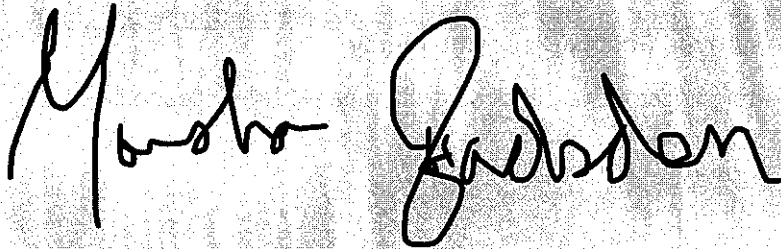
As outlined in ENTRY 10:

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


Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature is written in a cursive style and reads "Mustafa Jindan".

Signature, President of the Board of Trustees

A handwritten signature in black ink on a light gray background. The signature is highly stylized and appears to be initials or a name written in a shorthand cursive style.

Date

Jul 25 2023

Thank you.



Entry 2 Links to Critical Documents on School Website

Completed - Jul 26 2023

Instructions

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

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

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

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

Form for Entry 2 Links to Critical Documents on School Website

School Name: PAVE Academy Charter School

Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item

4: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy

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

New York State Report Card

Emergency Response Plan Memo

NYSED Subject Matter List

	Link to Documents
1. Current Annual Report (i.e., 2022-2023 Annual Report)	https://paveschools.org/wp-content/uploads/PAVE-Annual-Report-2021-22.pdf
2. Board meeting notices, agendas and documents	https://paveschools.org/our-story/board-of-directors/
3. New York State School Report Card	https://data.nysed.gov/essa.php?instid=80000061098&year=2022&createreport=1&allichecked=1&OverallStatus=1&section_1003=1&EMStatus=1&EMindicators=1&EMCore=1&EMWeighted=1&EMelp=1&EMchronic=1&EMpart=1&38ELA=1&38MATH=1&48SCI=1&nyseslat=1&naep=1&expend=1&staffqual=4&feddata=1
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo)	https://paveschools.org/wp-content/uploads/Building-Safety-Plan-2.pdf
6. Authorizer-approved FOIL Policy	https://paveschools.org/wp-content/uploads/FOIL-Policy_PAVE-Academy-Charter-School.docx.pdf
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	https://paveschools.org/wp-content/uploads/List-of-FOIL-Records.pdf

Thank you.



Entry 3 Accountability Plan Progress Reports

Incomplete

Instructions

SUNY-Authorized Charter Schools ONLY- Complete Template and Upload to Epicenter

SUNY-authorized charter schools must download an Accountability Plan Progress Report template at [Accountability Plan Progress Report](#). After completing, SUNY-authorized charter schools must upload the document into the Annual Report Portal, and into the SUNY Epicenter document management system by September 15, 2023.

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

Entry 4 - Audited Financial Statements

Completed - Oct 31 2023

Required of ALL Charter Schools

ALL SUNY-authorized charter schools must upload the financial statements and related documents in PDF format into the [Annual Report Portal](#) and into the SUNY Epicenter document management system no later than **November 1, 2023**. **SUNY-authorized charter schools** are asked to ensure that security features such as password protection are turned off.

ALL Regents, NYCDOE, and Buffalo BOE-authorized charter schools must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2023**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a PDF file, ensuring that security features such as password protections are removed from all school uploaded documents.

PLEASE NOTE: This task appears as visible and optional task in the online portal until August 1 2023 but will be identified as a required task thereafter and due on November 1, 2023. This is a required task, and it is marked optional for administrative purposes only.

Pave Academy Charter 2023 Audited Financial Statements with Mgmt Ltr

Filename: Pave_Academy_Charter__2023_Audited_5XAeYqD.pdf Size: 582.3 kB

Entry 4a – Audited Financial Report Template (SUNY)

Completed - Nov 1 2023

Instructions - SUNY-Authorized Charter Schools ONLY

SUNY-authorized schools must download the Excel spreadsheet entitled "Audited Financial Statement Template" at <http://www.newyorkcharters.org/fiscal/>. After completing, schools must upload the document into the [Annual Report Portal](#) and into the SUNY Epicenter document management system no later than **November 1, 2023**.

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

For Portal 2022-23-Audited-Financial-Statement-PAVE Final (2)

Filename: For_Portal_2022-23-Audited-Financ_BDVHcPd.xlsx Size: 175.2 kB

Entry 5 – Fiscal Year 2023-2024 Budget

Completed - Oct 31 2023

SUNY-authorized charter schools should download the [2023-2024 Budget and Quarterly Report Template and the 2023-2024 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed templates into the Annual Report Portal and into the Epicenter document management system. **Due November 1, 2023.**

Regents, NYCDOE, and Buffalo BOE authorized charter schools should upload a copy of the school's FY22 Budget using the 2023-2024 Budget Template into the Annual Report Portal or from the Annual Report website. **Due November 1, 2023.**

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

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

2023-24-Budget-and-Quarterly-Report-Submission Final

Filename: 2023-24-Budget-and-Quarterly-Repo_vseQb7e.xlsx Size: 533.4 kB

Entry 6 – Board of Trustees Disclosure of Financial Interest Form

Completed - Jul 31 2023

Required of ALL Charter Schools

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2022-2023 school year must complete and sign a Trustee Disclosure of Financial Interest Form is due on August 1, 2023. Acceptable signature formats include:

- Digitally certified PDF signature (i.e., DocuSign)
- Manual signature (1. download to print, 2. manually sign, 3. scan signed document to PDF, and 4. upload into portal)

All completed forms must be collected and uploaded in .PDF format for each individual member. **The education corporation is responsible for ensuring that each member who served on the board during the 2022-2023 school year completes the form.**

Charter schools **must** submit the latest version of the form. Forms completed from past years will not be accepted.

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

Financial Disclosure form (1)

Filename: Financial_Disclosure_form_1.pdf Size: 538.9 kB

Financial Disclosure form (2)

Filename: Financial_Disclosure_form_2.pdf Size: 537.3 kB

Financial Disclosure form

Filename: Financial_Disclosure_form.pdf Size: 539.3 kB

Financial Disclosure form (3)

Filename: Financial_Disclosure_form_3.pdf Size: 531.8 kB

Complete with DocuSign KL FDF

Filename: Complete_with_DocuSign_KL_FDF.pdf Size: 626.0 kB

Financial Disclosure form (5)

Filename: Financial_Disclosure_form_5.pdf Size: 537.5 kB

Entry 7 BOT Membership Table

Completed - Jul 28 2023

Instructions

Required of ALL charter schools

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

Entry 7 BOT Table

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

Authorizer:

Who is the authorizer of your charter school?

SUNY

		<u>gmail.co</u> <u>m</u>							
9	Melissa Torres	<u>meltorres</u> <u>@nycour</u> <u>ts.gov</u>	Trustee/ Member	n/a	Yes	1	01/23/20 23	01/22/20 26	5 or less

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, 2023	9
b. Total Number of Members Added During 2022-2023	1
c. Total Number of Members who Departed during 2022-2023	0
d. Total Number of members, as set in Bylaws, Resolution or Minutes	9

3. Number of Board meetings held during 2022-2023

9

4. Number of Board meetings scheduled for 2023-2024

10

1. 2022-2023 Board Member Information (Enter info for each BOT member)

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per Laws (Y/N)	Number of Completed Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2022-2023
1	Kim Lumpkin	kim@bloomington.com	Trustee/Member	n/a	Yes	7	4/1/2023	3/31/2024	7
2	Sophie Lippincott Ferrer	sophielippincott@gmail.com	Trustee/Member	n/a	Yes	5	09/01/2023	09/01/2024	6
3	Allie Sweeney	alliesweeney@gmail.com	Treasurer	Finance	Yes	9	06/30/2023	06/30/2024	9
4	Melanie Dukes	dukes.melanie.j@gmail.com	Vice Chair	Finance	Yes	3	09/01/2022	08/31/2023	8
5	Eldridge Gilbert	eldridge.gilbert@gmail.com	Chair	n/a	Yes	2	09/01/2000	8/31/2023	9
6	Coleman Kennedy	colemankennedy@gmail.com	Trustee/Member	Finance	Yes	2	08/01/2021	07/30/2024	9
7	Spencer Robertson	spencerr Robertson@hotmail.com	Trustee/Member	n/a	Yes	2	01/01/2022	12/31/2024	9
8	Daniel Greenblatt	danielgreenblatt@gmail.com	Trustee/Member	n/a	Yes	9	07/01/2022	06/30/2023	8

Total number of Voting Members on June 30, 2023:

9

Total number of Voting Members added during the 2022-2023 school year:

1

Total number of Voting Members who departed during the 2022-2023 school year:

0

Total Maximum Number of Voting members in 2022-2023, as set by the board in bylaws, resolution, or minutes:

13

Thank you.

