

Application: Niagara Charter School

Novak Darci - darcinovak@niagaracharter.org
2023-2024 Annual Report

Summary

ID: 0000000020

Last submitted: Nov 1 2024 05:47 PM (EDT)

Entry 1 – School Information and Cover Page

Completed - Jul 29 2024

Instructions

Required of ALL Charter Schools

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

Entry 1 – School Information and Cover Page

(New schools that were not open for instruction for the 2023-2024 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, 2024**) or you may not be assigned the correct tasks.

BASIC INFORMATION

a. LEGAL SCHOOL NAME (as chartered)

(Select name from the drop down menu)

NIAGARA CHARTER SCHOOL 800000058977

b. Unofficial or Popular School Name

NCS

c. CHARTER AUTHORIZER (As of June 30th, 2024)

Please select the correct authorizer as of June 30, 2024 or you may not be assigned the correct tasks.

BOARD OF REGENTS

c. School Unionized

Is your charter school unionized?

No

d. District/CSD of Location

NIAGARA-WHEATFIELD CSD

e. Date of Approved Initial Charter

Aug 1 2005

f. Date School First Opened for Instruction

Aug 15 2006

g. Approved School Mission and Key Design Elements

(Regents, NYCDOE and Buffalo BOE authorized schools only)

Mission-

Niagara Charter School strives to develop each student's character through engaging and challenging academic work. Our school believes that academic success is built on strong character qualities of collaboration, perseverance, responsibility, and compassion.

EL Education's five Core Practices:

1. Curriculum

Academically rigorous learning expeditions, case studies, projects, fieldwork, and service learning inspire students to think and work as professionals do, contributing high quality work to authentic audiences beyond the classroom.

2. Instruction

Our classrooms are alive with discovery, inquiry, and critical thinking, problem solving, and collaboration. Teachers talk less. Students talk and think more.

3. Assessment

Our leaders, teachers, and students embrace the power of student engaged assessment practices to build student ownership of learning, focus students on reaching standards based learning targets, and drive achievement.

4. Culture & Character

Our school builds a culture of respect, responsibility, courage, and kindness, where students and adults are committed to quality work and citizenship.

5. Leadership

School leaders build a cohesive school vision focused on student achievement and continuous improvement.

Habits of Scholarship:

Niagara Charter School's Habits of Scholarship name

the specific characteristics that support student achievement. They aid students in developing study skills, time management skills, persistence, self awareness, and the ability to seek feedback and assistance.

Leader in Me:

Leader in Me provides elementary schools with a model and process that addresses common challenges that are unique to students during these formative years.

Parents, educators, and school administrators are concerned with their child's physical, mental, social, and economic well-being, all of which are factors that can contribute to or hinder academic success. Teachers, staff, and administrators at Leader in Me Schools are empowered to provide support in all of these areas by creating a learning environment that addresses whole child education with five (5) Core Paradigms. These paradigms influence the behavior of staff, students, and their families.

1. Everyone can be a leader
2. Everyone has genius
3. Change starts with me
4. Educators empower students to lead their own learning
5. Develop the whole person

Niagara Charter School offers an extended school day:

The school day is 7 hours in length, with students arriving at 8:55 am and dismissing at 4:00 pm.

Enrichment and Remediation time:

Niagara Charter School offers enrichment and remediation programs for students. Through remediation, teachers give students extra instruction that is meant to help increase their proficiency in

specific content areas.

Enrichment work is directed to creative and critical thinking skills in ELA and technology. The extended school day allows for an hour of enrichment and remediation each day.

h. School Website Address

www.niagaracharter.org

i. Total Approved Charter Enrollment for 2023-2024 School Year

350

j. Total Enrollment on June 30, 2024 - excluding Pre-K program enrollment

331

k. Grades Served

Grades served during the 2023-2024 school year (exclude Pre-K program students):

Responses Selected:

Kindergarten

1

2

3

4

5

6

I. Charter Management Organization/Educational Management Organization

Do you have a [Charter Management Organization](#)?

No

FACILITIES INFORMATION

m. FACILITIES: Owned, rented, leased to educate students

Will the school maintain or operate multiple sites in 2024-2025?

No, just one site.

School Site 1 (Primary)

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades Served at Site for 2023-2024 School Year (K-5, 6-9, etc.)	Grades to be Served at Site for 2024-2025 school year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	2077 Lockport Road, Niagara Falls, NY 14304	7162974520	Niagara-Wheatfield	k-6	k-6	no

m1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Darci M. Novak	CAO	716-297-4520	716-579-4735	darcinovak@niagaracharter.org
Operational Leader	Darci Novak	CAO	716-297-4520		darcinovak@niagaracharter.org
Compliance Contact	Darci M. Novak	CAO	716-297-4520		darcinovak@niagaracharter.org
Complaint Contact	James C. Muffoletto	Board President	716-297-4520	716-870-9697	muffoletto@msn.com
DASA Coordinator	Christie Grant	Dean of Students	716-297-4520	716-201-6390	christiegrant@niagaracharter.org
Phone Contact for After Hours Emergencies	Darci Novak	CAO	716-297-4520		darcinovak@niagaracharter.org

m1b. Is site 1 in public space or in private space?

Public Space

m1c. Is site 1 in a co-located or not in a co-located facility?

Responses Selected:

Not Co-Located

n. List of owned, rented, leased facilities not used to educate students and the purpose of each.

Separate by semi-colon (;)

Not applicable

o1. Total Number of School Calendar Days

180

o2. Total Number of Instructional Hours by Month (Entries are required for all months. Enter a zero for months with no instructional hours.)

January 2024	147
February 2024	133
March 2024	112
April 2024	112
May 2024	147
June 2024	98
July 2023	0
August 2023	14
September 2023	140
October 2023	147
November 2023	126
December 2023	105

CHARTER REVISIONS DURING THE 2023-2024 SCHOOL YEAR

p. Summary of Material and Non-Material Charter Revisions approved or pending in 2023-2024, including updates to the school’s board of trustees’ bylaws, enrollment policy, discipline policy, or complaint policy.

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

Does the school have any material or non-material revisions approved or pending?

No

ATTESTATIONS

q. Name/Position of Person Completing/Submitting the 2023-2024 Annual Report. (To write type in a phone number with an extension, please use this format: 123-456-7890-3. The dash and number 3 at the end of the phone number refers to the individual's phone extension. Do not type in the work extension or the abbreviation for it - just the dash and the extension number after the phone number).

Name	Darci Novak
Position	Chief Academic Officer
Phone/Extension	716-297-4520
Email	darcinovak@niagaracharter.org

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

Responses Selected:

Yes

As outlined in ENTRY 7 (Employee Fingerprint Requirements Attestation):

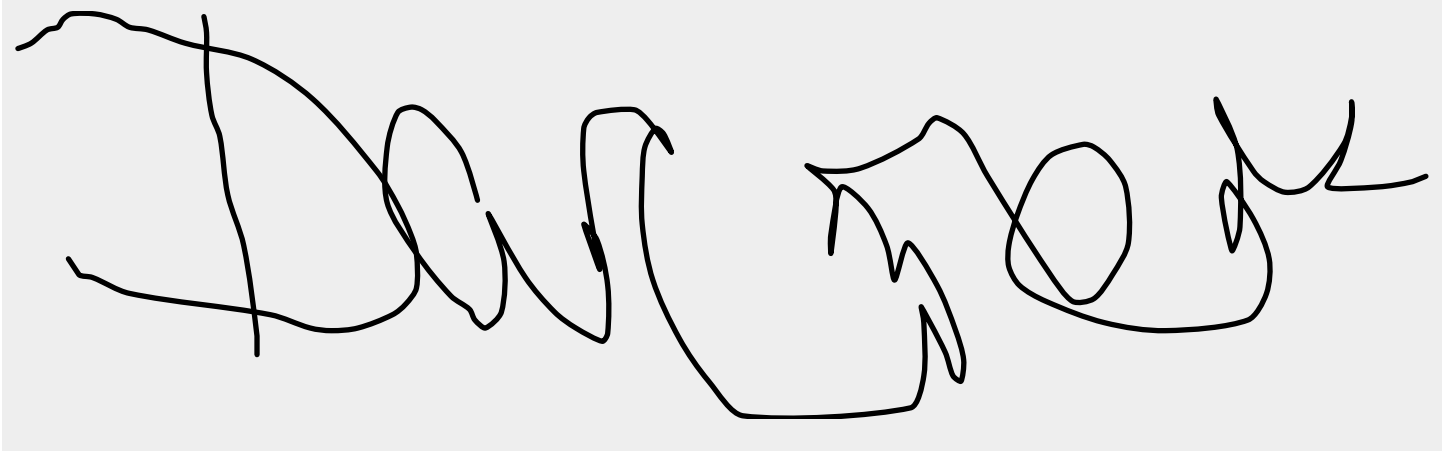
Our E-Signatures (not digital signatures) (Executive Director/School Leader/Head of School and Board President) below attest that our school has reviewed, understands and will comply with the employee clearance and fingerprint requirements as outlined in Entry 7 and found in the [NYSED CSO Fingerprint Clearance Oct 2019 Memo](#). Click **YES** to agree.

Responses Selected:

Yes

Signature, Head of Charter School

(If you are not signing the application now, please click "Clear" on both signature fields before saving this task or else the system will return an error.)

A handwritten signature in black ink on a light gray background. The signature is highly stylized and cursive, appearing to read "Dana Jones".

Signature, President of the Board of Trustees

(If you are not signing the application now, please click "Clear" on both signature fields before saving this task or else the system will return an error.)

A handwritten signature in black ink on a light gray background. The signature is highly stylized and cursive, appearing to read "James M. [unclear]".

Date

Jul 29 2024

Thank you.



Entry 2 – Links to Critical Documents on School Website

Completed - Jul 29 2024

Instructions

Required of ALL Charter Schools (Note that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved Dignity for All Students Act (DASA) policy and NYSED-Approved School Discipline Policy)

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

1. Current Annual Report (i.e., 2023-2024 Annual Report);^[1]
2. Board meeting notices, agendas and documents;
3. New York State School Report Card. This report captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State law;^[2] (Even if there is no school data yet reported, provide a direct web link to the most recent [New York State School Report Card](#) for the charter school.
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy **(For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)**;
5. District-wide safety plan, not a building level safety plan (as per the July 2023 [Emergency Response Plan Memo](#) – Charter Schools Only);
6. Authorizer-approved FOIL Policy; and
7. Subject matter list of FOIL records. (Example: See [NYSED Subject Matter List](#))

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

^[2] SRC data is included in the reporting requirements for New York charter schools in 8 NYCRR 119.3.

Entry 2 – Links to Critical Documents on School Website

School Name: **Niagara Charter School**

Required of ALL Charter Schools (Note that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved Dignity for All Students Act (DASA) policy and NYSED-Approved School Discipline Policy)

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the [link from the school's website](#) for each of the items. All links must be readily found on the school's website.

[New York State Report Card](#)

[Emergency Response Plan Memo](#)

[NYSED Subject Matter List](#)

	Link to Documents
1. Current Annual Report (i.e., 2023-2024 Annual Report)	https://www.niagaracharterschool.org/wp-content/uploads/2024/06/Annual-Report-22.23.pdf
2. Board meeting notices, agendas and documents	https://www.niagaracharterschool.org/meeting-announcement/ https://www.niagaracharterschool.org/board-minutes-2023/
3. New York State School Report Card. This report captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State law; (Even if there is no school data yet reported, provide a direct web link to the most recent New York State School Report Card for the charter school.	https://data.nysed.gov/essa.php?year=2023&instid=800000058977
4a. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	https://www.niagaracharterschool.org/wp-content/uploads/2022/01/DOCS-796058-v3-NIAGARA_CHARTER_SCHOOL_POLICY_ADDENDUM_MANUAL.pdf
4b. Authorizer-approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	https://docs.google.com/document/d/18HIDZu5KHxTKJXbUPhByT2uUNYCjgZqV7B14NcFwyg/edit?usp=sharing
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	https://docs.google.com/document/d/1xg7iwcC98XpEM6eiGT0uQmyiRfPI16xIKKMsY1mPKVs/edit?usp=sharing
6. Authorizer-approved FOIL Policy	https://www.niagaracharterschool.org/wp-content/uploads/2022/01/DOCS-796058-v3-

7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)

<https://www.niagaracharterschool.org/wp-content/uploads/2022/01/XXIV.pdf>



Thank you.

Entry 3 – Board of Trustees Disclosure of Financial Interest Form

Completed - Jul 29 2024

Required of ALL Charter Schools

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2023-2024 school year must complete and sign a Trustee [Disclosure of Financial Interest Form](#) due **no later than 11:59 PM on August 1, 2024**. Acceptable signature formats include:

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

All completed forms must be collected and uploaded in .PDF format for each individual member. **The education corporation is responsible for ensuring that each member who served on the board during the 2023-2024 school year completes the form.**

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

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

[DOC062524-06252024115244](#)

Filename: DOC062524-06252024115244.pdf Size: 735.0 kB

Entry 4 – Board of Trustees Membership Table

Completed - Jul 29 2024

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 4 – Board of Trustees Membership Table

1. SUNY-AUTHORIZED charter schools are required to provide information for VOTING Trustees only.

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

Authorizer:

Who is the authorizer of your charter school?

Board of Regents

1. 2023-2024 Board Member Information (Enter info for each BOT member)

	Voting Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliation (s)	Voting Member Per By-Laws (Y/N)	Number of Completed Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2023-2024
1	James C. Muffoletto	muffolett@msn.com	Chair	Executive Finance Governance Facilities	Yes	6	07/01/2022	06/30/2025	9
2	Amy Meshulam	amymesulam@gmail.com	Vice Chair	Academic Facilities	Yes	2	07/01/2022	06/30/2025	6
3	Ricky Scott	ricky.scott@bankofbuffalo.bank	Treasurer	Executive Finance Governance Facilities	Yes	5	07/01/2023	06/30/2026	11
4	Mary Scheeler	mscheeler@gmail.com	Secretary	Executive Academic	Yes	6	07/01/2023	06/30/2026	10
5	Judith DiCamillo	dicam45@hotmail.com	Trustee/Member	None	Yes	2	07/01/2023	06/30/2026	8
6	Christina Lesh	christina.lesh@gmail.com	Trustee/Member	Governance	Yes		07/01/2022	06/30/2025	11
7	Lynn Kasper	lynn232@msn.com	Trustee/Member	Academic	Yes		01/01/2024	01/01/2027	5 or less

8	Lauren Howe-Nalls	keepcollectivelaur@gmail.com	Parent Rep	None	Yes	5	07/01/2023	06/30/2024	8
9	Christine Smith-Koziel	kittykizzy.chris72@gmail.com	Parent Rep	None	Yes	4	07/01/2023	06/30/2024	10

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

No

2. Number of board meetings conducted in 2023-2024

11

3. Number of board meetings scheduled for the 2024-2025 school year

13

4. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total number of Voting Members on June 30, 2024	9
b. Total number of Voting Members added during the 2023-2024 school year	1
c. Total number of Voting Members who left the board during 2023-2024 school year	0
d. Total Maximum Number of Voting Members in 2023-2024; as set by the board in bylaws, resolution, or minutes	9

5. INFORMATION ABOUT NON-VOTING MEMBERS OF THE BOARD OF TRUSTEES (REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED ONLY)

a. Total number of Non-Voting Members on June 30, 2024	0
b. Total number of Non-Voting Members added during the 2023-2024 school year	0
c. Total number of Non-Voting Members who left the board during the 2023-2024 school year	0
d. Total Maximum Number of Non-Voting members in 2023-2024, as set by the board in bylaws, resolution, or minutes set by the board in bylaws, resolution, or minutes	0
e. Board members attending 8 or fewer meetings during 2023-2024	4

Thank you.

Entry 5 – Board Meeting Minutes

Completed - Jul 29 2024

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

Schools must upload a complete set of final monthly board meeting minutes (July 2023-June 2024), which should match the number of meetings held during the 2023-2024 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 **no later than 11:59 PM on August 1, 2024**.

[DOC072624-07262024115330](#)

Filename: DOC072624-07262024115330.pdf Size: 969.1 kB

Entry 6 – Enrollment & Retention

Completed - Jul 29 2024

Instructions for submitting Enrollment and Retention Efforts

Required of ALL Charter Schools

Describe the good faith efforts the charter school has made in 2023-2024 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWD), English Language Learner(s) (ELL), 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 2024-2025.

