

# Application: American Dream Charter School

Nicholas Gallagher - ngallagher@theamericandreamschool.org  
2020-2021 Annual Report

## Summary

**ID:** 0000000191

**Last submitted:** Jan 10 2022 05:47 PM (EST)

## Entry 1 School Info and Cover Page

**Completed** - Jan 10 2022

### [Instructions](#)

#### **Required of ALL Charter Schools**

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

## Entry 1 School Information and Cover Page

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

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

## **BASIC INFORMATION**

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**a. SCHOOL NAME**

(Select name from the drop down menu)

AMERICAN DREAM CHARTER SCHOOL 320700861062

**a1. Popular School Name**

The American Dream School

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

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

BOARD OF REGENTS

**c. DISTRICT / CSD OF LOCATION**

CSD # 7 - BRONX

**d. DATE OF INITIAL CHARTER**

12/2013

**e. DATE FIRST OPENED FOR INSTRUCTION**

8/2014

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

MISSION STATEMENT

Our Mission

The American Dream Charter School develops academic excellence in both Spanish and English for grades 6-12, preparing students to excel in college and become leaders in their communities.

Our Vision

The American Dream Charter School strongly believes that to facilitate success, it is important to cultivate a welcoming, encouraging environment for English Language Learners and immigrant students where learning and language development are supported.

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

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

KDE 1	Dual Language Program. Students who are native speakers and English language learners will be placed in advisories together. This will allow for students to serve as language models for each other, giving each group of students an opportunity to show mastery in their native language as well as develop their second language. Our model alternates instruction from English to Spanish weekly for Project-based Learning (PBL), math, and science. Instruction in English language arts (ELA) is in English, and instruction in Spanish language arts (SLA) is conducted in Spanish.
KDE 2	Data-Driven Instruction & Assessment. Students will be regularly and meaningfully assessed using formative assessment tools and informal observation so teachers will be able to accurately

	drive their instruction. Every 6 weeks at the end of formal units, students will have a math assessment and a reading assessment, as well as running records in English and in Spanish. The data is tracked and realistic, quantifiable and goals are set and infused into the learning objectives.
KDE 3	Teacher Development and Support. Teachers work in collective groups with at least one ELL Specialist and one Learning Specialist (SWD) per grade. The specialists will be the support structure for teachers to reflect and think critically about improving their lessons, methodologies, and delivery through lesson study. Teachers are asked to participate in self-reflection and to consider moments of success and difficulty to inform future instruction.
KDE 4	June Mini-Mester. An accelerated two-week course helping middle school students to make gains toward English proficiency. Students have an opportunity to take a class with students at the same proficiency level as their peers and hone in on developing in the areas most needed.
KDE 5	DREAM Advisory. DREAM is an acronym for Diversity, Respect, Empowerment, Advocacy, and Motivation. Our advisory program incorporates these five pillars where students learn how each element enhances not only their own education but also their development as citizens and leaders in their community.
KDE 6	Teacher Academy. Teachers participate in a two-week intensive training academy in which we outline curricular objectives, set goals, and establish the foundation for our year-long PD. The focus of our PD program is the SIOP model lesson planning, practice, and implementation.
KDE 7	(No response)
KDE 8	(No response)
KDE 9	(No response)



KDE 10

(No response)

**Need additional space for variables**

No

**h. SCHOOL WEB ADDRESS (URL)**

<https://www.theamericandreamschool.org/>

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

600

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

581

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

Check all that apply

Grades Served

6, 7, 8, 9, 10, 11, 12

**I1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?**

No

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## **FACILITIES INFORMATION**

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**m. FACILITIES**

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

Yes, 2 sites

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**School Site 1 (Primary)**

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**m1. SCHOOL SITES**

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	510 E 141st, 4th Floor, Bronx, NY 10454	718-585- 3071	NYC CSD 7	6-8	No

**m1a. Please provide the contact information for Site 1.**

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Melissa Melkonian	718-924-2809	917-579-8689	<a href="mailto:mmelkonian@theamericandreamschool.org">mmelkonian@theamericandreamschool.org</a>
Operational Leader	Melissa Melkonian	718-585-3071	310-413-4708	<a href="mailto:ngallagher@theamericandreamschool.org">ngallagher@theamericandreamschool.org</a>
Compliance Contact	Nicholas Gallagher	718-585-3071	310-413-4708	<a href="mailto:ngallagher@theamericandreamschool.org">ngallagher@theamericandreamschool.org</a>
Complaint Contact	Melissa Melkonian	718-924-2809	917-579-8689	<a href="mailto:mmelkonian@theamericandreamschool.org">mmelkonian@theamericandreamschool.org</a>
DASA Coordinator	Eddie Jimenez	718-585-3071	917-558-7716	<a href="mailto:ejimenez@theamericandreamschool.org">ejimenez@theamericandreamschool.org</a>
Phone Contact for After Hours Emergencies	Melissa Melkonian	718-924-2809	917-579-8689	<a href="mailto:mmelkonian@theamericandreamschool.org">mmelkonian@theamericandreamschool.org</a>

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

Co-located Space

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

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

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

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

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

**Site 1 Certificate of Occupancy (COO)**

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**Site 1 Fire Inspection Report**

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**School Site 2**

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## m2. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 2	403 Concord Ave, Bronx NY 10454	718-924-2809	NYC CSD 7	9-12	yes

### m2a. Please provide the contact information for Site 2.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Melissa Melkonian	718-924-2809	917-579-8689	<a href="mailto:mmelkonian@theamericandreamschool.org">mmelkonian@theamericandreamschool.org</a>
Operational Leader	Nicholas Gallagher	718-585-3071	310-413-4708	<a href="mailto:ngallagher@theamericandreamschool.org">ngallagher@theamericandreamschool.org</a>
Compliance Contact	Nicholas Gallagher	718-585-3071	310-413-4708	<a href="mailto:ngallagher@theamericandreamschool.org">ngallagher@theamericandreamschool.org</a>
Complaint Contact	Melissa Melkonian	718-924-2809	917-579-8689	<a href="mailto:mmelkonian@theamericandreamschool.org">mmelkonian@theamericandreamschool.org</a>
DASA Coordinator	Jessica Ziel	718-924-2809	917-280-1551	<a href="mailto:jziel@theamericandreamschool.org">jziel@theamericandreamschool.org</a>
Phone Contact for After Hours Emergencies	Melissa Melkonian	718-924-2809	917-579-8689	<a href="mailto:mmelkonian@theamericandreamschool.org">mmelkonian@theamericandreamschool.org</a>

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

Private Space

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

**m2d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 2 if located in private space in NYC or located outside of NYC .**

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

**Site 2 Certificate of Occupancy (COO)**

[403 Concord Ave CoO.pdf](#)

**Filename:** 403 Concord Ave CoO.pdf **Size:** 38.4 kB

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**Site 2 Fire Inspection Report**

[403 Concord ave Fire Inspection 2021.pdf](#)

**Filename:** 403 Concord ave Fire Inspection 2021.pdf **Size:** 195.7 kB

**CHARTER REVISIONS DURING THE 2020-2021 SCHOOL YEAR**

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

Yes

## n2. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in Maximum Approved Enrollment	Under the revision, American Dream Charter School would increase enrollment capacity from 565 students to a new maximum enrollment capacity of 600 students.	October 26, 2020	March 15th, 2021
2				
3				
4				
5				

### More revisions to add?

No

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

(No response)

## ATTESTATIONS



**p. Individual Primarily Responsible for Submitting the Annual Report.**

Name	Nicholas Gallagher
Position	Chief of Staff
Phone/Extension	310-413-4708
Email	<a href="mailto:ngallagher@theamericandreamschool.org">ngallagher@theamericandreamschool.org</a>

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

**Responses Selected:**

Yes

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

**Responses Selected:**

Yes

**Signature, Head of Charter School**



Signature, President of the Board of Trustees



Date

Aug 2 2021

Thank you.



## Entry 3 Progress Toward Goals

Completed - Jan 10 2022

### Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

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

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

## Entry 3 Progress Toward Goals

## PROGRESS TOWARD CHARTER GOALS

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

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

### 1. ACADEMIC STUDENT PERFORMANCE GOALS

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

#### 2020-2021 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	The percentage of students who score at Level 3 or 4 in ELA will exceed the percentage of CSD7.	NYSTP	Unable to Assess	N/A
	The percentage of			

Academic Goal 2	students who score at Level 3 or 4 in ELA will exceed the city's comparison group.	NYSTP	Unable to Assess	N/A
Academic Goal 3	The percentage of ELL subgroup who score at Level 3 or 4 in ELA will exceed the percentage of CSD7.	NYSTP	Unable to Assess	N/A
Academic Goal 4	All Students will graduate with a Regents Diploma with a score of 65 or Exam above on the English Regents exam.	English Regents Exam	Unable to Assess	Students received Regents exemptions as a result of the COVID-19 pandemic leaving our school without actual scores. This prevents us from assessing whether this goal was met.
Academic Goal 5	75% of students will pass the English Regents exam with scores that meet or exceed CUNY's reading and writing proficiency requirements	English Regents Exam	Unable to Assess	Students received Regents exemptions as a result of the COVID-19 pandemic leaving our school without actual scores. This prevents us from assessing whether this goal was met.
Academic Goal 6	The percentage of students who score at Level 3 or 4 in Math will exceed the percentage of CSD7.	NYSTP	Unable to Assess	N/A

Academic Goal 7	The percentage of students who score at Level 3 or 4 in Math will exceed the city's comparison group.	NYSTP	Unable to Assess	N/A
Academic Goal 8	The percentage of ELL subgroup who score at Level 3 or 4 in Math will exceed the percentage of CSD7.	NYSTP	Unable to Assess	N/A
Academic Goal 9	All Students will graduate with a Regents Diploma with a score of 65 or above in at least one math Regents.	Math Regents Exam	Unable to Assess	Students received Regents exemptions as a result of the COVID-19 pandemic leaving our school without actual scores. This prevents us from assessing whether this goal was met.
Academic Goal 10	75% of students will pass the Math Regents exam with scores that meet or exceed CUNY's math proficiency requirements.	Math Regents Exam	Unable to Assess	Students received Regents exemptions as a result of the COVID-19 pandemic leaving our school without actual scores. This prevents us from assessing whether this goal was met.

**2. Do have more academic goals to add?**

Yes

**2020-2021 Progress Toward Attainment of Academic Goals**

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	2019-2020 progress toward attainment of goal Met/Not Met/Unable to Assess During Due to Closure
Academic Goal 11	Students will outperform the local school district by 15 percentage points, as measured by the percentage at Levels 3 and 4 on the state 8th grade science exam.	NYSTP	Unable to Assess	N/A
Academic Goal 12	All Students will graduate with a Regents Diploma with a score of 65 or above in at least one Science Regents.	Science Regents Exam	Unable to Assess	Students received Regents exemptions as a result of the COVID-19 pandemic leaving our school without actual scores. This prevents us from assessing whether this goal was met.
Academic Goal 13	75% of students will end 8th grade having met Checkpoint A or higher (NYSED SLP or LOTE)	LOTE exam	Unable to Assess	Students received Regents exemptions as a result of the COVID-19 pandemic leaving our school without actual scores. This prevents us from assessing whether

				this goal was met.
Academic Goal 14	75% of Students will pass the New York State Spanish LOTE (Checkpoint B) Exam by the end of 10th grade with a 65 or above.	Spanish LOTE or SLP Exam	Unable to Assess	Students received Regents exemptions as a result of the COVID-19 pandemic leaving our school without actual scores. This prevents us from assessing whether this goal was met.
Academic Goal 15	50% students at The American Dream School will score a 3 or above on one AP Spanish test by the time they graduate from high school.	AP Exam	Not Met	We partially met this goal this year. Of our SY2021 graduates, about 40% of students passed Spanish AP exams with a 3 or higher. Our AP scores in other subjects were also impressive as in prior years!
Academic Goal 16	All Students will score a 65 or above in at least one History Regents.	History Regents Exam	Unable to Assess	Students received Regents exemptions as a result of the COVID-19 pandemic leaving our school without actual scores. This prevents us from assessing whether this goal was met.
Academic Goal 17	All students who take the NYSESLAT exam will move up at least one level each year until	NYSESLAT	Not Met	We have a handful of students that remained at the same proficiency level in SY2021. If we could have selected "partially

	they reach Commanding.			met," it would have been a more accurate response.
Academic Goal 18				
Academic Goal 19				
Academic Goal 20				

**3. Do have more academic goals to add?**

No

**4. ORGANIZATION GOALS**

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

**2020-2021 Progress Toward Attainment of Organization Goals**

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
		ADS makes every effort to collect key data from students and staff in an effort to analyze and then recalibrate our		



Org Goal 1	ADS will cultivate a practice of learning from itself. In other words, ADS strives to be a learning organization.	<p>efforts based on evidence based information. Our school started the school year remotely as a result of the COVID-19 pandemic but began hybrid instruction in April. We maintained a compoperable synchronous teaching schedule that students receive when in the building. Although the physical and mental wellbeing of our students was our primary concern as they coped with the numerous difficulties triggered by the pandemic, we continued to refine systems to ensure learning was happening in classrooms. Similarly, school administrative staff did the same to ensure effective support of teachers, students, families and the continued smooth running of ADS as an organization.</p>	Met	
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Org Goal 2

ADS shall promote a positive school experience that engages students, parents and teachers.

Although we continue to measure staff, parent and student satisfaction there were many other critical and basic needs that came to the forefront during the pandemic. Social unrest, loss of life and illness due to COVID-19, general anxiety and the stresses of remote learning all took a toll on everyone. That being said, the ADS admin and leadership team thought of innovative ways to motivate staff, made sure there

Although we continue to measure staff, parent and student satisfaction there were many other critical and basic needs that came to the forefront during the last half of the year. Social unrest, loss of life and illness due to COVID-19, general anxiety and the stresses of remote learning all took a toll on everyone. That being said, the ADS admin and

Met

		<p>leadership team thought of innovative ways to motivate staff, made sure there were breaks for overwhelmed teachers and arranged for informal staff bonding and support opportunities. Our advisories mailed care packages to their advisees for example. Admin staff began produce box subscriptions to families experiencing food insecurity.</p>		
Org Goal 3				
Org Goal 4				
Org Goal 5				
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				

Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

**5. Do have more organizational goals to add?**

No

**6. FINANCIAL GOALS**

**2020-2021 Progress Toward Attainment of Financial Goals**

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	The American Dream School will maintain fiscal stability.	Each year, ADS will operate in a fiscally sound manner as measured by an external audit. Budgets for each school year will demonstrate effective allocation of resources. Yearly balance sheets will demonstrate that ADS maintains adequate cash reserves. ADS will meet all Generally Accepted	Met	

		Accounting Practices. ADS will meet all financial reporting deadlines. ADS also earned the "cleanest" audit grade for FY2021 as we have each prior year since opening.		
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

**7. Do have more financial goals to add?**

No

Thank you.