Entry 9 Enrollment & Retention

Completed - Jul 28 2023

Instructions for submitting Enrollment and Retention Efforts

Required of ALL Charter Schools

Describe the good faith efforts the charter school has made in 2022-2023 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2023-2024.

***SUNY-authorized charter schools**

The education corporation must include a plan for the charter to meet or exceed enrollment and retention targets established by the SUNY Trustees for students with disabilities, ELLs, and students who are eligible to participate in the FRPL program. See the [enrollment and retention target calculator](#) to find specific targets.

Entry 9 Enrollment and Retention of Special Populations

Good Faith Efforts to Meet Recruitment Targets (Attract)

	Describe Recruitment Efforts in 2022-2023	Describe Recruitment Plans in 2023-2024
Economically Disadvantaged	<p>In the 23-23 school year, 88% of the total student population was economically disadvantaged, based on eligibility for free and reduced price lunch. The following strategies were used during the recruitment period to specifically attract FRPL eligible students:</p> <ul style="list-style-type: none"> •PAVE's meal program was covered at school open houses, on the application, and during school tours. •Support was offered to assist families in completing all necessary paperwork to ensure eligible students participate in the lunch program. •Recruitment occurred throughout neighborhoods surrounding the school and in the local district. •PAVE Academy applied for and was granted access to NYSED's Community Eligibility Option, throughout which 100% of students receive free breakfast, lunch, and snack at no cost to families. •All mass school brochures, mailings, and the enrollment application highlighted the special programs provided to students at no cost to families. 	<p>As the school substantially surpassed the target for enrollment of economically disadvantaged students, we will continue these recruitment strategies in the coming year.</p>
English Language Learners	<p>Of PAVE's total enrollment, 16% of students were classified as English Language Learners (3 percentage points below target). The following strategies were used to recruit ELL students:</p> <ul style="list-style-type: none"> •direct mail advertisements and enrollment outreach in languages 	<p>In the coming year, PAVE will reassess efforts to recruit additional English Language Learners. Feedback on how we support ELL students is positive, and we plan to leverage that to recruitment more students.</p>

other than English.

- Outreach by multilingual staff
- Outreach to immigrant communities
- All school-wide advertising and school materials are translated in languages other than English.
- PAVE added a second bus route to Sunset Park, Brooklyn, a neighborhood with a high population of non-English speaking families.
- PAVE continued to employ an ELL coordinator.
- Info sessions and tours were held in English and Spanish.
-

In 2022-2023, the percentage of students with disabilities at PAVE was 35%, exceeding our enrollment target by 15%. Our efforts to retain and recruit students with special needs included:

- direct mail advertising and enrollment outreach that highlighted programs and support provided for students with special needs.
- website included info about ways that PAVE supports student with disabilities.
- Inclusion of special attention provided for these students in marketing materials and other advertising.

As the school met the target for enrollment, we will continue these recruitment strategies in the coming year.

Students with Disabilities

Good Faith Efforts To Meet Enrollment Retention Targets

	Describe Retention Efforts in 2022-2023	Describe Retention Plans in 2023-2024
Economically Disadvantaged	<p>PAVE retained more than 94% of its economically advantaged students. We were able to do this by providing specific support to families including giving free uniforms, covering costs of program fees (field trips, materials, technology). PAVE's staff also ensured that families were aware of the supports we provide and that we maintained an inclusive environment at all times.</p>	<p>PAVE will continue to use the same retention strategies used during the previous year.</p>
English Language Learners	<p>PAVE was able to retain 98% of its ELL population for the 22-23 school year. The following efforts were made to support this retention:</p> <ul style="list-style-type: none"> •interpreters and translators made available for all school events such as orientations, parent-teacher conferences, curriculum nights. •2 of the main office staff are fluent in languages other than English. •Our Family and Community Engagement Coordinator serves as a point of contact for our Spanish-speaking families in all grades. 	<p>PAVE will continue to use the same retention strategies used the previous year. PAVE will also ensure that families are aware that they can use the free DOE language line. PAVE will also increase recruitment efforts of teachers who speak languages other than English.</p>
Students with Disabilities	<p>PAVE was able to retain more than 95% of students with disabilities. PAVE was diligent about working with the CSE to ensure that all IEPs was carefully monitored and that all mandated services were implemented in combination with supplemental supports. PAVE employed two full-time Deans of Student Support Services and 7 interventionists in addition to special education certified teachers who provide mandated services to students with IEPs. Families are</p>	<p>PAVE will continue to use the same recruitment strategies to ensure that students continue to receive the support they need and that they feel included in all programming.</p>

continually informed of the their
child's progress related to their IEP.

Entry 10 – Teacher and Administrator Attrition

Completed - Jul 26 2023

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

A. TEACH System – Employee Clearance

Required of ALL Charter Schools

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

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

1. Emergency Conditional Clearances

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

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

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

[1] Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.nysed.gov/common/nysed/files/programs/charter-schools/employeefingerpincto19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

B. Emergency Conditional Clearances

Emergency Conditional Clearances

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

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

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

Attestation

Responses Selected:

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

Entry 13 School Calendar

Completed - Jul 26 2023

Instructions for submitting School Calendar

Required of ALL Charter Schools

If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 1, 2023 submission. Charter schools must upload a final school calendar into the portal and may do so at any time but no later than **September 15, 2023**.

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

Board of Regents-authorized charter schools also are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month (also used to align to schools with extended days/years referenced in their mission statements/key design elements). See an example of a calendar showing the requested information. Schools **must** use a calendar format and ensure there is a monthly tally of instructional days.

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

PAVE RH SY23-24 Leader Academic Calendar Draft - Draft Acd, Mjr Assesment, & Training Calendar

Filename: PAVE_RH_SY23-24_Leader_Academic_Ca_vsh6axh.pdf Size: 262.4 kB

Optional Additional Documents to Upload (BOR)

Completed - Oct 31 2023

2023-2024 Budget-Narrative-Questionnaire Submission Final

Filename: 2023-2024_Budget-Narrative-Questio_8Svypph.pdf Size: 31.6 kB

PAVE Academy Charter School

Financial Statements and
Uniform Guidance Schedules
Together With Independent Auditors' Reports

June 30, 2023 and 2022

PAVE Academy Charter School
Financial Statements and
Uniform Guidance Schedules
Together With Independent Auditors' Reports
June 30, 2023 and 2022

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Independent Auditors' Report

**Board of Trustees
PAVE Academy Charter School**

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of PAVE Academy Charter School (a nonprofit organization), which comprise the statements of financial position as of June 30, 2023 and 2022, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of PAVE Academy Charter School as of June 30, 2023 and 2022, 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.

Basis for Opinion

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. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of PAVE Academy Charter School and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about PAVE Academy Charter School's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

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

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Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 PAVE Academy Charter School's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about PAVE Academy Charter School's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Report on Supplementary Information

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated September 26, 2023, on our consideration of PAVE Academy Charter 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 PAVE Academy Charter 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 PAVE Academy Charter School's internal control over financial reporting and compliance.