***SUNY-authorized charter schools**

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

Entry 6 – Enrollment and Retention of Special Populations

Good Faith Efforts to Meet Recruitment Targets (Attract)

	Describe Recruitment Efforts in 2023-2024	Describe Recruitment Plans in 2024-2025
Students with Disabilities	<p>NCS staffs a Community Liaison to focus on recruitment efforts. Some of the current recruitment plans include:</p> <ul style="list-style-type: none"> -Distribution of brochures and school information to parents and outside businesses and agencies -Building tours available throughout the school year; virtual tours are also available -Announcements and advertisements in local papers such as the Niagara Gazette, Lockport Union Sun & Journal, Niagara Wheatfield Tribune, Lewiston Sentinel, WNY Family Magazine, and The Challenger -Social media, bus bench, pharmacy bag advertisements -NCS partnered with SchoolMint for digital marketing. Social media and search engine advertising campaigns target specific audiences. Enrollment leads are emailed to the Community Liaison for follow up -Applications are easily accessible to parents via the school's website; applications can be completed online and are sent directly to the school's Community Liaison -All recruitment efforts target special populations -The Community Liaison attends various community events, and distributes information about the school to 	<p>NCS staffs a Community Liaison to focus on recruitment efforts. Some of the current recruitment plans include:</p> <ul style="list-style-type: none"> -Distribution of brochures and school information to parents and outside businesses and agencies -Building tours available throughout the school year; virtual tours are also available -Announcements and advertisements in local papers such as the Niagara Gazette, Lockport Union Sun & Journal, Niagara Wheatfield Tribune, Lewiston Sentinel, WNY Family Magazine, and The Challenger -Social media, bus bench, pharmacy bag advertisements -NCS partnered with SchoolMint for digital marketing. Social media and search engine advertising campaigns target specific audiences. Enrollment leads are emailed to the Community Liaison for follow up -Applications are easily accessible to parents via the school's website; applications can be completed online and are sent directly to the school's Community Liaison -All recruitment efforts target special populations -The Community Liaison will attend various community events, and distribute information about the school to

	<p>local health agencies</p>	<p>local health agencies</p> <ul style="list-style-type: none"> -An updated brochure will be designed to use for recruitment in the 24/25 school year -New promotional materials will be purchased in the 24/25 school year.
English Language Learners	<p>NCS staffs a Community Liaison to focus on recruitment efforts. Some of the current recruitment plans include:</p> <ul style="list-style-type: none"> -Distribution of brochures and school information to parents and outside businesses and agencies -Building tours available throughout the school year; virtual tours are also available -Announcements and advertisements in local papers such as the Niagara Gazette, Lockport Union Sun & Journal, Niagara Wheatfield Tribune, Lewiston Sentinel, WNY Family Magazine, and The Challenger -Social media, bus bench, and pharmacy bag advertisements -NCS partnered with SchoolMint for digital marketing. Social media and search engine advertising campaigns target specific audiences. Enrollment leads are emailed to the Community Liaison for follow up -Applications are easily accessible to parents via the school's website; applications can be completed online and are sent directly to the school's Community Liaison -All recruitment efforts target special populations including ELL students -All recruitment materials are available in the student's home 	<p>NCS staffs a Community Liaison to focus on recruitment efforts. Some of the current recruitment plans include:</p> <ul style="list-style-type: none"> -Distribution of brochures and school information to parents and outside businesses and agencies -Building tours available throughout the school year; virtual tours are also available -Announcements and advertisements in local papers such as the Niagara Gazette, Lockport Union Sun & Journal, Niagara Wheatfield Tribune, Lewiston Sentinel, WNY Family Magazine, and The Challenger -Social media, bus bench, and pharmacy bag advertisements -NCS partnered with SchoolMint for digital marketing. Social media and search engine advertising campaigns target specific audiences. Enrollment leads are emailed to the Community Liaison for follow up -Applications are easily accessible to parents via the school's website; applications can be completed online and are sent directly to the school's Community Liaison -All recruitment efforts target special populations including ELL students -All recruitment materials are available in the student's home

	<p>language</p> <ul style="list-style-type: none"> -The Community Liaison will attend various community events and distribute information about the school to local health agencies -New promotional materials will be purchased in the 22/23 school year 	<p>language</p> <ul style="list-style-type: none"> -The Community Liaison will attend various community events and distribute information about the school to local health agencies -An updated brochure will be designed to use for recruitment in the 24/25 school year -New promotional materials will be purchased in the 24/25 school year
Economically Disadvantaged	<p>NCS staffs a Community Liaison to focus on recruitment efforts. Some of the current recruitment plans include:</p> <ul style="list-style-type: none"> -Distribution of brochures and school information to parents and outside businesses and agencies -Building tours available throughout the school year; virtual tours are also available -Announcements and advertisements in local papers such as the Niagara Gazette, Lockport Union Sun & Journal, Niagara Wheatfield Tribune, Lewiston Sentinel, WNY Family Magazine, and The Challenger -Social media, bus bench, and pharmacy bag advertisements -NCS partnered with SchoolMint for digital marketing. Social media and search engine advertising campaigns target specific audiences. Enrollment leads are emailed to the Community Liaison for follow up -Applications are easily accessible to parents via the school's website; applications can be completed online and are sent directly to the school's 	<p>NCS staffs a Community Liaison to focus on recruitment efforts. Some of the current recruitment plans include:</p> <ul style="list-style-type: none"> -Distribution of brochures and school information to parents and outside businesses and agencies -Building tours available throughout the school year; virtual tours are also available -Announcements and advertisements in local papers such as the Niagara Gazette, Lockport Union Sun & Journal, Niagara Wheatfield Tribune, Lewiston Sentinel, WNY Family Magazine, and The Challenger -Social media, bus bench, and pharmacy bag advertisements -NCS partnered with SchoolMint for digital marketing. Social media and search engine advertising campaigns target specific audiences. Enrollment leads are emailed to the Community Liaison for follow up -Applications are easily accessible to parents via the school's website; applications can be completed online and are sent directly to the school's

Community Liaison
-All recruitment efforts target special populations, including economically disadvantaged families
-The Community Liaison will attend various community events, and distribute information about the school to local health agencies

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-All recruitment efforts target special populations, including economically disadvantaged families
-The Community Liaison will attend various community events, and distribute information about the school to local health agencies
-An updated brochure will be designed to use for recruitment in the 24/25 school year
-New promotional materials will be purchased in the 24/23/5 school year

Good Faith Efforts To Meet Retention Targets

	Describe Retention Efforts in 2023-2024	Describe Retention Plans in 2024-2025
Students with Disabilities	<p>The Community Liaison position is designed to work collaboratively with families providing support as needed. The Liaison communicates regularly with parents, addressing any concerns or issues in an effort to retain students year to year. In addition,</p> <ul style="list-style-type: none"> -Transportation is provided to all students at no cost to our families -Monies are allocated in the annual budget for families in need of assistance purchasing uniforms or supplies -All students receive free breakfast, lunch, and snack daily -Preference is given to currently enrolled students' siblings, so families do not have children attending different elementary schools -Every NCS teacher receives a classroom budget to purchase materials and resources for students -All NCS students received a 1:1 Chromebook and iPad for access to the curriculum. -NCS employs one full time counselor and a school nurse <p>The school maintains relationships with the local BOCES, community agencies, and social service agencies to support students and families.</p>	<p>The Community Liaison position is designed to work collaboratively with families providing support as needed. The Liaison communicates regularly with parents, addressing any concerns or issues in an effort to retain students year to year. In addition,</p> <ul style="list-style-type: none"> -Transportation is provided to all students at no cost to our families -Monies are allocated in the annual budget for families in need of assistance purchasing uniforms or supplies -All students receive free breakfast, lunch, and snack daily -Preference is given to currently enrolled students' siblings, so families do not have children attending different elementary schools -Every NCS teacher receives a classroom budget to purchase materials and resources for students -All NCS students received a 1:1 Chromebook and iPad for access to the curriculum. -NCS employs one full time counselor and a school nurse <p>The school maintains relationships with the local BOCES, community agencies, and social service agencies to support students and families.</p>

	<p>Online trainings and workshops are provided.</p> <p>NCS employs two full-time and one part-time special education teachers, AIS support staff, and a Reading Specialist to support the needs of students with disabilities.</p> <p>In addition, the school holds monthly Response to Intervention team meetings.</p> <p>The school offers before and after school programing with transportation provided.</p>	<p>Online trainings and workshops are provided.</p> <p>NCS employs two full-time and one part-time special education teachers, AIS support staff, and a Reading Specialist to support the needs of students with disabilities.</p> <p>In addition, the school will continue to hold monthly Response to Intervention team meetings.</p> <p>The school will continue to offer before and after school programing with transportation provided.</p> <p>In the 24/25 school year, the Community Liaison will conduct exit interviews for families who discontinue enrollment at the school. Data gathered will be used to identify reasons for leaving and inform improvements to the school experience.</p>
<p>English Language Learners</p>	<p>The Community Liaison position is designed to work collaboratively with families providing support as needed. The Liaison communicates regularly with parents, addressing any concerns or issues in an effort to retain students year to year. In addition,</p> <ul style="list-style-type: none"> -Transportation is provided to all students at no cost to our families -Monies are allocated in the annual budget for families in need of assistance purchasing uniforms or supplies -All students receive free breakfast, lunch, and snack daily 	<p>The Community Liaison position is designed to work collaboratively with families providing support as needed. The Liaison communicates regularly with parents, addressing any concerns or issues in an effort to retain students year to year. In addition,</p> <ul style="list-style-type: none"> -Transportation is provided to all students at no cost to our families -Monies are allocated in the annual budget for families in need of assistance purchasing uniforms or supplies -All students receive free breakfast, lunch, and snack daily

	<p>-Preference is given to currently enrolled students' siblings, so families do not have children attending different elementary schools</p> <p>-Every NCS teacher receives a classroom budget to purchase materials and resources for students</p> <p>-All NCS students received a 1:1 Chromebook and iPad for access to the curriculum.</p> <p>-NCS employs one full time counselor and a school nurse</p> <p>All school services are available in the student's home language.</p> <p>The school maintains relationships with the local BOCES, community agencies, and social service agencies to support students and families' ELL needs.</p> <p>The school employs an ELL teacher to support the needs of students.</p> <p>The school offers before and after school programming with transportation provided.</p>	<p>-Preference is given to currently enrolled students' siblings, so families do not have children attending different elementary schools</p> <p>-Every NCS teacher receives a classroom budget to purchase materials and resources for students</p> <p>-All NCS students received a 1:1 Chromebook and iPad for access to the curriculum.</p> <p>-NCS employs one full time counselor and a school nurse</p> <p>All school services are available in the student's home language.</p> <p>The school maintains relationships with the local BOCES, community agencies, and social service agencies to support students and families' ELL needs.</p> <p>The school employs an ELL teacher to support the needs of students.</p> <p>The school will continue to offer before and after school programming with transportation provided.</p> <p>In the 24/25 school year, the Community Liaison will conduct exit interviews for families who discontinue enrollment at the school. Data gathered will be used to identify reasons for leaving and inform improvements to the school experience.</p>
Economically Disadvantaged	The Community Liaison position is designed to work collaboratively with families providing support as needed. The	The Community Liaison position is designed to work collaboratively with families providing support as needed. The

Liaison communicates regularly with parents, addressing any concerns or issues in an effort to retain students year to year. In addition,

- Transportation is provided to all students at no cost to our families
- Monies are allocated in the annual budget for families in need of assistance purchasing uniforms or supplies
- All students receive free breakfast, lunch, and snack daily
- Preference is given to currently enrolled students' siblings, so families do not have children attending different elementary schools
- Every NCS teacher receives a classroom budget to purchase materials and resources for students
- All NCS students received a 1:1 Chromebook and iPad for access to curriculum
- NCS employs one full time counselor and a school nurse

The school maintains relationships with community agencies and social service agencies to support students and families.

The School continues the implementation of the Leader in Me to teach students 21st century leadership and life skills, and to create a culture of student empowerment based on the idea that every child can be a leader.

The school offers before and after school programming with transportation provided.

Liaison communicates regularly with parents, addressing any concerns or issues in an effort to retain students year to year. In addition,

- Transportation is provided to all students at no cost to our families
- Monies are allocated in the annual budget for families in need of assistance purchasing uniforms or supplies
- All students receive free breakfast, lunch, and snack daily
- Preference is given to currently enrolled students' siblings, so families do not have children attending different elementary schools
- Every NCS teacher receives a classroom budget to purchase materials and resources for students
- All NCS students received a 1:1 Chromebook and iPad for access to curriculum
- NCS employs one full time counselor and a school nurse

The school maintains relationships with community agencies and social service agencies to support students and families.

The School will continue the implementation of the Leader in Me to teach students 21st century leadership and life skills, and to create a culture of student empowerment based on the idea that every child can be a leader.

The school will continue to offer before and after school programming with transportation provided.

In the 24/25 school year, the Community Liaison will conduct exit interviews for families who discontinue enrollment at the school. Data gathered will be used to identify reasons for leaving and inform improvements to the school experience.

Entry 7 – Employee Fingerprint Requirements Attestation

Completed - Jul 29 2024

Entry 7 – Employee Fingerprint Requirements Attestation

A. TEACH System – Employee Clearance

Required of ALL Charter Schools

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

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

^[1] Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at [NYSED CSO Employee Clearance and Fingerprint Memo](#) or visit the NYSED website at [Who Must Be Fingerprinted Charts](#) for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

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

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

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

Attestation

Responses Selected:

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

Entry 8 – Organization Chart

Completed - Jul 29 2024

Instructions

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

Upload the 2023-2024 **Organization Chart**. The organization chart should be a graphic representation (A list will not be accepted.) and should include position titles and reporting (hierarchical) relationships. Employee names should **not** appear on the chart.

Org chart 24-25

Filename: Org_chart_24-25.pdf Size: 57.5 kB

Entry 9 – School Calendar

Completed - Jul 29 2024

Instructions for submitting School Calendar

Required of ALL Charter Schools

If the charter school has a tentative calendar based on available information and guidance at the time, please submit it **no later than 11:59 PM on August 1, 2024**. Charter schools must upload a final school calendar into the portal and may do so at any time but **no later than 11:59 PM on September 16, 2024**.

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

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

Sample Calendar:

12 Month Calendar 2021-2022
184 Instructional Days

July

Mon	Tues	Wed	Thurs	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

January (20)

Mon	Tues	Wed	Thurs	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

August

Mon	Tues	Wed	Thurs	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

February (15)

Mon	Tues	Wed	Thurs	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28				

September (18)

Mon	Tues	Wed	Thurs	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

March (23)

Mon	Tues	Wed	Thurs	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

October (20)

Mon	Tues	Wed	Thurs	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

April (15)

Mon	Tues	Wed	Thurs	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

November (18)

Mon	Tues	Wed	Thurs	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

May (21)

Mon	Tues	Wed	Thurs	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

December (17)

Mon	Tues	Wed	Thurs	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

June (17)

Mon	Tues	Wed	Thurs	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

Staff Report - August 23rd
 Early Dismissal Days
 Holiday/Recess (No Students or Staff)

Superintendent's Conference Day (No School for Students)
 Regents and School-level Exams

September 8, 2021 All Grade Levels Report
 June 24, 2022 - Last Day of School

[2024-2025 calendar](#)

Entry 10 – Faculty/Staff Roster Template

Completed - Jul 29 2024

[INSTRUCTIONS](#)

Required of Regents, NYCDOE, and Buffalo BOE-authorized Charter Schools ONLY

Please click on the MS Excel [Faculty/Staff Roster Template](#) and provide the following information for **ANY and ALL** instructional and non-instructional employees (all faculty and staff employed by the school during the 2023-2024 school year).

Use of the 2023-2024 Annual Report Faculty/Staff Roster Template is required. Each of the data elements, with the exception of the Notes, are required, and use of the drop-down options, when provided, is also required.

Reminders: Please use the Notes section provided to add any additional information as deemed necessary. Failure to adhere to the guidelines and validations in the Faculty/Staff Roster Template will result in a resubmission of a fully corrected roster.

Here is the complete list of data elements in the roster template and an explanation of what information is required to correctly complete this task.

Roster Data Elements	Explanations
Authorizer NOTE: MUST BE DONE FIRST	Select your school's authorizer from the drop-down list first , before completing the roster.
School Name and Institution ID	Select your school's name from the drop-down list .
Faculty/Staff First Name	Enter the first name of the Faculty/Staff person.
Faculty/Staff Last Name	Enter the last name of the Faculty/Staff person.
TEACH ID	Enter the 7 digit TEACH ID for the Faculty/Staff person.
Role in School	Select the best choice of role of the Faculty/Staff person from the drop-down list .
CPR/AED Certification Status	Select the appropriate choice from the drop-down list .
Hire Date	Enter the date that the Faculty/Staff person was hired.
Start Date	Enter the date that the Faculty/Staff person actually began employment in this school.
Total Years' Experience in this Role	Enter Total Years of Experience that the Faculty/Staff person has in their current role.
Total Years at this School	Enter the Total Years that the Faculty/Staff person has been employed in this school.
Out-of-Certification Justification	Select the appropriate choice from the drop-down list .
Subject Taught	Select the appropriate choice from the drop-down list .
Notes	Optional

[faculty-staff-roster-template-2023 6](#)

Filename: faculty-staff-roster-template-202_f1Y2LtW.xlsx Size: 24.2 kB

Entry 11 – Progress Toward Goals

Completed - Jul 29 2024

Instructions

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

SUNY-authorized charter schools must download an Accountability Plan Progress Report template at [Accountability Plan Progress Report](#). After completing, SUNY-authorized charter schools must upload the document into the Annual Report Portal, and into the SUNY Epicenter document management system **no later than 11:59 PM on September 16, 2024**.

