



Charter Schools Institute
The State University of New York

Charter School 2009-10 Annual Report Template

For SUNY Authorized Charter Schools

To be submitted: August 1, 2010

General Instructions for Submitting the 2009-10 Annual Report on August 1, 2010

- **Submission Date:**

By law, the Annual Report is due on August 1st of each school year by close of business, 5:00 p.m. Eastern Time (except where August 1st falls on a Saturday or Sunday, in which case the report would be due on the immediately following Monday).

Since August 1st, 2010 falls on a weekend, the report shall be due on the next business day, which is Monday, **August 2nd**

Requests for extensions will not be granted except under the most extraordinary circumstances. A school must receive an extension from both the State Education Department and the Charter Schools Institute for it to be valid.

- **Submission to State Education Department:**

Charter schools must provide the this report as a PDF file (except where otherwise indicated) to the State Education Department.

Public School Choice Programs
State Education Department
89 Washington Avenue, Room 462 EBA
Albany, New York 12234
(518/474-1762)

Email: charterschools@mail.nysed.gov

- **Submission to Charter Schools Institute:**

One electronic copy of the entire document (including all forms) in PDF format should be submitted to the Charter Schools Institute at the address below. **The Institute does not require an original, paper copy.**

Charter Schools Institute
State University of New York
41 State Street, Suite 700
Albany, New York 12207
(518/433-8277)

Email: charters@suny.edu

Specific Instructions for Completing Each Section

Cover Page

Each copy of the Annual Report should begin with a completed Cover Page, form below.

Disclosure of Financial Interest

The Trustee Disclosure Form is required to be filled out by each trustee who served on the school's board during the previous school year. Where the school is unable to obtain a Trustee Disclosure Form for each such trustee, the school corporation is responsible for listing any transactions or providing such information as required by the form. Such a form must be signed by the school corporation on behalf of the board member. All sections must be completed. If a section does not apply, make sure to write "none." Please do not leave any section blank.

Please note that in schools with charters entered into in 2004 and thereafter, should a trustee fail to submit such form within 30 days of the August 2nd deadline, or should such form be materially incomplete or misleading, the school's charter requires the school corporation to remove that trustee (see paragraph 2.10(g) of the charter).

Modifications to the School's Educational Program and Governance Structure

In this section of the report the school should *briefly* describe any significant changes to the school's educational program as well as its governance structure. There is no specific form for the Statement of Modifications. Just as a school should be brief, it should also be selective in reporting such changes. In general, the Institute has no interest in such day-to-day operational details as whether the school has changed office supply vendors. However, where the school has moved from using one core program to another (e.g., Saxon Math to Everyday Math), this change and a *very brief* explanation for the change should be noted. Similarly, while the day-to-day administrative roles of school personnel, and adjustments thereto, need not be reported on, major overhauls should be reported, e.g., the school has moved to a dual leadership model where the charter indicated that a single principal would be in charge of instruction. There is no need to report on changes that a school has applied for—either a program change or a revision to the charter—if that change has already been approved. This is not required of schools coming to renewal, as this statement was submitted in the school's application for renewal.

Statement of Assurances

The school must submit Statement of Assurances with the signatures of the school leader/principal and the chairperson of the school's board of trustees. Hard copies with notarized, original signatures need not be submitted for this report.

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Achievement First Brownsville Charter School

COVER PAGE

Name of Charter School Achievement First Brownsville Charter School

Address 2021 Bergen Street
Brooklyn, NY 11233

Telephone



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BEDS # 332300860912

District/CSD of Location District 23

Head of School (Contact Person) Gina Musumeci (Principal)

E-mail address of contact person



President, Board of Trustees Kelly Wachowicz (School Board Chair)

E-mail address and Phone Number of Board President Email:
Phone:



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Achievement First Brownsville Charter School

**DISCLOSURE OF FINANCIAL INTEREST
BY A CHARTER SCHOOL TRUSTEE¹**

Note: Please make a copy of this two page form for each Trustee

1. Name of charter school: Achievement First Brownsville Charter School
2. Trustee's name (print): Kelly Wachowicz
3. Position(s) on board (e.g., chair, treasurer, committee chair, etc.): Chair
4. Home address: 28 Old Fulton Street #4K, Brooklyn, NY 11201
5. Business Address: 1345 Avenue of the Americas, 39th Floor, New York, NY 10105
6. Daytime phone: [REDACTED]
7. E-mail: [REDACTED]
8. Is Trustee an employee of the school? ___ Yes. X No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

9. In the box below, identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the charter school during the prior school year. If there has been no such financial interest or transaction, please *write "None."* Please note that if you answered yes to Question 8, you need not disclose again your employment status, salary, etc.

¹ Form Revised May 24, 2006

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)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
N/A	None	N/A	N/A
<i>Please write "None" if applicable. Do not leave this space blank</i>			

10. In the box below, identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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 charter school *and* in which such entity, during the preceding school year, you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school that is doing business with the school through a management or services agreement, you need not list every transaction between such entity and the school that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the charter school. If there was no financial interest, please write "None."

Entity Conducting Business with the School	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the School and the Nature of the Interest	Steps Taken to Avoid Conflict of Interest
N/A	None	N/A	N/A	N/A
<i>Please write "None" if applicable. Do not leave this space blank</i>				

Kelly Wadrow
Signature

8/19/2010
Date

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Achievement First Brownsville Charter School

**MODIFICATIONS TO THE SCHOOL'S EDUCATIONAL PROGRAM
AND GOVERNANCE STRUCTURE**

Describe any significant changes to the school's educational program as well as its governance structure. If there are no changes, please indicate N/A.

Achievement First Brownsville Charter School has not made significant changes to its educational program or governance structure.

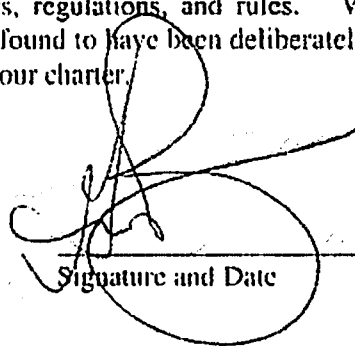
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ACHIEVEMENT FIRST BROWNSVILLE Charter School

STATEMENT OF ASSURANCES

Our signatures 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.

GINA MUSUMECI
Print Name, Head of Charter School


Signature and Date

8/17/2010

Kelly Wachowicz
Print Name, President, Board of Trustees

Kelly Wachowicz 8/19/2010
Signature and Date