PKF O'Connor Davies, LLP

Harrison, New York
September 26, 2023

PAVE Academy Charter School

Statements of Financial Position

	June 30,	
	2023	2022
ASSETS		
Current Assets		
Cash	\$ 2,736,834	\$ 7,120,455
Grants and contracts receivable	959,781	1,119,241
Due from related party	22,000	-
Prepaid expenses and other current assets	58,760	85,646
Total Current Assets	3,777,375	8,325,342
Investments	5,455,953	-
Property and equipment, net	216,502	219,168
Restricted cash	76,498	76,498
	\$ 9,526,328	\$ 8,621,008
 LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts payable and accrued expenses	\$ 237,586	\$ 195,302
Accrued payroll and payroll taxes	334,691	322,862
Total Current Liabilities	572,277	518,164
Net Assets		
Without Donor Restrictions		
Undesignated	8,601,111	7,768,165
Board designated	209,039	209,039
	8,810,150	7,977,204
With donor restrictions	143,901	125,640
Total Net Assets	8,954,051	8,102,844
	\$ 9,526,328	\$ 8,621,008

See notes to financial statements

PAVE Academy Charter School

Statement of Activities
Year Ended June 30, 2023

	Without Donor Restrictions	With Donor Restrictions	Total
REVENUE AND SUPPORT			
State and local per pupil operating revenue	\$ 9,783,850	\$ -	\$ 9,783,850
Federal grants	1,546,230	-	1,546,230
Federal E-rate and IDEA	142,161	-	142,161
State grants	44,172	-	44,172
Contributions and grants	286,628	283,074	569,702
Other income	123,043	-	123,043
Net assets released from restrictions	264,813	(264,813)	-
Total Revenue and Support	<u>12,190,897</u>	<u>18,261</u>	<u>12,209,158</u>
EXPENSES			
Program Services			
Regular education	7,078,240	-	7,078,240
Special education	2,960,640	-	2,960,640
Total Program Services	10,038,880	-	10,038,880
Supporting Services			
Management and general	1,319,071	-	1,319,071
Total Expenses	<u>11,357,951</u>	<u>-</u>	<u>11,357,951</u>
Change in Net Assets	832,946	18,261	851,207
NET ASSETS			
Beginning of year	<u>7,977,204</u>	<u>125,640</u>	<u>8,102,844</u>
End of year	<u>\$ 8,810,150</u>	<u>\$ 143,901</u>	<u>\$ 8,954,051</u>

See notes to financial statements

PAVE Academy Charter School

Statement of Activities
Year Ended June 30, 2022

	Without Donor Restrictions	With Donor Restrictions	Total
REVENUE AND SUPPORT			
State and local per pupil operating revenue	\$ 9,450,037	\$ -	\$ 9,450,037
Federal grants	1,659,594	-	1,659,594
Federal E-rate and IDEA	135,025	-	135,025
State grants	44,493	-	44,493
Contributions and grants	531,614	128,520	660,134
Other income	17,714	-	17,714
Net assets released from restrictions	<u>57,880</u>	<u>(57,880)</u>	<u>-</u>
Total Revenue and Support	<u>11,896,357</u>	<u>70,640</u>	<u>11,966,997</u>
EXPENSES			
Program Services			
Regular education	6,273,875	-	6,273,875
Special education	<u>2,685,592</u>	<u>-</u>	<u>2,685,592</u>
Total Program Services	8,959,467	-	8,959,467
Supporting Services			
Management and general	<u>1,182,694</u>	<u>-</u>	<u>1,182,694</u>
Total Expenses	<u>10,142,161</u>	<u>-</u>	<u>10,142,161</u>
 Change in Net Assets	 1,754,196	 70,640	 1,824,836
NET ASSETS			
Beginning of year	<u>6,223,008</u>	<u>55,000</u>	<u>6,278,008</u>
End of year	<u>\$ 7,977,204</u>	<u>\$ 125,640</u>	<u>\$ 8,102,844</u>

See notes to financial statements

PAVE Academy Charter School
Statement of Functional Expenses
Year Ended June 30, 2023

	No. of Positions	Program Services			Management and General	Total
		Regular Education	Special Education	Total		
Personnel Services Costs						
Administrative staff personnel	21	\$ 965,334	\$ 402,715	\$ 1,368,049	\$ 840,276	\$ 2,208,325
Instructional personnel	52	2,824,600	1,228,676	4,053,276	-	4,053,276
Total Personnel Services Costs	73	3,789,934	1,631,391	5,421,325	840,276	6,261,601
Fringe benefits and payroll taxes						
Retirement		857,628	369,169	1,226,797	190,147	1,416,944
Legal service		30,056	12,938	42,994	6,664	49,658
Accounting / audit services		16,323	5,923	22,246	417	22,663
Other purchased / professional / consulting services		71,300	30,691	101,991	15,808	117,799
Repairs and maintenance		583,581	230,693	814,274	69,847	884,121
Insurance		321,190	138,257	459,447	71,212	530,659
Utilities		109,931	47,320	157,251	24,373	181,624
Supplies / materials		104,889	45,150	150,039	23,255	173,294
Equipment / furnishings		187,364	66,341	253,705	-	253,705
Staff development		6,345	2,247	8,592	-	8,592
Marketing / recruitment		33,544	11,877	45,421	-	45,421
Technology		70,041	27,796	97,837	8,697	106,534
Food service		55,914	24,069	79,983	12,397	92,380
Student services		335,137	118,663	453,800	-	453,800
Office expense		220,873	78,205	299,078	-	299,078
Depreciation and amortization		124,480	53,314	177,794	26,818	204,612
Other		107,751	46,382	154,133	23,889	178,022
		51,959	20,214	72,173	5,271	77,444
Total Expenses		\$ 7,078,240	\$ 2,960,640	\$ 10,038,880	\$ 1,319,071	\$ 11,357,951

See notes to financial statements

PAVE Academy Charter School
Statement of Functional Expenses
Year Ended June 30, 2022

	No. of Positions	Program Services			Management and General	Total
		Regular Education	Special Education	Total		
Personnel Services Costs						
Administrative staff personnel	18	\$ 885,961	\$ 399,538	\$ 1,285,499	\$ 701,151	\$ 1,986,650
Instructional personnel	45	2,510,804	1,077,762	3,588,566	-	3,588,566
Total Personnel Services Costs	63	3,396,765	1,477,300	4,874,065	701,151	5,575,216
Fringe benefits and payroll taxes						
Retirement		863,493	375,545	1,239,038	178,240	1,417,278
Legal service		36,594	15,915	52,509	7,554	60,063
Accounting / audit services		2,419	1,052	3,471	499	3,970
Other purchased / professional / consulting services		59,072	25,691	84,763	12,193	96,956
Repairs and maintenance		377,483	163,418	540,901	75,949	616,850
Insurance		389,931	169,586	559,517	80,488	640,005
Utilities		94,030	40,895	134,925	19,409	154,334
Supplies / materials		114,721	49,894	164,615	23,680	188,295
Equipment / furnishings		164,666	58,605	223,271	-	223,271
Staff development		2,158	939	3,097	446	3,543
Marketing / recruitment		35,272	12,553	47,825	-	47,825
Technology		60,266	24,539	84,805	8,072	92,877
Food service		82,719	35,976	118,695	17,075	135,770
Office expense		309,391	110,114	419,505	-	419,505
Depreciation and amortization		120,351	52,342	172,693	24,842	197,535
Other		129,239	56,207	185,446	26,677	212,123
		35,305	15,021	50,326	6,419	56,745
Total Expenses		\$ 6,273,875	\$ 2,685,592	\$ 8,959,467	\$ 1,182,694	\$ 10,142,161

See notes to financial statements

PAVE Academy Charter School

Statements of Cash Flows

	Year Ended June 30,	
	2023	2022
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ 851,207	\$ 1,824,836
Adjustments to reconcile change in net assets to net cash from operating activities		
Depreciation and amortization	178,022	212,123
Changes in operating assets and liabilities		
Grants and contracts receivable	159,460	(698,354)
Due from related party	(22,000)	-
Prepaid expenses and other current assets	26,886	(28,656)
Accounts payable and accrued expenses	42,284	63,435
Accrued payroll and payroll taxes	11,829	3,223
Net Cash from Operating Activities	1,247,688	1,376,607
 CASH FLOWS FROM INVESTING ACTIVITIES		
Purchases of property and equipment	(175,356)	(67,512)
Purchases of investments	(5,455,953)	-
Net Cash from Investing Activities	(5,631,309)	(67,512)
 Net Change in Cash and Restricted Cash	(4,383,621)	1,309,095
 CASH AND RESTRICTED CASH		
Beginning of year	7,196,953	5,887,858
End of year	\$ 2,813,332	\$ 7,196,953