## Entry 4 - Audited Financial Statements

Completed - Oct 29 2021

### **Required of ALL Charter Schools**

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

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

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

### **Final Financial Statements**

**Filename:** Final\_Financial\_Statements.pdf **Size:** 419.7 kB

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

Completed - Jan 10 2022

## [Instructions - Regents-Authorized Charter Schools ONLY](#)

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

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

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

## [American Dream CS BEDS-320700861062\\_2020-21](#)

Filename: American\_Dream\_CS\_BEDS-3207008610\_VeWQFdE.xlsx Size: 75.5 kB

# Entry 4c - Additional Financial Documents

Completed - Jan 10 2022

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

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

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

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

## [June 2021 Escrow Account Statement](#)

Filename: June\_2021\_Escrow\_Account\_Statement.pdf Size: 935.6 kB

# Entry 4d - Financial Services Contact Information

Completed - Jan 10 2022

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

## Form for "Financial Services Contact Information"

### 1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Nicholas Gallagher	<a href="mailto:ngallagher@theamericandreamschool.org">ngallagher@theamericandreamschool.org</a>	310-413-4708

### 2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Jenny Coates	<a href="mailto:jcoates@lutzandcarr.com">jcoates@lutzandcarr.com</a>	212-697-2299	7

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm
	Accounting Solutions of New York, Inc.	Digant Bahl	42 West 38th Street, 7th Floor New York, NY 10018	<a href="mailto:dbahl@asnyinc.com">dbahl@asnyinc.com</a>	917-620-9702	7

## Entry 5 - Fiscal Year 2021-2022 Budget

Completed - Jan 10 2022

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

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

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

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

## **[NYSED ADCS FY 2021-22 Budget Template](#)**

**Filename:** NYSED\_ADCS\_FY\_2021-22\_Budget\_Template.xlsx **Size:** 38.5 kB

## **Entry 6 - Board of Trustees Disclosure of Financial Interest Form**

**Completed** - Jan 10 2022

### **Required of ALL Charter Schools by August 2**

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

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

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

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

## **[Financial Disclosure SY2021](#)**

**Filename:** Financial\_Disclosure\_SY2021.pdf **Size:** 13.0 MB

## **Entry 7 BOT Membership Table**

**Completed** - Jan 10 2022

## **Instructions**

### **Required of All charter schools**

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

## **Entry 7 BOT Table**



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

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

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2020-2021
1	Luz Maria Rojas	<a href="mailto:lrojas@theamericandreamschool.org">lrojas@theamericandreamschool.org</a>	Chair	Executive, Finance	Yes	3	01/27/2020	01/27/2023	12
2	Zuleika Martinez	<a href="mailto:zmartinez@theamericandreamschool.org">zmartinez@theamericandreamschool.org</a>	Secretary	Executive, Finance	Yes	3	01/01/2021	01/01/2023	12
3	Roselin Espinal	<a href="mailto:respinal@theamericandreamschool.org">respinal@theamericandreamschool.org</a>	Treasurer	Executive, Finance	Yes	3	01/01/2019	01/01/2022	12
4	Angelo Cabrera	<a href="mailto:acabrera@theamerican">acabrera@theamerican</a>	Trustee/Member	Community Outreach	Yes	2	01/27/2020	01/27/2022	12

		<a href="mailto:dreamschool.org">dreamschool.org</a>		h					
5	Patricia Simon	<a href="mailto:psimon@theameaschool.org">psimon@theameaschool.org</a>	Trustee/Member	Community Outreach	Yes	2	03/30/2020	03/30/2022	12
6	Robert Vargas	<a href="mailto:rvargas@theameaschool.org">rvargas@theameaschool.org</a>	Trustee/Member	NA	Yes	2	06/01/2019	08/01/2020	5 or less
7									
8									
9									

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

No

## 2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2021	6
b.Total Number of Members Added During 2020-2021	0
c. Total Number of Members who Departed during 2020-2021	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	6

## 3. Number of Board meetings held during 2020-2021

12

## 4. Number of Board meetings scheduled for 2021-2022

12

Thank you.

## Entry 8 Board Meeting Minutes

Completed - Jan 10 2022

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

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

## [SY2021 Board Meeting Minutes](#)

Filename: SY2021\_Board\_Meeting\_Minutes.pdf Size: 2.0 MB

### **Entry 9 Enrollment & Retention**

Completed - Jan 10 2022

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

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

### **Entry 9 Enrollment and Retention of Special Populations**

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

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

#### **Recruitment/Attraction Efforts Toward Meeting Targets**

	Describe Recruitment Efforts in 2020-2021	Describe Recruitment Plans in 2021-2022
	COVID-19 heavily affected our ability to engage in traditional recruitment activities. Our school resides in the poorest Congressional district in the country. Anytime we recruit in our district, it's highly likely we're	We had a lot of success generally speaking with the Univision ad campaign that our Executive Direct spearheaded. We will do this again but this next year will do it earlier in the fall as opposed to the spring. As we still deal

<p>Economically Disadvantaged</p>	<p>engaging with economically disadvantaged families. A majority of our recruitment is done within a 5 block radius of our school. As a result of COVID-19, however, we had to take a different approach with recruitment all together this year. We relied on social media, an ad campaign on Univision, Vanguard mailings, and any other activity that we could do remotely/not in person. As we do every year, we highlight supports we have in place to assist with the unique needs of families dealing with financial hardships. Year after year, the economic disadvantage within the community is reflected in the percentage of our students that are eligible for free or reduced-price lunch.</p>	<p>with COVID-19 all of our admin staff are involved in recruitment activities versus the approach we were taking where recruitment would be handled primarily one admin staff member. This is very much a group effort moving forward. The goal with our recruitment activities remains to strengthen relationships with local organizations, schools, and the broader community which we predict will sustain and possibly increase the percentage of our student body that would be considered economically disadvantaged. In addition, we will continue to conduct active, year-long outreach to all guidance counselors and parent liaisons in Community School District 7</p>
<p>English Language Learners</p>	<p>By design, ADS attracts English language learners. Our reputation in the community has become well established so that many English language learners come to us. Our lottery includes an ELL preference which also attracts English language learners. We use Vanguard mailing service to send out postcards exclusively in Spanish, advertising our school to thousands of homes in the surrounding districts. We advertise in publications like El Diario, a local Spanish language newspaper and the Bronx Times. We've also, for the first time run an ad campaign on the Spanish Language network Univision that was successful. In addition, parents and the community are</p>	<p>We will continue working with Univision running a television ad campaign. We will continue to increase our ELL population and think of ways to reach families with English Language Learners in this new landscape that we're all learning how to navigate post-COVID-19pandemic. We will maintain the momentum and strategies we used in SY2021 while also brainstorming additional strategies for reaching more families with English Language Learners. We plan to conduct active, year-long outreach to all guidance counselors and parent liaisons in Community School District 7, and</p>

	always instrumental in encouraging friends and neighbors to apply to our dual language program.	beyond, highlighting our dual language program.
Students with Disabilities	<p>As a result of COVID-19 the community, we serve needed so much more support in SY2021. One of the primary decisions we made to provide more robust support in response to trauma and other issues our students faced as a result of COVID-19 was to hire a 3rd Social Worker. We could not attend traditional recruitment events they've we've attended in the past that were specifically geared towards recruiting students with disabilities. We also discuss and include SpEd services we provide for students with disabilities when engaging in advertising for the purpose of recruitment.</p>	<p>In SY2021 we are looking to hire a 4th Social Worker to continue to address the needs of our community that have been compounded by COVID-19. We want our potential families to know this and will share this information when we recruit. If we are able in SY2122 we will continue to attend events like the IncludeNYC fair and showcase the services we offer to support students with disabilities at ADS. We'll also emphasize our interest in supporting students with disabilities across our recruitment activities. We are in the process of creating flyers, advertisements, newspaper ads, and vanguard postcards that can be sent out and posted that are specifically designed to showcase what we can offer for Students with Disabilities.</p>

### Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2020-2021	Describe Retention Plans in 2021-2022
	<p>As a result of COVID-19 ADS has incredibly ramped up our support for our families. We have done this like purchase groceries for families, enroll them in produce box subscriptions, in addition to</p>	

Economically Disadvantaged

academic tools they may need like hotspots and new Chromebooks. These are new activities in response to the pandemic, however, our vision remains the same to prioritize attracting and enrolling students most vulnerable to the economic pressures of the surrounding community. ADS is constantly thinking of ways we can bring additional supports on campus or directly to families during "Cafecito con la Directora" (coffee with the Principal), which we've continued to hold remotely during the pandemic, our Campus Directors have their fingers on the pulse of our school community's broader and individual needs. Our deans and social workers also offer guidance and referrals to families in need of services ADS doesn't directly provide in order to decrease the burden of coping with being economically disadvantaged. Parents recognize American Dream as a school that wants, supports and commit to high-need students and their families. We are vested in the economic advancement of our families and firmly do whatever we can in order to get them closer to a more economically stable state.

ADS retains a strong commitment to serving students with the greatest needs. As CSD 7 remains in the heart of the nation's poorest Congressional district, we recognize that our student profile will continue to match or exceed the district averages. We've established a tradition of retaining these students and will continue to do so by continuing to support the unique needs to economically disadvantaged students and their families.

ADS's primary purpose for opening its doors is to enroll a significantly higher percentage of English language learners. This year we graduated our first 12-th grade class, many of whom graduated with the NYS Seal of

<p>English Language Learners</p>	<p>Biliteracy. We're very proud of this achievement and believe it speaks to our commitment to ELLs. We have expanded into high school grades in order to provide our middle school students with additional time to master English and their native language. This strategy is supported by research that indicates students are more successfully able to acquire fluency in a language after 7 years of formal academic study. We offer strong extra and co-curricular support; and most importantly, we offer a rich, project-based learning experience that builds a spirit of accomplishment and agency in all students all of which encourage our students to remain at ADS until graduation.</p>	<p>Our students have had great success on the LOTE exam, proving our academic model works, especially for English language learners. We will continue to highlight this achievement. We will also continue to showcase our unique goal of having students graduate from high school with a seal of biliteracy. Additionally, we will maintain the momentum and strategies we used in SY2021.</p>
<p>Students with Disabilities</p>	<p>We have strived to increase enrollment and retain a comparable percentage of students with disabilities. We hold all providers of services to students with disabilities to a high standard of practice whether provided directly by ADS or the DOE. We ensure these students and their families receive whatever support or guidance they need. This has become more challenging in the remote learning environment, nevertheless, we believe we've done well meeting needs. Our Special Populations Coordinator continues to be an excellent advocate that has reduced the duration of time students need to wait for evaluations,</p>	<p>We will continue to keep up our pace by increasing the momentum and strategies we used in SY2021 while utilizing our Special Populations Coordinator to develop stronger, deeper relationships with families of students with disabilities.</p>



their results, and the start of services if needed. All of which encourage students and their families to stay with us. We've also seen students declassified during their time with us. We never want a reduction in service to a student in need but it is also great to see students grow and shed services they no longer require to be successful.

## **Entry 10 - Teacher and Administrator Attrition**

**Completed** - Jan 10 2022

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

## **A. TEACH System - Employee Clearance**

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

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

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

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## **B. Emergency Conditional Clearances**

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

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

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

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

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### **Attestation**

#### **Responses Selected:**

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

## **Entry 11 Percent of Uncertified Teachers**

**Completed** - Jan 10 2022

### **Instructions**

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

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

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

## **Entry 11 Uncertified Teachers**

**School Name:**

# Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	3
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	2
Total Category A: 5 or 30% whichever is less	5.0

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	2
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	
<b>Total Category B: not to exceed 5</b>	<b>2.0</b>

**CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS**

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	1
Total Category C: not to exceed 5	1.0

**CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS**

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

	FTE Count
Total Category D	0

**CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS**

	FTE Count
Total Category E	49

## CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	57



Thank you.

## Entry 12 Organization Chart

Completed - Jan 10 2022

### [Instructions](#)

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

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

### **[Org Chart SY2122](#)**

**Filename:** Org\_Chart\_SY2122.pdf **Size:** 522.1 kB

## Entry 13 School Calendar

Completed - Jan 10 2022

### [Instructions for submitting School Calendar](#)

### **Required of ALL Charter Schools**

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

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

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

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

## [2021-2022 ADS Calendar](#)

Filename: 2021-2022\_ADS\_Calendar.pdf Size: 175.4 kB

# Entry 14 Links to Critical Documents on School Website

Completed - Jan 10 2022

## Instructions

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

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

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

## Form for Entry 14 Links to Critical Documents on School Website

School Name: **American Dream Charter School**

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

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

	Link to Documents
1. Most Recent Annual Report (i.e., 2019-20)	<a href="https://www.theamericandreamschool.org/governance">https://www.theamericandreamschool.org/governance</a>
2. Most recent board meeting notice, documents to be discussed at the meeting (if any)	<a href="https://www.theamericandreamschool.org/board-minutes">https://www.theamericandreamschool.org/board-minutes</a>
2a. Webcast of Board Meetings (per Governor's Executive Order)	<a href="https://us02web.zoom.us/j/3880187236">https://us02web.zoom.us/j/3880187236</a>
3. Link to NYS School Report Card	<a href="https://data.nysed.gov/essa.php?year=2020&amp;instid=800000082483">https://data.nysed.gov/essa.php?year=2020&amp;instid=800000082483</a>
4. Lottery Notice announcing date of lottery	<a href="https://www.theamericandreamschool.org/apply">https://www.theamericandreamschool.org/apply</a>
5. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY);	<a href="https://www.theamericandreamschool.org/schoolwide-policies">https://www.theamericandreamschool.org/schoolwide-policies</a>
6. District-wide Safety Plan	<a href="https://www.theamericandreamschool.org/governance">https://www.theamericandreamschool.org/governance</a>
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	<a href="https://www.theamericandreamschool.org/governance">https://www.theamericandreamschool.org/governance</a>
7. Authorizer-Approved FOIL Policy	<a href="https://cdn.website-editor.net/7e34a33707fc4b8bb164665c26e4a2de/files/uploaded/ADS%2520FOIL%2520Policy.pdf">https://cdn.website-editor.net/7e34a33707fc4b8bb164665c26e4a2de/files/uploaded/ADS%2520FOIL%2520Policy.pdf</a>
8. Subject matter list of FOIL records	<a href="https://cdn.website-editor.net/7e34a33707fc4b8bb164665c26e4a2de/files/uploaded/Freedom%2520of%2520Information%2520Law%2520%2520Subject%2520Matter%2520List%2520of%2520Records.pdf">https://cdn.website-editor.net/7e34a33707fc4b8bb164665c26e4a2de/files/uploaded/Freedom%2520of%2520Information%2520Law%2520%2520Subject%2520Matter%2520List%2520of%2520Records.pdf</a>

**Thank you.**



# Entry 15 Staff Roster

Completed - Jan 10 2022

## [INSTRUCTIONS](#)

### **Required of Regents-Authorized Charter Schools ONLY**

Please click on [the MS Excel Staff Roster Template](#) and provide the following information for ANY and ALL instructional and non-instructional employees.

- Full name for any and all employees
- TEACH IDs for any and all employees
- Using the drop down menu, select a role/position (or the best fit) for each employee in the charter school. (Please provide additional information to the Notes Section of the Staff Roster Template as necessary)
- Date of hire and employment start dates
- Number of years each employee has had in their respective professions
- Number of years each employee has had in their current role in the charter school
- Using the drop down menu, select the correct explanation as to why a teacher is teaching outside of their certification area.

## **[AnnualReportBoRStaffRoster\\_American Dream](#)**

**Filename:** AnnualReportBoRStaffRoster\_American\_Dream.xlsx **Size:** 26.9 kB

**AMERICAN DREAM CHARTER SCHOOL**

**FINANCIAL STATEMENTS  
AND  
SUPPLEMENTARY INFORMATION**

**JUNE 30, 2021 AND 2020**

AMERICAN DREAM CHARTER SCHOOL

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**LUTZ AND CARR**

CERTIFIED PUBLIC ACCOUNTANTS, LLP

551 FIFTH AVENUE - SUITE 400, NEW YORK, NY 10176

212-697-2299 FAX: 212-949-1768

## **INDEPENDENT AUDITORS' REPORT**

To the Board of Trustees of  
American Dream Charter School

We have audited the accompanying financial statements of American Dream Charter School (a nonprofit organization), which comprise the statements of financial position as of June 30, 2021 and 2020, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditors' Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

## **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of American Dream Charter School as of June 30, 2021 and 2020, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

## **Emphasis of Matter**

As discussed in Note 9 to the financial statements, in March 2020, the United States declared the global pandemic novel coronavirus COVID-19 outbreak a national emergency. As a result, American Dream Charter School has suspended some of its activities at the direction of state and local governmental authorities. Our opinion is not modified with respect to this matter.