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters **no later than 11:59 PM on November 1, 2024.**

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

Entry 11 – Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

Regents, NYCDOE, and Buffalo BOE-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 1, 2024.

1. ACADEMIC STUDENT PERFORMANCE GOALS

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2024.**

2023-2024 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	Each year the percentage of Niagara Charter School students that meet proficiency on grades 3-6 assessments, to include ELA and Math, will meet or exceed the respective percentage of students from the district of residence and district of location.	NYS 3-6 ELA and math assessments	Unable to Assess	
Academic Goal 2	Each year the percentage of	NYS 3-6 ELA and math assessments.	Unable to Assess	

Niagara Charter School students that meet proficiency on grades 3-6 assessments, to include ELA and Math, will have an average percent proficient that is at or above the state-wide percent proficient on the New York State ELA and Math assessments.

Academic Goal 3

Academic Goal 4

Academic Goal 5

Academic Goal 6

Academic Goal 7

Academic Goal 8

Academic Goal 9

Academic Goal 10

2. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

For the 2022-2023 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”.

2022-2023 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
Org Goal 1				
Org Goal 2				
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

2022-2023 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				
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 12 – Audited Financial Statements

Completed - Nov 1 2024

Required of ALL Charter Schools

ALL SUNY-authorized charter schools must upload the financial statements and related documents in PDF format into the Annual Report Portal and into the SUNY Epicenter document management system **no later than 11:59 PM on November 1, 2024**. **SUNY-authorized charter schools** are asked to ensure that security features such as password protection are turned off.

ALL Regents, NYCDOE, and Buffalo BOE-authorized charter schools must upload final, audited financial statements to the Annual Report Portal **no later than 11:59 PM on November 1, 2024**. Upload the independent auditor’s report, any advisory and/or management letter, and the internal controls report as one submission, combined into a PDF file, ensuring that security features such as password protections are removed from all school uploaded documents.

PLEASE NOTE: This task appears as visible and optional task in the online portal until August 1 2024 but will be identified as a required task thereafter and due on November 1, 2024. This is a required task, and it is marked optional for administrative purposes only.

[Niagara Charter School Final FS 2024](#)

Filename: Niagara_Charter_School_Final_FS_2024.pdf Size: 364.9 kB

Entry 12b – Audited Financial Report Template (BOR)

Completed - Nov 1 2024

[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 [2023-2024 Annual Reports](#) webpage. Upload the completed file in Excel format and submit **no later than 11:59 PM on November 1, 2024**.

Please complete one spreadsheet at the Education Corporation level and submit the same spreadsheet for each of the schools.

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

[NCSaudited-financial-report-template-nysed ar2023-24 \(2\)](#)

Filename: NCSaudited-financial-report-templ_hxak300.xlsx Size: 75.0 kB

Entry 12c – Additional Financial Documents

Completed - Nov 1 2024

Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents and submit **no later than 11:59 PM on November 1, 2024**. 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. Agreed-Upon Procedure Report
4. Evidence of Required Escrow Account for each school^[1]
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

^[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.

[NCS Escrow acct June 2024](#)

Filename: NCS_Escrow_acct_June_2024.pdf Size: 40.8 kB

[Niagara Charter School Final RTB 2024](#)

Filename: Niagara_Charter_School_Final_RTB_2024.pdf Size: 177.8 kB

Entry 12d – Financial Contact Information

Completed - Jul 29 2024

Regents, NYCDOE, and Buffalo BOE authorized schools should enter financial contact information directly into the form within the portal **no later than 11:59 PM on November 1, 2024**.

Form for "Financial Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Ricky Scott	Ricky.Scott@bankonbuffalo.bank	716-901-5251

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	EFPR Group	efprgroup@efprgroup.com	716-204-5744	11

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
	Kirisits & Associates	Lisa Kirisits	1231 Delaware Avenue, Suite 6 Buffalo, NY 14209	lisak@kirisitscpa.com	716-881-0089	1

Entry 13 – Fiscal Year 2024-2025 Budget

Completed - Oct 29 2024

SUNY-authorized charter schools should download the [2024-2025 Budget and Quarterly Report Template and the 2024-2025 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed templates into the Annual Report Portal and into the Epicenter document management system. **Due no later than 11:59 PM on November 1, 2024.**

Regents, NYCDOE, and Buffalo BOE authorized charter schools should upload a copy of the school's FY25 Budget using the [2024-2025 Budget Template](#) into the Annual Report Portal or from the Annual Report website. **Due no later than 11:59 PM on November 1, 2024.**

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

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

[NCS 2024-2025-annual-report-budget-template](#)

Filename: NCS_2024-2025-annual-report-budge_klsJzKy.xlsx Size: 46.9 kB

Optional Additional Documents to Upload (BOR)

Incomplete

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

Trustee Name:

JAMES C MUFFOLETTO

Name of Charter School Education Corporation:

NIAGARA CHARTER SCHOOL

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

None

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

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

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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

Business Telephone:

716 - 856 - 3700

Business Address:

500 ELK ST, BUFFALO NY 14210

E-mail Address:


muffoletto@msm.com

Home Telephone:

716 - 692 1949

Home Address:

4959 TOMAWANNA CREEK RD, PENOBSCOT, NY 14120


Signature

6/18/24
Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Christina M. Smith-Koziel

Name of Charter School Education Corporation:

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

Parent representative

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

Yes No

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

N/A

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

Yes No

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

parent trustee/rep

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

Yes No

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

N/A

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

Yes No

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

N/A

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

None

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

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

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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

Business Telephone:

N/A

Business Address:

N/A

E-mail Address:

KittyLizzyChris72@gmail.com

Home Telephone:

716-804-3429

Home Address:

4775 Hermitage rd NF ny 14805


Signature

6/18/24
Date

Acceptable signature formats include:

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

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

Trustee Name:

Lauren E Howe Nalls

Name of Charter School Education Corporation:

Niagara Charter School

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

Parent Trustee

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

Yes No

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

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

Yes No

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

Parent, N/A → Parent Trustee

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

Yes No

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

N/A

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

Yes No

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

N/A

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

None

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

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

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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

Business Telephone:

Business Address:

E-mail Address:

Keepcollective Lauren@gmail.com

Home Telephone:

(716) 417-0825

Home Address:

8295 East Britton Drive, Niagara Falls NY 14304



Signature

6/18/2024

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

MARY SCHEELER

Name of Charter School Education Corporation:

Niagara Charter School

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

Secretary

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

None

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

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

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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

Business Telephone:

Business Address:

E-mail Address:

mschuler@gmail.com

Home Telephone:

716-692-8231

Home Address:

*5050 Tonawanda Creek Rd
Tonawanda, NY 14120*

Mary J. Schuler

Signature

6/18/2024

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Ricky Scott

Name of Charter School Education Corporation:

NIAGARA CHARTER SCHOOL

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

Treasurer

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

None

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

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

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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

Business Telephone:

(716) 442-6149

Business Address:

46 MAIN ST AKRON, NY 14001

E-mail Address:

Ricky.Scott@Roadrunner.com

Home Telephone:

(716) 901-5251

Home Address:

16 PINETREE DR LANCASTER NY 14086

Ricky Scott

Signature

6/18/24

Date

Acceptable signature formats include:

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- Print form, manually sign, scan to PDF

last revised 04/2022

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

Trustee Name:

Christina Lesh

Name of Charter School Education Corporation:

Niagara Charter School

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

board member, Gov. Committee Chair

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

None

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

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

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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

Trustee Name:

Judy DiCamillo

Name of Charter School Education Corporation:

Niagara Charter School

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

member at large

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

Past AIS assistant Sept 2008 → June 2015
salary → maybe \$ 22,000. or
Working with students in need for further
instruction, ranging from K to 6 in E.L.A + Math

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

None

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

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

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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Business Telephone:

Business Address:

E-mail Address:

dicam45@hotmail.com

Home Telephone:

(716) 219-4091 cell (716) 316-3675

Home Address:

1 Main St. #11, Youngstown, NY 14174

Judith E. DiLomillo
Signature

June 18, 2024
Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Lynn Kasper

Name of Charter School Education Corporation:

Niagara Charter School

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

Chair - Aca. Comm.

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

Past special education teacher. Retired Dec. 2023.

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

None

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

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

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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

Business Telephone:

Business Address:

E-mail Address:

lynn232@msn.com

Home Telephone:

716 553 4012

Home Address:

3238 Lockport Rd
Sanborn NY 14132

Lynn Kasper

6/18/24

Signature

Date

Acceptable signature formats include:

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- Print form, manually sign, scan to PDF

last revised 04/2022

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

Trustee Name:

Amy Meshulam

Name of Charter School Education Corporation:

Niagara Charter School

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

Trustee - At-Large
Vice-Chair

Facilities Committee
Member

Academic Committee member

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

*I worked at Niagara Charter School
from Aug 1, 2006 → August 18, 2018.*

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

None

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

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

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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

Business Telephone:

(716) 332-0755 (x1076)

Business Address:

65 Great Arrow Ave. Buffalo, NY 14216

E-mail Address:

amy.meshulam@gmail.com

Home Telephone:

(716) 465-5000

Home Address:

552 East River Road Grand Island, NY 14072

Amy Meshulam

6/25/2024

Signature

Date

Acceptable signature formats include:

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last revised 04/2022

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
August 15, 2023 at 5:00 PM**

Trustees in Attendance: James C. Muffoletto, Amy Meshulam, Mary Scheeler, Ricky Scott, Christina Lesh, Judy DiCamillo, Lauren Howe-Nails, Christine Smith-Koziel

Staff in Attendance: Dr. Darci Novak, Jill Keicher, Megan Corsaro, Lynn Kasper, Aimee Gonzalez, Theresa Boniface

Others:

Excused Absence:

Unexcused Absence:

The meeting was called to order at 5:13 PM with President, James C. Muffoletto presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Mrs. Scheeler and seconded by Mrs. DiCamillo.

The minutes for the regular meeting of June 20, 2023 were approved on a motion made by Mrs. Meshulam and seconded by Mrs. Scheeler. The motion was passed with all in favor and no abstentions.

The minutes for the annual meeting of June 20, 2023 were approved on a motion made by Mrs. DiCamillo and seconded by Mr. Scott. The motion was passed with all in favor and no abstentions.

CAO Report, Dr. Darci Novak

General Updates:

- Teachers and staff return on August 28, 2023. The school is fully staffed. Kylie Zsebehazy has been promoted to STEAM teacher.
- The school has partnered with the UB Language Lab to conduct a study with students in grades K-2.
- Dr. Novak and Mrs. Boniface are getting the 21st century grant programs set up for this school year.
- Dr. Novak updated the trustees on student transportation. The bus company notified Dr. Novak that our pickup time will be 4:10 PM. Teachers will be implementing a Closing Circle at the end of the day and parent pick time will be adjusted by 10 minutes.

Community Liaison Report, Megan Corsaro

- Mrs. Corsaro updated the trustees on enrollment. We are fully enrolled with 350 students.
- Mrs. Corsaro distributed a flyer for Kindergarten Orientation.
- Trustees were invited to Open House on September 20, 2023 5:00-7:00

Academic Committee

Mrs. Mary Scheeler

- There is no formal Academic Committee report.

Governance:

Lynn Kasper

- The Governance Committee met on the August 7, 2023.
- The draft Strategic Plan was presented for feedback and suggestions. Trustees should email Mrs. Kasper with any feedback and/or suggestions. An updated draft will be placed in the September board packet for adoption.
- There was 100% completion of the Board Assessment Tool. The results will be reviewed at the September board meeting.

Facilities Committee

- The Facilities Committee met on August 7, 2023.
- Carmina Wood has assigned lead architect Wendy Ferrie. to work with NCS.
- The committee selected LeChase as the general contractor for the project. LeChase will work with architect to determine cost estimates for both projects. The board will then have the information needed to determine the best scenario for our school and to investigate available finance options.
- Dr. Novak reported that Wendy Ferrie visited NCS twice to look at needs and spaces. LeChase did a thorough walk through of the school as well, and will prepare a menu of options so the committee can determine next steps.

Finance Committee

- There is no formal Finance Committee report.
- Dr. Novak reported that we are still in the onboarding phase with Kirisits and Associates. The team is collaborative and responsive and Dr. Novak is confident in their services.

Unfinished Business

Mrs. Howe-Nalls has agreed to continue to serve as Parent Trustee. A motion to nominate Mrs. Howe-Nalls for parent trustee was made by Mr. Muffoletto and seconded by Mr. Scott. The motion was passed unanimously.

New Business

The School's Comprehensive District-Wide School Safety Plan was updated. The plan was posted for public comments and none were received. A motion was made to approve the Comprehensive District-Wide School Safety Plan by Mrs. Meshulam and seconded by Mrs. Scheeler. The motion passed with all in favor and no abstentions.

The meeting was adjourned at 5:58 PM upon motion made by Mrs. DiCamillo and seconded by Mrs. Howe-Nalls. The motion was passed with all in favor and no abstentions.

Mary J. Scheeler

Mary J. Scheeler, Secretary

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
September 19, 2023 at 5:00 PM**

Trustees in Attendance: James C. Muffoletto, Amy Meshulam, Mary Scheeler, Ricky Scott, Christina Lesh, Judy DiCamillo, Lauren Howe-Nalls, Christine Smith-Koziel

Staff in Attendance: Dr. Darci Novak, Jill Keicher, Andrea Hopkins, Jamie Guerra, Theresa Boniface

Others: Jonathan Schechter, attorney for NCS, Lisa Kirisits, CPA

Excused Absence:

Unexcused Absence:

The meeting was called to order at 5:14 PM with President, James C. Muffoletto presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Mr. Scott and seconded by Mrs. Scheeler.

The minutes for the regular meeting of August 15, 2023 were approved on a motion made by Mrs. DiCamillo and seconded by Mrs. Meshulam. The motion was passed with all in favor and no abstentions.

CAO Report, Dr. Darci Novak

Professional Development

- Staci Intriligator and Michelle Flores from EL Education were at NCS for a full day staff professional development on Crew and High-Quality Work.
- Lori DeCarlo held a ½ day professional development for the entire staff on Restorative Practices and Community Building Circles.
- Officer Josh Cain held a staff meeting on threat assessment in schools.
- Christie Grant attended the DASA Coordinator Course through Erie 1 BOCES.
- Dana Burwell participated in a book study through Orleans Niagara BOCES Teacher Center with the book *The Shift to Student Led*.
- Nicole Kerner (Erie 1 BOCES behavior specialist) was here for one day to meet with teachers on behavior management techniques for the beginning of the school year.

General Updates:

- Dr. Novak distributed the feedback correspondence from the Charter School Office check-in visit with Susan Gibbons and Jennifer Marshall in June, 2023. Dr. Novak noted that NCS is being compared to the district of location, Niagara Wheatfield. We currently have a total of 7 students total from the NW district. The report also highlighted our incredible 3rd grade outcomes.
- Dr. Novak updated the trustees on bussing. We are collecting data by tracking arrival and dismissal times. The majority of time the buses are pulling off by 4:35 PM (teachers

end time). There are 2 buses that have been consistently late each afternoon, and there are some buses arriving late in the morning. A rotating schedule was implemented teachers to sign up to supervise students after 4:35 PM.

- The Restorative Practices board session scheduled for September 23, 2023 has been cancelled due to the majority of the trustees being unavailable. Dr. Novak is waiting to hear from the facilitator on a possible date to reschedule.

Academic Committee

Mrs. Mary Scheeler

- The NYS ELA and Math scores have been released, however they are embargoed until further notice. Once we have comparative data from the Niagara Falls and Niagara Wheatfield districts, the leadership team will meet with the Academic Committee to review the data to present to the Board of Trustees. The leadership team would also like to review a draft action plan for making gains and improvements this school year.
- In addition, this week we received a resignation from a 6th grade math teacher. The position has been posted internally, and internal applicants will be considered prior to public posting.

Finance Committee:

Mr. Ricky Scott

- Lisa Kirisits, CPA, presented the financial statements for our fiscal year ended June 30, 2023.

Facilities Committee

- Dr. Novak, Jon Morris, and Wendy Ferrie reviewed the construction concept options for Niagara Charter School. Three construction concepts to reconfigure the school's current facility and one new construction concept were reviewed and discussed.
- LeChase needs more time to prepare cost analysis for each option. The board may need to schedule a special meeting to review this information.

Governance:

Christina Lesh

- Mrs. Lesh asked trustees to review the Board Assessment Results to identify strengths and inconsistencies in perception. A discussion ensued with regard to their observations.

The meeting was adjourned at 7:12 PM upon motion made by Mrs. Howe-Nalls and seconded by Mrs. Scheeler. The motion was passed with all in favor and no abstentions.