See notes to financial statements

PAVE Academy Charter School

Notes to Financial Statements
June 30, 2023 and 2022

1. Organization and Tax Status

PAVE Academy Charter School (the "School") is a New York State, not-for-profit educational corporation that was incorporated on January 15, 2008 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 January 15, 2008 valid for a term of five years and renewable upon expiration by the Board of Regents of the University of the State of New York. The Board of Regents approved and issued several renewals to the School's charter expiring on June 30, 2028. During March of 2017, the School applied to change their authorizer and transfer its charter from the New York City Department of Education to the State University of New York ("SUNY"). On October 11, 2017, SUNY approved the transfer of the School's charter effective beginning with the 2017-2018 school year. The School provides students a rigorous, college-preparatory education that lays the foundation for a productive and choice-filled life. The School's evidence-based, multi-pronged approach recognizes that young people - particularly young people of color from high-poverty communities - can only achieve academic success when they feel safe, supported, connected, and emotionally healthy. To that end, the School equally fosters the academic, social, and emotional development of skills students need to become critical thinkers, problem solvers, overcomers, and future leaders in their communities. Classes commenced in Red Hook, Brooklyn, New York, in August 2008 and the School provided education to approximately 466 students in kindergarten through eighth grade in the 2022-2023 academic year.

The New York City Department of Education provides free transportation directly to some of the School's students. Such costs are not included in these financial statements.

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.

PAVE Academy Charter School

Notes to Financial Statements
June 30, 2023 and 2022

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

Adoption of New Accounting Policies

Leases (Topic 842)

In February 2016, the FASB issued ASU 2016-02, *Leases (Topic 842)*, which supersedes existing guidance in Topic 840, *Leases*. Topic 842 amends both lessor and lessee accounting with the most significant change being the requirement for lessees to recognize right-to-use (ROU) assets and lease liabilities on the statement of financial position for operating leases. The School adopted the leasing standards effective July 1, 2022, using the modified retrospective approach with July 1, 2022 as the initial date of application. The School elected to use all available practical expedients provided in the transition guidance. As of July 1, 2022, the School's leases provide for only variable consideration and therefore, Topic 842 did not result in any material adjustments to the financial statements.

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. Board designated net assets were established by the Board of Trustees to provide a cash reserve for unseen operating and capital expenses.

Net assets with donor restrictions – represents amounts restricted by donors for specific activities of the School or to be used at a future date. The School records contributions as net assets with donor restrictions if they are received with donor stipulations that limit their use either through purpose or time restrictions. When a donor restriction expires, that is, when a time restriction ends or a purpose restriction is fulfilled, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

Fair Value Measurements

The School follows U.S. GAAP guidance on fair value measurements which defines fair value and establishes a fair value hierarchy organized into three levels based upon the input assumptions used in pricing assets. Level 1 inputs have the highest reliability and are related to assets with unadjusted quoted prices in active markets. Level 2 inputs relate to assets with other than quoted prices in active markets which may include quoted prices for similar assets or liabilities or other inputs which can be corroborated by observable market data. Level 3 inputs are unobservable inputs and are used to the extent that observable inputs do not exist.

Investment Valuation

Investments are stated at fair value.

PAVE Academy Charter School

Notes to Financial Statements
June 30, 2023 and 2022

2. Summary of Significant Accounting Policies (continued)

Investment Income Recognition

Purchases and sales of securities are recorded on a trade-date basis. Interest income is recorded on the accrual basis and dividends are recorded on the ex-dividend date. Realized and unrealized gains and losses are included in the determination of change in net assets.

Restricted Cash

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

The following table provides a reconciliation of cash and restricted cash reported within the statements of financial position that sum to the totals of the same such amounts presented in the statements of cash flows at June 30:

	2023	2022
Cash	\$ 2,736,834	\$ 7,120,455
Restricted cash	76,498	76,498
	<u>\$ 2,813,332</u>	<u>\$ 7,196,953</u>

Property and Equipment

The School follows the practice of capitalizing all expenditures for property and equipment with costs in excess of \$5,000 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. 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:

Computers and equipment	3 and 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, 2023 and 2022.

PAVE Academy Charter School

Notes to Financial Statements
June 30, 2023 and 2022

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

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. Contribution revenue is recognized when a donor makes a gift to the School or a promise to make a gift to the School which 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. 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. In-kind donations are recorded at the estimated fair value at the date the services and goods are received. Rental income is recognized when received in accordance to the agreement.

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 such as personnel service costs, other purchased, professional, consulting services, repairs and maintenance and food service 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, 2023 and 2022 was \$106,535 and \$92,877.

Accounting for Uncertainty in Income Taxes

The School recognizes the effect of income tax positions only if those positions are more likely than not to be sustained. Management has determined that the School had no uncertain tax positions that would require financial statement recognition or disclosure. The School is no longer subject to examinations by the applicable taxing jurisdictions for years prior to June 30, 2020.

Reclassifications

Certain 2022 accounts have been reclassified to conform to the 2023 financial statement presentation.

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 September 26, 2023.

PAVE Academy Charter School

Notes to Financial Statements
June 30, 2023 and 2022

3. Grants and Contracts Receivable

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

4. Fair Value of Investments

The School's investments at June 30, 2023 consist of the following:

	Level 1	Level 2	Total
Certificates of deposit	\$ -	\$ 3,443,352	\$ 3,443,352
U.S. treasury bonds	1,007,225	-	1,007,225
Coporate bonds	-	1,005,376	1,005,376
	<u>\$ 1,007,225</u>	<u>\$ 4,448,728</u>	<u>\$ 5,455,953</u>

Interest and other income from investments was \$56,460 for the year ended June 30, 2023, and included in other income in the statement of activities. There were no investments at June 30, 2022.

5. Property and Equipment

Property and equipment, net consists of the following as of June 30,

	2023	2022
Computers and equipment	\$ 1,024,395	\$ 944,654
Furniture and fixtures	144,176	83,218
Software	141,258	141,258
Leasehold improvements	253,813	219,156
	<u>1,563,642</u>	<u>1,388,286</u>
Accumulated depreciation and amortization	<u>(1,347,140)</u>	<u>(1,169,118)</u>
	<u>\$ 216,502</u>	<u>\$ 219,168</u>

PAVE Academy Charter School

Notes to Financial Statements
June 30, 2023 and 2022

6. 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,

	2023	2022
Cash	\$ 2,736,834	\$ 7,120,455
Grants and contracts receivable	959,781	1,119,421
	<u>3,696,615</u>	<u>8,239,876</u>
Less amounts unavailable for general expenditures:		
Net assets with donor restrictions	(143,901)	(125,640)
Board designated net assets	(209,039)	(209,039)
	<u>\$ 3,343,675</u>	<u>\$ 7,905,197</u>

As part of the School's liquidity management plan, the status of grants and contracts receivable is monitored regularly and any excess cash is invested in highly liquid securities. At June 30, 2023 and 2022, the Board of Trustees has designated \$209,039 of net assets without donor restrictions that could be drawn upon through board resolution and can be made available for facility improvements or repairs. The School will continue to rely on funding received from the New York Department of Education to cover its future operating costs (see note 10).

7. Related Party Transactions (not disclosed elsewhere)

The School is related to PAVE Schools, Inc. ("PAVE Schools"), a New York State not-for-profit corporation through common management. PAVE Schools supported the School through financial, fundraising and facility development efforts. There were no significant transactions with PAVE Schools during the years ended June 30, 2023 and 2022. Balance due from PAVE Schools at June 30, 2023 and 2022 was \$22,000 and \$0.