## **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated October 18, 2021, on our consideration of American Dream 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 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 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 American Dream Charter School's internal control over financial reporting and compliance.

*Lotz + Carr, LLP*

New York, New York  
October 18, 2021

## AMERICAN DREAM CHARTER SCHOOL

## STATEMENTS OF FINANCIAL POSITION

JUNE 30, 2021 AND 2020

	<u>2021</u>	<u>2020</u>
<b>Assets</b>		
Cash and cash equivalents (Notes 1b and 8)	\$6,484,325	\$4,698,877
Restricted cash - New York City Department of Education Reserve (Notes 1b and 7b)	75,388	75,332
Unconditional promises to give		
Without donor restrictions (Notes 1c and 3)	239,968	199,118
Prepaid expenses and other current assets	9,902	18,505
Security deposit	324,828	262,000
Total Current Assets	<u>7,134,411</u>	<u>5,253,832</u>
Property and equipment, at cost, net of accumulated depreciation (Notes 1d and 4)	<u>556,765</u>	<u>288,919</u>
<b>Total Assets</b>	<b><u>\$7,691,176</u></b>	<b><u>\$5,542,751</u></b>
<b>Liabilities and Net Assets</b>		
Liabilities		
Accounts payable and accrued expenses	\$ 447,036	\$ 206,510
Salaries, payroll taxes and benefits payable	736,971	972,035
Deferred rent (Notes 1e and 7d)	515,924	-
Loan payable (Note 5)	-	1,349,556
Total Liabilities	<u>1,699,931</u>	<u>2,528,101</u>
Commitments and Contingency (Notes 7 and 9)		
Net Assets		
Without Donor Restrictions		
Other	5,915,857	2,939,318
New York City Department of Education Reserve (Note 7b)	75,388	75,332
Total Net Assets	<u>5,991,245</u>	<u>3,014,650</u>
<b>Total Liabilities and Net Assets</b>	<b><u>\$7,691,176</u></b>	<b><u>\$5,542,751</u></b>

See notes to financial statements.

**AMERICAN DREAM CHARTER SCHOOL**

**STATEMENTS OF ACTIVITIES**

**YEARS ENDED JUNE 30, 2021 AND 2020**

	<b>2021</b>	<b>2020</b>
<b>Changes in Net Assets Without Donor Restrictions</b>		
Revenues and Other Support		
Public School District:		
Resident student enrollment - New York City		
Department of Education (Note 6)		
General Education	\$ 9,334,814	\$ 8,183,205
Special Education	1,674,716	1,221,123
Federal grants	792,999	422,143
State grants - other	585	100,284
State grants - facility funding	1,223,475	1,091,701
Contributions	7,686	395
Interest income	26,965	26,031
Other income	22,328	11,040
	<b>13,083,568</b>	<b>11,055,922</b>
 Expenses		
Program Services		
Regular Education	7,678,920	7,241,572
Special Education	1,768,265	1,270,958
Total Program Services	9,447,185	8,512,530
Supporting Services		
Management and general	2,009,344	1,994,589
	<b>11,456,529</b>	<b>10,507,119</b>
 Increase in Net Assets Before Other Income (Expense)	<b>1,627,039</b>	<b>548,803</b>
 Other Income (Expense)		
Forgiveness of loan payable (Note 5)	1,349,556	-
Write-off of other asset (Note 7e)	-	(409,618)
	<b>1,349,556</b>	<b>(409,618)</b>
 Increase in net assets	<b>2,976,595</b>	<b>139,185</b>
Net assets, beginning of year	<b>3,014,650</b>	<b>2,875,465</b>
 <b>Net Assets, End of Year</b>	<b>\$ 5,991,245</b>	<b>\$ 3,014,650</b>

See notes to financial statements.



## AMERICAN DREAM CHARTER SCHOOL

## STATEMENTS OF FUNCTIONAL EXPENSES

YEARS ENDED JUNE 30, 2021 AND 2020

	2021					2020						
	No. of Positions	Program Services			Supporting Services	Total Expenses	No. of Positions	Program Services			Supporting Services	Total Expenses
		Regular Education	Special Education	Total	Management and General			Regular Education	Special Education	Total	Management and General	
Personnel Services Costs												
Administrative staff personnel	19	\$ 328,799	\$ 75,355	\$ 404,154	\$ 1,077,628	\$ 1,481,782	21	\$ 327,071	\$ 56,823	\$ 383,894	\$ 1,149,474	\$ 1,533,368
Instructional personnel	64	3,957,383	906,957	4,864,340	-	4,864,340	65	4,185,702	727,190	4,912,892	-	4,912,892
Total Personnel Services Costs		4,286,182	982,312	5,268,494	1,077,628	6,346,122		4,512,773	784,013	5,296,786	1,149,474	6,446,260
Employee benefits and payroll taxes		862,008	197,556	1,059,564	216,725	1,276,289		913,221	158,655	1,071,876	232,611	1,304,487
Legal fees		-	-	-	56,877	56,877		-	-	-	110,449	110,449
Accounting and audit fees		-	-	-	141,009	141,009		-	-	-	134,588	134,588
Occupancy		1,312,752	300,858	1,613,610	330,050	1,943,660		755,308	131,221	886,529	192,389	1,078,918
Marketing and recruitment		61,430	14,079	75,509	-	75,509		36,629	6,364	42,993	-	42,993
Other purchased professional and consulting services		237,658	62,867	300,525	25,319	325,844		185,712	45,130	230,842	17,926	248,768
Repairs and maintenance		25,570	5,860	31,430	6,429	37,859		78,089	13,567	91,656	19,890	111,546
Insurance		43,418	9,951	53,369	10,916	64,285		54,427	9,456	63,883	13,863	77,746
Supplies		10,960	2,512	13,472	-	13,472		42,079	7,311	49,390	-	49,390
Equipment and furnishings		14,893	3,413	18,306	3,744	22,050		28,518	4,954	33,472	7,264	40,736
Board and staff development		85,378	19,567	104,945	2,927	107,872		46,337	8,050	54,387	3,078	57,465
Student and staff recruitment fees		80,839	18,527	99,366	13,582	112,948		48,958	8,506	57,464	8,244	65,708
Student services		163,141	37,389	200,530	-	200,530		123,255	21,413	144,668	-	144,668
Office expenses		369,350	84,648	453,998	92,861	546,859		293,469	50,985	344,454	74,751	419,205
Miscellaneous		938	215	1,153	-	1,153		4,776	829	5,605	-	5,605
Total expenses before depreciation		7,554,517	1,739,754	9,294,271	1,978,067	11,272,338		7,123,551	1,250,454	8,374,005	1,964,527	10,338,532
Depreciation		124,403	28,511	152,914	31,277	184,191		118,021	20,504	138,525	30,062	168,587
Total Expenses		<u>\$7,678,920</u>	<u>\$1,768,265</u>	<u>\$9,447,185</u>	<u>\$ 2,009,344</u>	<u>\$11,456,529</u>		<u>\$7,241,572</u>	<u>\$1,270,958</u>	<u>\$8,512,530</u>	<u>\$ 1,994,589</u>	<u>\$10,507,119</u>

See notes to financial statements.

## AMERICAN DREAM CHARTER SCHOOL

## STATEMENTS OF CASH FLOWS

YEARS ENDED JUNE 30, 2021 AND 2020

	<u>2021</u>	<u>2020</u>
<b>Cash Flows From Operating Activities</b>		
Increase in net assets	\$2,976,595	\$ 139,185
Adjustments to reconcile increase in net assets to net cash provided by operating activities:		
Depreciation	184,191	168,587
Forgiveness of loan payable	(1,349,556)	-
(Increase) decrease in:		
Unconditional promises to give	(40,850)	24,131
Prepaid expenses and other current assets	8,603	26,079
Other asset	-	404,691
Security deposit	(62,828)	63,334
Increase (decrease) in:		
Accounts payable and accrued expenses	240,526	(6,160)
Salaries, payroll taxes and benefits payable	(235,064)	267,113
Deferred rent	515,924	(33,083)
Net Cash Provided By Operating Activities	<u>2,237,541</u>	<u>1,053,877</u>
<b>Cash Flows From Investing Activities</b>		
Purchase of property and equipment	(452,037)	(121,240)
Proceeds from loan payable	-	1,349,556
Net Cash Provided (Used) By Investing Activities	<u>(452,037)</u>	<u>1,228,316</u>
Net increase in cash, cash equivalents and restricted cash	1,785,504	2,282,193
Cash, cash equivalents and restricted cash, beginning of year	<u>4,774,209</u>	<u>2,492,016</u>
<b>Cash, Cash Equivalents and Restricted Cash, End of Year</b>	<u>\$6,559,713</u>	<u>\$4,774,209</u>

See notes to financial statements.

**AMERICAN DREAM CHARTER SCHOOL**

**NOTES TO FINANCIAL STATEMENTS**

**JUNE 30, 2021 AND 2020**

**Note 1 - Organization and Summary of Significant Accounting Policies**

a - Organization

American Dream Charter School's ("ADCS") mission is to develop academic excellence in both Spanish and English, preparing students in grades 6 through 12 to excel in college.

ADCS strongly believes that to facilitate success, it is important to cultivate a welcoming, encouraging environment for English language learners and immigrant students where learning and language development is supported. ADCS served the 6th, 7th and 8th grades ("Middle School") and 9th, 10<sup>th</sup>, 11th and 12th grades ("High School") in 2021. ADCS served the 6<sup>th</sup> through 11<sup>th</sup> grades in 2020.

b - Cash, Cash Equivalents and Restricted Cash

For purposes of the statement of cash flows, ADCS considers all highly liquid debt instruments, including money market funds, to be cash equivalents.

The following table provides a reconciliation of cash, cash equivalents and restricted cash reported within the statement of financial position that sum to the total of the same such amounts in the statement of cash flows.

	<b>2021</b>	<b>2020</b>
Cash and cash equivalents	\$6,484,325	\$4,698,877
Restricted cash - New York City Department of Education Reserve	75,388	75,332
Total Cash, Cash Equivalents and Restricted Cash Shown in the Statement of Cash Flows	<b>\$6,559,713</b>	<b>\$4,774,209</b>

c - Contributions and Unconditional Promises to Give

Contributions are recognized when the donor makes a promise to give to ADCS, that is, in substance, unconditional. Conditional promises to give, that is, those with a measurable performance or other barrier and a right of return, are not recognized until the conditions on which they depend have been met. Contributions that are restricted by the donor are reported as increases in net assets without donor restrictions if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions.

**AMERICAN DREAM CHARTER SCHOOL****NOTES TO FINANCIAL STATEMENTS****JUNE 30, 2021 AND 2020****Note 1 - Organization and Summary of Significant Accounting Policies (continued)****d - Property and Equipment**

Property and equipment are stated at cost and are being depreciated using the straight-line method over the estimated useful lives of the assets.

**e - Deferred Rent**

Rent expense is recorded on a straight-line basis over the life of the lease (see Note 7d). The difference between the straight-line amount and the amount actually paid during the year is recorded as a liability and an expense in the accompanying financial statements.

**f - Financial Statement Presentation**

ADCS's financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America ("U.S. GAAP"), which require ADCS to report information regarding its financial position and activities according to the following net asset classifications:

**Net Assets Without Donor Restrictions**

Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objective of ADCS. These net assets may be used at the discretion of ADCS's management and Board of Trustees.

**Net Assets With Donor Restrictions**

Net assets that are subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of ADCS or passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

**g - Estimates**

The preparation of financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**h - Tax Status**

ADCS is a not-for-profit organization exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code and has been designated as an organization which is not a private foundation.

**AMERICAN DREAM CHARTER SCHOOL****NOTES TO FINANCIAL STATEMENTS****JUNE 30, 2021 AND 2020****Note 1 - Organization and Summary of Significant Accounting Policies (continued)****i - Functional Allocation of Expenses**

The financial statements report certain categories of expenses that are attributable to more than one program or supporting function. Certain expenses are applied directly to programs where applicable. Personnel services costs and employee benefits and payroll taxes are allocated based on employee time and effort. Other categories of expenses may be allocated based on student enrollment or an estimate of the amount of resources expended.

**j - Recent Accounting Pronouncement**

During 2021, ADCS adopted Accounting Standards Update ("ASU") 2014-09, *Revenue from Contracts with Customers (Topic 606)*. The guidance requires an entity to recognize revenue to depict the transfer of promised goods or services to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for these goods and services. Adoption of this standard had no impact on the financial statements.

**k - Subsequent Events**

ADCS has evaluated subsequent events through October 18, 2021, the date that the financial statements are considered available to be issued.

**Note 2 - Information Regarding Liquidity and Availability**

ADCS operates with a budget reflecting a 2% to 3% surplus for each fiscal year based on the revenues expected to be available to fund anticipated expenses. ADCS considers general expenditures to consist of all expenses related to its ongoing program activities, and general and administrative expenses incurred to support those activities.

ADCS regularly monitors liquidity to meet its operating needs and other commitments and obligations, while seeking to maximize the investment of its available funds. Management prepares regular cash flow projections to determine liquidity needs, and has a policy to maintain liquid financial assets on an ongoing basis sufficient to cover 90 days of general expenditures. Financial assets in excess of daily cash requirements are invested in certificates of deposit.

**AMERICAN DREAM CHARTER SCHOOL**

**NOTES TO FINANCIAL STATEMENTS**

**JUNE 30, 2021 AND 2020**

**Note 2 - Information Regarding Liquidity and Availability (continued)**

ADCS's financial assets as of June 30, 2021 and 2020 available within one year to meet cash needs for general expenditures are summarized as follows:

	<u>2021</u>	<u>2020</u>
Cash and cash equivalents	\$6,484,325	\$4,698,877
Unconditional promises to give	<u>239,968</u>	<u>199,118</u>
Financial Assets Available to Meet General Expenditures within One Year	<u>\$6,724,293</u>	<u>\$4,897,995</u>

**Note 3 - Unconditional Promises to Give**

Unconditional promises to give are due within one year. Uncollectible promises are expected to be insignificant.

**Note 4 - Property and Equipment**

A summary of property and equipment at June 30 is as follows:

	<u>Life</u>	<u>2021</u>	<u>2020</u>
Computer equipment	3 years	\$1,059,108	\$682,477
Furniture and fixtures	5 years	267,776	259,170
Leasehold Improvements		<u>66,800</u>	<u>-</u>
		1,393,684	941,647
Less: Accumulated depreciation		<u>(836,919)</u>	<u>(652,728)</u>
		<u>\$ 556,765</u>	<u>\$288,919</u>

**AMERICAN DREAM CHARTER SCHOOL****NOTES TO FINANCIAL STATEMENTS****JUNE 30, 2021 AND 2020****Note 5 - Loan Payable**

On May 4, 2020, ADCS received a loan totaling \$1,349,556 under the Paycheck Protection Program administered by the U.S. Small Business Administration. The loan bore interest at 1% per annum, was due on May 4, 2025 and included provisions for forgiveness if ADCS met certain employee retention requirements and the funds were used for eligible expenses. In May 2021, ADCS received forgiveness from the lender of the full loan amount.

**Note 6 - Resident Student Enrollment**

ADCS's per pupil allocation is determined by the New York State Education Department using New York State's charter school funding formula.