Mary J. Scheeler

Mary J. Scheeler, Secretary

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
October 17, 2023 at 5:00 PM**

Trustees in Attendance: Amy Meshulam, Mary Scheeler, Ricky Scott, Christina Lesh, Judy DiCamillo, Lauren Howe-Nalls

Staff in Attendance: Dr. Darci Novak, Jill Keicher, Aimee Gonzalez, Megan Corsaro, Alex Filips, Lillian Blatner, Christie Granto, Theresa Boniface, Andrea Hopkins, Rebecca Armstrong, Megan Ackerman

Others: Jonathan Schechter, attorney for NCS

Excused Absence: James C. Muffoletto. Christine Smith-Koziel

Unexcused Absence:

The meeting was called to order at 5:10 PM with Vice President, Amy Meshulam presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Mrs. DiCamillo and seconded by Mr. Scott.

The minutes for the regular meeting of September 19, 2023 were approved on a motion made by Mrs. Scheeler and seconded by Mrs. Howe-Nalls. The motion was passed with all in favor and no abstentions.

Mrs. Aimee Gonzalez and Mrs. Megan Corsaro presented the rebranding of Niagara Charter School's Family School Association to Parent Lighthouse Team. Mrs. Gonzalez and Mrs. Corsaro are looking for a group of dedicated parents to join the Parent Lighthouse Team. Goals of the Parent Lighthouse Team include increasing parent and family involvement, informing and educating parents on the Leader in Me process, and utilize parents to promote NCS and recruit new students.

AAO Report, Jill Keicher

Leaders of the Month: Students demonstrated Habit 1: Be Proactive for the month of September. Crew 101-Caliph P.; Crew 102-Mattalee D.; Crew 103-Heaven H.; Crew 104-Alynnah C.; Crew 105-Asa G.; Crew 106-Syn'Cere A.; Crew 107-Aniya G.; Crew 108-Ella K.; Crew 114-Josiah B.; Crew 115-Isaiah H.; Crew 116-Laila R.; Crew 117-JaiThen P.; Crew 118-Arabella R.; Crew 119-Giana N.; Music-Aubree H.; Gym-Ashton E.; NCS support staff-Clarissa H.; Mrs. Felmet-Gabriella T.

Christie Granto, Dean of Students, was nominated for Employee Leader of the Month for the month of September.

CAO Report, Dr. Darci Novak

Professional Development

- The restorative practice team (Darci Novak, Jill Keicher, Christie Grant, Jared Curren, Theresa Boniface, Sara Felmet & Sherrie Tracy) met with Lori DeCarlo for their monthly meeting.
- Erie 1 BOCES coordinators (Elizabeth Kraemer, Susan Cyrulik, Kristin Witkowski, Nicole Kerner) were at NCS for 4 days meeting with teachers on ELA building background knowledge, Science curriculum implementation, Math data, and behavior management support.
- 2 staff members (Kim Abrams & Lauren Nowicki) attended a workshop or a book study through the Orleans Niagara BOCES Teacher Center including ENL share group and *Atomic Habits* book study.
- Sherrie Tracy attended Instructional Coaching Consortium at Erie 1 BOCES.

General Updates:

- The Restorative Practices board retreat will be held at Niagara Charter School on December 9, 2023 from 9:00AM-11:00AM.
- A review of the dashboard took place
- Dr. Novak would like the board's input on a possible waitlist policy to provide Mrs. Corsaro with guidance on how many attempts should be made to contact parents of students on the waitlist.
- Three staff members will represent Niagara Charter School at the Maker's Market in the city of Niagara Falls on November 25, 2023.

Academic Committee

Mrs. Mary Scheeler

The Academic Committee had a two-part meeting on 10/16/23. The first part of our meeting was a review of the New York State assessments results. At this time the committee is only able to report an overview of scores, as the scores are not published. The handout shows NCS proficiency as compared to two districts, at this time we cannot name the districts, but we can report the positive outcomes NCS has demonstrated, and we can also report that these are the two districts NCS is traditionally compared to during charter renewal periods.

The committee reviewed current staffing at NCS. Administration noted that as our ENL population continues to grow, we now have a student who requires "stand-alone" ELL services; therefore, an English Language Learner teacher position has been posted on WNYRIC. Administration has also onboarded 2 part-time building substitutes; these staff members are on-site Mondays, Wednesdays, and Fridays.

Dr. Novak reported that the PowerSchool Parent Portal is up and running. All parents have real-time access to their child's grades and assignment scores. A few parents have remarked on checking the system and monitoring their child's progress.

The second part of the committee meeting focused on a review of the CAO evaluation. Mrs. Scheeler and Mrs. Meshulam noted the total evaluation score of 3.8/4.0.

Governance Committee

Mrs. Lesh and Mrs. Kasper met on September 19, 2023 via Zoom to review the board assessment tool results and to determine next steps. An additional meeting will be scheduled to continue this work.

Finance Committee

Mr. Ricky Scott

- There is no formal Finance Committee report

Facilities Committee

Executive Session

- A motion to go into Executive Session to discuss matters of attorney-client privilege was made at 6:10 PM by Mr. Scott and seconded by Mrs. Scheeler. The motion was passed with all in favor and no abstentions.
- A motion to exit Executive Session was made at 6:39 PM by Mrs. Lesh and seconded by Mrs. Howe-Nalls. The motion was passed with all in favor and no abstentions.

A motion for NCS legal counsel and the Facilities Committee to schedule a meeting with the Superintendent of Niagara Falls City School District to discuss transportation reimbursement was made by Mrs. Howe-Nalls and seconded by Mrs. Lesh. The motion was passed with all in favor and no abstentions.

The meeting was adjourned at 6:40 PM upon motion made by Mr. Scott and seconded by Mrs. Lesh. The motion was passed with all in favor and no abstentions.

Mary J. Scheeler

Mary J. Scheeler, Secretary

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
November 14, 2023 at 5:00 PM**

Trustees in Attendance: James C. Muffoletto, Amy Meshulam, Mary Scheeler, Ricky Scott, Christina Lesh, Judy DiCamillo, Lauren Howe-Nalls, Christine Smith-Koziel

Staff in Attendance: Jill Keicher, Aimee Gonzalez, Andrea Hopkins, Jared Curren, Lillian Blatner, Theresa Boniface, Alex Filips, Kelsey Barnes, Rebecca Armstrong, Alanna Cecala

Others:

Excused Absence:

Unexcused Absence:

The meeting was called to order at 5:16 PM with President, James C. Muffoletto presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Mrs. Scheeler and seconded by Mrs. Howe-Nalls.

The minutes for the regular meeting of October 17, 2023 were approved on a motion made by Mr. Scott and seconded by Scheeler. The motion was passed with all in favor and no abstentions.

AAO Report, Jill Keicher

Leaders of the Month: Students demonstrated Habit 1: Be Proactive for the month of October. Crew 101-Michton L.; Crew 102-Rosalie P.; Crew 103-Kadiatou B.; Crew 104-My'Lajah H.; Crew 105-Rylee H.; Crew 106-Apollo W.; Crew 107-Jeter H.; Crew 108-Daya H.; Crew 114-Leah C.; Crew 115-Jude H.; Crew 116-Kaedon S.; Crew 117-Asiaya M.; Crew 118-Christopher K.; Crew 119-Essence R.; STEAM-King S.; Music-Shi'lease T.; Gym-Tre'Shawn P.; NCS support staff-Zoey K.; Mrs. Felmet-Laila R.

Abby Eschen, Physical Education Teacher, and Jared Curren, School Counselor, were nominated for Employee Leaders of the Month for the month of October.

Finance Committee: Ricky Scott

- Sara Menth from the EFRP Group presented a summary of the school's audit report for the year ended June 30, 2023.
- A motion to approve the audit report was made by Mrs. Meshulam and seconded by Mrs. Smith-Koziel. The motion was passed with all in favor and no abstentions.
- Jill Keicher will need signing authority on school accounts due to Dr. Novak's leave of absence. A motion to approve signing authority on school accounts to Jill Keicher was made by Mr. Muffoletto, and seconded by Mrs. Scheeler. The motion passed with all in favor and no abstentions.

- Mr. Scott reviewed financial statements for the period ended September 30, 2023.

CAO Report, Jill Keicher

Professional Development

- Erie 1 BOCES coordinators (Brian Blaszak, Nicole Kerner & Kristin Witowski) were at NCS for 6 days for technology integration, behavior management support, and ELA instruction support
- Michelle Flores from EL Education was at NCS for 2 days meeting with grade level teachers focusing on High Quality Work
- 3 staff members (Darci Novak, Jill Keicher & Dawn VeRost) attended the Special Education Law Seminar through Hodgson Russ
- Megan Corsaro attended the Early Childhood Symposium through the Niagara County Department of Mental Health
- 3 staff members (Dana Burwell, Dominique Borynski & Lily Blatner) attended workshops through O/N BOCES teacher center including, "Turn Your Classroom into a Personalized Learning Environment," "Making Movie Trailers with Google Slides," and a virtual book study on *The Mastery Learning Handbook*
- 2 staff members (Aimee Gonzalez and Jill Keicher) attended "Data in Action: Designing Structures for School Improvement" through Erie 1 BOCES
- Aimee Gonzalez attended Microsoft Excel Basics through Pryor Learning
- Jessica Ward attend an Educator Hour at the Herschell Carrousel Factory Museum through Erie 1 BOCES
- NCS profited a little over \$750 on the Cub Scouts popcorn fundraiser.
- The Challenge Island Family Night was held on October 26th
- Our 2nd annual Literacy Night run by Niagara University students was held on November 12th

General Updates:

- We're applying for a capital project grant through SUNY for charter schools. The grant will cover our soft expenses paid, such as architect fees. Typically, the grant will be paid out in the summer to cover expenses/projects from the school year. The application will be submitted in May.
- We are applying for the Building Hope grant to cover the Leader in Me expenses for the year, which are approximately \$20,000. The grant can cover current programs, services and supplies, and does not need to be a new initiative. This application is due 11/30/23.
- June Carlson is looking for grants for facilities improvements that DO NOT require an increase in enrollment.
- We applied for the COPS school violence prevention grant with the Niagara County Sheriff as the lead applicant. Unfortunately, they did not receive the award, and therefore neither did NCS. This grant was to cover shatter proofing the exterior windows of the school and installing a sensor for gun fire/shots. This is an annual grant, so we will reapply the following year.

Academic Committee

Mrs. Mary Scheeler

- The growth scores and public published New York State assessment data are still not released. The school uses the state provided growth score as a measure for performance-based bonuses, so we are still waiting to award bonuses pending this information. In past years, we had all scores prior to Thanksgiving.
- The schedule for formal observations has been open for instructional staff. Teachers are signing up to complete their evaluations; the school continues to utilize the Danielson Teacher Evaluation Framework for the 60% observation score.
- We are still in need of substitute teachers. We budgeted for 5 full time people and after Nov. 17th we have 3 open spots. Administration and the leadership team are working on onboarding our student teachers into these open positions. We do have 3 part time subs, working mostly Monday, Wednesday, and Friday.

Governance Committee

There is no formal Governance Committee report

Facilities Committee

Mr. Ricky Scott

A meeting with the landlord is scheduled for Monday, November 27, 2023. The current building needs approximately 2 million dollars in improvements and updates and the committee will have a discussion with the landlord about possibly reducing the sale price of the building. A 2nd option would be for NCS to make the improvements and then recoup the costs with a reduction in future rents.

The meeting was adjourned at 6:13 PM upon motion made by Mrs. Howe-Nalls and seconded by Mrs. Smith-Koziel. The motion was passed with all in favor and no abstentions.

Mary J. Scheeler

Mary J. Scheeler, Secretary

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
December 19, 2023 at 5:00 PM**

Trustees in Attendance: James C. Muffoletto, Amy Meshulam, Mary Scheeler, Ricky Scott, Christina Lesh, Lauren Howe-Nalls, Christine Smith-Koziel

Staff in Attendance: Darci Novak, Jill Keicher, Aimee Gonzalez, Lynn Kasper, Theresa Boniface, Jenna Keleher, Rebecca Armstrong

Others:

Excused Absence: Judy DiCamillo

Unexcused Absence:

The meeting was called to order at 5:10 PM with President, James C. Muffoletto presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Howe-Nalls and seconded by Mr. Scott.

The minutes for the regular meeting of November 14, 2023 were approved on a motion made by Mr. Scott and seconded by Mrs. Scheeler. The motion was passed with all in favor and no abstentions.

AAO Report, Jill Keicher

Leaders of the Month: Students demonstrated Habit 2: Begin with the End in Mind for the month of November.

Crew 101-Sayma J.; Crew 102-Legacy D.; Crew 103-N'oah P.; Crew 104-Levi M.; Crew 105-Janiya J.; Crew 106-Kingsley P.; Crew 107-Karter P.; Crew 108-La'vante P.; Crew 114-Mohammed R.; Crew 115-Aden H.; Crew 116-Michelle S.; Crew 117-Noah H.; Crew 118-Theadius M.; Crew 119-Kaiden M.; STEAM-My'Lajah H.; Music-Hahj B.; Gym-Josiah B.; NCS support staff-TerraShea L.; Mrs. Felmet-Dandre P.

Lynn Kasper, Special Education Coordinator, was nominated for Employee Leader of the Month for the month of November.

CAO Report, Darci Novak

Professional Development

- Michelle Flores from EL Education was at NCS for 2 days: 1 day working with grades 3-6 on High Quality Work in the classroom and 1 day observing Student-Led Conferences
- Erie 1 BOCES coordinators (Nicole Kerner, Elizabeth Kraemer & Kristin Witkowski) were at NCS for 4 days including behavior specialist support, Math implementation support, and creating ELA final grade level assessments
- Aimee Gonzalez and Jill Keicher attended Data in Action: Designing Structures for School Improvement through Erie 1 BOCES

- Darci Novak and Jill Keicher attended 2023 National Summit on K-12 School Safety and Security through US Government's Cyber Security and Infrastructure Security Agency
- Kylie Zsebehazy attend National Fuel Energy Education Workshop
- Dana Burwell attended “Enhance your Reading Instruction-Practical Applications of the Science of Reading” through Institute for Educational Development
- Isaac Newman attended “Effective Strategies for Working Successfully with Difficult Students” through Bureau of Education and Research
- Sherrie Tracy attended “Instructional Coaches Conference: Maximize your Impact” through Bureau of Education and Research

General Updates:

- The draft Code of Code of Conduct will be discussed under New Business

Dashboard Review

- Mrs. Corsaro will report to the board at the January meeting
- Dr. Novak reported that enrollment was at 345.
- 185 students completed a student-led conferences on November 16-17, 2023.

Academic Committee

Mrs. Mary Scheeler

- The committee met on December 6, 2023.
- Dr. Novak will be on leave February 1, 2024-June 3,2024.
- The New York State Provided Growth scores were released. 8/30 staff scored Highly Effective and 20/30 scored Effective. 2/30 staff members scored Developing. Performance bonuses were distributed on December 8th

Governance Committee

Mrs. Lynn Kasper

- The Board Retreat took place on December 9, 2023. Lori DeCarlo presented on Restorative Practices.
- Mr. Muffoletto reported that Mrs. Kasper has agreed to serve on the board as an at-large member. A motion to fill the 9th open trustee position and nominate Lynn Kasper to be 9th trustee effective January 2, 2024 for a term not to exceed 3 years was made by Mr. Muffoletto, and seconded by Mrs. Smith-Kozziel. The motion passed unanimously. The Motion is set forth as follows:
 - The Niagara Charter School Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, and having reviewed the application in its entirety, has voted to select Lynn Kasper as a member to its

Board of Trustees, with a term expiring on 6/30/26, pending approval by NYSED. The resolution approving Lynn Kasper is adopted upon NYSED's approval.

- Dr. Novak would like to engage the trustees in an asynchronous book study. She presented two texts: *Board Meetings: A Guide for Charter Schools* or the text *Board Structure*. Mr. Muffoletto requested that we order copies of the two texts for all trustees.

Facilities Committee

Mr. Ricky Scott

- There was no formal Facilities Committee meeting in November.
- Mr. Muffoletto, Mr. Scott, and Mr. Schechter met with the school's landlord on November 27, 2023. The landlord is interested in providing a proposal by the end of the month for the improvements and upgrades requested.

Finance Committee

Mr. Scott asked for input on whether trustees would like to receive monthly or quarterly financial reports. A discussion ensued, and trustees agreed that monthly internal financial reports via QuickBooks will be reviewed by Mr. Scott and quarterly financial reports will be reviewed at the monthly board meetings.

New Business

Trustees discussed the draft Code of Conduct. Mrs. Keicher will make the changes as discussed and email the updated draft to all trustees for final approval at our January meeting.

The meeting was adjourned at 6:28 PM upon motion made by Mrs. Howe-Nalls and seconded by Mrs. Smith-Koziel. The motion was passed with all in favor and no abstentions.

Mary J. Scheeler

Mary J. Scheeler, Secretary

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
February 13, 2024 at 5:00 PM**

Trustees in Attendance: James C. Muffoletto, Ricky Scott, Christina Lesh, Lynn Kasper, Lauren Howe-Nalls, Judy DiCamillo

Staff in Attendance: Jill Keicher, Theresa Boniface, Jennifer Morgante, Rebecca Armstrong, Dominique Borynski, Christie Grant

Others: Jonathan Schechter, Attorney for NCS

Excused Absence: Amy Meshulam, Christine Smith-Koziel

Unexcused Absence: Mary Scheeler

The meeting was called to order at 5:13 PM with President, James C. Muffoletto presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Mr. Scott and seconded by Mrs. Lesh.

The minutes for the regular meeting of December 19, 2023 were approved on a motion made by Mr. Scott and seconded by Mrs. Howe-Nalls. The motion was passed with all in favor and no abstentions.

AAO Report, Jill Keicher

Leaders of the Month: Students demonstrated Habit 3: Put First Things First for the month of January.

Crew 101-J'Quell C.; Crew 102-Harmony S.; Crew 103-Juniper B.; Crew 104-Jy'ell C.; Crew 105-Paisley M.; Crew 106-Hadi P.; Crew 107-Za'Nyiah C.; Crew 108-Any'a H.; Crew 114-Joshua S.; Crew 115-Dandre P.; Crew 116-Aaliyah C.; Crew 117-Karmello F.; Crew 118-Chance S.; Crew 119-Tahmiah P.; STEAM-Romeo M.; Music-Aubrey M.; Gym-Tracy M.; NCS support staff-Christopher K.; Mrs. Felmet-Xi S.

Chris Stoianoff, IT/Facilities Coordinator, was nominated for Employee Leader of the Month for the month of January.

CAO Report, Darci Novak

Professional Development

- Sherrie Tracy, Aimee Gonzalez, Jill Keicher and Theresa Boniface attended workshops at Erie 1 BOCES including Instructional Coaching Consortium, NYS Literacy Initiative: An Overview of the NYSED Literacy Briefs, Data in Action: Designing Structures for School Improvement and Introduction to Effective Leadership Cohort.
- Isaac Newman attended WNY Conference Day for Music Educators through the ECMEA & Erie 1 BOCES.

- Darci Novak and Jill Keicher attended the Hodgson Law Conference “Student Discipline Reform: What it Means for your District & what School Officials Need to Know about Section 504.”
- Erie 1 BOCES coordinators (Nicole Kerner, Jessica Kauffman & Elizabeth Kraemer) were at NCS for 5 days. Topics included NYS science investigations support, behavior management support and math curriculum planning.
- All NCS staff (joined by Lancaster teachers) participated in a Poverty Simulation through the Orleans Niagara BOCES Teacher Center.
- Michelle Flores from EL Education was at NCS for 1 day working with the 6th grade team to plan for passage portfolios.

General Updates:

- We are excited to announce that NCS was awarded the federal Stronger Connections Grant. We will use these funds to strengthen our work around Restorative Practices as well as supporting students' Social/Emotional needs. We were awarded the maximum allowable amount (\$628,000 over 3 years), which is more than the original proposal. The budget was updated accordingly to include additional Restorative Practices staff training and resources as well as student programs.
- Opportunities Collaborative-We are in the process of scheduling staff trainings and coaching cycles
- Tamika Morris, a student from Buffalo State University, is working on a Public Relations project at NCS. The goals of the project include increased parent relationships and organization visibility, and effectively boosting enrollment as a result of targeted communication strategies.
- We have 5 student teachers from Buffalo State University and 3 student teachers from Niagara University
- Niagara Charter School’s annual Black History Living Museum will take place on February 28-29 1:45-3:45 PM.
- The Buffalo Sabres were at NCS January 29-30 to work with grades 2-6 on hockey skills as part of the Students of the Game program.

Dashboard Review

- In the month of December, 4 students exited. 3 moved out of the area and 1 returned to district. In the month of January, 4 students exited. 2 returned to district for Special Education placements, 2 exited and returned to district.
- Mrs. Lesh asked about retention efforts and if Mrs. Corsaro is reaching out to the families of students exiting midyear.
- Mrs. Corsaro will report to the board at the March board meeting.

Governance Committee

Mrs. Christina Lesh

- Mr. Muffoletto requested that any trustees who would like to serve on committees to please contact him.
- A motion to approve the revised Code of Conduct was made by Mr. Muffoletto and seconded by Mrs. Howe-Nalls. The motion was passed with all in favor and no abstentions.

- Mrs. Keicher will post the approved Code of Conduct on the school's website and share with Restorative Practices team.
- The Governance Committee will continue to have joint meetings with the Facilities Committee.
- The texts for the board book study have been ordered and will be provided to trustees when received.

Academic Committee

Mrs. Lynn Kasper

- An Academic Committee meeting is scheduled for March 14, 2024.

Finance Committee

- There was no formal finance committee meeting in January
- Mr. Scott reviewed statements for December 2023.

Facilities Committee

Executive Session

- A motion to go into Executive Session to discuss matters of attorney-client privilege was made at 5:42 PM by Mr. Scott and seconded by Mrs. Lesh. The motion was passed with all in favor and no abstentions.
- A motion to exit Executive Session was made at 6:11 PM by Mr. Scott and seconded by Mrs. Howe-Nalls. The motion was passed with all in favor and no abstentions.

The meeting was adjourned at 6:11 PM upon motion made by Mrs. Howe-Nalls and seconded by Mrs. Lesh. The motion was passed with all in favor and no abstentions.

Mary J. Scheeler

Mary J. Scheeler, Secretary

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
March 19, 2024 at 5:00 PM**

Trustees in Attendance: James C. Muffoletto, Mary Scheeler, Ricky Scott, Christina Lesh, Lynn Kasper, Judy DiCamillo, Lauren Howe-Nalls, Christine Smith-Koziel

Staff in Attendance: Jill Keicher, Theresa Boniface, Jennifer Morgante, Alanna Cecala, Lillian Blatner, Christie Grant, Megan Corsaro, Jamie Guerra

Others: Jonathan Schechter, Attorney for NCS

Excused Absence: Amy Meshulam

Unexcused Absence:

The meeting was called to order at 5:06 PM with Treasurer, Ricky Scott presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Mrs. Howe-Nalls and seconded by Mrs. Scheeler.

The minutes for the regular meeting of February 13, 2024 were approved on a motion made by Mrs. Scheeler and seconded by Mrs. Howe-Nalls. The motion was passed with all in favor and no abstentions.

Community Liaison Report, Megan Corsaro

- Mrs. Corsaro updated the trustees on current advertising initiatives:
 - Niagara Apothecary advertisement on 30,000 prescription bags months
 - Advertisement in Challenger News in December
 - Advertisement in Niagara Gazette in December
 - NCS has partnered with SchoolMint for targeted Facebook advertisements. We have received 22 leads so far. Mrs. Corsaro is following up on each lead and tracking results.
 - Currently there are bus bench advertisements at 4 bus stops in Niagara Falls.
- Upcoming events include a Challenge Island Family Night on May 1st and the Better World Day community clean up on May 5th.
- The lottery is scheduled for April 2, 2024 at 10:30 AM. To date, we have received 40 kindergarten applications and 23 applications for grades 1-6 for the 2024-2025 school year.
- Enrollment Update:
 - Kindergarten and Grade 3 are the lowest enrolled grade levels
 - 3/9 exited students moved out of state in February.

- Mr. Scott asked how successful Mrs. Corsaro has been with reaching prospective parents on the current waitlist. It was suggested that a waitlist protocol with given timeframes be developed.
- Mrs. Kasper asked about community events that Mrs. Corsaro has attended. The Maker's Market in Niagara Falls took place in November and Mrs. Corsaro received three emails from interested applicants. Mrs. Corsaro also contacted a representative at the Niagara Falls aquarium and NCS is able to place brochures there for advertising. Mrs. Corsaro and Mrs. Keicher are working on updating the school's brochure.

AAO Report, Jill Keicher

Leaders of the Month: Students demonstrated Habit 5: Seek First to Understand, then to be Understood for the month of February.

Crew 101-D'Ava G.; Crew 102-Mendeecee S.; Crew 103-Tracy M.; Crew 104-Aubrey M.; Crew 105-Legacy G.; Crew 106-DaRiana M.; Crew 107-Kamari B.; Crew 108-Alannah S.; Crew 114-Deasia S.; Crew 115-Nyla R.; Crew 116-Jrel J.; Crew 117-Sebastian M.; Crew 118-Kay'Dan L.; Crew 119-Aubree H.; STEAM-Elsiana M.; Music-De'Shiyah B.; Gym-Osias W.; NCS support staff-LahVaya T.; Mrs. Felmet-Vincent G.

Linnea DuFour, Special Education Coordinator, was nominated for Employee Leader of the Month for the month of February.

CAO Report, Jill Keicher

Professional Development

- Theresa Boniface and Jennifer Morgante attended PD through Erie 1 BOCES including "Introduction to Effective Leadership Cohort" and "Needs of Children with Autism."
- Linnea DuFour & Aimee Gonzalez attended PD through NWEA including "Informing Instruction-Responsive Planning," and "Covid Learning Loss and Impactful ways to make gains."
- Megan Ackerman attended "Dealing Effectively with Disruptive Students: Practical Proven Techniques."
- Andrea Hopkins attended "Increasing Student Voice in Education Settings" through Orleans Niagara BOCES Teacher Center
- Linnea DuFour attended "Supporting Students with ASD: A Series for School Personnel and Parents."
- Erie 1 BOCES coordinators Nicole Kerner & Elizabeth Kraemer were at NCS for 3 days for Math and behavior management support.
- Michelle Flores from EL Education was at NCS for one day conducting EL Education's Mid-year review.

General Updates:

- Mrs. Keicher updated the trustees on the Stronger Connections Grant. As part of the grant, NCS contracted with Erie 1 BOCES for a Behavior Specialist, Nicole Gugliuzza. Mrs. Keicher and Mrs. Tracy met with Nicole and her supervisor on March 19, 2024. We discussed school-wide needs, scheduling, and upcoming restorative practices professional development opportunities.

Nicole will be at NCS for a total of 140 days-53 days this year and the remainder of the days in the 24-25 school year. Her first day is April 9, 2024.

- Susan Gibbons is in the process of scheduling a midterm site visit for this spring.
- All NCS students will receive solar eclipse glasses to go home before break. Lessons about the eclipse were taught in Ms. Zsebehazy's STEAM classes.
- Mrs. Keicher distributed the Niagara Gazette article featuring our annual Black History Living Museum.
- NCS held an Apex Leadership Fundraiser that included character lessons for 2 weeks, and ended with a remix glow party fitness event. NCS raised \$3,600 in school profit! We are in the process of looking for a mobile stage for the gym.

Governance Committee

Mrs. Christina Lesh

- There was no formal governance committee meeting this month.

Academic Committee

Mrs. Lynn Kasper

- Mrs. Kasper and Mrs. Keicher met on March 14, 2024.
- March 15th is Aimee Gonzalez's last day of work. Mrs. Keicher and Mrs. Tracy will take over for NYS testing.
 - NYS ELA Assessment dates are April 10th for 6th graders, April 16th for 3rd graders, and April 23rd for 4th graders.
 - NYS Math Assessment dates are April 30th and May 2st for 3rd graders, May 2ⁿ 5th graders, May 7th and 8th 4th graders, May 8th & 9th for 6th graders.
 - NYS Science Assessment dates are: May 14th & 15th for 5th graders.
- Mrs. Kasper volunteered to email the trustees about upcoming dates for activities at the school for possible representation of the board at the meetings.
- There was also discussion about getting the trustees and staff more connected. We are looking for suggestions from trustees. We discussed resuming presentations at the BOT meetings by staff members. A survey will be conducted to see what staff would appreciate. Teacher Appreciation Week is coming up the week of May 6th.
- The academic committee will meet the week of April 9-12.

Finance Committee

- There was no formal finance committee meeting in February.
- There was an increase in Health Insurance premiums.

Facilities Committee

Executive Session

- A motion to go into Executive Session to discuss matters of attorney-client privilege was made at 5:58 PM by Mr. Muffoletto and seconded by Mrs. Smith-Koziel. The motion was passed with all in favor and no abstentions
- A motion to exit Executive Session was made at 6:22 PM by Mrs. Howe-Nalls and seconded by Mrs. Scheeler. The motion was passed with all in favor and no abstentions.

The meeting was adjourned at 6:22 PM upon motion made by Mrs. Howe-Nalls and seconded by Mrs. Scheeler. The motion was passed with all in favor and no abstentions.

Mary J. Scheeler

Mary J. Scheeler, Secretary

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
April 16, 2024 at 5:00 PM**

Trustees in Attendance: James C. Muffoletto, Amy Meshulam, Mary Scheeler, Ricky Scott, Christina Lesh, Lynn Kasper, Judy DiCamillo, Christine Smith-Koziel

Staff in Attendance: Jill Keicher, Theresa Boniface, Jennifer Morgante, Alanna Cecala, Megan Ackerman, Jenna Keleher, Rebecca Armstrong

Others: Jonathan Schechter, Attorney for NCS

Excused Absence: Lauren Howe-Nalls

Unexcused Absence:

The meeting was called to order at 5:10 PM with Vice President, Amy Meshulam presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Mr. Scott and seconded by Mrs. DiCamillo.

The minutes for the regular meeting of March 19, 2024 were approved on a motion made by Mrs. Scheeler and seconded by Mrs. Lesh. The motion was passed with all in favor and no abstentions.

AAO Report, Jill Keicher

Leaders of the Month: Students demonstrated Habit 6: Seek First to Understand, then to be Understood for the month of March.

Crew 101-D' Ava G.; Crew 102-Mendeecee S.; Crew 103-Tracy M.; Crew 104-Aubrey M.; Crew 105-Legacy G.; Crew 106-DaRiana M.; Crew 107-Kamari B.; Crew 108-Alannah S.; Crew 114-Deasia S.; Crew 115-Nyla R.; Crew 116-Jrel J.; Crew 117-Sebastian M.; Crew 118-Kay' Dan L.; Crew 119-Aubree H.; STEAM-Elsiana M.; Music-De'Shiyah B.; Gym-Osias W.; NCS support staff-LahVaya T.; Mrs. Felmet-Vincent G.

Dawn VeRost, Special Education Teacher, Alanna Cecala, 5th Grade Teacher, and Megan Ackerman, 5th Grade Teacher were nominated for Employee Leaders of the Month for the month of March.

CAO Report, Jill Keicher

Professional Development

- Erie 1 BOCES coordinators (Jessica Kauffman, Nicole Kerner, Elizabeth Kraemer and Brian Blaszak) were at NCS for four days including Science and Math curriculum support as well as behavior management support and technology integration.
- Jill Keicher attended Data in Action: Designing Structures for School Improvement through Erie 1 BOCES.
- Theresa Boniface attended Introduction to Effective Leadership Cohort through Erie 1 BOCES.

- Aimee Gonzalez attended Franklin Covey's *Trust Changes Everything: Move further, faster, together* at Buffalo State College.

General Updates:

- Susan Gibbons will be at NCS on May 16th for a check-in visit. She will be emailing more information about the schedule for this day.
- ELA state testing is underway. 6th grade is complete, and 3rd and 5th are testing this week and 4th grade next week. All grades are computer-based testing this year.
- 1 building sub resigned. Mr. Curren and I attended Teacher recruitment Day today. We interviewed 15 candidates for various positions.
- Our 2nd annual Leader in Me Family Night was a success, with 44 families in attendance.

Dashboard Review:

- The current enrollment is 337.
- 4 students exited in the month of March.
- 48 kindergarten applications for the 2024-2025 school year have been received. Mrs. Corsaro is in the process of scheduling registrations for these students.
- There are 32 students in grades 1-6 on the 2024-2025 waitlist.

Staff Presentation: Mrs. Boniface presented on the NCS 21st Century Community Learning Center Grant programs.

Governance Committee

Mrs. Christina Lesh

- The Governance Committee met on April 10, 2024
- The committee will continue to meet jointly with the Facilities Committee one week prior to the board meetings.
- The board operational calendar will be reviewed at the May Governance committee meeting.
- All trustees received a hard copy of the Board Assessment Tool. An electronic form will be available as well. The Governance Committee requested all board assessments to be completed by May 17,

Academic Committee

Mrs. Lynn Kasper

- Mrs. Kasper and Mrs. Keicher met on April 15, 2024.
- Mrs. Kasper will email trustees about school events. The Better World Day NCS school event will take place on May 1st. Students will be cleaning up the school grounds. The Better World Day community event will take place on Saturday, May 4th 2024, 10:00am-12:00pm. NCS staff, students and family members will participate in a community clean up in the city of Niagara Falls.
- Our 2nd annual Sharpen the Saw day will take place on May 17, 2024.

Finance Committee

- Mr. Scott reviewed financial statements with the Board of Trustees for the 9-month period ended March 31, 2024.

Facilities Committee

- The Facilities Committee met jointly with the Governance Committee on April 10, 2024.
- Mr. Muffoletto and Mr. Schechter responded to the landlord with a proposal and are waiting to receive a response.

Executive Session

- A motion to go into Executive Session to discuss matters of attorney-client privilege was made at 5:58 PM by Mr. Muffoletto and seconded by Mrs. Smith-Koziel. The motion was passed with all in favor and no abstentions
- A motion to exit Executive Session was made at 6:13 PM by Scheeler and seconded by Mrs. Lesh. The motion was passed with all in favor and no abstentions.

The meeting was adjourned at 6:13 PM upon motion made by Mrs. Lesh and seconded by Mrs. Scheeler. The motion was passed with all in favor and no abstentions.

Mary J. Scheeler

Mary J. Scheeler, Secretary

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
May 21, 2024 at 5:00 PM**

Trustees in Attendance: Amy Meshulam, Mary Scheeler, Ricky Scott, Christina Lesh, Lauren Howe-Nalls

Staff in Attendance: Jill Keicher, Alanna Cecala, Megan Ackerman, Christie Grant, Sara Felmet, Jamie Guerra, Andrea Hopkins, Dominique Borynski, Dawn VeRost, Alex Filips, Lillian Blatner, Rebecca Armstrong

Others: Jonathan Schechter, Attorney for NCS

Excused Absence: James Muffoletto, Judy DiCamillo, Lynn Kasper

Unexcused Absence: Christine Smith-Koziel

The meeting was called to order at 5:10 PM with Vice President, Amy Meshulam presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Mrs. Lesh and seconded by Mr. Scott.

The minutes for the regular meeting of April 16, 2024 were approved on a motion made by Mrs. Howe-Nalls and seconded by Mr. Scott. The motion was passed with all in favor and no abstentions.

AAO Report, Jill Keicher

Leaders of the Month: Students demonstrated Habit 7: Sharpen the Saw for the month of April. Crew 101-Jay B.; Crew 102-Jay Zon F.; Crew 103-Luna, Chyan, and Juniper B.; Crew 104-Logan H.; Crew 105-Avionna H.; Crew 106-Xana S.; Crew 107-Ethan S.; Crew 108-Bentley C.; Crew 114-Reiner M.; Crew 115-Cholie S.; Crew 116-Eric J.; Crew 117-Nikevah K.; Crew 118-Mason C.; Crew 119-Tahlia P.; STEAM-Asier P.; Music-Ashton E.; Gym-Jude H.; NCS support staff-Jousef L.; Mrs. Felmet-Any'a H.

Jerad Turri, School Nurse, and Andrea Hopkins, 3rd Grade Teacher were nominated for Employee Leaders of the Month for the month of April.

The following students were inducted into the National Elementary Honor Society: Leah Castro-Tavarez, Isaiah Hosey, Jude Hughes, Aaron Barksdale, De'Shiyah Brinson, Santino Groom, Ellyana Ortiz, Michelle Swain, and Kaiden Miller.

CAO Report, Jill Keicher

Professional Development

- Erie 1 BOCES coordinators (Nicole Kerner, Brian Blaszak & Elizabeth Kreamer, Jessica Kauffman) were at NCS for 5 days including Math instructional support, behavior management/restorative practices support, Science implementation including the new NYS 5th grade test, and NYS Computer Based Testing support.

- Michelle Flores from EL Education was at NCS for 1 day working with all grade levels on Student Led Conferences and Passage Portfolios.
- The Restorative Practices Team conducted their monthly coaching meeting with Lori DeCarlo to continue working on the school's action plan.
- Andrea Hopkins participated in a virtual book study through Orleans Niagara BOCES teacher center: Creating a Culture of Reflective Practice: Capacity Building for School Wide Success.

General Updates:

- Susan Gibbons was NCS on May 16th. She met with the leadership team and conducted classroom observations. Susan was very impressed with the school-wide consistency in instructional practices and curriculum implementation. She will send feedback via email.
- NCS will hold our first annual Graduate Walk at 1:30 PM on June 4, 2024. High School Seniors will walk the halls of NCS in their cap and gown.
- Mrs. Keicher sent a school-wide message on Dojo seeking parent trustee candidates
- Better World Day took place on May 4, 2024.
- A review of the dashboard took place.

Staff and Student Presentation:

Staff members Sara Felmet, Christie Grant Dawn VeRost, and students Jude Hughes and Kay'Dan Little presented the initiatives from the Share Leadership Action Team.

Governance Committee

Mrs. Christina Lesh

- The Governance Committee met on May 14, 2024
- Mrs. Boniface will share the results of the Board Assessment by June 4, 2024. The committee will review and discuss the results at the June meeting.
- Updates to the Board of Trustees Operational Calendar were made. Trustees can email Mrs. Lesh with additional revisions or updates.

Academic Committee

Mrs. Lynn Kasper

- Mrs. Kasper, Mrs. Scheeler, and Mrs. Keicher met on May 20, 2024.
- Mrs. Keicher updated the committee on staffing for the 2024-2025 school year.
- Mrs. Kasper will email trustees with the dates of upcoming school events.

Finance Committee

- Mr. Scott reviewed financial statements with the Board of Trustees for the period ended April 30, 2024.
- The draft 2024-2025 budget will be presented at the June meeting.

Facilities Committee

- The Facilities Committee met jointly with the Governance Committee on May 14, 2024.
- Discussions with the landlord about the plans to continue to lease for the existing terms have been ongoing.

New Business

- The draft 2024-2025 calendar was reviewed.
- A motion to approve the 2024-2025 calendar as presented was made Mrs. Lesh, and seconded by Mrs. Howe-Nalls. The motion passed with all in favor and no abstentions.
- Mrs. Howe-Nalls indicated that she will not be applying+ for the Parent Trustee seat for the 2024-2025 school year.

The meeting was adjourned at 6:27 PM upon motion made by Mrs. Howe-Nalls and seconded by Mrs. Scheeler. The motion was passed with all in favor and no abstentions.

Mary J. Scheeler

Mary J. Scheeler, Secretary

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
June 18, 2024 at 5:00 PM**

Trustees in Attendance: James Muffoletto, Mary Scheeler, Ricky Scott, Christina Lesh, Judy DiCamillo, Lynn Kasper, Lauren Howe-Nalls, Christine Smith-Koziel

Staff in Attendance: Darci Novak, Jill Keicher, Theresa Boniface, Jenna Keleher, Rebecca Armstrong

Others: Jonathan Schechter, Attorney for NCS, Angel Beiter, CPA

Excused Absence: Amy Meshulam

Unexcused Absence:

The meeting was called to order at 5:14 PM with President, James Muffoletto presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Mrs. Scheeler and seconded by Mrs. DiCamillo.

The minutes for the regular meeting of May 21, 2024 were approved on a motion made by Mr. Scott and seconded by Mrs. Scheeler. The motion was passed with all in favor and no abstentions.

AAO Report, Jill Keicher

Leaders of the Month: Students demonstrated Habit 8: Sharpen the Saw for the month of April. Crew 101-Asiyah P.; Crew 102-Journey L.; Crew 103-Lela M.; Crew 104-Arsh P.; Crew 105-A'mari W.; Crew 106-Christopher H.; Crew 107-Evelyn H.; Crew 108-Aubree T.; Crew 114-Ashton M.; Crew 115-Viviana T.; Crew 116-Rose B.; Crew 117-Natalee D.; Crew 118-Da'Shanti H.; Crew 119-Zionna C.; STEAM-Trent W.; Music-Malachi F.; Gym-Anyeriel C.; NCS support staff-Janae J.; Mrs. Felmet-Eliana A.

Kim Abrams, Special Education Teacher, was nominated for Employee Leader of the Month for the month of May.

CAO Report, Jill Keicher

Professional Development

- Erie 1 BOCES coordinators (Elizabeth Kraemer, Brian Blaszak & Nicole Kerner) were at NCS for 5 days for NYS testing support, behavior management support and Math instructional support for grades K-2.
- Barb Lindtner from Franklin Covey was at NCS for 1 day working with Lighthouse Team Leaders on initiatives for next school year.
- Michelle Flores from EL Education was at NCS for 4 days, participating in student-led conferences, passage portfolios, meeting with the leadership team for EL's Implementation Review, End of Year planning and Work Plan creation for the 2024-2025 school year.

General Updates:

- Mrs. Keicher welcomed Dr. Novak back from her leave of absence.
- The Lions Club offered free vision screenings to all NCS students. 76 students were screened and 25 of those students were referred to see an eye doctor. That is a 32.9% referral rate.
- We held our 2nd annual Sharpen the Saw day on May 17th. Students participated in various non-academic activities throughout the school day.
- The Senior Graduation Walk took place on June 4th. We had 18 NCS alumni attend to walk the halls in their cap and gown. We hope to continue this event each year.
- Mrs. Keicher congratulated the kindergarten and 6th grade teams for planning successful graduation ceremonies for our students.
- Student-led Conferences and 6th Grade Passage presentations took place on June 6-7.
- Mrs. Keicher thanked all trustees who attended one or more of these events.
- NCS held an abbreviated field day for all students this morning and will be featured on Channel 4 news this evening.
- A review of the dashboard took place.

Governance Committee

Mrs. Christina Lesh

- The Governance Committee met on June 11, 2024
- Mrs. Lesh reviewed the updated Board Operational Calendar. The Board Operational Calendar was approved as amended upon a motion made by Mrs. Howe-Nalls and seconded by Mrs. DiCamillo. The motion passed with all in favor and no abstentions.
- The results of the Board Self-Assessment were discussed
 - Trustees agreed to review the tool prior to taking it next school year, in order to calibrate around what certain terms mean.
 - Opportunities for board development include financial literacy and participation in school events. Angel Bieter, CPA offered to conduct a board retreat to train trustees how to read financial statements.
- Mr. Barksdale submitted his resume and letter of intent for a parent trustee seat.

Academic Committee

Mrs. Lynn Kasper

- Dr. Novak's annual goals and evidence have been shared with the committee for review. Dr. Novak also provided a self-assessment and an annual reflection and personal reflection statement.
- We have successfully hired an Art teacher for next school year. As of now we are fully staffed as we plan for next year.

Finance Committee

- Angel Beiter, CPA presented the proposed 2024-2025 budget.
- The 2024-2025 budget was approved upon a motion made by Mr. Scott and seconded by Mrs. Smith-Kozziel. The motion passed with all in favor and no abstentions.

Facilities Committee

- The Facilities Committee met jointly with the Governance Committee on June 11, 2024.

Executive Session

- A motion to go into Executive Session to discuss matters of attorney-client privilege was made at 6:16 PM by Mr. Scott and seconded by Mrs. Kasper. The motion was passed with all in favor and no abstentions
- A motion to exit Executive Session was made at 6:57 PM by Mr. Scott and seconded by Mrs. Scheeler. The motion was passed with all in favor and no abstentions.

The meeting was adjourned at 6:57 PM upon a motion made by Mrs. Howe-Nalls and seconded by Mrs. Scheeler. The motion was passed with all in favor and no abstentions.

Mary J Scheeler

Mary J. Scheeler, Secretary

**Niagara Charter School
Minutes of Board of Trustees Annual Meeting
June 20, 2023 at 5:30 PM
Niagara Charter School**

Trustees in Attendance: James C. Muffoletto, Ricky Scott, Mary Scheeler, Christina Lesh, Lauren Howe-Nalls, Christine Smith-Koziel

Staff in Attendance: Dr. Darci Novak, Jill Keicher

Others:

Excused Absence: Amy Meshulam, Judy DiCamillo, Lynn Kasper

Unexcused Absence:

The meeting was called to order at 7:01 PM with President, James C. Muffoletto presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Mrs. Scheeler and seconded by Mrs. Howe-Nalls.

CAO Report, Darci Novak

Dr. Novak's annual report of the school year:

I am filled with immense pride and gratitude for the accomplishments of our school community this year. Our commitment to fostering an environment where students can thrive academically and personally has yielded remarkable results, particularly through our integration of EL Education and The Leader in Me programs.

This year EL Education worked collaboratively with teachers to focus on high-quality work and to strengthen our school community by fostering a culture of continuous improvement. Students, teachers, and staff are all engaged in a cycle of feedback and refinement, ensuring that the standards of excellence are met and exceeded. This shared commitment to high-quality work has cultivated an environment where students are motivated to push their boundaries and achieve their fullest potential, and we have seen our students engage in rigorous projects that not only enhanced their academic skills but also cultivated a sense of civic responsibility and environmental stewardship. These experiences are invaluable in developing well-rounded, thoughtful individuals prepared to tackle future challenges.

In parallel, The Leader in Me program has significantly contributed to the personal and social growth of our students. By integrating the 7 Habits of Highly Effective People into our school culture, we have empowered our students to take ownership of their learning and behavior. This year, we witnessed remarkable improvements in student leadership, collaboration, and problem-solving skills. Our students have embraced the principles of being proactive, setting goals, and

working synergistically. These leadership qualities are essential not only for their academic success but also for their future roles as active and responsible citizens.

As we reflect on this year's achievements, it is essential to acknowledge the dedication and hard work of our teachers and staff. Their unwavering commitment to our students' growth and their innovative approaches to teaching have been the backbone of our success. Additionally, the support from our parents and community partners has been instrumental in creating a nurturing and enriching environment for our students.

Looking ahead, we are excited to build on this year's successes and continue enhancing our educational programs. We will keep striving to provide our students with the best possible learning experiences, guided by the principles of EL Education and The Leader in Me. Together, we are shaping the future leaders of tomorrow, and I am confident that our students will continue to exceed our expectations.

In closing, I want to extend my heartfelt gratitude to my AAO, Jill Keicher, and my Instructional Coach, Sherrie Tracy, for their exceptional leadership and dedication during my maternity leave. Their unwavering commitment ensured that our school continued to thrive, and their efforts have been instrumental in maintaining the high standards of excellence we are known for. Thank you to them for stepping up and leading with such competence and care, and thank you to the NCS Board of Trustees for your ongoing support and dedication to our mission.

Trustee Elections:

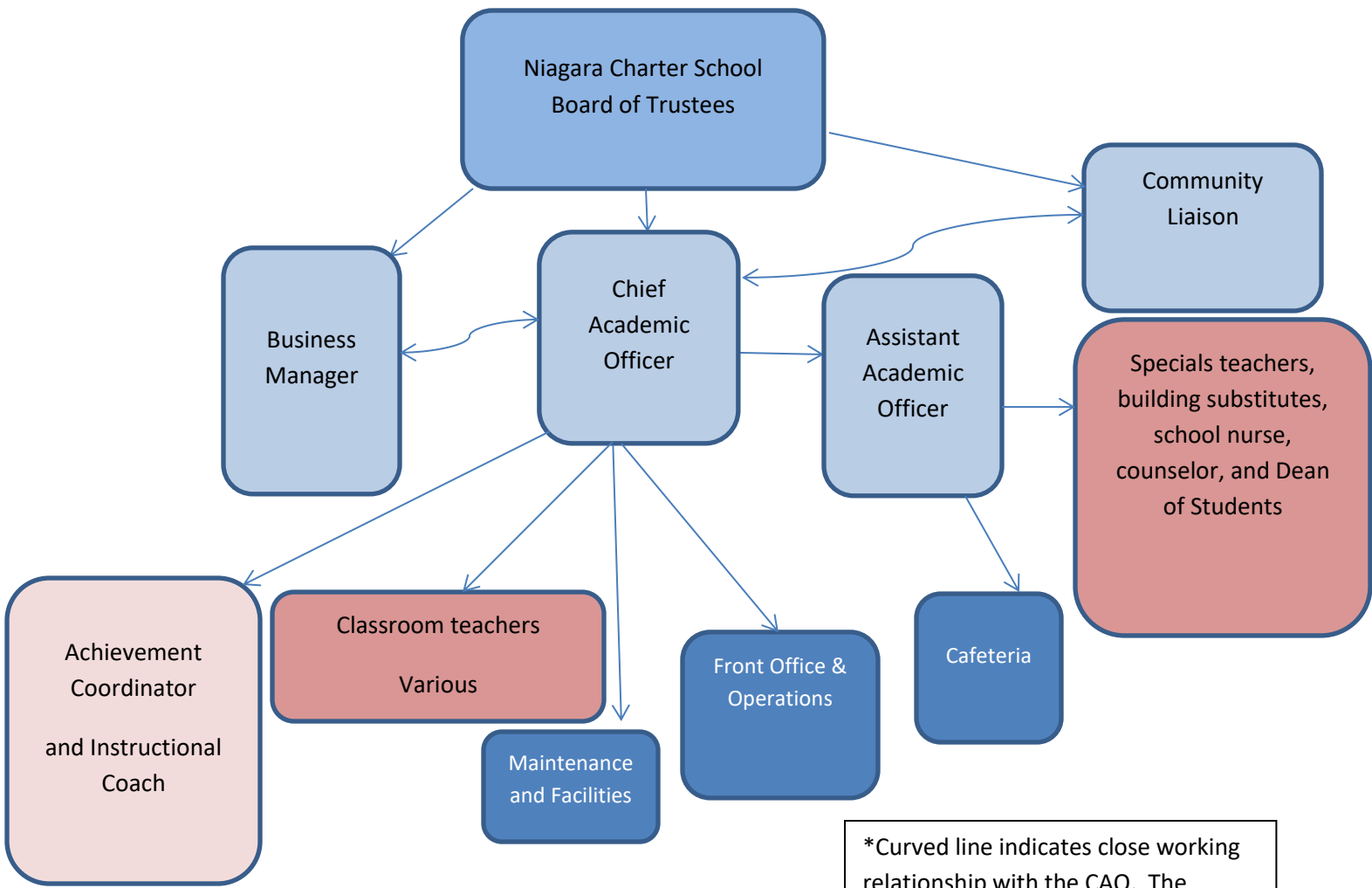
Mr. Muffoletto reported that there are no at-large trustee seats open this year. There are two open Parent Trustees seats. The election for parent trustees will take place at the August meeting. Mrs. Keicher will reach out to parents who expressed interest in serving on the board for the 2024-2025 school year.

Mr. Muffoletto reported that the election of officers will take place at the August meeting.

The meeting was adjourned at 7:07 PM upon motion made by Mrs. Scheeler and seconded by Mrs. Howe-Nalls. The motion was passed with all in favor and no abstentions.

Mary J Scheeler

Mary J. Scheeler, Secretary



*Curved line indicates close working relationship with the CAO. The Business Manager and the Community Liaison report directly to the Board of Trustees.



2024-2025 School Calendar

calendar subject to change

*Please refer to the monthly calendar for school events to be announced (182 instructional days)

AUGUST (2 instructional days)

26th- Teachers Report

28th- **SUPERINTENDENT'S DAY &**
Kindergarten Orientation & 1st-6th grade
supply drop off

29th- **SUPERINTENDENT'S DAY**

SEPTEMBER (20 instructional days)

3rd- First Day of School

24th- Picture Day (**UNIFORM ONLY**)

26th- **Open House (5:30-7:30pm)**

27th- ½ Day 12PM Dismissal

OCTOBER (22 instructional days)

14th- **NO SCHOOL (Indigenous People
Day)**

31st - ½ Day 12PM Dismissal

NOVEMBER (17 instructional days)

7th- Picture Retake (**UNIFORM ONLY**)

11th- **NO SCHOOL (Veterans Day)**

14th- **SUPERINTENDENT'S DAY**

Student Led Conferences (11-6:30pm)

15th- ½ Day 12PM Dismissal

Student Led Conferences (1-4pm)

27th-29th-**NO SCHOOL (Fall Break)**

DECEMBER (15 instructional days)

20th - ½ Day 12PM Dismissal

23rd-31st- **NO SCHOOL (Winter Break)**

JANUARY (18 instructional days)

1st-3rd- **NO SCHOOL (Winter Break)**

6th- School Resumes

17th - ½ Day 12PM Dismissal

20th- **NO SCHOOL (Martin Luther King Day)**

29th- **NO SCHOOL (Lunar New Year)**

FEBRUARY (18 instructional days)

14th- ½ Day 12PM Dismissal

17th-18th **NO SCHOOL (President's Day)**

MARCH (21 instructional days)

6th-**Exhibition & LIM Family Night
(5:30-7:30pm)**

7th- ½ Day 12PM Dismissal

20th- Spring/Graduation Picture Day

21st- ½ Day 12PM Dismissal

APRIL (12 instructional days)

14th-25th- **NO SCHOOL (Spring Break)**

28th- School Resumes

MAY (20 instructional days)

16th- ½ Day 12PM Dismissal

23rd- **NO SCHOOL**

26th - **NO SCHOOL (Memorial Day)**

JUNE (17 instructional days)

5th- **SUPERINTENDENT'S DAY**

Student Led Conferences (11-6:30pm)

6th- ½ Day 12PM Dismissal

Student Led Conferences (1-4pm)

19th- **NO SCHOOL (Juneteenth)**

23rd- ½ Day 12PM Dismissal (**6th Grade
Graduation**)

24th- ½ Day 12PM Dismissal (**Kindergarten
Graduation**)

25th- ½ Day 12 PM Dismissal/**Tentative Last
Day of School**

NIAGARA CHARTER SCHOOL
Financial Statements
June 30, 2024 and 2023
(With Independent Auditors' Report Thereon)

NIAGARA CHARTER SCHOOL

Table of Contents

	<u>Page</u>
Independent Auditors' Report	1 - 3
Financial Statements:	
Statements of Financial Position	4
Statements of Activities	5
Statements of Functional Expenses	6 - 7
Statements of Cash Flows	8
Notes to Financial Statements	9 - 15
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 <u>Government Auditing Standards</u>	16 - 17

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INDEPENDENT AUDITORS' REPORT

The Board of Directors
Niagara Charter School:

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of Niagara Charter School (the School) (a nonprofit organization), which comprise the statements of financial position as of June 30, 2024 and 2023, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Niagara Charter School as of June 30, 2024 and 2023, and the results of its operations and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the School and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

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

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

Auditors' Responsibilities for the Audit of the Financial Statements

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

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

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

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

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated October 31, 2024 on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control over financial reporting or

on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the School's internal control over financial reporting and compliance.

EFPR Group, CPAs, PLLC

Williamsville, New York
October 31, 2024

NIAGARA CHARTER SCHOOL
Statements of Financial Position
June 30, 2024 and 2023

	<u>Assets</u>	<u>2024</u>	<u>2023</u>
Current assets:			
Cash and equivalents		\$ 442,361	160,239
Grants and other receivables		201,090	1,186,001
Prepaid expenses		<u>4,445</u>	<u>16,592</u>
Total current assets		647,896	1,362,832
Investments, at fair value		2,647,092	1,474,731
Right-of-use asset - operating leases		1,258,560	1,806,703
Property and equipment, net		<u>297,715</u>	<u>332,497</u>
Total assets		<u>\$ 4,851,263</u>	<u>4,976,763</u>
<u>Liabilities and Net Assets</u>			
Current liabilities:			
Accounts payable		147,732	39,330
Accrued expenses:			
Payroll and payroll taxes		176,326	186,472
Pension		<u>198,428</u>	<u>220,440</u>
Total accrued expenses		374,754	406,912
Deferred revenue		16,544	-
Current installments of lease liabilities		<u>581,951</u>	<u>548,152</u>
Total current liabilities		1,120,981	994,394
Long-term liability - lease liabilities, net of current installments		<u>676,609</u>	<u>1,258,551</u>
Total liabilities		<u>1,797,590</u>	<u>2,252,945</u>
Net assets without donor restrictions:			
Undesignated		1,053,673	1,663,818
Board designated for facilities		<u>2,000,000</u>	<u>1,060,000</u>
Total net assets without donor restrictions		<u>3,053,673</u>	<u>2,723,818</u>
Contingency (note 7)		<u> </u>	<u> </u>
Total liabilities and net assets		<u>\$ 4,851,263</u>	<u>4,976,763</u>

See accompanying notes to financial statements.

NIAGARA CHARTER SCHOOL
Statements of Activities
Years ended June 30, 2024 and 2023

	<u>2024</u>	<u>2023</u>
Revenue:		
Public School Districts:		
Resident student enrollment	\$ 4,275,176	4,295,138
Students with disabilities	482,350	341,458
Other revenue from public school districts	-	68,362
Grant income	697,138	612,074
Interest income	94,588	27,973
Contributions	16,092	10,505
Other	44,811	76,983
	<u>5,610,155</u>	<u>5,432,493</u>
Expenses:		
Program services:		
Regular education	4,711,441	4,783,617
Special education	396,002	373,913
	<u>5,107,443</u>	<u>5,157,530</u>
Management and general	172,857	212,599
	<u>5,280,300</u>	<u>5,370,129</u>
Change in net assets without donor restrictions	329,855	62,364
Net assets without donor restrictions at beginning of year	<u>2,723,818</u>	<u>2,661,454</u>
Net assets without donor restrictions at end of year	<u>\$ 3,053,673</u>	<u>2,723,818</u>

See accompanying notes to financial statements.

NIAGARA CHARTER SCHOOL
Statement of Functional Expenses
Year ended June 30, 2024
with comparative totals for 2023

	No. of <u>positions</u>	<u>Program Services</u>			Management and <u>general</u>	<u>Total</u>	
		<u>Regular education</u>	<u>Special education</u>	<u>Total</u>		<u>2024</u>	<u>2023</u>
Personnel services costs:							
Instructional personnel	42	\$ 1,351,741	246,208	1,597,949	59,183	1,657,132	1,712,030
Administrative personnel	2	237,282	10,397	247,679	9,173	256,852	260,629
Non-instructional personnel	<u>12</u>	<u>361,742</u>	<u>15,850</u>	<u>377,592</u>	<u>13,985</u>	<u>391,577</u>	<u>471,003</u>
Total salaries	<u>56</u>	1,950,765	272,455	2,223,220	82,341	2,305,561	2,443,662
Fringe and payroll taxes		772,502	33,847	806,349	29,865	836,214	801,125
Office expense		19,062	835	19,897	737	20,634	24,662
Printing and production		17,053	747	17,800	659	18,459	17,596
Purchased services		50,225	2,200	52,425	1,942	54,367	39,067
Telephone		5,629	246	5,875	218	6,093	10,967
Meetings and travel		11,483	503	11,986	444	12,430	9,598
Consulting fees		7,324	321	7,645	283	7,928	84,702
Supplies		137,496	6,024	143,520	5,316	148,836	104,734
Professional fees		155,504	6,813	162,317	6,012	168,329	170,961
Advertising		6,719	294	7,013	260	7,273	5,177
Dues and subscriptions		8,380	367	8,747	324	9,071	8,326
Insurance		41,480	1,817	43,297	1,604	44,901	34,479
Licenses and permits		240	10	250	10	260	261
Legal fees		14,356	629	14,985	555	15,540	17,523
Occupancy		596,522	26,137	622,659	23,061	645,720	628,941
Repairs and maintenance		316,680	13,875	330,555	12,243	342,798	309,339
Staff development		68,981	3,022	72,003	2,667	74,670	89,871
Utilities		39,905	1,748	41,653	1,543	43,196	54,303
Garbage collection		17,690	775	18,465	684	19,149	20,621
Health center		5,757	288	6,045	-	6,045	4,465
Security		17,429	763	18,192	674	18,866	12,031
Student transportation		380,446	19,022	399,468	-	399,468	407,411
Depreciation and amortization		32,132	1,408	33,540	1,242	34,782	40,436
Student activities and field trips		33,202	1,660	34,862	-	34,862	24,665
Miscellaneous		<u>4,479</u>	<u>196</u>	<u>4,675</u>	<u>173</u>	<u>4,848</u>	<u>5,206</u>
Total expenses		<u>\$ 4,711,441</u>	<u>396,002</u>	<u>5,107,443</u>	<u>172,857</u>	<u>5,280,300</u>	<u>5,370,129</u>

See accompanying notes to financial statements.

NIAGARA CHARTER SCHOOL
Statement of Functional Expenses
Year ended June 30, 2023

	Program Services			Management and general	Total	
	No. of positions	Regular education	Special education			Total
Personnel services costs:						
Instructional personnel	42	\$ 1,495,320	154,454	1,649,774	62,256	1,712,030
Administrative personnel	2	235,696	15,456	251,152	9,477	260,629
Non-instructional personnel	11	425,944	27,931	453,875	17,128	471,003
Total salaries	55	2,156,960	197,841	2,354,801	88,861	2,443,662
Fringe and payroll taxes		724,485	47,509	771,994	29,131	801,125
Office expense		22,303	1,463	23,766	896	24,662
Printing and production		15,913	1,043	16,956	640	17,596
Purchased services		35,330	2,317	37,647	1,420	39,067
Telephone		9,918	650	10,568	399	10,967
Meetings and travel		8,680	569	9,249	349	9,598
Consulting fees		76,599	5,023	81,622	3,080	84,702
Supplies		94,715	6,210	100,925	3,809	104,734
Professional fees		123,452	8,095	131,547	39,414	170,961
Advertising		4,682	307	4,989	188	5,177
Dues and subscriptions		7,529	494	8,023	303	8,326
Insurance		31,181	2,045	33,226	1,253	34,479
Licenses and permits		236	15	251	10	261
Legal fees		15,847	1,039	16,886	637	17,523
Occupancy		568,773	37,298	606,071	22,870	628,941
Repairs and maintenance		279,746	18,345	298,091	11,248	309,339
Staff development		81,273	5,330	86,603	3,268	89,871
Utilities		49,108	3,220	52,328	1,975	54,303
Garbage collection		18,648	1,223	19,871	750	20,621
Health center		4,153	312	4,465	-	4,465
Security		10,880	713	11,593	438	12,031
Student transportation		378,987	28,424	407,411	-	407,411
Depreciation and amortization		36,568	2,398	38,966	1,470	40,436
Student activities and field trips		22,944	1,721	24,665	-	24,665
Miscellaneous		4,707	309	5,016	190	5,206
Total expenses		\$ 4,783,617	373,913	5,157,530	212,599	5,370,129

See accompanying notes to financial statements.

NIAGARA CHARTER SCHOOL
Statements of Cash Flows
Years ended June 30, 2024 and 2023

	<u>2024</u>	<u>2023</u>
Cash flows from operating activities:		
Change in net assets without donor restrictions	\$ 329,855	62,364
Adjustments to reconcile change in net assets without donor restrictions to net cash provided by (used in) operating activities:		
Depreciation and amortization	34,782	40,436
Changes in:		
Grants and other receivables	984,911	(490,758)
Prepaid expenses	12,147	(2,136)
Accounts payable	108,402	(25,904)
Accrued expenses	(32,158)	55,852
Deferred revenue	<u>16,544</u>	<u>-</u>
Net cash provided by (used in) operating activities	1,454,483	(360,146)
Cash flows from investing activities - purchases of investments	<u>(1,172,361)</u>	<u>(1,474,731)</u>
Net change in cash and equivalents	282,122	(1,834,877)
Cash and cash equivalents at beginning of year	<u>160,239</u>	<u>1,995,116</u>
Cash and cash equivalents at end of year	<u>\$ 442,361</u>	<u>160,239</u>
Supplemental disclosure of cash flow information:		
Cash paid for amounts included in measurement of lease liabilities - operating lease principal payments	<u>\$ 548,143</u>	<u>474,442</u>
Lease assets obtained in exchange for lease liabilities - operating leases	<u>\$ -</u>	<u>2,281,145</u>

See accompanying notes to financial statements.

NIAGARA CHARTER SCHOOL

Notes to Financial Statements

June 30, 2024 and 2023

(1) Summary of Significant Accounting Policies

(a) Nature of Activities

Niagara Charter School (the School) was chartered by the Board of Regents of the University at the State of New York on July 21, 2005 for a term of five years pursuant to Article 56 of the New York State Education Law. The School has received a renewal of their charter which will expire on June 30, 2026. The School is a K-6 public school primarily funded through the Board of Education of the City School District of Niagara Falls.

Charter schools receive state and Federal public-school funding and must meet all the same state and federal testing and learning requirements as public schools, yet they operate independently of the local school district, serving as their own local education agency.

(b) Basis of Accounting

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America.

(c) Basis of Presentation

The School reports information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions. The School does not have any net assets with donor restrictions as of June 30, 2024 and 2023. Accordingly, net assets of the School and changes therein are classified and reported as follows:

Net assets without donor restrictions - Net assets that are not subject to donor-imposed stipulations and may be used for any purpose designated by the School's Board of Trustees. For the years ended June 30, 2024 and 2023, the Board of Trustees has designated \$2,000,000 and \$1,060,000, respectively, of net assets without donor restrictions to be used for new school facilities.

(d) Estimates

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

(e) Cash

For purposes of the statements of cash flows, the School considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.

NIAGARA CHARTER SCHOOL
Notes to Financial Statements, Continued

(1) Summary of Significant Accounting Policies, Continued

(f) Concentration of Credit Risk

Financial instruments that potentially subject the School to concentrations of credit risk consist principally of cash accounts in financial institutions. The School maintains cash at financial institutions which periodically may exceed federally insured limits. At June 30, 2024, the School had \$98,876 in excess of the federally insured limits. At June 30, 2023, the School had no amounts in excess of the federally insured limits.

(g) Receivables and Bad Debt

The School's accounts receivable are primarily derived from tuition revenue. At each statement of financial position date, the School recognizes an expected allowance for bad debts. This estimate is calculated on a pooled basis where similar characteristics exist and individually when there are no shared characteristics.

The allowance method is derived from a review of the School's historical losses based on an aging of receivables. Historical losses have been consistent. This estimate is adjusted for management's assessment of current conditions, forecasts of future events, and other factors deemed relevant risk factors. As a result, management has determined that the allowance for bad debts is adequate.

The School writes off receivables when there is information that indicates that there is no possibility of collection. If any recoveries are made from any accounts receivable previously written off, they will be recognized in revenue. There were no write-offs for the years ended June 30, 2024 and 2023.

(h) Contracts with Customers

Under Accounting Standards Update (ASU) No. 2014-09 (Topic 606) - Revenue from Contracts with Customers, revenue is recognized when promised goods or services are transferred to customers in an amount that reflects the consideration to which the School expects to be entitled in exchange for these goods or services. The School utilizes a five-step framework as identified in ASU No. 2014-09. The primary source of revenue from contracts with customers for the School is as follows:

Tuition revenue consists of a single performance obligation and revenue is typically recognized when the service is provided. The School contracts with various public school districts to receive funding for student's education. The transaction price is based on a rate per pupil as the service is provided.

(i) Capitalization, Depreciation and Amortization

Property and equipment are recorded at cost or fair market value at the date of the gift in the case of donated property and equipment. If donors stipulate how long the assets must be used, the contributions are recorded as net assets with donor restrictions. In the absence of such stipulations, contributions of property and equipment are recorded as net assets without donor restrictions.

NIAGARA CHARTER SCHOOL
Notes to Financial Statements, Continued

(1) Summary of Significant Accounting Policies, Continued

(i) Capitalization, Depreciation and Amortization, Continued

Depreciation and amortization are provided for in amounts sufficient to relate the cost of depreciable assets to operations over their estimated service lives using the straight-line method. Improvements are capitalized, while expenditures for maintenance and repairs are charged to expense as incurred. Upon disposal of depreciable property and equipment, the appropriate property and equipment accounts are reduced by the related costs and accumulated depreciation or amortization. The resulting gains and losses are reflected in the statements of activities.

(j) Public School District Revenue

The School receives per pupil aid which is passed through several School Districts predominantly in Niagara County. The majority of this comes from the Niagara Falls City School District. New York State Education Department mandates the rate per pupil. For the years ended June 30, 2024 and 2023, the per pupil rate was \$12,691 and \$12,531, respectively, for the Niagara Falls City School District.

(k) Deferred Revenue and Revenue Recognition

Grant awards accounted for as exchange transactions are recorded as revenue when expenditures have been incurred in compliance with the grant restrictions. Amounts unspent are recorded in the statements of financial position as deferred revenue.

(l) Promises to Give

Contributions are recognized when the donor makes an unconditional promise to give to the School. Contributions that are restricted by the donor are reported as increases in net assets without donor restrictions if the restrictions expire in the year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in net assets with donor restrictions depending on the nature of the restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions.

(m) Expense Allocation

The costs of providing various programs and other activities have been summarized on a functional basis in the statements of activities and in the statements of functional expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited. Program related expenses and management and general expenses are allocated based on level of assistance by teachers and employees.

(n) Subsequent Events

The School has evaluated subsequent events through the date of the report which is the date the financial statements were available to be issued.

NIAGARA CHARTER SCHOOL
Notes to Financial Statements, Continued

(1) Summary of Significant Accounting Policies, Continued

(o) Income Taxes

The School is exempt from Federal income taxes under Section 501(c)(3) of the Internal Revenue Code (the Code), therefore, no provision for income taxes is reflected in the financial statements. The School has been classified as a publicly supported organization that is not a private foundation under Section 509(a) of the Code. The School presently discloses or recognizes income tax positions based on management's estimate of whether it is reasonably possible or probable that a liability has been incurred for unrecognized income taxes. Management has concluded that the School has taken no uncertain tax positions that require adjustment in its financial statements. U.S. Forms 990 filed by the School are subject to examination by taxing authorities.

(p) New Accounting Policies

At the beginning of fiscal 2024, the School adopted Accounting Standards Codification 326, Financial Instruments - Credit Losses (Topic 326) Measurement of Credit Losses on Financial Statements, as amended, which modifies the measurement of expected credit losses on certain financial instruments, including accounts receivable, and requires organizations to measure all expected credit losses for financial instruments based on historical experience, current conditions, and reasonable and supportive forecasts for collectability. The School adopted this new standard utilizing the modified retrospective transition method. The adoption of this standard did not have a material impact on the School's financial statements.

(q) Reclassifications

Reclassifications have been made to certain 2023 balances in order to conform them to the 2024 presentation.

(2) Liquidity

The School has \$3,112,960 of financial assets available within one year of the statement of financial position date consisting of \$339,062 of cash, \$201,090 of receivables, and \$2,572,809 of certificates of deposit and money market accounts. None of these financial assets are subject to donor or contractual restrictions that make them unavailable for general expenditures within one year of the statement of financial position date. As more fully described in note 8, the School has an escrow account with a balance of \$103,299.

(3) Investments

Financial Instruments

Investments at June 30, 2024 and 2023 consist of certificates of deposit, money market accounts and cash amounting to \$2,647,092 and \$1,474,731, respectively.

NIAGARA CHARTER SCHOOL
Notes to Financial Statements, Continued

(3) Investments, Continued

Financial Instruments, Continued

Investments are stated at fair value. The fair value is based on amortized cost, which approximates fair value. In accordance with the policy of carrying investments at fair value, the change in net unrealized appreciation or depreciation is included in the statements of activities.

Fair Value Measurement

A framework has been established for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurements) and the lowest priority to unobservable inputs (level 3 measurements). The School's investments which consist of certificates of deposit, are considered to be level 2 assets.

(4) Property and Equipment

Property and equipment are recorded at cost. A summary of property and equipment at June 30, 2024 and 2023 is as follows:

	<u>2024</u>	<u>2023</u>
Leasehold improvements	\$ 566,046	566,046
Furniture and equipment	<u>258,976</u>	<u>258,976</u>
	825,022	825,022
Less accumulated depreciation and amortization	<u>(527,307)</u>	<u>(492,525)</u>
Net property and equipment	\$ <u>297,715</u>	<u>332,497</u>

(5) Pension Plans

The School participates in the New York State Teachers' Retirement System (NYSTRS), which is a cost-sharing multiple employer, public employees retirement system. NYSTRS offers a wide range of plans and benefits which are related to years of service and final average salary, vesting of retirement benefits, death and disability.

NYSTRS is administered by the New York State Teachers' Retirement Board and provides retirement, disability, withdrawal and death benefits to plan members and beneficiaries as authorized by the Education Law and the Retirement and Social Security Law of the State of New York. NYSTRS issues a publicly available financial report that contains financial statements and required supplementary information. The report may be obtained by writing to NYSTRS, 10 Corporate Woods Drive, Albany, New York 12211-2395.

NIAGARA CHARTER SCHOOL
Notes to Financial Statements, Continued

(5) Pension Plans, Continued

NYSTRS is noncontributory, except for employees who joined the System after July 27, 1976 and prior to January 1, 2010, who contribute 3% of their salary, except that employees in NYSTRS more than ten years are no longer required to contribute. Those joining NYSTRS on or after January 1, 2010 are required to contribute 3.5% of their salary throughout their active membership. Pursuant to Article 11 of the Education Law, the New York State Teachers' Retirement Board establishes rates annually for NYSTRS.

The School is required to contribute an actuarially determined rate. The rates for NYSTRS were 9.76% and 10.29% of the annual covered payroll as of June 30, 2024 and 2023, respectively. Required annual contributions of \$174,634 and \$185,813 were paid to NYSTRS by the School for the years ended June 30, 2024 and 2023, respectively.

(6) Right-of-Use Assets - Lease Liabilities

The School leases its facility under an operating lease and has elected the practical expedient not to separate lease and nonlease components for all lease transactions. The lease provides for monthly payments subject to annual increases in the consumer price index for the northeast region over 2008 as the base year. In addition, the School also leases a copier and solar panels under operating leases expiring in May 2027 and December 2026, respectively. The lease assets and liabilities were calculated using the School's risk-free discount rate of 6%. Additional information about the School's lease arrangements are as follows as of June 30, 2024 and 2023:

	<u>2024</u>	<u>2023</u>
Operating leases - lease expense:		
Program services:		
Occupancy	\$ 622,659	606,071
Printing and production	5,745	5,609
Utilities	<u>1,736</u>	<u>4,626</u>
Total	<u>630,140</u>	<u>616,306</u>
Management and general:		
Occupancy	23,061	22,870
Printing and production	213	212
Utilities	<u>64</u>	<u>174</u>
Total	<u>23,338</u>	<u>23,256</u>
Total lease expense	\$ <u>653,478</u>	<u>639,562</u>
Weighted Average - remaining lease term:		
Building	25 months	37 months
Copier	26 months	38 months
Solar panes	30 months	42 months

NIAGARA CHARTER SCHOOL
Notes to Financial Statements, Continued

(6) Right-of-Use Assets - Lease Liabilities, Continued

	<u>2024</u>	<u>2023</u>
Discount rate	6%	6%
Leases liabilities - operating lease:		
Current installments	\$ 581,951	548,152
Noncurrent installments	<u>676,609</u>	<u>1,258,551</u>
Total lease liabilities	\$ <u>1,258,560</u>	<u>1,806,703</u>
The aggregate maturity of lease payments under ASC 840 for the years following June 30, 2024 are as follows:		
2025	\$ 641,633	
2026	641,633	
2027	<u>59,202</u>	
	1,342,468	
Less unamortized discount	<u>(83,908)</u>	
Total lease liabilities	\$ <u>1,258,560</u>	

(7) Contingency

The School has received grants which are subject to audit by agencies of the state and Federal government. Such audits may result in disallowances and a request for a return of funds. Based on prior years' experience, the School's administration believes that disallowances, if any will be immaterial.

(8) Escrow Account

As set forth in its charter, the School established an escrow account in September 2013 in the amount of \$75,000, subsequently amended to \$100,000 during the June 30, 2022 fiscal year, for the purpose of funding legal and audit fees in the event of dissolution. The amount in escrow was \$103,299 and \$101,795 as of June 30, 2024 and 2023, respectively.

**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**

The Board of Trustees
Niagara 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 Niagara Charter School (the School), which comprise the statement of financial position as of June 30, 2024, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to financial statements, and have issued our report thereon dated October 31, 2024.

Report on Internal Control Over Financial Reporting

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

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

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

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the 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 School's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the School's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

EFPR Group, CPAs, PLLC

Williamsville, New York
October 31, 2024

Active Assets Account
327-076150-193

NIAGARA CHARTER SCHOOL C/O RICKY
SCOTT, JAMES MUFFOLETTO, DARCI

Account Summary

BALANCE SHEET (* includes accrued interest)

	Last Period (as of 5/31/24)	This Period (as of 6/30/24)
Cash, BDP, MMFs	\$1.25	\$1.44
Savings and Time Deposits	102,885.75	103,298.03
Total Assets	\$102,887.00	\$103,299.47
Total Liabilities (outstanding balance)	—	—
TOTAL VALUE	\$102,887.00	\$103,299.47

INCOME AND DISTRIBUTION SUMMARY

	This Period (6/1/24-6/30/24)	This Year (1/1/24-6/30/24)
Interest	\$412.47	\$2,476.22
Income And Distributions	\$412.47	\$2,476.22
Tax-Exempt Income	—	—
TOTAL INCOME AND DISTRIBUTIONS	\$412.47	\$2,476.22

Taxable and tax exempt income classifications are based on the characteristics of the underlying securities and not the taxable status of the account.

CASH FLOW

	This Period (6/1/24-6/30/24)	This Year (1/1/24-6/30/24)
OPENING CASH, BDP, MMFs	\$1.25	\$1.25
Purchases	(412.28)	(2,476.03)
Income and Distributions	412.47	2,476.22
Total Investment Related Activity	\$0.19	\$0.19
Total Cash Related Activity	—	—
Total Card/Check Activity	—	—
CLOSING CASH, BDP, MMFs	\$1.44	\$1.44

GAIN/(LOSS) SUMMARY

	Realized This Period (6/1/24-6/30/24)	Realized This Year (1/1/24-6/30/24)	Unrealized Inception to Date (as of 6/30/24)
TOTAL GAIN/(LOSS)	—	—	—

This Summary is for informational purposes only and should not be used for tax preparation. Refer to the Expanded Disclosures or go to www.morganstanley.com/wealth/disclosures/disclosures.asp.

REPORT TO THE BOARD

October 31, 2024

The Board of Directors
Niagara Charter School

Dear Board Members:

We have audited the financial statements of Niagara Charter School (the School) for the year ended June 30, 2024, and have issued our report thereon dated October 31, 2024. Professional standards require that we provide you with information about our responsibilities under auditing standards generally accepted in the United States of America and Government Auditing Standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter. Professional standards also require that we communicate to you the following information related to our audit.

Significant Accounting Policies

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the School are described in note 1 to the financial statements. For the year ended June 30, 2024, the School adopted Accounting Standards Codification 326, Financial Instruments - Credit Losses (Topic 326) Measurement of Credit Losses on Financial Instruments, as amended, which modifies the measurement of expected credit losses on certain financial instruments, including accounts receivable, and requires the School to measure all expected credit losses for financial instruments based on historical experience, current conditions, and reasonable and supportable forecasts for collectability. The School adopted this new standard utilizing the modified retrospective transition method.

We noted no transactions entered into by the School during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

For the year ended June 30, 2024, we evaluated the key factors and assumptions used by management in determining that accounting estimates were reasonable in relation to the financial statements taken as a whole.

Sensitive Disclosures

The financial statement disclosures are neutral, consistent and clear.

Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. There were no material uncorrected misstatements detected as a result of our audit procedures.

Disagreements with Management

For purposes of this report, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the School’s financial statements or a determination of the type of auditors’ opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the School’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

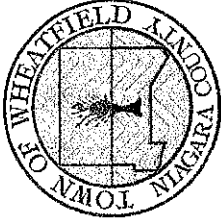
* * * * *

This information is intended solely for the use of the Board of Trustees and management of Niagara Charter School and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

EFPR Group, CPAs, PLLC

EFPR GROUP, CPAs, PLLC



OPERATING PERMIT

ISSUED TO

NIAGARA CHARTER SCHOOLS
2077 LOCKPORT RD

DATE ISSUED: 7/21/2024
Permit number: E-2024-0001

Expires: 7/21/2025

CODE ENFORCEMENT OFFICER

A handwritten signature in black ink, appearing to be "CAF", is written over a horizontal line.

Checklist Report

Inspector: Christopher Jordan

Identifier: 132.04-1-48.1

Insp. Type: Educational

Primary Contact: Wheatfield Development II LLC

Result: Pass

Location: Niagara Charter School 2077 Lockport Rd, Wheatfield

Inspection Date: 7/16/2024

	Pass	Failed	N/A
Fire Department Service Area			
Yard Hydrant	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Structure Accessible	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire Lanes Obstructed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lock Box	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire Department Connections Identified/Accessible	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Generator Signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Truss Signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Means of Egress			
Unobstructed-Corridors/Stairways	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interior/Exterior Exits Clear	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Exits Unlocked	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Automatic Hold-Open Devices	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Panic Hardware	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emergency Lighting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Inspection Date: 7/16/2024

	Pass	Failed	N/A
Elevator Warning Signs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Fire Extinguishers			
Annual Certified Service Tags	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Monthly Inspections Required (Basic Check)			
1 per 2500 Sq Ft	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Installed Properly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Signage Above Extinguishers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unobstructed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire Exits			
Illuminated	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Visible	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Housekeeping			
Areas Free of Clutter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
36" Clearance Around Electrical/Mechanical Service Panels	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Electrical Systems			
Receptacles Covered	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
No Extension Cords	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Checklist Report

Inspector: Christopher Jordan

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Primary Contact: Wheatfield Development II LLC

Result: Pass

Location: Niagara Charter School 2077 Lockport Rd, Wheatfield

Inspection Date: 7/16/2024

Pass Failed N/A

System Secured

Signage on Door

Commercial Cooking Equipment

Hoods Maintained Free of Grease

Proper Extinguishing System

K-Class Ext. within 20 Ft

Wet System Tagged Bi-Annually

ANSUL/Suppression/Wet System Certified

Fire and Smoke Detectors

Installed

Maintained

In House

Pull Station (Local/Dial-Out)

Pull Station Signage (Call 911)

Checklist Report

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Result: Pass

Location: Niagara Charter School 2077 Lockport Rd, Wheatfield

Inspection Date: 7/16/2024

	Pass	Failed	N/A
CO Installed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Heat and Smoke Vents	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hazardous Materials			
Materials Labeled	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Proper Storage Containers Approved and Self-Closing/Lockable	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
LP Gas Stored Outside in Approved Tanks	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Indoor Stored Vehicles	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Fire Protection Equipment			
Sprinkler System Maintained	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sprinkler Valves Unobstructed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Equipment Secured/With Wrench and Extra Heads	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire Detection Tested and Maintained	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire Drills and Evacuation Routes			
Drills Conducted	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Evacuation Routes Posted	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Checklist Report

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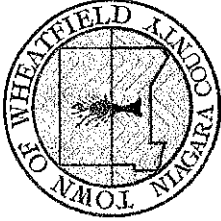
Location: Niagara Charter School 2077 Lockport Rd, Wheatfield

Inspection Date: 7/16/2024

Pass Failed N/A

ATTENTION

ALL VIOLATIONS MUST BE COMPLETED WITHIN 30 DAYS



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Permit number: E-2024-0001

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	Pass	Failed	N/A
Fire Department Service Area			
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Means of Egress			
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Interior/Exterior Exits Clear	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Panic Hardware	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Result: Pass

Location: Niagara Charter School 2077 Lockport Rd, Wheatfield

Inspection Date: 7/16/2024

	Pass	Failed	N/A
Elevator Warning Signs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Fire Extinguishers			
Annual Certified Service Tags	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Monthly Inspections Required (Basic Check)			
1 per 2500 Sq Ft	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Installed Properly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Signage Above Extinguishers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unobstructed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire Exits			
Illuminated	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Insp. Type: Educational

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Result: Pass

Location: Niagara Charter School 2077 Lockport Rd, Wheatfield

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System Secured

Signage on Door

Commercial Cooking Equipment

Hoods Maintained Free of Grease

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