On March 13, 2014, the School entered into a sub-sublease agreement with PACS 732 Henry LLC ("PACS 732") (a single member LLC under PAVE Schools, a related party) to occupy a new facility located at 732 Henry Street in Brooklyn, New York. The School pays for all facility expenses, upkeep, and insurance. The sub-sublease agreement will terminate on March 13, 2034. PACS 732's sublease with Civic Builders, a non-profit charter school developer, expires on March 13, 2113 and it is envisioned that the School will continue to periodically renew its sub-sublease agreement with PACS 732. Rent is payable at \$1 per year, pursuant to the Ultimate Prime Lease that PACS 732 has with Civic Builders and the New York City School Construction Authority. On May 21, 2014, the School paid \$20 to PACS 732 as prepayment of its 20 year lease. Title to the facility was transferred to the New York City School Construction Authority upon completion of construction. The School was unable to determine a value for the use of this facility and did not record an amount for donated use of facilities.

PAVE Academy Charter School

Notes to Financial Statements
June 30, 2023 and 2022

8. 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 of 2% to the plan. The amount charged to operations for fees and matching contributions to this plan amounted to \$49,657 and \$60,063 for the years ended June 30, 2023 and 2022.

9. 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 of \$250,000. Investments are maintained at a broker which insures the balance up to \$500,000 with Securities Investor Protection Corporation insurance. 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, 2023 and 2022, approximately \$2,563,000 and \$6,921,000 of cash was maintained with institutions in excess of FDIC limits.

10. Concentration of Revenue and Support

The School receives a substantial portion of its support and revenue from the New York City Department of Education. For the years ended June 30, 2023 and 2022, the School received approximately 80% and 79% 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.

11. Net Assets with Donor Restrictions

At June 30, 2023 and 2022, net assets with donor restrictions in the amount of \$143,901 and \$125,640 were restricted for a summer school program. For the years ended June 30, 2023 and 2022, net assets with donor restrictions in the amount of \$264,813 and \$57,880 were released from donor restriction for staff salaries and summer program costs.

12. Contingency

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

PAVE Academy Charter School

Uniform Guidance
Schedules and Reports

June 30, 2023

PAVE Academy Charter School

Schedule of Expenditures of Federal Awards
Year Ended June 30, 2023

Federal Grantor/Pass-Through Grantor/ Program or Cluster Title	Federal Assistance Listing Number	Pass-Through Entity Identifying Number	Provided to Subrecipients	Total Federal Expenditures
<u>U.S. Department of Agriculture</u>				
Pass-Through New York State Education Department:				
<i>Child Nutrition Cluster:</i>				
School Breakfast Program	10.553	not available	\$ -	\$ 97,871
National School Lunch Program	10.555	not available	-	369,188
COVID-19 - Supply Chain Assistance Funds	10.555	not available	-	22,787
Summer Food Service Program for Children	10.559	not available	-	17,266
Total Child Nutrition Cluster				<u>507,112</u>
COVID-19 - Pandemic EBT Administrative Cost Grants	10.649	not available	-	<u>628</u>
Total U.S. Department of Agriculture				<u>507,740</u>
<u>U.S. Department of Education</u>				
Pass-Through New York State Education Department:				
Title I Grants to Local Educational Agencies	84.010	0021234450	-	207,585
Supporting Effective Instruction State Grants (Formerly Improving Teacher Quality State Grants)	84.367	0147234450	-	25,629
Student Support and Academic Enrichment Program	84.424	0204234450	-	16,062
COVID-19 Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund ARP HCY II	84.425W	5218214450	-	9,854
COVID-19 Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund II	84.425D	5891214450	-	254,558
COVID-19 Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund ARP	84.425U	5880214450	-	<u>524,802</u>
Total U.S. Department of Education				<u>1,038,490</u>
Total Expenditures of Federal Awards			\$ -	<u>\$ 1,546,230</u>

See independent auditors' report and notes to schedule of expenditures of federal awards

PAVE Academy Charter School

Notes to Schedule of Expenditures of Federal Awards Year Ended June 30, 2023

1. Basis of Presentation

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal award activity of PAVE Academy Charter School (the "School"), under programs of the federal government for the year ended June 30, 2023. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the School, it is not intended to and does not present the financial position, changes in net assets or cash flows of the School.

2. Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

3. Indirect Cost Rate

The School has elected not to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.



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
PAVE Academy Charter School**

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of PAVE Academy Charter School (the "School") (a nonprofit organization), which comprise the statement of financial position as of June 30, 2023, 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 September 26, 2023.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the School's internal control over financial reporting (internal control) as a basis for designing 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 or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

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

Purpose of this Report

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

PKF O'Connor Davies, LLP

Harrison, New York
September 26, 2023



**Report on Compliance for Each Major Federal Program and Report on Internal Control
Over Compliance Required by the Uniform Guidance**

Independent Auditors' Report

**Board of Trustees
PAVE Academy Charter School**

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited PAVE Academy Charter School's (the "School") compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the School's major federal programs for the year ended June 30, 2023. The School's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the School complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2023.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the School and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the School's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the School's federal programs.

Auditors' Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the School's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the School's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the School's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the School's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

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

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

PKF O'Connor Davies, LLP

Harrison, New York
September 26, 2023

PAVE Academy Charter School

Schedule of Findings and Questioned Costs
Year Ended June 30, 2023

Section I - Summary of Auditors' Results

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with U.S. GAAP:

Unmodified

Internal control over financial reporting:

Material weakness(es) identified?

_____ yes X no

Significant deficiency(ies) identified?

_____ yes X none reported

Noncompliance material to the financial statements noted?

_____ yes X no

Federal Awards

Internal control over major federal programs:

Material weakness(es) identified?

_____ yes X no

Significant deficiency(ies) identified?

_____ yes X none reported

Type of auditors' report issued on compliance for major federal programs:

Unmodified

Any audit findings disclosed that are required

to be reported in accordance with 2 CFR 200.516(a)?

_____ yes X no

Identification of major federal programs:

Federal Assistance Listing Number(s)

Name of Federal Program or Cluster

84.425D

COVID-19 Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund II

84.425U

COVID-19 Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund ARP

84.425W

COVID-19 Education Stabilization Fund/Elementary and Secondary School Emergency Relief Fund ARP HCY II

Dollar threshold used to distinguish between Type A and Type B programs:

\$750,000

Auditee qualified as low-risk auditee?

_____ yes X no

Section II – Financial Statement Findings

During our audit, we noted no material findings for the year ended June 30, 2023.

Section III – Federal Award Findings and Questioned Costs

During our audit, we noted no material instance of noncompliance and none of the costs tested which were reported in the federal financially assisted programs are questioned or recommended to be disallowed.

Section IV – Prior Year Findings

There were no findings in the prior year.



**Board of Trustees
PAVE Academy Charter School**

Auditors' Communication on Internal Control

In planning and performing our audit of the financial statements of PAVE Academy Charter School (the "School") as of and for the year ended June 30, 2023, in accordance with auditing standards generally accepted in the United States of America, we considered the School's internal control over financial reporting ("internal control") as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

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

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

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

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

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

PKF O'Connor Davies, LLP

Harrison, New York
September 26, 2023

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

PKF O'Connor Davies, LLP is a member firm of the PKF International Limited network of legally independent firms and does not accept any responsibility or liability for the actions or inactions on the part of any other individual member firm or firms.

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Melissa Torres

Name of Charter School Education Corporation:

PAVE Academy Charter School

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

Community representative

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

Yes No

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

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

Yes No

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

My niece, Jules Goddard currently attends PAVE, and not she could not benefit in any way for my participation with the board.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

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

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

Yes No

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

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

None

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

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

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

PAVE Academy Charter School

- Melissa Torres

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

Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:

DocuSigned by:
Melissa Torres
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07/26/23

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Alexandra Sweeney

Name of Charter School Education Corporation:

PAVE

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

Trustee

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

Yes No

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

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

Yes No

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

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

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

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

Yes No

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

PAVE

Alexandra Sweeney

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

None

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

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

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

PAVE

- Alexandra Sweeney

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Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:

DocuSigned by:

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7/25/23

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Coleman Kennedy

Name of Charter School Education Corporation:

PAVE Academy Charter School

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

Board member and Chair of Investment Committee

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

Yes No

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

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

Yes No

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

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

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

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

Yes No

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

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

None

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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

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

PAVE Academy Charter School

- Coleman Kennedy

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Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:

DocuSigned by:
Coleman Kennedy

7/27/23

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Eldridge Gilbert III

Name of Charter School Education Corporation:

PAVE School

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

Chair

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

Yes No

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

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

Yes No

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

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

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

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

Yes No

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

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

None

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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

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

PAVE School

- Eldridge Gilbert III

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

Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:

DocuSigned by:
Eldridge Gilbert

July 25, 2023

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Kim Lumpkin

Name of Charter School Education Corporation:

PAVE Academy Charter School

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

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

Yes No

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

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

Yes No

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

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

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

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

Yes No

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

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

None

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

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

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

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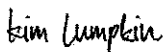
Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:

DocuSigned by:

1E2D177E6AEC3746...