**Note 7 - Commitments and Contingency**

- a - As part of a building utilization plan with the New York City Department of Education (the "Department"), the Middle School is located in PS 30. The Department provides utilities and other maintenance and security services for the building during regular school hours.
- b - Under its current charter from the New York State Board of Regents, ADCS is required to maintain a \$75,000 cash reserve which it maintains in a separate bank account.
- c - Government supported projects are subject to audit by the applicable granting agency.
- d - In June 2017, ADCS entered into a lease agreement for new classroom space to house the High School with a term commencing on July 15, 2017 and ending on July 15, 2019. In August 2018, ADCS entered into a sublease to lease a portion of 411 Wales Avenue in the Bronx, NY with a term commencing on August 1, 2019 and ending on June 30, 2020. In addition to base rent, the sublease at 411 Wales required ADCS to pay 50% of the actual maintenance and repair costs of the building.

**AMERICAN DREAM CHARTER SCHOOL**

**NOTES TO FINANCIAL STATEMENTS**

**JUNE 30, 2021 AND 2020**

**Note 7 - Commitments and Contingency (continued)**

d - (continued)

In June 2020, ADCS entered into a new sublease agreement for new classroom space at 403 Concord Avenue in the Bronx, NY to house the High School with a term commencing on August 1, 2020 and ending on April 30, 2048. Minimum annual rentals under the leases are as follows:

<u>Year Ending June 30,</u>	
2022	\$ 1,368,068
2023	1,402,269
2024	1,437,326
2025	1,473,259
Thereafter, through April 30, 2048	45,751,967

In addition to the minimum base rent, the sublease agreement for 403 Concord Avenue requires ADCS to pay applicable fees and taxes to municipal and state authorities.

Total rental expense for the years ended June 30, 2021 and 2020 was \$1,324,268 and 1,058,625, respectively.

e - In October 2018, Build NYC Resource Corporation (“Build NYC”) entered into a Bond Purchase Agreement to issue up to \$25,725,000 of draw-down bonds, the proceeds of which were to be loaned to Friends of American Dream Charter School, Inc. (“FOADS”), an affiliate organization. The proceeds of the loan were to be used by FOADS to finance the construction of a facility which was to be leased to ADCS for general classroom and administrative use for students in grades 9 through 12.

During 2020, the agreement to construct the facility and the related lease were terminated. As a result, ADCS forfeited all amounts prepaid related to its obligation to lease the facility.

**Note 8 - Concentration of Credit Risk**

ADCS’s cash and cash equivalents are maintained in one financial institution.



**AMERICAN DREAM CHARTER SCHOOL****NOTES TO FINANCIAL STATEMENTS****JUNE 30, 2021 AND 2020****Note 9 - Risks and Uncertainties**

In March 2020, the United States declared the global pandemic novel coronavirus COVID-19 outbreak a national emergency. As a result, ADCS transitioned to remote learning at the direction of state and local government authorities. As of April 2021, ADCS has transitioned back to in person learning. At this time, ADCS believes that its current financial assets are sufficient to support its operations.

**SUPPLEMENTARY INFORMATION**



**INDEPENDENT AUDITORS' 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**

To the Board of Trustees of  
American Dream 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 American Dream Charter School (a nonprofit organization), which comprise the statement of financial position as of June 30, 2021, and the related statements of activities, functional expenses and cash flows for year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 18, 2021.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered American Dream Charter 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 American Dream Charter School's internal control. Accordingly, we do not express an opinion on the effectiveness of American Dream Charter School's internal control.

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

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.



### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether American Dream Charter 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.

New York, New York  
October 18, 2021


 AMERICAN DREAM CHARTER SCHOOL  
 510 EAST 141ST ST  
 BRONX NY 10454

 Page: 1 of 2  
 Statement Period: Jun 01 2021-Jun 30 2021  
 Cust Ref #: 4306622378-715-7-###  
 Primary Account #: 430-6622378

**TD Small Business Money Market Plus**

AMERICAN DREAM CHARTER SCHOOL

Account # 430-6622378

**Upcoming Changes Effective April 1, 2021**

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

**ACCOUNT SUMMARY**

Beginning Balance	75,385.39	Average Collected Balance	75,385.49
Other Credits	3.10	Interest Earned This Period	3.10
Ending Balance	75,388.49	Interest Paid Year-to-Date	19.10
		Annual Percentage Yield Earned	0.05%
		Days in Period	30

**DAILY ACCOUNT ACTIVITY**
**Other Credits**

POSTING DATE	DESCRIPTION	AMOUNT
06/30	INTEREST PAID	3.10
	Subtotal:	3.10

**DAILY BALANCE SUMMARY**

DATE	BALANCE	DATE	BALANCE
05/31	75,385.39	06/30	75,388.49

# How to Balance your Account

**Begin by adjusting your account register as follows:**

- Subtract any services charges shown on this statement.
- Subtract any automatic payments, transfers or other electronic withdrawals not previously recorded.
- Add any interest earned if you have an interest-bearing account.
- Add any automatic deposit or overdraft line of credit.
- Review all withdrawals shown on this statement and check them off in your account register.
- Follow instructions 2-5 to verify your ending account balance.

1. Your ending balance shown on this statement is:
2. List below the amount of deposits or credit transfers which do not appear on this statement. Total the deposits and enter on Line 2.
3. Subtotal by adding lines 1 and 2.
4. List below the total amount of withdrawals that do not appear on this statement. Total the withdrawals and enter on Line 4.
5. Subtract Line 4 from 3. This adjusted balance should equal your account balance.

<b>1</b>	<b>Ending Balance</b>		<b>75,388.49</b>
<b>2</b>	<b>Total Deposits</b>	+	
<b>3</b>	<b>Sub Total</b>		
<b>4</b>	<b>Total Withdrawals</b>	-	
<b>5</b>	<b>Adjusted Balance</b>		

<b>2</b>	<b>DEPOSITS NOT ON STATEMENT</b>	<b>DOLLARS</b>	<b>CENTS</b>
	<b>Total Deposits</b>		<b>2</b>

<b>4</b>	<b>WITHDRAWALS NOT ON STATEMENT</b>	<b>DOLLARS</b>	<b>CENTS</b>

<b>4</b>	<b>WITHDRAWALS NOT ON STATEMENT</b>	<b>DOLLARS</b>	<b>CENTS</b>
	<b>Total Withdrawals</b>		<b>4</b>

**FOR CONSUMER ACCOUNTS ONLY — IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC FUNDS TRANSFERS:**

If you need information about an electronic fund transfer or if you believe there is an error on your bank statement or receipt relating to an electronic fund transfer, telephone the bank immediately at the phone number listed on the front of your statement or write to:

**TD Bank, N.A., Deposit Operations Dept, P.O. Box 1377, Lewiston, Maine 04243-1377**

We must hear from you no later than sixty (60) calendar days after we sent you the first statement upon which the error or problem first appeared. When contacting the Bank, please explain as clearly as you can why you believe there is an error or why more information is needed. Please include:

- Your name and account number.
- A description of the error or transaction you are unsure about.
- The dollar amount and date of the suspected error.

When making a verbal inquiry, the Bank may ask that you send us your complaint in writing within ten (10) business days after the first telephone call.

We will investigate your complaint and will correct any error promptly. If we take more than ten (10) business days to do this, we will credit your account for the amount you think is in error, so that you have the use of the money during the time it takes to complete our investigation.

**INTEREST NOTICE**

Total interest credited by the Bank to you this year will be reported by the Bank to the Internal Revenue Service and State tax authorities. The amount to be reported will be reported separately to you by the Bank.

**FOR CONSUMER LOAN ACCOUNTS ONLY — BILLING RIGHTS SUMMARY**

In case of Errors or Questions About Your Bill:

If you think your bill is wrong, or if you need more information about a transaction on your bill, write us at P.O. Box 1377, Lewiston, Maine 04243-1377 as soon as possible. We must hear from you no later than sixty (60) days after we sent you the FIRST bill on which the error or problem appeared. You can telephone us, but doing so will not preserve your rights. In your letter, give us the following information:

- Your name and account number.
- The dollar amount of the suspected error.
- Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are unsure about.

You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

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

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

**Name:**

Zuleika Martinez

---

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

American Dream Charter School

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

Secretary

2. Are you an employee of any school operated by the education corporation?

Yes  No

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

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

Yes  No

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

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

Yes  No

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



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

Yes  No

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

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

Yes  No

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

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

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

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




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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None	None	None	None	None

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


January 25, 2021

Signature \_\_\_\_\_ Date \_\_\_\_\_

*Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.*

**Business Telephone:** 646.674.2800

---

**Business Address:** Satellite Academy High School,  
120 W 30th St. NY, NY 10001

---

**E-mail Address:** zdmartinez112@gmail.com

---

**Home Telephone:** 347.661.0950

---

**Home Address:** 502 West 213 Street #3A, NY, NY 10034

---

*last revised 06/8/2020*

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

**Name:**

Angelo Cabrera

---

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

American Dream Charter School

---

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

Member

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

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

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

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

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

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

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

Yes  No

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

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

Yes  No

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

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

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




None	None	None	None
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None	None	None	None	None

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

  
 Signature

01/25/2021  
 Date



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**Business Telephone:** 917.794.0554

---

**Business Address:** QSHSO  
162-02 Hillside Ave. Jamaica, NY 11432

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**E-mail Address:** acabrera.rdz@gmail.com

---

**Home Telephone:** 917.794.0554

---

**Home Address:** 327 Pleasant Avenue Apt 5B  
NY, NY 10035

---

*last revised 06/8/2020*





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

**Name:**

Luz Maria Rojas

---

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

American Dream Charter School

---

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

Board Chair

2. Are you an employee of any school operated by the education corporation?

Yes  No

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

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

Yes  No

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

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

Yes  No

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

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

Yes  No

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

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

Yes  No

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

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None	None	None	None
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None	None	None	None	None

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

  
Signature

Jan 25, 2021  
Date

*Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.*

**Business Telephone:** 914.391.6355

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**Business Address:** QSHSO  
162-02 Hillside Ave. Jamaica, NY 11432

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**E-mail Address:** Irojas@theamericandreamschool.org

---

**Home Telephone:** 914.391.6355

---

**Home Address:** 433 East 115th Street Apt 6A, NY, NY 10029

---

*last revised 06/8/2020*



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

**Name:**

Patricia Simon

---

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

American Dream Charter School

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

Member

2. Are you an employee of any school operated by the education corporation?

Yes  No

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

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

Yes  No

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

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

Yes  No

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

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

Yes  No

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

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

Yes  No

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

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

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

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

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None	None	None	None	None

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

*Albina Chery-Simon*  
 \_\_\_\_\_  
 Signature

1/25/2021  
 \_\_\_\_\_  
 Date

*Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.*

**Business Telephone:** 718-642-8572

---

**Business Address:** 888 Fountain Ave Brooklyn NY 11208

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

---

**Home Telephone:** 718-715-2660

---

**Home Address:** 20 Westminster Road Apt. B3,  
Brooklyn, NY 11218

---

*last revised 06/8/2020*



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

**Name:**

Roselin Espinal

---

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

American Dream Charter School

---

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

Treasurer

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

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

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

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

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

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

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

Yes  No

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

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

Yes  No

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

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

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None	None	None	None
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None	None	None	None	None

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

  
Signature

01/25/2021

Date

*Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.*

**Business Telephone:** 646-319-2766

---

**Business Address:** 376 Bay 44th Street  
Brooklyn, NY 11214

---

**E-mail Address:** roselin1020@yahoo.com

---

**Home Telephone:** 646-319-2766

---

**Home Address:** 2287 Johnson Ave. #10C  
Riverdale, NY 10463

---

*last revised 06/8/2020*



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

**Name:**

Robert Vargas

---

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

American Dream Charter School

---

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

Member

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

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

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

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

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

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

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

Yes  No

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

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

Yes  No

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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

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

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None	None	None	None	None

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



Signature

January 28, 2021

Date

*Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.*

**Business Telephone:** 201-674-0766

---

**Business Address:** 80 Maiden Lane  
NewYork, NY 10038

---

**E-mail Address:** robertvargas201@gmail.com

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**Home Telephone:** 201-674-0766

---

**Home Address:** 320 Columbia Avenue,  
Jersey City, NJ 07307

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*last revised 06/8/2020*





## Agenda

The American Dream Charter School

Board Meeting

Monday, July 20, 2020 @ 5:00PM

at 411 Wales Avenue. New York, NY 10454

[Join Zoom Meeting](#) Meeting ID: 819 9100 6151 Password: 7hqYA8

### I. OPENING ITEMS

- A. Call the Meeting to Order - L. Rojas
  - 1. Z. Marinez
  - 2. Seconded - A. Cabrera
    - a) 5:09
- B. Approve minutes from last meeting - L. Rojas
  - 1. Motion to approve - L. Rojas
    - a) Seconded - A. Cabrera
      - (1) Unanimously approved

### II. FINANCE

- C. Account Balance Review - N. Gallagher
  - 1. Account balances reviewed
- D. R. Brenner Introduction - N. Gallagher
  - 1. ADS is partnering with R. Brenner who has expertise in fundraising and development. He has begun collaborating with Melissa on our 1st virtual event scheduled for July 30th. He's also working with Dan on next steps for our fundraising campaign. He'll work on grant applications for the school and other initiatives, such as raising funds for additional social workers for sy 2021.

### III. Academics & School Culture

- A. SAT and AP Scores
  - 1. All students passed the spanish AP exam.
  - 2. SAT scores were great
- B. Remote Learning Update - M. Melkonian
  - 1. NYSED Guidance -
    - a) Providing reopening guidelines to assist schools with our own re-opening plans
    - b) Biggest takeaway the responsibility is on the schools
    - c) We're responsible for keeping our community safe
  - 2. Reopening plan
    - a) Plan for how we're going to open school is due on 7/3.



- (1) Many elements must be incorporated to plan for remote, in-person and hybrid instruction
- (2) We're individually calling and surveying families about their preference regarding in person or remote schooling

#### **IV. Executive**

- E. High school campus move and Lease Approval - M. Melkonian**
  1. High school campus move and Lease Approval - R. Espinal
    - a) Motion to approve high school campus move and lease approval - R. Espinal
      - (1) Seconded - Z. Martinez
        - (a) unanimously approved
  2. Board resolution - N. Gallagher
    - a) The board resolution was circulated and unanimously approved & signed. This was circulated and signed on July 2nd in preparation for the submission of a non-material revision required by our authorizer before a lease can be signed.
- F. Leadership Vacation - M. Melkonian**
  1. ADS primary leadership requesting ability to use vacation outside of regular summer window. R. Espinal indicated all of corporate america is doing this
  2. Board trusts our judgement when to take vacation
  3. Motion to approve flex vacation for primary leadership - P. Simon
    - a) Seconded - R. Espinal.
      - (1) Unanimously approved
- G. Annual report - N. Gallagher**
  1. Annual report is due on August 3rd
  2. Board can expect conflict of interest forms to be sent via email soon.
- H. 700 Gerard Update - N. Gallagher & M. Melkonian**
  1. Take over agreement and settlement agreement updates provided to board
- I. SY2021 High School Space Update - N. Gallagher & M. Melkonian**
  1. The building will be available for teachers if they'd like to hold in person sessions.
- J. Executive Session - L. rojas**
  1. Seconded - R. Espinal
    - a) Unanimous decision to enter into executive Session at 5:42

#### **I. Closing Items**

- K. Adjourn Meeting - L. Rojas**



## Agenda

The American Dream Charter School  
Board Meeting  
Monday, August 17, 2020 @ 5:00PM  
Being Held Remotely

[Join Zoom Meeting](#) Meeting ID: 827 8014 6594 passcode: 009602

**Board Members Present:** Z. Martinez, A. Cabrera, L. Rojas, R. Espinal, P. Simon

**Guests:** N. Gallagher, M. Melkonian

### I. OPENING ITEMS

- A. Call the Meeting to Order - L. Rojas
  - 1. Motion to call meeting to order - L. Rojas
    - a) Seconded - Z. Martinez
    - (1) Meeting called to order at 5:07
- B. Approve minutes from last meeting - L. Rojas
  - 1. Motion to approve - R. Espinal
    - a) Seconded - Z Martinez
    - (1) Unanimously approved

### II. FINANCE

- C. Account Balance Review - N. Gallagher
  - 1. Account balances reviewed

### III. Academics & School Culture

- A. Start of School Year 2020 - 2021 - M. Melkonian
  - 1. We're up and running. Our leadership team came back today. New teachers return on Wednesday and returning staff come back Friday. All happening remotely. Excited to start - big year. Our first graduating class of 12th graders. It hasn't been easy for students. They want to return but parents don't want to send students back. We're listening and respecting community wishes.
  - 2. Teachers have the option to come into the building if they need anything or would like to teach from their rooms.
  - 3. We surveyed parents about returning. 75% of middle school said "no." 80% of HS said "no."