July 25, 2023

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Daniel Greenblatt

Name of Charter School Education Corporation:

PAVE Academy

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

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

Yes No

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

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

Yes No

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

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

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

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

Yes No

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

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

None

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

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

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

PAVE Academy

- Daniel Greenblatt

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Business Telephone:

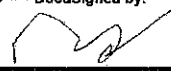
Business Address:

E-mail Address:

Daniel Greenblatt

Home Telephone:

Home Address:

DocuSigned by:


7/28/24

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
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last revised 04/2022

	Instructional Day Count (Indicated by ^)	All Staff PD Day Count (\$)	total academic day count	#REF!	#REF!
179	21	45	200	80	48
Minimum is 170 Instructional	Minimum is 990 Hours	HR - PTO Blockout Dates	NYC DOE Dates	Professional Development School Closed	# of Days/Week (Fiscal Year)
KEY:	Special School Day Enrollment Dates	HR - PTO Blockout Dates	Holiday	School Closed	
Sunday Jun 18	Monday Jun 19	Tuesday Jun 20	Wednesday Jun 21	Thursday Jun 22	Friday Jun 23
Jun 23	Jun 26	Jun 27	Jun 28	Jun 29	Jun 30
Jun 25	Jun 26	Jun 27	Jun 28	Jun 29	Jun 30
Jun 26	Jun 27	Jun 28	Jun 29	Jun 30	Jul 1
Jun 27	Jun 28	Jun 29	Jun 30	Jul 1	Jul 2
Jun 28	Jun 29	Jun 30	Jul 1	Jul 2	Jul 3
Jun 29	Jun 30	Jul 1	Jul 2	Jul 3	Jul 4
Jun 30	Jul 1	Jul 2	Jul 3	Jul 4	Jul 5
Jul 1	Jul 2	Jul 3	Jul 4	Jul 5	Jul 6
Jul 2	Jul 3	Jul 4	Jul 5	Jul 6	Jul 7
Jul 3	Jul 4	Jul 5	Jul 6	Jul 7	Jul 8
Jul 4	Jul 5	Jul 6	Jul 7	Jul 8	Jul 9
Jul 5	Jul 6	Jul 7	Jul 8	Jul 9	Jul 10
Jul 6	Jul 7	Jul 8	Jul 9	Jul 10	Jul 11
Jul 7	Jul 8	Jul 9	Jul 10	Jul 11	Jul 12
Jul 8	Jul 9	Jul 10	Jul 11	Jul 12	Jul 13
Jul 9	Jul 10	Jul 11	Jul 12	Jul 13	Jul 14
Jul 10	Jul 11	Jul 12	Jul 13	Jul 14	Jul 15
Jul 11	Jul 12	Jul 13	Jul 14	Jul 15	Jul 16
Jul 12	Jul 13	Jul 14	Jul 15	Jul 16	Jul 17
Jul 13	Jul 14	Jul 15	Jul 16	Jul 17	Jul 18
Jul 14	Jul 15	Jul 16	Jul 17	Jul 18	Jul 19
Jul 15	Jul 16	Jul 17	Jul 18	Jul 19	Jul 20
Jul 16	Jul 17	Jul 18	Jul 19	Jul 20	Jul 21
Jul 17	Jul 18	Jul 19	Jul 20	Jul 21	Jul 22
Jul 18	Jul 19	Jul 20	Jul 21	Jul 22	Jul 23
Jul 19	Jul 20	Jul 21	Jul 22	Jul 23	Jul 24
Jul 20	Jul 21	Jul 22	Jul 23	Jul 24	Jul 25

Ops Work Week

June 17th Observed
School Closed
(DOE Closed)

DOE Last Day of School

School Closed

School Closed
Independence Day

Instructional Leaders Return

Summer Academy
Teacher and Staff

Ops Return

HR - PTO Blockout Dates - Leaders

Leader Institute
Leader Planning Days

HR - PTO Blockout Dates - Leaders

Goal is 182 Instructional Minimum is 170 Instructional	173 Instructional Day Count (indicated by ^)	21 All Staff PD Day Count (\$)	45 total academic day count	80	48	
Minimum is 990 Hours						
KEY:	Professional Development School Closed	Holidays NYC DOES	HR - PTO Blackout Dates	# of Day/Week (Finaler Dates)		
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Dec 10	Dec 11	Dec 12	Dec 13	Dec 14	Dec 15	Dec 16
Week 16						5
Dec 17	Dec 18	Dec 19	Dec 20	Dec 21	Dec 22	Dec 23
Week 17					HR - PTO Blackout Dates	5
Dec 24	Dec 25	Dec 26	Dec 27	Dec 28	Dec 29	Dec 30
Week 18	Jan 1	Jan 2	Jan 3	Jan 4	Jan 5	Jan 6
	School Closed NYC DOES	School Closed NYC DOES	Winter Break School Closed NYC DOES			0
Jan 7	Jan 8	Jan 9	Jan 10	Jan 11	Jan 12	Jan 13
Week 19					HR - PTO Blackout Dates	5
						(30 days mid-tri)

Goal is 182 Instructional
Minimum is 170 Instructional

172 Instructional Day Count
(Indicated by ^)

21 All Staff PD Day Count (\$)
45

200 total academic day count

Minimum is 990 Hours

KEY:
Enrollment Dates
Professional Development
School Closed
Holiday
NYC DOE Dates
HR - PTO Blockout Dates

#REF!
#REF!
48

#REF!
#REF!

of Days/Week
(Trimester Dates)

Sunday
Monday
Tuesday
Wednesday
Thursday
Friday
Saturday

Feb 18
Feb 19
Feb 20
Feb 21
Feb 22
Feb 23
Feb 24

Feb 25
Feb 26
Feb 27
Feb 28
Feb 29
Mar 1
Mar 2

Week 25

Mar 3
Mar 4
Mar 5
Mar 6
Mar 7
Mar 8
Mar 9

Week 26

Mar 10
Mar 11
Mar 12
Mar 13
Mar 14
Mar 15
Mar 16

Week 27

Mar 17
Mar 18
Mar 19
Mar 20
Mar 21
Mar 22
Mar 23

Week 28

5

5

4

5

5

Mid-Winter Break
School Closed
NYC DOE Dates
(President's Day - February 20)

Professional Development
School Closed

Holiday
NYC DOE Dates

School Closed
PD Day (STAFF ONLY)

Professional Development
School Closed

Holiday

SUNY Charter Schools Institute
Budget Narrative

Education Corporation Name: PAVE Academy Charter School Fiscal Contact:
Date: June 29, 2023 Name: Meg Brown
2023-2024 Email: mbrown@paveschools.org

1. What steps has the education corporation taken to ensure it has enacted a conservative budget?

The PAVE Academy Charter School FY24 budget targeted 2 main goals:

1. To present a budget that balances our commitment toward closing the academic and social emotional gaps experienced by our students as a result of the pandemic.
2. To strategically invest in our program by effectively utilizing revenue and prudently drawing down on our accumulated reserves.

The School Leadership Team (Executive Director, Principals, Director of Operations) in partnership with outside consultants and the PAVE Board of Directors, spent a considerable amount of time reviewing and prioritizing needs as we enter into next year. Some key decisions were:

1. Enrollment: During school year 22-23 PAVE experienced an flat enrollment resulting in an FTE of approximately 465 students. Given further uncertainty around enrollment for the next school year, the budget for FY24 reflects a target FTE of 460, to compensate for potential enrollment dips.
2. Contingency: PAVE maintains a contingency line in planning to set aside a contingency in the amount of approximately \$117K. This line item can be used for unforeseen expenses not budgeted elsewhere.
3. Ongoing evaluation of OTPS budget lines: Reporting will continue to be a key tool with which to analyze and track both revenue and expense in relation to school pragmatic needs. Any resources will be allocated within the parameters of OTPS expense presented and actual revenue received, to maintain the structural deficit. Any decrease in PAVE's cash balance will be intentionally driven by PAVE's leadership and Board, as we collaboratively make strategic decisions about how to meet the needs of scholars.

2. How much of the education corporation's tier two of the ESSER funds would be spent by September 30, 2023? How much of the tier three ESSER funds does the education corporation plan to spend by September 30, 2024?

All of PAVE's tier two ESSER funds will be spent by September 30, 2023.

PAVE will have spent \$1,036,634 of tier three ESSER funds by September 30, 2023.
PAVE plans to spend all of its remaining allocation by September 30, 2024.

3. How does the education corporation ensure the sustainability of programs enacted through the use of ESSER funding once ESSER funding period ends?

When directing ESSER funds, PAVE intentionally thought about how to build both short-term and long-term capacity to sustain efforts made to make-up for pandemic-related losses that students faced. PAVE used ESSER funds primarily towards professional and support staff salaries. PAVE understood that staff would be addressing both academic and social-emotional loss after the pandemic, and directed these funds towards supporting English-language learners and students with disabilities, counseling services, and providing teachers with the resources to support students within the classroom. Since returning to school in-person, PAVE has worked to integrate these practices and resources into our general curriculum and job descriptions, so that the work done to make up for academic and social-emotional loss can continue.

Report of Inspection / Test

Monthly NFPA 25

2023-05-16

Property

732 HENRY STREET
 36884
 732 HENRY STREET
 BROOKLYN NY 11231
 MARCOS SANCHEZ (917) 208-1727
 Print Date: 2023-05-16

Conducted by: Paul Nolan

Allstate Sprinkler Corp.
 1869 White Plains Rd
 Bronx NY 10462
 (718) 597-4060

Report of Inspection / Test General Questions

OWNER SECTION

Are all fire protection systems in service?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Has the system remained in service without modification since the last inspection?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Was the system free of actuations of devices or alarms since the last inspection?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are there any other deficiencies?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA

VALVE AREA

Are the control valves (including valves on backflow preventers) with locks or electrical supervision in correct (open or closed) position?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are the control valves (including valves on backflow preventers) with locks or electrical supervision locked or is supervision in place?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are the control valves (including valves on backflow preventers) with locks or electrical supervision accessible?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are the control valves (including valves on backflow preventers) with locks or electrical supervision free from any leaks?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are the control valves (including valves on backflow preventers) with locks or electrical supervision properly identified?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are all check valves externally inspected, operating properly, and are in good condition?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are the gauges on system in good condition and showing normal water supply pressure?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		

Report of Inspection / Test

Monthly NFPA 25

2023-05-16

Property

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36884
732 HENRY STREET
BROOKLYN NY 11231
MARCOS SANCHEZ (917) 208-1727
Print Date: 2023-05-16

Conducted by: Paul Nolan

Allstate Sprinkler Corp.
1869 White Plains Rd
Bronx NY 10462
(718) 597-4060

Report of Inspection / Test for Asset - Fire Pump

OWNER SECTION

Is there a Jockey Pump on system?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is the fire pump in service?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Was the system (of which the pump is a part) free of actuation of devices or alarms since the last inspection?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		

INFORMATION FOR OWNER

Is the the fire pump and motor data plate onsite and visible? If yes, record photo's

N/A

INSPECTION

Pump house/room proper temperature?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are suction, discharge and bypass valves open?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Is Piping free from leaks?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Suction and system pressure gauges normal?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Suction reservoir, if provided, full?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Controller indicating power on?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Transfer switch indicating normal situation?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Circulation relief valve flowing water?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Pressure relief valves operating with proper pressure downstream while pump is operational?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		

TESTING

Electric pump started automatically?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Electric motor driven pump ran for 10 min?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Packing gland showing slight discharge? (Adjust if necessary)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Packing boxes, bearing and pump casing free from overheating?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
For automatic stop controllers, record time pump runs after starting:	N/A	Record Fire Pump Starting Pressure?	100
Record Fire Pump Suction Pressure?	60	Record Fire Pump Discharge Pressure?	100

MAINTENANCE

Record Pump Starting Pressure? N/A

Report of Inspection / Test

Monthly NFPA 25

2023-05-16

Property

732 HENRY STREET
36884
732 HENRY STREET
BROOKLYN NY 11231
MARCOS SANCHEZ (917) 208-1727
Print Date: 2023-05-16

Conducted by: Paul Nolan

Allstate Sprinkler Corp.
1869 White Plains Rd
Bronx NY 10462
(718) 597-4060

Report of Inspection / Test for Asset - Combo Standpipe side of system

INSPECTORS TEST CONNECTION

System	Location	Description	Time to Alarm (seconds)	Reported?	Smooth Orifice	Easily Accessible	Signs?	Pass?
City Main Combo Sprinkler & Standpipe system	Staircase B 3rd Floor	Sectional ITV						
City Main Combo Sprinkler & Standpipe system	Staircase B 2nd Floor	Sectional ITV						
City Main Combo Sprinkler & Standpipe system	Staircase B 1st Floor (Access Panel)	Sectional ITV						

VALVES

System	Description	Location	Valve Type	Size	Secured	Open	Easily Accessible	Signs	Exercised	Stems Lubricated	Flow / Tam per Pass
City Main Combo Sprinkler & Standpipe system	City Main Control Valve #1	Outside Water meter Room	OS&Y	6"	Monitored	Yes	Yes	Yes	N/A	N/A	N/A
City Main Combo Sprinkler & Standpipe system	City Main Control Valve #2	Outside Water meter Room	OS&Y	6"	Monitored	Yes	Yes	Yes	N/A	N/A	N/A
City Main Combo Sprinkler & Standpipe system	Back flow preventer control valve #1	Outside Water meter Room	OS&Y	6"	Monitored	Yes	Yes	Yes	N/A	N/A	N/A
City Main Combo Sprinkler & Standpipe system	Back flow preventer control valve #2	Outside Water meter Room	OS&Y	6"	Monitored	Yes	Yes	Yes	N/A	N/A	N/A
City Main Combo Sprinkler & Standpipe system	City Main Control Valve #1	Fire pump room	OS&Y	6"	Monitored	Yes	Yes	Yes	N/A	N/A	N/A
City Main Combo Sprinkler & Standpipe system	Back flow preventer control #1	Fire pump room	OS&Y	6"	Monitored	Yes	Yes	Yes	N/A	N/A	N/A
City Main Combo Sprinkler & Standpipe system	Back flow preventer control #2	Fire pump room	OS&Y	6"	Monitored	Yes	Yes	Yes	N/A	N/A	N/A
City Main Combo Sprinkler & Standpipe system	Jockey pump control valve #1	Fire pump room	OS&Y	2"	Monitored	Yes	Yes	Yes	N/A	N/A	N/A

Report of Inspection / Test

Monthly NFPA 25

2023-05-16

Property

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BROOKLYN NY 11231
MARCOS SANCHEZ (917) 208-1727
Print Date: 2023-05-16