### IV. Executive

- D. Board Resolution Affirming Lease Approval - N. Gallagher
  - 1. Motion to approve - R. Espinal
    - a) Seconded - Z. Martinez



(1) Unanimously approved

**E. Settlement Agreement - E. Seltzer**

1. Closed the bond financing transaction to finance the HS building. Plans were finalized and developed. Contractor was hired. Contract filed for bankruptcy. Surety bond was in place making surety responsible to come in to complete the job. This created a 4 month delay. We had to deal with an uncooperative surety. Surety wanted us to sign a takeover agreement. Spent months negotiating a takeover agreement. Insurance discrepancy/issue created further delay. After the covid fiasco, construction was shut down in the city. Unclear for a period if schools were essential construction. The job was so far behind, we said we no longer wanted to do this. We initially told Rosemawr we wanted to back out of the project. They were resistant until Covid happened. We're giving Rosemawr the property. They are going to release us from any debt that we have from the bonds. The dollars spent early on are lost. ADS is responsible for legal fees.

**V. Governance**

**F. Board Meeting Schedule SY2021 - N. Gallagher**

1. Open meeting laws are through august. They expire on september 2nd. We will learn in 2 weeks if the open meeting executive order will continue.

**G. Board on Track - N. Gallagher**

1. Helps the board stay current and continue to enhance and strengthen roles. We have a clear understanding of A-Z what the board's responsibilities are. Also provides guidance If incidents come up for governance
  - a) Motion to approve board on track - L. Rojas
    - (1) Seconded - P. Simon
    - (a) Unanimously approved

**H. Board Resolution for signing of Settlement agreement - L. Rojas**

1. Motion to approve board on track - R. Espinal
  - a) Seconded - Z. Martinez
  - (1) Unanimously approved

**VI. Closing Items**

**I. Adjourn Meeting - L. Rojas**

1. Motion to adjourn - L. Rojas.
  - a) Seconded - Z. Martinez
  - (1) Unanimously adjourned at 5:40



## Agenda

The American Dream Charter School  
Board Meeting  
Monday, September 21, 2020 @ 5:00PM  
Being Held Remotely

[Join Zoom Meeting](#) Meeting ID: 885 0988 4408 Passcode: 034487

**Board Members Present:** Z. Martinez, A. Cabrera, L. Rojas, R. Espinal, P. Simon

**Guests:** N. Gallagher, M. Melkonian

### I. OPENING ITEMS

- A. Call the Meeting to Order - L. Rojas
  - 1. Motion to call meeting to order - L. Rojas
    - a) 2nd Motion - A. Cabrera
      - (1) Unanimously commenced 5:13
- B. Approve minutes from last meeting - L. Rojas
  - 1. Motion to approve minutes from August meeting- L. Rojas
    - a) Seconded - P . Simon
      - (1) Unanimously approved minutes

### II. FINANCE

- C. Account Balance Review - N. Gallagher
  - 1. Account balances reviewed

### III. Academics & School Culture

- A. Update: Start of School Year 2020 - 2021 - M. Melkonian
  - 1. We're in week 3 and fully remote learning
  - 2. Picking up from where we left off with remote learning in the spring
  - 3. 95% attendance rate
  - 4. 5% not attending that we're trying to locate some have moved out of state. We may need to start knocking on doors.
  - 5. First PTC is in 2 weeks.
- B. Discussion: Hybrid Commencement 11/1 - M. Melkonian
  - 1. 5 weeks left before we transition into hybrid model. We're trying to figure out what's best for kids.
  - 2. Charter schools are allowed to enter the building. Still a lot of questions. While we're scheduled to begin hybrid model we want Board opinions.
  - 3. Questions:
    - a) how are the staff feeling? They would be open to starting hybrid.
    - b) DOE has 99 cases on campuses. Board member who works in school reported programming as a huge issue. Faculty meetings,



announcements and such are all still done over zoom. Depending on the size of the room there are max of 11 students per room. They have to stay in the room while the students are having lunch. Staff can only use restrooms one at a time. Scanning temp checks, DOE form stating that you don't have anything. A lot of chaos. Modifications are absolutely required. 20 mins live with students at DOE. Mini lesson followed by individual student feedback which is more work for the instructor. Obviously, 1 on 1 with each student remotely is more work. Success also depends on the teacher, the subject matter. 47 students in 1 class because they're understaffed. UFT said you can have more than 30 students in 1 class. If we go hybrid most of the kids will choose remote. Board member has 100 students in their school building (total 400 students). Different Scenarios that could get really complicated. ICT a problem because we can't have 2 teachers in the same room. Whatever is being taught has to be really intentional depth over breadth. Board recommendation - monitor what the data is telling us. If the kids select hybrid they can't flip it.

**C. Update: Academic Calendars - M. Melkonian**

1. We communicated to our families, we would let them know if we were going hybrid or staying remote. Final decision to be voted on at October meeting.

**IV. Executive**

**D. NY State Education Law 2-d Compliance - N. Gallagher**

1. The Board of Regents extended the compliance deadline for educational agencies and their vendors to meet the terms of Commissioner's regulation implementing Education Law § 2-d's protective requirements and expands upon them—to October 1, 2020.
2. Family Educational Rights & Privacy Act (FERPA) is a Federal law designed to protect the privacy of a student's education records. FERPA gives parents certain rights with respect to their children's education records.
3. NY State Education Law 2-d requires school policies and supplemental information is public
4. We've addressed data privacy and security in Employee Handbook and in our registration packet
  - a) We need to post a list of all software applications used by the school that may contain student data
  - b) We need to post a link for every one of the school's third-party contractors and vendors and what their Parents' Bill of Rights states
  - c) Prepare our own Data Privacy & Security Policy
    - (1) And a Parent Bill of Rights
    - (2) And a policy/Standard operating procedure for a data breach
  - d) 2 step verification - P. Simon mentioned that this was confusing by may be part of compliance with 2-d
    - (1) Note: 2-D policies approved remotely after this meeting



## V. Governance

- E. Board on Track Versus BoardEffect - N. Gallagher**
1. Emails are vulnerable to hacking.
  2. Both of these products are platforms that house all the documents you need. It's another level of security. They both do the same thing.
    - a) Demo to have a better understanding. Melissa will share demo with board.
      - (1) Note: decision to go with BoardEffect made remotely after this meeting

## VI. Closing Items

- F. Adjourn Meeting - L. Rojas**
1. Motion to adjourn - L. Rojas
    - a) Seconded - Z Martinez
      - (1) Unanimously approved
        - (a) Meeting adjourned at 5:59pm



## Agenda

The American Dream Charter School  
Board Meeting  
Monday, October 19, 2020 @ 5:00PM  
Being Held Remotely

[Join Zoom Meeting](#) Meeting ID: 884 1169 8275

### I. OPENING ITEMS

- A. Call the Meeting to Order - L. Rojas
  - 1. Motion to start meeting 5:11 - L. Rojas
    - a) Seconded - A. Cabrera  
(1) Unanimously approved
- B. Approve minutes from last meeting - L. Rojas
  - 1. Motion to approve minutes - L. Rojas
    - a) Seconded - Z. Martinez  
(1) Unanimously approved

### II. FINANCE

- C. Account Balance Review - N. Gallagher
  - 1. Account balances review
- D. Robbie Brenner Intro - M. Melkonian
  - 1. Everyone's met robbie. He's been wonderful - supporting a lot of the work that is new to our E.D.
  - 2. He is working on ADS website content and improvement
  - 3. Ways to make communicating to the outside world more exciting. Breaking cycle of poverty in the S. Bronx. Publicizing and bringing attention to milestones and accomplishments at ADS, for example our triple first this year, first gen college, first gen grad, first graduating class
  - 4. Robbie connecting with lots of media outlets
    - a) We received first big grant for school from Toulman foundation. 100K to support triple first, namely social emotional needs of students which will fund our 3rd social worker.
    - b) Building a dream higher Ed advisory board. Expand wings with advisory board that don't govern but advise and helps us expand
  - 5. Robbie shared ADS is literally extra ordinary. As a former journalist, Robbie, began his development career with large and small "shop" organizations. Robbie reiterated Melissa's impact calling her a "superstar." The more people we can get her in front of, the more success we're going to have. Robbie is working on 2 strands of work External communications/relations reaching an audience beyond the south bronx and also development
  - 6. Each member of the advisory board will have a specific task/plan to support the mental readiness and resilience of students, seniors in particular.. There are 2





- roles that would be helpful - who in your network (the ADS board's) would be interested in supporting the ADS Jr and Sr classes. Looking for a headhunter, someone that can connect our students with summer internships or summer work and volunteer experience. Event planner, someone to donate their talent for milestone occasions. Senior dinner, meeting of mentor/mentees, different events, planning of venues, menus, etc. Robbie would like to continue collaborating with board to identify people in our board's network that could help this campaign.
7. Robbie request - think of 20 people whose names and emails board can send to robbie to grow external communications program.
  8. Think of funding opportunities, corporate giving opportunities. Who may in someway connect to ADS and our values. We will plan together strategic and careful not aggressive way to reach them.
  9. P. Simon had follow up questions about the college advisor volunteer - someone with strong corporate connections. Internship opportunities more of a bridge between our students and corporate space in new york.No particular profile of experience but hopefully that they're professional

### III. Academics & School Culture

#### A. Remote Learning Update - M. Melkonian

1. Part of the reopening plan is to reconsider opening hybrid in October in order to consider possibly start a hybrid schedule in November. We've administered many surveys to parents/students and staff as well as considering what's happening in NYC. 45% of families want to send students back to school 55% do not. Students are the opposite. More than half want to come back. Staff are reluctant to return with many trepidations and anxiety about commuting to work and being on campus. Many different scenarios and concerns. How do we teach remote plus in person, how do we regulate our students wearing masks, what does lunch look like, how do we sanitize the building? There are schools currently in hybrid. Check in with David Frank, who is in person and who is hybrid. Most schools that opened hybrid have closed for remote. SPED pop, ELLS, how are we supporting them? If we open hybrid on 11/9 the concern is teachers won't come in.
2. Suggested staggered or support day for SpEd, small groups depending on staff that will be able to be present. Safety will come first. COVID has had a tremendously negative impact on our community already.
3. Board needs to consider the Flu season + political unrest + COVID trends + trend of schools that went into hybrid that closed again.
4. Students that live with grandparents, elders, etc. if we could eliminate or reduce exposure to families by staying remote, without long term repercussions for families we want to do our best to make sure everyone is okay

#### B. Discussion: Hybrid Commencement 11/9 - M. Melkonian

1. Board Vote: Hybrid Commencement 11/9 - L. Rojas
  - a) Motion to extend remote learning - L. Rojas
    - (1) Seconded Z. Martinez



- (a) Unanimously approve to remain remote until the end of December.

#### **IV. Executive**

##### **E. Audited Financials Discussion**

1. Executive/Finance Committee reviewed draft on Friday, October 16th
2. Met with independent auditors and the Executive committee last week and walked through all items.
3. Auditors gave ADS the “cleanest” opinion an auditor can provide.
4. Emphasis of matter which is about COVID 19. Auditors put this in all reports and what COVID has resulted in for organizations being audited..
5. Review of total assets. 2 components for net assets are PPP loan and also some increase because of overall salaries, payroll costs of July and August for 2020. Because of those liabilities, our cash is so higher because of what we pay out after the year end. PPP loan is expected to be forgiven. Forgiveness will be June or July of next year. ADS has a healthy reserve. ADS took hit for right off of the initial deposit for the building issuance of bonds for HS constructions project.
6. Thank ASNY this was a difficult year especially because of covid, we have to work differently than we’re used to.
7. Zaid provide updated COVID procedures. Yes, we should update fiscal policies and procedures manual and we can expect an updated policies and procedures. December report to the board.
8. Operationally
  - a) Board Vote: Audited Financials Approval
    - (1) Board should adopt the draft audit report with the assumption that there will be 2 or 3 minor adjustments. Note 1 A we will add language about school and our ELL pop. All the changes we’re going to do will be cosmetic.
    - (2) Motion to adopt Audited Financials - R. Espinal
      - (a) Seconded - Z. Martinez
        - (i) Unanimously adopted

#### **V. Governance**

##### **F. Renewal Consultant Approval - M. Melkonian**

1. Board Vote Contract Approval
  - a) Daniel Pasek - done 91 charter renewals. His success rate is strong. He doesn’t engage with schools in the year of renewal, he wants to get to know us, understand our successes and challenges and speak to them should we need to. We have a strong track record. We have clean financial audits, we do what we’re saying in the charter. A school like ours, understanding how we need to improve, always room for improvement, knows the charter world, we worked with Jamal which was



a difficult time for MM, MM is trying to figure out who can help us with renewal, it's not something MM and NG can do ourselves, important for us to consider working with someone that has that experience

- b) Motion to adopt contract with Daniel Pasek - L. Rojas
  - (1) Seconded - P.Simon
  - (a) Unanimously approved

**G. Public Relations Consultant Approval - M. Melkonian**

1. Board Vote Contract Approval

- a) Help with elected officials, truly understand the mission and vision of ADS, should we need to expand, when we want to add more kids to our enrollment it doesn't come as us taking more students than. When i go back to NYSED to enroll 30 more kids, NYSED will ask if we engaged these various elected officials. Board doesn't have time or capacity to do this either

- (1) Board needs to consider the Impact COVID is having on economics in NYC. ADS has students that are moving out of state, businesses are closing. We are not hurting with enrollment. we have more students than we're approved for now. In the past, this was never an issue. Now we're not getting paid for the over enrolled students.

2. Motion to approve Public Relations Consultant Contract - R. Espinal

- a) Seconded - P. Simon
- (1) Unanimously approved

3. Motion to petition NYSED to increase enrollment - L. Rojas

- (1) Seconded - Z Martinez
- (a) Unanimously approved

**VI. Closing Items**

**H. Adjourn Meeting - L. Rojas**

- 1. Motion to adjourn 6:36 - R. Espinal
  - a) Seconded Z. Martinez
  - (1) Unanimously adjourned



## Agenda

The American Dream Charter School  
Board Meeting

Monday, November 16, 2020 @ 5:00PM  
Being Held Remotely

[Join Zoom Meeting](#) Meeting ID: 813 1583 3235

### I. OPENING ITEMS

- A. Call the Meeting to Order - L. Rojas
  - 1. Motion to call meeting to order - L. Rojas
    - a) Seconded - Z. Martinez
      - (1) Unanimously approved. Meeting called to order at 5:07p.m.
- B. Approve minutes from last meeting - L. Rojas
  - 1. Motion to approve minutes
    - a) Seconded - A. Cabrera
      - (1) Unanimously approved

### II. FINANCE

- C. Account Balance Review - N. Gallagher
  - 1. Account balances reviewed

### III. Academics & School Culture

- A. Remote Learning Update - M. Melkonian
  - 1. Discussed remote learning and COVID circumstance in NYC and outcomes of a possible DOE closure. Also reviewed the Eagles Nest at HS.
    - a) Eagles nest at both campuses. Our Deans are present and providing a space for small groups of kids to eat breakfast, lunch and meals. This is the 2nd week. Parents of students attending opted to send students in. No teachers in the building.
    - b) If the Mayor closed public schools, we would still be allowed to operate from our HS campus.
    - c) How do we restart school in January for the kids?
    - d) MM visited 2 schools today to get a sense of what hybrid looks like and made MM feel better about how we can implement a hybrid model. MM is still thinking about it and leaning towards opening in January barring any spike in case. At least attempt to open the school back up.
- B. ThanksGiving - we're purchasing pre packaged dinners for ADS families next Tuesday. Orders have been placed.



#### **IV. Governance**

- D. Board discussed thinking about Christmas and some sort of toy drive, gift certificate or gift that would be nice for families.
- E. Letters of Support/Community Outreach - A. Cabrera
  - 1. Angelo spoke to a few people from Mexican Coalition, MASA, Marco Castillo (part of the indigenous org in the Bronx - originarios), Linda Ortiz who is well connected with other non profits in the south bronx (used to be the director of anti hate crime for dept. Of state)
- F. P. Simon has been in touch with Robbie. Still working on candidates.

#### **V. Closing Items**

- G. Adjourn Meeting - L. Rojas
  - 1. Motion to adjourn - L. rojas
    - a) Seconded - P. Simon
    - (1) Unanimously adjourned 5:26



## **Minutes for \* Meeting Book - December Board Meeting**

12/14/2020 | 05:00 PM - 12:00 AM - (GMT-05:00) Eastern Time (US & Canada)

<https://us02web.zoom.us/j/3880187236> Meeting ID: 388 018 7236

### **Attendees (6)**

Nicholas Gallagher; Melissa Melkonian; Luz Maria Rojas; Zuleika Martinez; Angelo Cabrera; Roselin Espinal

Digant Bahl

### **Call Meeting to Order - L. Rojas**

- Motion to call the meeting to order - L. Rojas
  - Seconded - A. Cabrera
    - Unanimously approved. Meeting called to order at 5:06

### **Approve November Minutes - L. Rojas**

- Motion to approve minutes - L. Rojas
  - Seconded - A. Cabrera
    - Unanimously approved

### **Board Report & IDB bank reinvestment - D. Bahl**

- ASNY upgraded its financial reporting. Lots of graphs added to the report to provide a narrative to the board without having to go into too much detail. The report data is presented in the same way that the state request budget data from schools and how they review/interpret the information.
- Important to monitor the non-governmental streams of income.
- The net reserve is accumulating year over year.
- Working capital is our current assets with current liabilities.
- Unrestricted net cash is 60 days. We are at 145 days right now at end of November
- The new requirement from NYSED is ESSA requirement which means ASNY needs to code budget data so that NYSED can look at uniform data for all schools in our cohort
- unencumbered = cash on hand
- IDB Bank - we want to keep funds 100% secured and FDIC insured. We are going to renew CDS. Digant went back and forth with the banks attempting to get a better rate. It is a decent

rate. R. Espinal agreed, the interest rate is reasonable. The period we're looking at is 1 year. Anything less than that timeframe results in a lower rate.

- Motion to keep 1 million in operating accounts, transfer the rest to interest-bearing accounts. Invest additional funds in 100% secure fixed interest-bearing accounts. This would give D. Bahl the leeway
- Motion to leave at least 1 million in operating accounts. renewals up to a year - R. Espinal
  - Seconded - A. Cabrera
    - unanimously

### **Account Balance Review - N. Gallagher**

- account balances reviewed

### **Remote Learning Update - M. Melkonian**

- We remain in remote learning
- Teacher's all remote
- Both campuses open. Eagle's nest happening. Eagle's nest designed to support students having a difficult time joining/engaging in remote learning from home.
- Hired a 3rd social worker. She's going into the building daily to check on students attending Eagle's nest.
- Students that would have been doing well otherwise are really struggling academically
- Rotating schedule of about 50 students attending Eagle's nest.

### **Reopening in January - M. Melkonian Section**

- We need guidance and support for the reopening decision.
- More shutdowns coming because of [covid infection] numbers going up.
- A. Cabrera doesn't think in-person will happen before February
- Big negative covid impact after the Thanksgiving holiday. There is the anticipation of the same situation after the December holiday break.
- DOE - families that didn't opt-in before the November deadline are no longer able to participate in in-person learning. Students with special needs are the priority.
- We need to serve the human component as well as the academic.
- A. Cabrera's org focusing on social/emotional needs and supports for students.
- How is ADS teaching the whole child? No one size fits all. There is no playbook. The playbook for remote teaching doesn't exist. Where can we see engagement, interaction, and intentionality?
- Motion to delay opening until after February Break (February 23rd)- L. Rojas
  - Seconded - R. Espinal

- Unanimously approved
- Added narratives in the report. D. Bahl is happy to do a 1/2 hour or 1 hour to do a deeper dive into financials. This will help the board members understand key components.
- In January or February, we would file the tax return for ADCS then we would put our auditor opportunity up for a bid. We will most likely change the independent auditors. They have a 40% price variance from other auditors. Quality has gone down in terms of their work. Our audit is not complicated at all. Once you understand 95% is per pupil, 75% of our costs are fixed. Very limited amount of risk.
- D. Bahl called after leaving the meeting and asking N. Gallagher to discuss leaving the ADP PEO and moving to another.

### **Letters of Support/Community Outreach Update - A. Cabrera**

- Currently have 14 letters of support
- A. Cabrera connected MM with Araceli's at MASA
- Org of indigenous alliance A. Cabrera got letter of support from

### **Closing Items**

January meeting date - rescheduled to January 25th

- Motion to adjourn - L. Rojas
  - Seconded - A. Cabrera
    - Unanimously approved
      - meeting adjourned at





## Minutes for Meeting Book - January Board Meeting

01/25/2021 | 05:00 PM - 12:00 AM - (GMT-05:00) Eastern Time (US & Canada)

Remote

### Attendees (5)

Luz Maria Rojas; Zuleika Martinez; Roselin Espinal; Angelo Cabrera; Patricia Simon  
Nicholas Gallagher, Melissa Melkonian

### Call Meeting to Order & Approve Last Meeting's Minute

1. **Call the Meeting to Order - L. Rojas**
  1. Motion to begin 2:06 - L. Rojas
    1. Seconded - R. Espinal
      1. Unanimously called to order
2. **Approve minutes from last meeting - L. Rojas**
  1. Motion to approve - L. Rojas
    1. Seconded - R. Espinal
      1. Unanimously approved December minutes

### Finance

1. Account Balance Review - N. Gallagher
  1. account balances reviewed

### Governance

1. **Board ByLaw revisions - N. Gallagher**
  1. Board decision to vote or postpone for further review.
    1. Questions - expansion of the number of trustees
      1. Invite parents to be board members?
        1. Not something the board has actively attempted to do. A parental voice would be useful to consider and more actively pursue in the future.
        2. Motion to approve and adopt the revised ByLaws- L Rojas
          1. seconded - R. Espinal
            1. unanimously approved

2. **Conflict of Interest Policy Revisions - N. Gallagher**
    1. Board decision to vote or postpone for further review.
      1. A. Cabrera and R. Espinal both agreed the language was very standard.
        1. Motion to approve and adopt the revised Conflict of Interest Policy- L Rojas
          1. seconded - R. Espinal
            1. unanimously approved
3. **Renewal of Board Terms for Z. Martinez, R. Vargas - N. Gallagher**
  1. R. Vargas 3 year term expiring spring 2021
  2. Z. Martinez 2 year term expiring 2021
    1. Renewing 2 year term
      1. Motion to approve Z. Martinez renewed term - R. Espinal
        1. Seconded - L Rojas
          1. unanimously approved
4. **February Board Meeting Date Confirmation - N. Gallagher**
  1. February 15th

## **Executive**

1. **Covid and Remote Learning Update - M. Melkonian**
  1. Academics are still a full, live schedule. Last week we had a total of 6 confirmed Covid cases from staff. A student attending eagles nest also received positive test. The quantity of positive cases is alarming. With the giant shortage of vaccines its difficult to predict when staff will be vaccinated. NYSED call says there's a huge possibility that state exams will be canceled (again). New covid strains. DOE shut down middle school building. We're not even discussing PS 30 positivity rate.
    1. How does the Board feel about reopening?
      1. R. Espinal hoping we would be more comfortable at this point however we're not. February could be a challenging month for us. News is not great about when vaccines will be available. Data show a lot of cases not coming from school. Nevertheless, R. Espinal is not comfortable reopening at this time. Too many uncertainties
      2. A. Cabrera also has concerns about opening. DOE has no intention of reopening.
      3. Very concerned about staff. It's not safe even if your home. Since there is no plan or prevention at the moment it is now the right time to open. Our district and the community we serve is likely not first in line in eligibility for vaccines.

4. Why risk having students and staff leave their buildings/commute?
5. Staff has mixed feelings, there is a lot of fear but there is also a concern for what's best for our students?
6. Even though we have our reopening plan, we're not immune.
7. NYSED is leaving these decisions up to schools
8. Board Vote to Open Hybrid February 23rd - L. Rojas
  1. Board motions to stay remote until April 5th and revisit reopening conversation during March Board Meeting - L. Rojas
    1. Seconded - P. Simon
      1. Unanimously approved
2. End of year staff appreciation items are on campus. These items will be mailed out

## Academics

1. Inauguration Media Coverage - M. Melkonian
  1. Clips circulated to board. 5 TV outlets, 1 radio, and a few publications. High school students were really well-spoken. M. Melkonian will send out all links. The Univision piece was really well done. We're gaining a lot of momentum. R. Brenner asked for a contact list for our email distribution list, if you have contacts for R. Brenner please send (Board Members). Proposed budget increase to potential growth for the charter sector.
2. Expanding/Growth - there are new requests for proposals in case they lift the charter ban in NYS.
  1. Exciting but also scary! We want to keep the momentum and spread that mission but maintain core values. Being offered opportunities to expand is great validation for Melissa and our school's performance. It is a tremendous responsibility.
  2. With DACA becoming more viable we may need to expand to support more students.
  3. How can we expand the impact we're having on broader community without giving up key design elements and core values. If the RFP opens, we need to be ready to hit send if the opportunity ever arises.

## Closing Items

1. **Adjourn Meeting - L. Rojas**
  1. motion to adjourn - 6:05
    1. seconded - R. Espinal
      1. unanimously adjourned



## **Minutes for \* Meeting Book - February Board Meeting - Copy**

02/15/2021 | 05:00 PM - 12:00 AM - (GMT-05:00) Eastern Time (US & Canada)

Remote

### **Attendees (7)**

Luz Maria Rojas; Angelo Cabrera; Roselin Espinal; Zuleika Martinez; Patricia Simon; Nicholas Gallagher; Melissa Melkonian

### **Call the Meeting to Order**

#### **Call the Meeting to Order - L. Rojas**

- Motion to begin 5:05 - L. Rojas
  - Seconded - R. Espinal
    - Unanimously called to order

#### **Approve February Meeting Minutes - L. Rojas**

- Motion to approve - L. Rojas
  - P. Simon requested meeting start time correction on 1/25 minutes from 2:06 to 5:06.
  - Motion Seconded - Z. Martinez
    - Unanimously approved February minutes

## **FINANCE**

#### **Account Balance Review - N. Gallagher**

- account balances reviewed

## **EXECUTIVE**

#### **Covid and Remote Learning Update - M. Melkonian**

- Our second marking period just ended on 1/29. Our 3rd marking period began on 2/1.
- Teachers, ops staff, and student support are doing the best we can to keep students engaged. Instructors are doing an amazing job under difficult circumstances as they have been since March of 2020.

- We have a high % of students who are struggling academically. While that's the norm nationally we don't want that to be the norm at ADS. A lot depends on the board's decision to open in April. This will dictate how we prepare during the month of March and early April. Students' circumstances, their and their family's needs all range significantly. Academic and student support is being tailored, as much as possible, to individual students' needs.
  - Across the board, about 1/3 of our classes are not performing well. We've modified the teaching, the curriculum. There is no clear indicator, besides students not learning in person, of what's the one causal issue is. It's different for each student. Z. Martinez acknowledged having the same issue. Anecdotally, DOE teachers are banking on regents waivers again.
- Considering an April hybrid opening will be a critical next step for attempting to recuperate student academic performance. ADS needs to work on a creative plan to get kids back in the building.
- R. Espinal believes there will be an opportunity for some level of return to normalcy this school year, before the summer break. Considering the COVID rates of infection trends and the President's vaccination plan proposal it is realistically feasible for the board to seriously consider a pivot to Hybrid in April
- ADS has previously surveyed staff regarding their feelings about vaccination. Anecdotally, we're aware a significant percentage of our staff have already been vaccinated. There is a group of employees that have expressed concern about being vaccinated.
- In terms of PPE supplies, we're ready. There is Covid related signage everywhere, plastic barriers, hand sanitizing dispensers in every classroom, no-touch garbage cans, in that respect. Programming and welcoming back of students. internally we're debating when the right time is and taken models from other schools Very slow phase-in. Teachers would be phase 0 bringing them in, getting them familiar with routines. Mimic a transition. Every week would be a little bit more kids. This is all on paper until we absolutely know what's happening. Get feedback from staff about gaps we may have missed. Phoning home and asking parents who is ready to send their students back to schools.
- The DOE is starting the reopening process. The DOE (and DOH) guidance us updated/alterd regularly. We're on weekly calls with authorizers, the DOE and the DOH to keep track of changes and requirements as they relate to COVID testing, reporting, and operation.
- ADS already has general plans for hybrid
  - MS has guidelines provided by the DOE.
  - HS is abiding by CDC guidelines that also depends on the classroom size.
  - The capacity for hybrid in-person students would be
    - 33% - 90 kids at MS
    - 50% -170 kids in HS

- 12th graders - higher stakes, close to graduation. Our upperclassmen are the priority in both MS and HS.
- programming is a great challenge. There are so many things to consider including: how students will have lunch, cleaning of the classrooms,
- L. Rojas reports public schools are getting shut down frequently. How do we really adjust our profession to the way things will be now? Just because Yankee Stadium is a huge Vaccination center doesn't mean everyone in our community is going to get vaccinated.
- At this point, there is a sentiment that we can't make the plans any stronger on paper. There needs to be an attempt at implementation. In preparation for the beginning of the next school year, which will likely not be 100% open, we at least will have some practice if we can open for the last marking period of this year with a hybrid model.
- At our MS campus, because of colocation, we have to consider what the constraints are that might be out of our control. PS 30 has given us the cafeteria. This could fit about 50 students. At MS there aren't enough classrooms.
- Suggestion from Z. Martinez, videotaping lessons during live instruction, kids who missed or got lost in the lesson are able to go back. What would have been minimester becomes only reteach time.
- Board Vote will need to vote on opening in April with 8th and 12th graders coming in
  - Middle school would only be the 8th-grade team and the specials (PE and MUSIC). HS is different.
  - Modified schedules. This may not mean there is an entire workday but only as needed. Every minute needs to be accounted for. Even the way we do PD is going to be different. L. Rojas reported having to do 3 lunch periods because some of her students need to prepare lunch for siblings.
- On-site Covid testing is in the works. The goal would be to eventually phase in all instructional staff in the building, excluding any staff that has a medical accommodation.
  - The is a possibility of spring break being shifted.

## Facilities

- Civic Builders is refinancing their mortgage for 403 Concord which will eliminate mortgage recording taxes which will be substantial savings for Civic
  - Our lease will not be affected, however, there are new Non-Disturbance Agreement will further protect ADS
- Motion to approve the SUB-LEASEHOLD MORTGAGE & ASSOCIATED DOCUMENTS 403 CONCORD AVENUE - L. Rojas
  - Seconded by A. Cabrera.

- Motion unanimously approved

## **Closing Items**

### **Adjourn Meeting - L. Rojas**

- Motion to adjourn at 6:19 - L. Rojas
  - Seconded - R. Espinal
    - unanimously adjourned



## Minutes for \* Meeting Book - March Board Meeting

03/15/2021 | 05:00 PM - 12:00 AM - (GMT-05:00) Eastern Time (US & Canada)

Remote

### Attendees (7)

Nicholas Gallagher; Luz Maria Rojas; Angelo Cabrera; Roselin Espinal; Melissa Melkonian; Patricia Simon; Zuleika Martinez

### Guests

Glory Carrio Gomes (HS Campus Director), Beatriz Bañuelos (MS Campus Director), guests

### Call Meeting to Order & Approve Last Meeting's Minute

1. **Call the Meeting to Order - L. Rojas**
  1. Motion to begin 5:12pm - L. Rojas
    1. Seconded - R. Espinal
      1. Unanimously called to order
2. **Approve minutes from last meeting - L. Rojas**
  1. Motion to approve - L. Rojas
    1. Seconded - R. Espinal
      1. Unanimously approved December minutes

### Governance

#### NYSED Visit May 6th

- Right after math state exam. Please put on calendars Thursday May 6th. The date is set but the time is flexible. Could be as early or late as it needs to be. Board part will be virtual.

#### BoardEffect Training 4/19 @ 5 - 30 Mins

- Confirmed with Board
  - We do need a formalized training.

### Executive

#### Enrollment Revisions Status Update



- The Board of regents voted on many items. State testing was discussed. LOTE standards being revised. Our enrollment revision was approved retroactively. We will be compensated for those extra 35 students from the beginning of the school year.
- Enrollment #s from March 13 2020 **TOTAL 398**
  - 6th = **181 total**
  - 7th = **51 total**
  - 8th = **26 total**
  - 9th = **120 total**
  - 10th = **20 Total**
- Current Enrollment #s **TOTAL 495**
  - 6th = **191 total (District 7 = 83 )**
  - 7th = **20 total (District 7 = 4 )**
  - 8th = **17 total (District 7 = 3 )**
  - 9th = **244 total (District 7 = 55 )**
  - 10th = **23 Total (District 7 = 5 )**

### **Revised Budget Request**

- Because of the increased student enrollment, we will need to change our budget projections for this year and next.

### **Community Relations & Elected Officials**

- since inauguration day, there has been a significant interest in ADS. We've hosted several guests such as Assemblymember Natalia Fernandez, Assembly member Jackson, City Council member Carlos Menchaca. A visit from Assemblymember Amanda Septimo and Representative Ritchie Torres is scheduled for April.
- L. Rojas pleased that ADS is being acknowledged by these elected officials and others.
- R. Espinal seeing the panel and interview with WPIX 11 made her really proud. We've remained true to the mission of the school. We're very happy with the increased interest in what we're working towards at ADS, serving entire families.
- The Natalia Fernandez visit - L. Rojas
- Very few schools where all leaders are women and women of color - very powerful. A lot of the kids especially the girls can see themselves in our leaders and teachers. Sometimes these things are not readily available to our communities. When L. Rojas was part of the town hall with Dean Smith, her story Natalia, being the first Colombiana at the state assembly is extremely

powerful. Our kids can see that they will have an active role in civic life. Despite the challenges and so many unknowns, ADS has still been able to transmit hope and a sense that these kids need to be ready. Especially right now, especially the way the district got hit, it's still very exciting to see that our kids are still here. Kudos to ADS. It's been a hard year.

### **March 3rd Panel Discussion**

- One outcome of the panel, MM got a phone call from a donor who donated 25k to our students for college scholarships. Things mentioned by the donor are how inspired they felt. The donor wants to be a part of sending our students to college.
- It's time the world sees the amazing group of staff that we have. we're not just educators but providing basic necessities. Making sure that our families don't feel alone in any of this. Hope in all this madness.

## **Academics & School Culture**

### **Hybrid Learning & Campus Director Presentation**

- From the last meeting, there was a discussion about the learning loss for students in our community and how we're going to address that. Follow up questions from the board were, give us hard data and numbers to give insight into what we're really talking about
- How were we doing in each quarter. what we're looking at here. 75% Q1 passing.
- decrease in # of students who are declining in 6th grade
- 7th grade is stable with 61% pass rate
- 8th grade is low 57% passing. Circulate the sheet that illustrates this data
- Attendance in MS by quarters. lowest attendance in 8th grade. attendance in HS is 70%. Our attendance rate in person was 94%.
- # of kids failing 1/3 of the class consistently failing. Mid marking period they're pretty low and then they bounce back up.
- As we're thinking about reopening,

### **Middle School**

B. Banuelos. When we thought about who we should bring in we're really thinking about students that have traditionally struggled. For some of these students, remote education has helped them do really well. Some students are just not successful with remote learning. We're prioritizing students that have not done well in remote learning. bringing about 1/3 of each class into the building. about 90 students total. We also know that some of our parents are ready to send their kids to school. we want to keep eagle's nest and expand that. we would have some students upstairs with in-person instruction while still maintaining eagles' nest. we have capacity to have about 50 students in the cafeteria.

- Starting hybrid at the beginning of the new marking period in case there was a schedule change or something it would be a clean transition

- trying not to alter the schedule. trying to keep it relatively the same. PM portion still requires some work
- MS students would stay in the same classroom while teachers transition.
- MS is limited how many students because of capacity per classroom. 3 classes per grade, 9 instructional groups. we'll use 9 out 11 as instructional space. one space would have to be teacher work space. last classroom would be a hybrid pull out
  - There would need to be a designated secondary isolation room
  - BB's office can be a multipurpose space
  - Cafeteria, PS 30 collaborated with us and gave us that space. if they ever transition to hot food we would need to figure something else out
  - friends that are upstairs, they would come in every day M-Fri. Any rotation would happen with eagles nest.
  - leveraging our co-teaching model
  - childcare doesn't make sense on a week-by-week basis for parents.
  - how do we leverage in-person to provide alternative instruction to student who haven't been successful with remote learning?
  - We have about 80% of our families that want to send their students to school. about 20 families per grade don't want to send their kids back to school yet.
- SLT suggested cohorting our students by need. As spots become available, we would offer other students a spot.
- L. Rojas - safety of everyone is the primary focus. Some families need the kids to come back. Some might be really skeptical. Other circumstances might make eagle's nest the right fit. Phase students in so our procedures are able to scale up. Begin with cohort of 8th graders, majority of them have been coming in to eagles nest already so they know some stuff. One member of SLT - lets bring them in, huddle Wednesday, revise, meeting again Friday, bring 2nd cohort of students. if it gets critical to bring in last cohort of students on May 3rd. Students don't have to start on a Monday. Goal would be by may 3rd we'd have 30 for each grade in in-person. Making sure we still have enough staff to sustain procedures.
- L. Rojas likes phases, revise and reflect. We're excited to be back in the building but its still a learning process.
- Teachers need time to get used to being in the building. Teaching authentic models for students, adults also need to abide by rules and setting example. have week of 4/12 8th grade students would be remote and 8th grade teachers would be in the building. and have "orientation for those students that week" setup their space, get a feel for things, walk the building.
- secondary leadership team has been instrumental in helping and even coming up with the plan, taking back to the team, honestly provide critical feedback and not just rubber-stamping things.

some of the finer details were generated at our last SLT meeting. thinking about serving staff, asking parents if students feel ready.

- Are we asking this to staff, what does staff need to feel comfortable to come into work. BB shared this with staff so they don't feel blind-sighted by this. covid PTSD its real and we want to make sure staff is being heard. after that, BB sent out a google form with additional questions. some of the things that were brought up, they need to no logistics so they can wrap their heads around everything, is the school providing PPE (yes)
- L. Rojas its important and good that we are doing this together and getting input from families but also hearing staff is so important.
- checking in with staff frequently. continue the dialog to address these different needs.
- When it comes to our kids we have learning loss across the board but especially with our ELL students. Good that ADS is looking at this with a human lens.
- We've been talking about reopening for 1 year. Each anniversary is a trigger. unfortunately there's always something. MM been in touch with a licensed therapist to help us with the transition, returning to work. Setting up safe space and some level of support with therapist to set something up to support staff.
- R. Espinal, it's been a year. sometimes the board is meeting 3 times a month to deal with this ever-evolving subject, trying to gather guidance from officials. We have a graduating class that we need to make sure they're ready at an unprecedented time. We've been ready even before DOE announced, PPE ready with a very healthy budget to cover that PPE on our own for whenever we're going to cross that bridge of life after covid. 2 board meetings ago we weren't ready at all to be comfortable enough to entertain reopening. Charter schools let go a lot of their staff. We know how much our staff means to ADS, in a very unprecedented time, we asked the right questions we ultimately supported that 100% We've been ready to back up completely with covering expenses for safety measures.
- we want to make sure this doesn't impact staff/students and their families
- We're not coming back to the same things that was before, students have experienced loss, lots of change, how do we ensure kids will be safe at the same time still being safe and secure. Once these things are sorted out, we need to share these granular details with our staff. We don't have another PD day. We also still have to think through that week when teachers return, what does it look like. what are the expectations, how do we make sure staff are familiar with procedures.

#### **HS -**

- High school plan looks very different than middle. Programming with HS is very different. Even within a grade students may be taking different level science or math course.

- We wanted to prioritize our seniors and special populations. Multilingual learners, SpEd. How do we plan for students from all grades to be in the building
- 15 student cap for each classroom. What would be the max if everyone wanted to participate in hybrid. The result was up a max of 115 students per day M-Th. Fridays would still remain remote for students, small group instruction, and intervention day. A lot of our students are doing asynchronous work on Fridays. Teacher might call a student to come in for exam review or work on a project.
- with this plan, they could come in twice a week. 50% each day. rest of the students would be able to come in 1 time a week. that would allow every teacher to build relationships with all of our students.
- HS has been collecting information.
- HS numbers are much smaller.
- look at the slide for numbers.
- L. Rojas - all teachers will come in? We have 35 teachers at HS. They would come in M-TH. In some cases there are co-teachers. There are enough spaces for everyone to be in the building. The first few Fridays, teachers are coming in. 2nd Friday is going to be an orientation day. give them a tour of the building. most of the students that are coming in to hybrid have been attending eagles nest.
- Tweaks will happen the first few Fridays. once we feel good all teacher will work remotely on Fridays.
- We'll have final numbers before the end of this week.
- Refer to timeline in slides.
- How these plans came to be - a team effort. lots of input from teachers, dean of students, SLT, and GLT. ask teachers as early as February, what are your questions, what are your concerns, we're going to prepare for possibility of returning after spring break.
- As soon as they received the news that we were remaining closed until spring break we immediately started planning proactively. Last Friday we met again with a much more detailed plan with responses to their specific questions. GG held open office hours to give folks to come and talk about what human interaction would be like in this covid world. People have been getting this in bits and pieces. informally, people are feeling good, excited, parents at cafecito want to know when in-person learning is going to happen. Parents appreciate having eagles nest but students want to see their classmates. As positive as things feel, Teachers also just can't wait to be with students
- People are really looking forward to whats next. there are definitely concerns and trepidations though most everything has been positive.

- GG feels very optimistic about the team. we're going to figure it out together, continue to troubleshoot and stay in a solutions-oriented mindset for making this work and keeping everyone safe.
- L. Rojas giving kudos to GG for starting to plan in February. Facetime, human presence more than anything else is so critical, being very thoughtful about how we do this
- R. Espinal the rest of the population is ready. have a higher vision through the data presented. There's flexibility to what the students, parents, and teachers want.
- First hybrid PD on Friday 3/12
- Getting the second screen for teachers
- There will be an orientation session for parents so they understand procedures
- in-person student orientation for the start of the marking period
- We have many working documents with questions
  
- **Motion to open MS and HS according to the plans presented beginning 4/19 - L rojas**
  - seconded R. Espinal
    - unanimously approved

### **College Acceptance Update**

- 47 students have been accepted to 1 or more colleges,
- Still receiving acceptance notifications daily
  - as of today, we have 241 college acceptances
  - still waiting for CUNY
  - 3 students waiting for Ivey leagues
  - graduation is right around the corner.
  - L. Rojas, ADS is a blessing. If only we (board members) had a place like this when young and in school, amazing because it doesn't happen everywhere.

### **Closing Items**

1. **Adjourn Meeting - L. Rojas**
  1. motion to adjourn - 6:43
    1. seconded - R. Espinal
      1. unanimously adjourned



## Minutes for April 2021 Board Meeting

04/18/2021 | 05:30 PM - (GMT-05:00) Eastern Time (US & Canada)

Zoom

### Attendees (7)

Sylviann Schilling-BE Trainer; Angelo Cabrera; Roselin Espinal; Zuleika Martinez; Luz Maria Rojas; Patricia Simon; Robert Vargas

### Call the Meeting to Order

- **Call the Meeting to Order - L. Rojas**
  - Motion to begin 5:04 pm - L. Rojas
    - Seconded - A. Cabrera
      - unanimously called to order
  
- **Approve minutes from last meeting - L. Rojas**
  - Motion to approve - L. Rojas
    - Seconded - Z. Martinez
      - unanimously approved

### EXECUTIVE

- Motion to enter into Executive session - L. Rojas
  - Seconded by - P. Simon
    - unanimously approved to go into executive session
  
- New Positions
  - 2nd College Counselor
  - Data Person
  - Director of Operations (returning position - not new)
  - Executive Assistant
  - ELL Coordinator
  - Assistant HS Director

- Director of Curriculum
- Director of Student and Family Success
- Angelo will set up a meeting in support of recruitment for certain positions
- motion to add new positions - L. Rojas
  - seconded - P. Simon
    - unanimously approved
- New Org Chart
  - draft a new org chart
  - send out for review - needs board approval to be sent to NYSED as new org chart

## Academics

- School Year 2021-22
  - SY21-22 Calendar
  - waiting for DOE calendar
    - SY2122 Calendar approved via email
      - (note: approved via email after this meeting occurred)
- SY21-22 Discussion on Hybrid vs Full Opening
  - phasing the kids in every day
  - MS started with 8th grade. next week is 7th, followed by 6th. HS is using this same phase-in approach
  - Staff feels confident and positive about being back in the building with colleagues and students
- Student Performance & NYSTP dates
  - Today was first day for the ELA testing window. We didn't administer the test today. We are offering this to parents who want to sit their children for the exam. MS ELA April 27th. Math on May 11th and Science on June 8th. Parents can opt in.

## FINANCE

- Budget + Board Report
  - ADCS Preliminary Budget Estimates.xlsx b. Advisory Board Update
- PPE Status Update
  - Approved for forgiveness 100%
- state perpupil numbers are out 16,900 +750\$



- Also getting 2 timed grants. 2 year \$1400 per student and 3 year \$2800 per student grant over time.
- we would never be in a position where if we lost a student we'd have to make difficult decisions about personnel
- Prestige
  - ADP total source - PEO Co-employment agreement.
    - get better rates on health insurance.
    - did this 4 years ago. asked for a better rate
    - Discussions with the service provider
    - substantial savings
    - we will be able to have direct support from Prestige staff to ADS Nick would not be the middle man between prestige and ADS staff
    - the provider is going to be utilizing the same health insurance
    - demo with them
    - Board to authorize principal Melkonian to make the decision on the service provider move
  - Roselin will reach out to Digant, to discuss with Prestige
    - more questions prestige
- Motion to delegate approval authority to Principal Melkonian for ADS moving to the Prestige PEO- L. Rojas
  - Seconded - R. Espinal
    - unanimously approved
- Advisory Board - R. Brenner
  - more than 400 college acceptances. Graduation on June 26th. Robbie has been interviewing different families and students. Dreamers of the week and Dreamers of the month are getting interviewed. Robbie observed consistency in how every student feels (positively) about our school community and themselves
  - The goal is to develop a pipeline toward volunteer leadership and mentors that can serve alongside the board.
- The tentative location for the graduation is the Bronx zoo. for graduation on June 26th at the zoo

## **Closing Items**

- Motion to adjourn the meeting at 6:30 - L. Rojas
  - Seconded - Z Martinez
    - unanimously adjourned - 6:30

Attendees (1)

Luz Maria Rojas Angelo Cabrera

Additional Attendee information

## Call the Meeting to Order

1. Call the Meeting to Order - L. Rojas
  1. Motion to begin 5:06 pm - L. Rojas
    1. Seconded - A. Cabrera
      1. unanimously called to order
2. Approve minutes from last meeting - L. Rojas
  1. Motion to approve April Minutes - L. Rojas
    1. Seconded - Z. Martinez
      1. unanimously Approved

## Academics &amp; School Culture

1. LEAs need to submit plans for local assessments - N. Gallagher
  1. State testing has been interrupted. It's opt-in. We need to submit our own assessment plan.
  2. ADS local assessments include SRI SMI, illuminate Interim Assessments, MAP testing just to name a few.
2. Graduation on 6/26, 5:30 pm & guidance on the testing protocols to attend - N. Gallagher
  1. Graduation will be held at the Bronx Zoo
  2. Covid testing is currently required for anyone entering an end-of-year ceremony.
    1. Either proof of full vaccination
    2. PCR test within 72 hours of the event
    3. Rapid antigen test within 6 hours of the event
3. College Reveal Day - D. Smith Presented
  1. Live reveals, bring your tissues, you're gonna cry. We're gonna turn up and celebrate the seniors. 5/21 and 5:30 on zoom, we'll send out the link.

## Governance

1. NYSED site visit debrief - M. Melkonian
  1. Paula came to visit. She was very excited about what she observed. Students were highly engaged. Interested in how we continue the model with co-teaching and dual-language. She was satisfied with the community-building efforts we shared with her. She will let us know if she can join us at the graduation.
  2. She did ask how we're going to support students during their freshman year of college.
  3. This was our second year with Paula as our NYSED rep observing for the authorizer visit.
  4. We conveyed exactly who we are.
  5. She was impressed by the community support.
  6. Nothing deterred students from applying to college.
2. Review board meeting dates for SY21-22
  1. Does the third Monday of the month work for us?
    1. Motion to keep 3rd Mondays - L. Rojas
      1. Seconded - R. Espinal
        1. unanimously approved
3. Executive order for remote meetings has been extended to this Friday. Month to month bases. There is a high possibility we have to resume in-person meetings.
4. Recruit new board members
  1. Sign on bonus for all Staff SY20-21 who start SY21-22
    1. Board would like to further discuss this with D. Bahi in a Finance Committee Meeting before making a decision.

## EXECUTIVE

1. Applications #s, waitlist #s, and where we are with recruitment
  1. 629 total applications in total from grade 6-10
2. New positions Update
  1. Candidates for all positions below:
    1. 4th Social Worker
    2. ENL Coordinator
    3. High School Assistant Director
    4. Middle School Dean of Curriculum
    5. Director of Student and Family Success
    6. Director of Operations

## Closing Items

1. Adjourn Meeting - L. Rojas
  1. Motion to adjourn - L. Rojas
    1. Seconded - Z. Martinez
      1. unanimously adjourned 5:41 pm



## Agenda

The American Dream Charter School  
Board Meeting  
Monday, June 21, 2021 @ 5:00PM  
at 411 Wales Avenue. New York, NY 10454  
[Join Zoom Meeting](#)

**Board Members Present:** Z. Martinez, A. Cabrera, L. Rojas, R. Espinal, P. Simon

**Guests:** N. Gallagher, M. Melkonian,

### I. OPENING ITEMS

- A. Call the Meeting to Order - L. Rojas
  - 1. Motion to begin - L. Rojas
    - a) Seconded - R. Espinal
      - (1) Meeting commenced at 5:09
- B. Approve minutes from last meeting - L. Rojas
  - 1. Motion to approve minutes from June meeting - L. Rojas
  - 2. Seconded - Z. Martinez
    - a) Unanimously approved

### II. FINANCE

- C. Account Balance Review - N. Gallagher
  - 1. Account Balances Reviewed
- B. Finance Committee - N. Gallagher
  - 1. Finances Committee approved signing bonus. This will be distributed to instructional staff in the fall and admin staff in August

### III. Academics & School Culture

- A. End of Year Activities - M. Melkonian
  - 1. No minimester this year but advisors are taking their advisees on one day excursions to the movies, top of the rock, central park, Dave & Busters and other fun activities to commemorate the school year and have a little fun.
- B. Graduation - M. Melkonian
  - 1. Only one entrance to graduation at Bronx Zoo. Remember to park in lot C at 2300 Southern Blvd.
  - 2. Zoo closes to the public at 5. Procession begins at 6:30
  - 3. No Covid testing necessary
  - 4. Bring walking shoes!
  - 5. We expect one Assembly member to attend. There will be food and celebration in the Dancing Crane area.
  - 6. Rethinking education. How do we integrate elements of this into our community and curriculum?



#### **IV. Governance**

##### **A. ByLaw Revisions - N Gallagher**

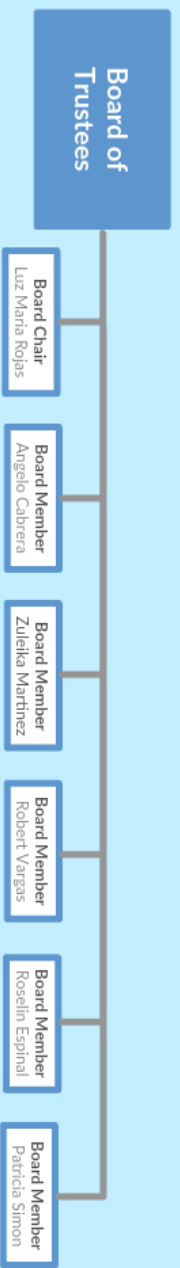
- a. By law revisions were reviewed by clinic with lawyers alliance. They reported being pleased with the revisions that were done in December of 2020.

#### **I. Closing Items**

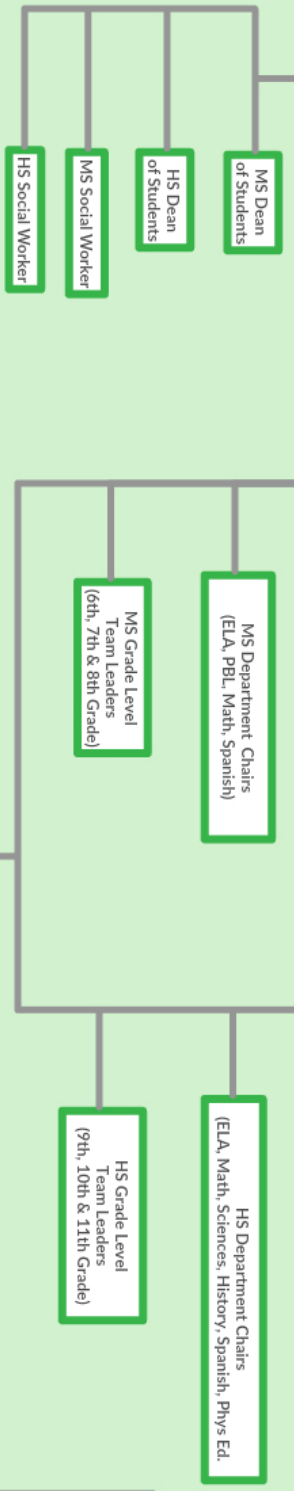
##### **D. Adjourn Meeting - L. Rojas**

1. Motion to adjourn - L. Rojas
  - a) Seconded by - Z. Martinez
    - (1) Adjourning at 5:41

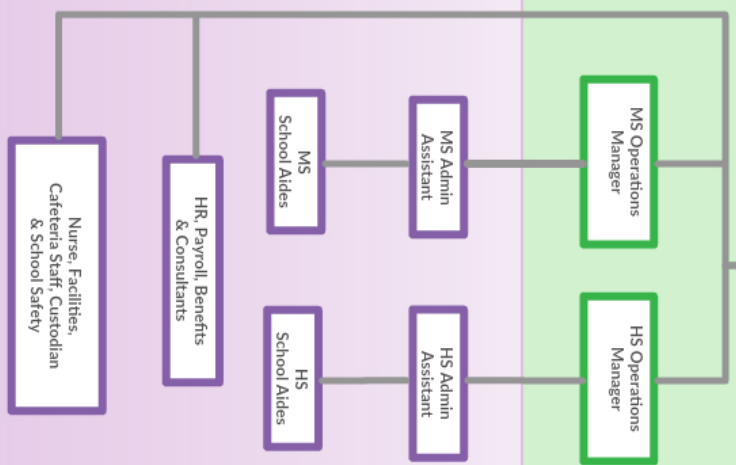
# American Dream School Organizational Chart SY2122



**Principal**  
Meissisa Melkonian



**Director of Operations**





# Academic Calendar 2021-2022



July 2021						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August 2021						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
						2

September 2021						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
						21

October 2021						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						20

November 2021						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
						18

December 2021						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
						16

January 2022						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					19

February 2022						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					
						15

March 2022						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
						22

April 2022						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
						15

May 2022						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
						20

June 2022						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
						17

Middle School Instructional Day: 7:25 am - 3:35 pm  
 High School Instructional Day: 8:00 am - 4:00 pm

August 16: SLT Begins
August 18-19: New Teachers Begin
August 20: All Teachers Return
August 23-27: Teacher Academy
October : Interim Assessment #1
December Interim Assessment #2
December 23- January 4: Winter Break
January 25-28: Regents Administration
February : Interim Assessment #3 (Mock Test)
February 21-25: Mid-winter Recess
March 29-31 : NYS ELA Exam
April 15-April 22: Spring Break
April 11- May 20: NYSESLAT Speaking
May 9-20: NYSESLAT Reading, Writing, Listening
April 26-28 : NYS Math Exam
May 24- June 3: 8 <sup>th</sup> Grade Science Performance Exam
June 6: 8 <sup>th</sup> Grade Science Written Exam
June 15-23: Regents Administration

#### Important Dates [INTERNAL CALENDAR]

**August 16:** Secondary Leadership Team Reports  
**August 18-19:** New Staff Begins  
**August 20:** Staff Returns  
**August 23-27:** Teacher Academy  
**August 30:** First Day of School  
**September 6:** SCHOOL CLOSED (Labor Day)  
**September 7:** MP1 Begins  
**October 7:** PTC #1, Early Dismissal  
**October 11:** SCHOOL CLOSED (Indigenous People's Day)  
**November 2:** Election Day (asynchronous instructional day)  
**November 5:** End of MP1  
**November 8:** MP2 Begins  
**November 11:** Veteran's Day: SCHOOL CLOSED  
**November 23:** Thanksgiving Potluck  
**November 24-26:** SCHOOL CLOSED (Thanksgiving Break)  
**December 16:** PTC #2  
**December 23- January 3:** SCHOOL CLOSED (Winter Break)

**January 4, 2022:** Students and staff return  
**January 17:** SCHOOL CLOSED (MLK, Jr. Day)  
**January 24-28:** HS Regents Week  
**January 31:** End of MP2  
**February 1:** MP3 Begins  
**February 21-25:** SCHOOL CLOSED (Mid-Winter Break)  
**March 17:** PTC #3  
**March 18:** SCHOOL CLOSED (Mental Health Day)  
**April 8:** End of MP3  
**April 15-22:** SCHOOL CLOSED (Spring Break)  
**April 18:** MP4 Begins  
**May 19:** PTC #4  
**May 27-30:** SCHOOL CLOSED (Memorial Day)  
**June 16:** End of MP4  
**June 20:** SCHOOL CLOSED (Juneteenth)  
**June 15-23:** HS Regents  
**June 24:** Last day for students and staff

#### Parent Teacher Conferences 2:00PM – 7:00PM

#1: October 7, 2021  
 #2: December 16, 2021  
 #3: March 12, 2022  
 #4: May 14, 2022



# FIRE DEPARTMENT

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

## BUREAU OF FIRE PREVENTION

Public Buildings Unit

DATE: 01.10.2022.

### PREMISES

The American Dream School  
403 Concord Avenue  
Bronx NY 10454

The American Dream School  
403 Concord Avenue  
Bronx NY 10454

To Whom It May Concern:

The New York City Fire Department ("FDNY"), Bureau of Fire Prevention, Public Buildings Unit conducted an inspection of the above-referenced premises on **09.29.2021**.

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

~~XXX~~ The inspection resulted in issuance of violations of the Fire Code or other laws, rules or regulations that FDNY's Public Buildings Unit is authorized to inspect and enforce.  
**Note: Violation order E665838 issued.**

\_\_\_\_\_ As of XXXXXX documents were submitted to FDNY as proof of correction, and such correction was deemed acceptable to FDNY

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

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

Examined by: \_\_\_\_\_  
Tomasz Korbas, Supervising Inspector, PBU



# Certificate of Occupancy

**CO Number: 220714430F**

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

<b>A.</b>	<b>Borough:</b> Bronx <b>Address:</b> 403 CONCORD AVE <b>Building Identification Number (BIN):</b> 2003866	<b>Block Number:</b> 02573 <b>Lot Number(s):</b> 87  <b>Building Type:</b> Altered	<b>Certificate Type:</b> Final <b>Effective Date:</b> 12/30/2020
<b>This building is subject to this Building Code: Prior to 1968 Code</b>			
<i>For zoning lot metes &amp; bounds, please see BISWeb.</i>			
<b>B.</b>	<b>Construction classification:</b> 1 (Prior to 1968 Code designation) <b>Building Occupancy Group classification:</b> E (2014/2008 Code) <b>Multiple Dwelling Law Classification:</b> None		
	<b>No. of stories:</b> 4	<b>Height in feet:</b> 43	<b>No. of dwelling units:</b> 0
<b>C.</b>	<b>Fire Protection Equipment:</b> Standpipe system, Fire alarm system, Sprinkler system, Fire Suppression system		
<b>D.</b>	<b>Type and number of open spaces:</b> None associated with this filing.		
<b>E.</b>	<b>This Certificate is issued with the following legal limitations:</b> Board of Standards and Appeals - Recording Info: 341-12-BZ		
<b>Borough Comments:</b> None			



Borough Commissioner



Commissioner

*Certificate of Occupancy*

**CO Number: 220714430F**

Permissible Use and Occupancy						
All Building Code occupancy group designations below are 2008 designations.						
Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code occupancy group	Dwelling or Rooming Units	Zoning use group	Description of use
CEL		OG	S-2		3B	VACANT-NO OCCUPANCY
001 001	355	60	A-3		3B	AUDITORIUM / GYM / CAFETERIA (NON-SIMULTANEOUS USES)
001 001		60	E		3B	ACCESSORY MECHANICAL AND UTILITY ROOMS
001 001	8	60	E		3B	ACCESSORY OFFICES
001 001	26	60	E		3B	PERFORMING ARTS ROOM
002 002	206	60	A-3		3A	CLASSROOMS
003 003	175	60	A-3		3A	CLASSROOMS
NOTE:BSA APPROVAL UNDER 341-12-BZ CEQR #13-BSA-069X.THAT ANY CHANGE IN THE USE, OCCUPANCY, OR OPERATOR OF THE SCHOOL REQUIRES REVIEW AND APPROVAL BY THE BOARD OF STANDARDS AND APPEAL. THAT THE SCHOOL SHALL BE LIMITED 28,551 SQ. FT. OF FLOOR AREA (2.85 F.A.R.)						
<b>END OF SECTION</b>						



Borough Commissioner



Commissioner