Conducted by: Paul Nolan

Allstate Sprinkler Corp.
1869 White Plains Rd
Bronx NY 10462
(718) 597-4060

VALVES

System	Description	Location	Valve Type	Size	Secured	Open	Easily Accessible	Signs	Exercised	Stems Lubricated	Flow / Tam per Pass
City Main Combo Sprinkler & Standpipe system	Suction fire pump control valve	Fire pump room	OS&Y	6 "	Monitored	Yes	Yes	Yes	N/A	N/A	N/A
City Main Combo Sprinkler & Standpipe system	Fire pump discharge control valve	Fire pump room	OS&Y	6 "	Monitored	Yes	Yes	Yes	N/A	N/A	N/A
City Main Combo Sprinkler & Standpipe system	City main control valve #2	Fire pump room	OS&Y	6 "	Monitored	Yes	Yes	Yes	N/A	N/A	N/A
City Main Combo Sprinkler & Standpipe system	1st Floor Sprinkler control valve	Staircase B	Butterfly	3 "	Monitored	Yes	Yes	Yes	N/A	N/A	N/A
City Main Combo Sprinkler & Standpipe system	2nd Floor Sprinkler sectional control valve	Staircase B	Butterfly	3 "	Monitored	Yes	Yes	Yes	N/A	N/A	N/A
City Main Combo Sprinkler & Standpipe system	3rd Floor Sectional Sprinkler control valve	Staircase B	Butterfly	3 "	Monitored	Yes	Yes	Yes	N/A	N/A	N/A
City Main Combo Sprinkler & Standpipe system	Bypass control valve 1	Fire pump room	Butterfly	6 "	Monitored	Yes	Yes	Yes	N/A	N/A	N/A
City Main Combo Sprinkler & Standpipe system	Fire pump Bypass control valve 2	Fire pump room	Butterfly	6 "	Monitored	Yes	Yes	Yes	N/A	N/A	N/A
City Main Combo Sprinkler & Standpipe system	Combo system control valve leading to riser	Fire pump room	OS&Y	6 "	Monitored	Yes	Yes	Yes	N/A	N/A	N/A

DRAIN VALVES

System	Description	Location	Drain	Aux Drain Drained	Water Flow Observed
City Main Combo Sprinkler & Standpipe system	Drain valve	1st floor staircase B	Test And Drain		
City Main Combo Sprinkler & Standpipe system	Drain valve	2nd floor staircase B	Test And Drain		
City Main Combo Sprinkler & Standpipe system	Drain valve	3rd floor staircase B	Test And Drain		

Report of Inspection / Test

Monthly NFPA 25

2023-05-16

Property

732 HENRY STREET
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BROOKLYN NY 11231
MARCOS SANCHEZ (917) 208-1727
Print Date: 2023-05-16

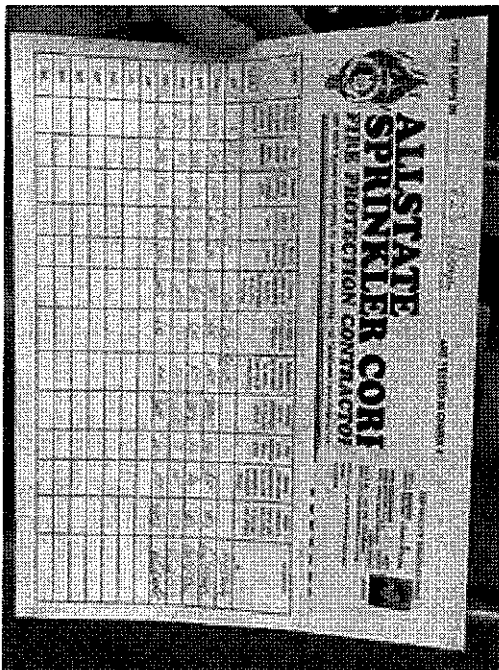
Conducted by: Paul Nolan

Allstate Sprinkler Corp.
1869 White Plains Rd
Bronx NY 10462
(718) 597-4060

Questions with Photos and Notes

Fire Pump - Is the the fire pump and motor data plate onsite and visible? If yes, record photo's

Notes:



- Are the gauges on system in good condition and showing normal water supply pressure?

Yes

Notes:

Report of Inspection / Test

Monthly NFPA 25

2023-05-16

Property

732 HENRY STREET
36884

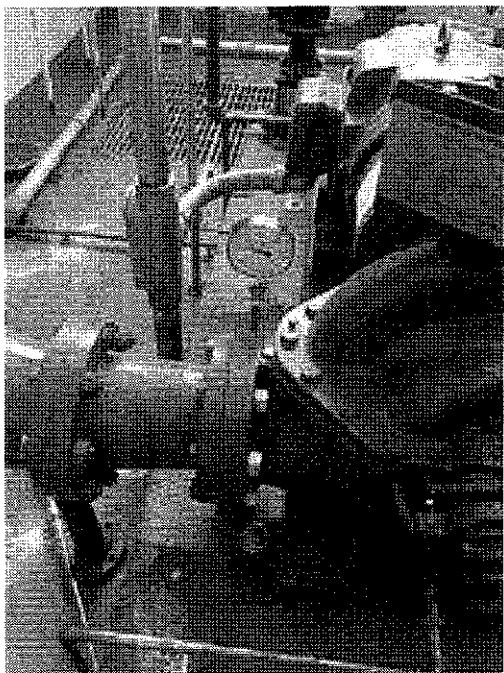
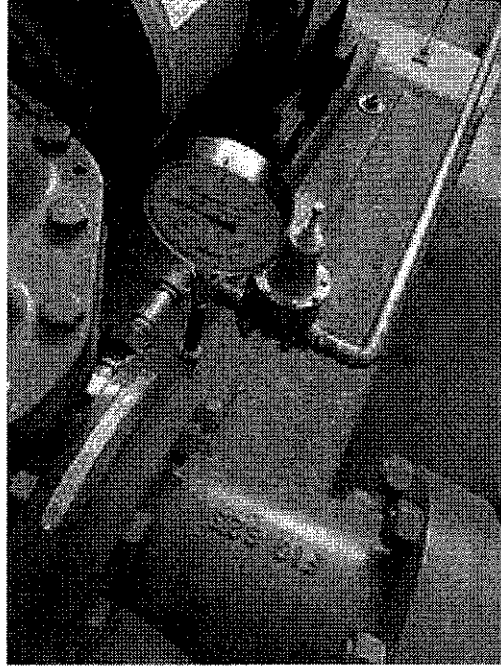
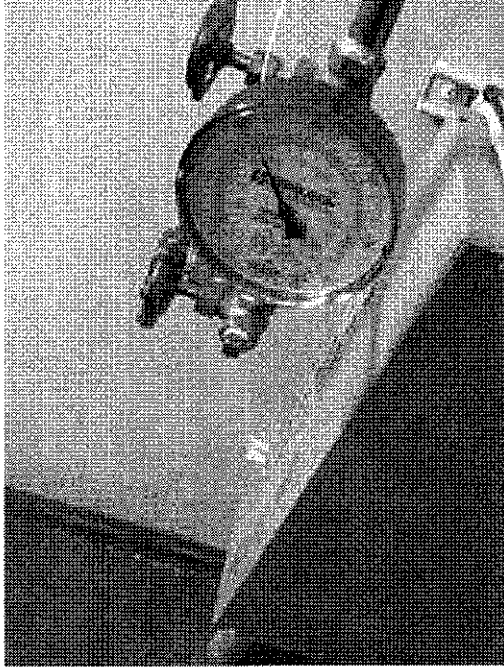
732 HENRY STREET
BROOKLYN NY 11231

MARCOS SANCHEZ (917) 208-1727

Print Date: 2023-05-16

Conducted by: Paul Nolan

Allstate Sprinkler Corp.
1869 White Plains Rd
Bronx NY 10462
(718) 597-4060



- Are there any other deficiencies?

Yes

Report of Inspection / Test

Monthly NFPA 25

2023-05-16

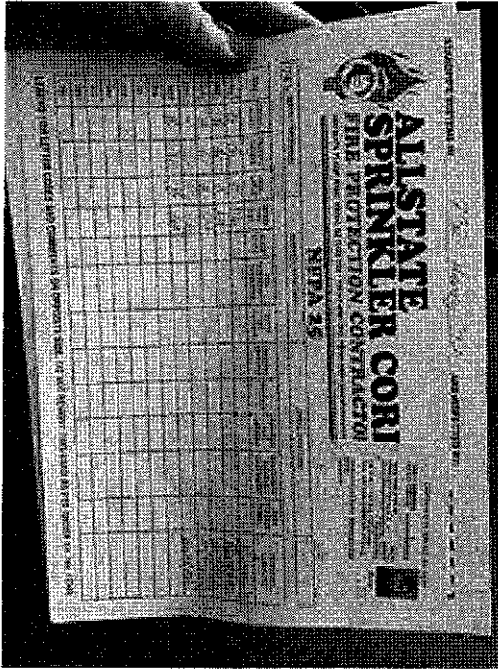
Property

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Notes:



Valve - City Main Control Valve #1 Outside Water meter Room

Notes: