



I. SCHOOL INFORMATION AND COVER PAGE (To be Completed By All Charter Schools)

Created: 07/06/2015

Last updated: 07/31/2015

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

Page 1

1. SCHOOL NAME AND AUTHORIZER

(Select name from the drop down menu)

EXPLORE EMPOWER CS (SUNY TRUSTEES) 331700860950

2. CHARTER AUTHORIZER

(For technical reasons, please re-select authorizer name from the drop down menu).

SUNY-Authorized Charter School

3. DISTRICT / CSD OF LOCATION

NYC CSD 17

4. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	188 Rochester Avenue Brooklyn, NY 11213	718-771-2090	718-771-2128	[REDACTED]

4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Veronica Woolley
Title	Director of Operations
Emergency Phone Number (###-###-####)	[REDACTED]

5. SCHOOL WEB ADDRESS (URL)

<http://www.explorenetwork.org/empower-charter-school>

6. DATE OF INITIAL CHARTER

2008-12-01 00:00:00

7. DATE FIRST OPENED FOR INSTRUCTION

2012-08-01 00:00:00

8. FINAL VERIFIED BEDS ENROLLMENT FOR THE 2014-15 School Year as reported to Department's Office of Information and Reporting Services (via the NYC DOE for charter schools in NYC) in August.

467

9. GRADES SERVED IN SCHOOL YEAR 2014-15

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5, 6, 7
---------------	------------------------

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

	Yes/No	Name of CMO/EMO
	Yes	Explore Schools, Incorporated

10a. Please provide the name and contact information for each of the following individuals who are management level personnel associated with the CMO.

	Name	Work Phone	Alternate Phone	Email Address	Contact this individual also in emergencies
CEO (e.g., network superintendent)	Morty Ballen	[REDACTED]		[REDACTED]	Yes
CFO (e.g., network CFO)	Shawn-Ann Mullen	[REDACTED]		[REDACTED]	Yes
Compliance Contact	Rebecca Daverin	[REDACTED]	[REDACTED]	[REDACTED]	Yes
Complaint Contact	Rebecca Daverin	[REDACTED]	[REDACTED]	[REDACTED]	Yes

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11. FACILITIES

Will the School maintain or operate multiple sites?

	No, just one site.
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12. SCHOOL SITES

Please list the sites where the school will operate in 2015-16.

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	188 Rochester Avenue Brooklyn, NY 11213	718-771-2090	CSD 17	K-8	No	DOE space
Site 2						
Site 3						

12a. Please provide the contact information for Site 1 (same as the primary site).

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Christina Cotter	██████████		██████████
Operational Leader	Veronica Woolley	██████████		██████████
Compliance Contact	Rebecca Daverin	██████████	██████████	██████████
Complaint Contact	Rebecca Daverin	██████████	██████████	██████████

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14. Were there any revisions to the school's charter during the 2014-2015 school year? (Please include both those that required authorizer approval and those that did not require authorizer approval).

Yes

14a. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in discipline policy	On January 22, 2015, the Board of Trustees voted to modify the school's behavior matrix to provide the school with a broader menu of interventions and consequences to appropriately address behavioral challenges. The proposed changes retain important elements of consistency while also giving our school leaders the flexibility to make nuanced, thoughtful decisions that are best for our students.	01/22/2015	

2	Change in organizational structure	In October of 2013, the Board of Trustees voted to approve a plan of merger between all of the schools in the Explore Schools network. This merger went into effect on July 1, 2015, and all of the Explore Schools network schools merged their charters under one education corporation, Explore Schools of Brooklyn. All schools will now be authorized by SUNY and governed by one Board of Trustees.	11/2013	2/9/2015
3	Change in discipline policy	The Board of Trustees approved a change to the disciplinary procedures section of the schools' charters, updating the definition of "long-term suspension" and the makeup of the schools' disciplinary committees.	10/22/2014	
4				
5				

15. Name and Position of Individual(s) Who Completed the 2014-15 Annual Report.

Adam Schulman, Director of Systems and IT

16. 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. Check **YES if you agree and use the mouse on your PC or the stylus on your mobile device to sign your name).**

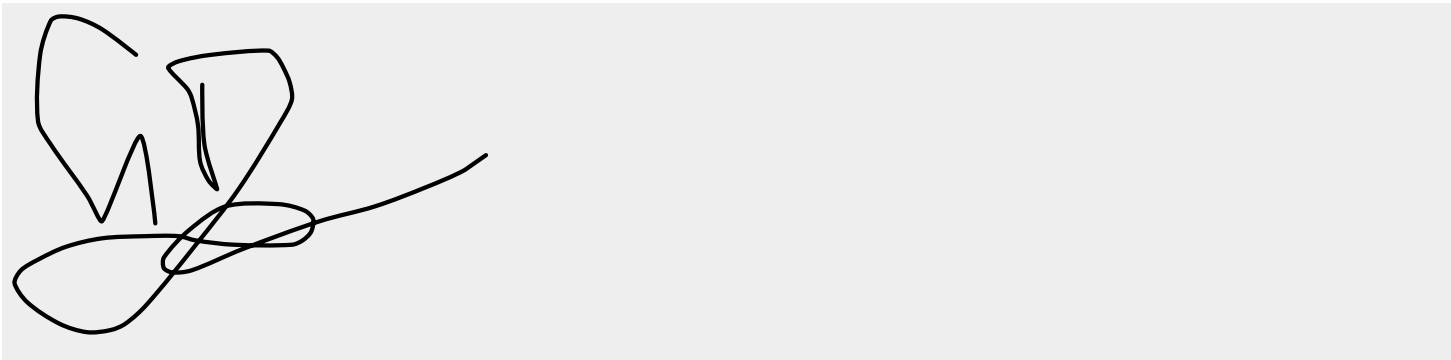
Responses Selected:

Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees



Thank you.

 **Appendix A: Link to the New York State School Report Card**

Last updated: 07/29/2015

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Charter School Name:

1. NEW YORK STATE REPORT CARD

Provide a direct URL or web link to the most recent New York State School Report Card for the charter school (See <https://reportcards.nysed.gov/>).

(Charter schools completing year one will not yet have a School Report Card or link to one. Please type "URL is not available" in the space provided).

<http://data.nysed.gov/reportcard.php?instid=80000063972&year=2014&createreport=1&enrollment=1&avgclasssize=1&freelunch=1&attendance=1&teacherqual=1&teacherturnover=1&staffcounts=1&38ELA=1&38MATH=1&48SCI=1&naep=1&nyseslat=1&elemELA=>



Appendix B: Total Expenditures and Administrative Expenditures per Child

Created: 07/14/2015

Last updated: 07/31/2015

Page 1

Charter School Name:

B. Financial Information

This information is required of ALL charter schools. Provide the following measures of fiscal performance of the charter school in Appendix B (Total Expenditures and Administrative Expenditures Per Child):

1. Total Expenditures Per Child

To calculate '**Total Expenditures per Child**' take total expenditures (from the unaudited 2014-15 Schedule of Functional Expenses) and divide by the year end per pupil count. (Integers Only. No dollar signs or commas).

Line 1: Total Expenditures	6850483
Line 2: Year End Per Pupil Count	466
Line 3: Divide Line 1 by Line 2	14701

2. Administrative Expenditures per Child

To calculate '**Administrative Expenditures per Child**' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2014-15 Schedule of Functional Expenses) and divide by the year end per pupil count. The relevant portion that must be included in this calculation is defined as follows:

Administrative Expenditures: Administration and management of the charter school includes the activities and personnel of the offices of the chief school officers, the treasurer, the finance or business offices, the purchasing unit, the employee personnel offices, the records management offices, or a public information and services offices. It also includes those administrative and management services provided by other organizations or corporations on behalf of the charter school for which the charter school pays a fee or other compensation.

Please note the following:

- Do not include the FTE of personnel dedicated to administration of the instructional programs.
- Do not include Employee Benefit costs or expenditures in the above calculations.
- A template for the Schedule of Functional Expenses is provided on page 20 of the 2014-15 Annual Report Guidelines to assist schools identify the categories of expenses needed to compute the two per pupil calculations. This template does not need to be completed or submitted on August 1st as it will be submitted November 1st as part of the audited financial statements. Therefore schools should use unaudited amounts for these per pupil calculations. (See the 2014-15 Annual Report Guidelines in "Resources" area of your portal task page).

To calculate 'Administrative Expenditures per Child**' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2014-15 Schedule of Functional Expenses) and divide by the year end per pupil count. (Integers Only. No dollar signs or commas).**

Line 1: Relevant Personnel Services Cost (Row)	478075
Line 2: Management and General Cost (Column)	437731
Line 3: Sum of Line 1 and Line 2	915806
Line 4: Year End Per Pupil Count	466
Line 5: Divide Line 3 by the Year End Per Pupil Count	1965

Thank you.

New York State Education Department

Request for Proposals to Establish Charter Schools Authorized by the Board of Regents

2015-16 Budget & Cash Flow Template

General Instructions and Notes for New Application Budgets and Cash Flows Templates

1	Complete ALL SIX columns in BLUE
2	Enter information into the GRAY cells
3	Cells containing RED triangles in the upper right corner in columns B through G contain guidance on that particular item
4	Funding by School District information for all NYS School district is located on the State Aid website at https://stateaid.nysed.gov/charter/ . Refer to this website for per-pupil tuition funding for all school districts. Rows may be inserted in the worksheet to accomodate additional districts if necessary.
5	The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, please 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.

Explore Empower Charter School

PROJECTED BUDGET FOR 2015-2016

PROJECTED BUDGET FOR 2015-2016							Assumptions
July 1, 2015 to June 30, 2016							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	7,523,815	1,231,698	10,000	-	30,497	8,796,010	
Total Expenses	6,003,743	1,149,174	-	-	1,152,216	8,305,133	
Net Income	1,520,072	82,524	10,000	-	(1,121,719)	490,877	
Actual Student Enrollment	437	91				-	
Total Paid Student Enrollment	437	91				528	
	PROGRAM SERVICES			SUPPORT SERVICES			
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
REVENUE							
REVENUES FROM STATE SOURCES							
Per Pupil Revenue	CY Per Pupil Rate						
District of Location	\$13,877.00	7,327,056	-	-	-	7,327,056	Assumes 528 students
School District 2 (Enter Name)		-	-	-	-	-	
School District 3 (Enter Name)		-	-	-	-	-	
School District 4 (Enter Name)		-	-	-	-	-	
School District 5 (Enter Name)		-	-	-	-	-	
		7,327,056	-	-	-	7,327,056	
Special Education Revenue		-	908,287	-	-	908,287	SPED <20% - 38 FTE, 20%-60% - 11.7 FTE, >60% - 41.3 FTE
Grants		-	-	-	-	-	
Stimulus		-	-	-	-	-	
Other		34,831	7,134	-	-	41,965	State Grants - NYSTL, NYSSL, NYSLIB
Other State Revenue		85,536	16,632	-	-	118,800	NYS Senate approved grant - approximately \$225 per student
TOTAL REVENUE FROM STATE SOURCES		7,447,423	932,053	-	16,632	8,396,108	
REVENUE FROM FEDERAL FUNDING							
IDEA Special Needs		-	49,209	-	-	49,209	
Title I		-	237,072	-	-	237,072	
Title Funding - Other		11,088	-	-	-	11,088	
School Food Service (Free Lunch)		-	-	-	-	-	
Grants		-	-	-	-	-	
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	
Other		-	-	-	-	-	
Other Federal Revenue		-	-	-	-	-	
TOTAL REVENUE FROM FEDERAL SOURCES		11,088	286,281	-	-	297,369	
LOCAL and OTHER REVENUE							
Contributions and Donations, Fundraising		-	10,000	-	-	10,000	Explore Schools, Inc contribution
Erate Reimbursement		64,224	13,154	-	13,655	91,033	Category 1 and 2 Erate Revenue
Interest Income, Earnings on Investments,		-	-	-	-	-	
NYC-DYCD (Department of Youth and Community Developmt.)		-	-	-	-	-	
Food Service (Income from meals)		-	-	-	-	-	
Text Book		-	-	-	-	-	
Other Local Revenue		1,080	210	-	210	1,500	
TOTAL REVENUE FROM LOCAL and OTHER SOURCES		65,304	13,364	10,000	13,865	102,533	
TOTAL REVENUE		7,523,815	1,231,698	10,000	30,497	8,796,010	
EXPENSES							
ADMINISTRATIVE STAFF PERSONNEL COSTS							
	No. of Positions						List exact titles and staff FTE's (Full time equivalent)
Executive Management	-	-	-	-	-	-	
Instructional Management	4.00	322,048	67,063	-	68,666	457,777	1 Principal, 2 Academic Directors and 1 Director of School Culture
Deans, Directors & Coordinators	7.00	425,720	88,651	-	27,072	541,443	3 Deans, 1 MS Instructional Specialist, 2 Academic Coordinators, 1 HS Placement Coordinator
CFO / Director of Finance	-	-	-	-	-	-	
Operation / Business Manager	3.00	10,881	-	-	206,756	217,637	1 Director of Operations, 1 Operations Manager and 1 Program Manager
Administrative Staff	5.50	-	-	-	239,960	239,960	1 Pupil Accounting Associate, 1 Data Management Associate, 0.5 Finance Manager, 1 Purchasing Associate and 1 Special Projects Associate
TOTAL ADMINISTRATIVE STAFF	20	758,649	155,714	-	542,454	1,456,817	
INSTRUCTIONAL PERSONNEL COSTS							
Teachers - Regular	39.00	2,504,500	-	-	-	2,504,500	39 Kindergarten - 8th grade teachers

Explore Empower Charter School

PROJECTED BUDGET FOR 2015-2016

PROJECTED BUDGET FOR 2015-2016							Assumptions
July 1, 2015 to June 30, 2016							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.							
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Total Expenses	6,003,743	1,149,174	-	-	1,152,216	8,305,133	
Net Income	1,520,072	82,524	10,000	-	(1,121,719)	490,877	
Actual Student Enrollment	437	91				-	
Total Paid Student Enrollment	437	91				528	
	PROGRAM SERVICES			SUPPORT SERVICES			
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Teachers - SPED	6.00	-	438,960	-	-	438,960	5 Learning Specialists and 1 Special Education Coordinator
Substitute Teachers	3.10	107,595	22,405	-	-	130,000	
Teaching Assistants	-	-	-	-	-	-	
Specialty Teachers	5.00	255,744	53,256	-	-	309,000	5 Enrichment Teachers
Aides	-	-	-	-	-	-	
Therapists & Counselors	3.00	175,687	36,585	-	-	212,272	1 Social Worker and 2 Counselors
Other	-	-	-	-	-	-	
TOTAL INSTRUCTIONAL	56	3,043,526	551,206	-	-	3,594,732	
NON-INSTRUCTIONAL PERSONNEL COSTS							
Nurse	-	-	-	-	-	-	
Librarian	-	-	-	-	-	-	
Custodian	-	-	-	-	-	-	
Security	-	-	-	-	-	-	
Other	-	-	-	-	-	-	
TOTAL NON-INSTRUCTIONAL	-	-	-	-	-	-	
SUBTOTAL PERSONNEL SERVICE COSTS	76	3,802,175	706,920	-	542,454	5,051,549	
PAYROLL TAXES AND BENEFITS							
Payroll Taxes		347,746	64,653	-	-	49,614	462,013
Fringe / Employee Benefits		545,835	101,484	-	-	77,874	725,193
Retirement / Pension		44,904	8,349	-	-	6,406	59,659
TOTAL PAYROLL TAXES AND BENEFITS		938,485	174,486	-	-	133,894	1,246,865
TOTAL PERSONNEL SERVICE COSTS		4,740,660	881,406	-	676,348	6,298,414	
CONTRACTED SERVICES							
Accounting / Audit		-	-	-	-	26,741	26,741
Legal		-	-	-	-	-	-
Management Company Fee		478,646	98,037	-	-	302,564	879,247
Nurse Services		-	-	-	-	-	-
Food Service / School Lunch		-	-	-	-	-	-
Payroll Services		9,196	1,883	-	-	1,955	13,034
Special Ed Services		-	5,000	-	-	-	5,000
Titlement Services (i.e. Title I)		-	-	-	-	-	-
Other Purchased / Professional / Consulting		27,452	5,623	-	-	1,425	34,500
TOTAL CONTRACTED SERVICES		515,294	110,543	-	-	332,685	958,522
SCHOOL OPERATIONS							
Board Expenses		-	-	-	-	-	-
Classroom / Teaching Supplies & Materials		141,515	28,985	-	-	-	170,500
Special Ed Supplies & Materials		-	6,000	-	-	-	6,000
Textbooks / Workbooks		34,831	7,134	-	-	-	41,965
Supplies & Materials other		35,690	7,310	-	-	-	43,000
Equipment / Furniture		39,471	7,579	-	-	10,950	58,000
Telephone		40,919	8,381	-	-	8,700	58,000
Technology		95,175	19,493	-	-	20,236	134,904
Student Testing & Assessment		13,114	2,686	-	-	-	15,800
Field Trips		11,620	2,380	-	-	-	14,000
Transportation (student)		-	-	-	-	-	-
Student Services - other		23,240	4,760	-	-	-	28,000
Office Expense		78,892	14,683	-	-	30,925	124,500
Staff Development		47,642	9,758	-	-	19,600	77,000
Staff Recruitment		-	-	-	-	30,000	30,000
Student Recruitment / Marketing		12,450	2,550	-	-	-	15,000

Increased 7% compared to FY15

Academic and Other Consultants and Fingerprinting and Background Services

New ELA curriculum in FY16

Explore Empower Charter School

PROJECTED BUDGET FOR 2015-2016

PROJECTED BUDGET FOR 2015-2016							Assumptions
July 1, 2015 to June 30, 2016							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
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Actual Student Enrollment	437	91				-	
Total Paid Student Enrollment	437	91				528	
	PROGRAM SERVICES			SUPPORT SERVICES			
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
School Meals / Lunch	13,242	2,758	-	-	-	16,000	
Travel (Staff)	2,822	578	-	-	600	4,000	
Fundraising	-	-	-	-	-	-	
Other	2,540	520	-	-	540	3,600	
TOTAL SCHOOL OPERATIONS	593,163	125,555	-	-	121,551	840,269	
FACILITY OPERATION & MAINTENANCE							
Insurance	33,108	6,781	-	-	7,039	46,928	
Janitorial	-	-	-	-	-	-	
Building and Land Rent / Lease	7,760	1,590	-	-	1,650	11,000	
Repairs & Maintenance	3,528	722	-	-	750	5,000	
Equipment / Furniture	-	-	-	-	-	-	
Security	-	-	-	-	-	-	
Utilities	-	-	-	-	-	-	
TOTAL FACILITY OPERATION & MAINTENANCE	44,396	9,093	-	-	9,439	62,928	
DEPRECIATION & AMORTIZATION	110,230	22,577	-	-	12,193	145,000	
DISSOLUTION ESCROW & RESERVES / CONTIGENCY	-	-	-	-	-	-	
TOTAL EXPENSES	6,003,743	1,149,174	-	-	1,152,216	8,305,133	
NET INCOME	1,520,072	82,524	10,000	-	(1,121,719)	490,877	
ENROLLMENT - *School Districts Are Linked To Above Entries*	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED				
District of Location	437	91	528				
School District 2 (Enter Name)			-				
School District 3 (Enter Name)			-				
School District 4 (Enter Name)			-				
School District 5 (Enter Name)			-				
TOTAL ENROLLMENT	437	91	528				
REVENUE PER PUPIL	17,217	13,535	19				
EXPENSES PER PUPIL	13,739	12,628	-				



**GENERAL INSTRUCTIONS FOR
ANNUAL BUDGET/QUARTERLY REPORT**

TEMPLATE TABS




1- GRAY tab contains the Instructions

Instructions	Provides description of tabs and input requirements.
------------------------------	--

2- BLUE tabs require input of information

1.) Name of School	Enter school name, contact information and academic year for the yearly budget and quarterly reports.
2.) Enrollment	Enter enrollment information on this tab. Use for inputting BOTH Annual Budget (& Revisions) and Quarterly Actuals. Includes: >Enrollment by Grade >Enrollment by District
3.) Staffing Plan	Enter staffing plan information on this tab. Use for inputting BOTH Annual Budget (& Revisions) and Quarterly Actuals. Includes: >Full Time Equivalent (FTE), by Position Category, By Quarter >Average Wage, by Position Category, By Quarter
4.) Yearly Budget	Enter data in light blue cells. >Enrollment data and Per Pupil Revenue for the current year are populated based upon input on tab "2.) Enrollment." >Avg FTE and Personnel Costs for current year are populated based upon input on tab "3.) Staffing Plan." >"Pior Year" column may be completed based upon preliminary data, and adjusted with Annual Audited data when the Quarter 2 Actuals are being submitted. >Budget Revisions, as necessary and approved by the school's Board of Directors, should be submitted when submitting Quarterly Actuals.
5.) Balance Sheet	Enter data in light blue cells. >"Pior Year" column may be completed based upon preliminary data, and adjusted with Annual Audited data when the Quarter 2 Actuals are being submitted.
6.) Quarterly Report	Enter data in light blue cells. >Enrollment data and Per Pupil Revenue for the current year are populated based upon input on tab "2.) Enrollment." >Avg FTE and Personnel Costs for current year are populated based upon input on tab "3.) Staffing Plan."
7.) Annual Report Requirement	Complete when submitting Actual Quarter 4.

CELL COLORS & GUIDANCE COMMENTS

-  = Enter information into the light BLUE shaded cells.
-  = Cells labeled in ORANGE contain guidance regarding the input of information.
-  = Cells containing RED triangles in the upper right corner contain "guidance comments" on that particular line item. Please "mouse-over" the triangle to reveal each comment.



Charter Schools Institute
The State University of New York

ANNUAL BUDGET & QUARTERLY REPORT TEMPLATE

Explore Empower Charter School

Contact Name: Shawn-Ann Mullen
Contact Title: Chief Financial Officer
Contact Email:
Contact Phone:

Current Academic Year: 2015-16
Prior Academic Year: 2014-15

**EXPLORE EMPOWER CHARTER SCHOOL
2015-16**

ENROLLMENT BY GRADES													
GRADES	K	1	2	3	4	5	6	7	8	9	10	11	12
INITIAL BUDGETED ENROLLMENT	60	56	60	57	60	60	59	60	56				
TOTAL ENROLLMENT = 528													

ENROLLMENT BY DISTRICT													
	PRIOR YEAR ACTUAL	ANNUAL BUDGET TOTAL DISTRICTS/ENROLLMENT BY QUARTER								ACTUAL QUARTERLY TOTAL DISTRICTS/ENROLLMENT			
		QUARTER 1		QUARTER 2		QUARTER 3		QUARTER 4		QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
		Original	Revised	Original	Revised	Original	Revised	Original	Revised	Actual	Actual	Actual	Actual
NUMBER OF SCHOOL DISTRICTS ENROLLED:	1	1	0	1	0	1	0	1	0	0	0	0	0
NUMBER OF STUDENTS ENROLLED:	463	528	0	528	0	528	0	528	0	0	0	0	0
<p>*NOTE: IF there are NO Annual Budget revisions leave "Revised Budgeted Enrollment" Column(s) COMPLETELY BLANK. IF "Revised Budgeted Enrollment" column is utilized, all cells in the <i>entire column</i> should be completed.</p>													
	PRIOR YEAR 2014-15 Actual Enrollment	ANNUAL BUDGET ENROLLMENT BY QUARTER								ACTUAL ENROLLMENT BY QUARTER			
		QUARTER 1		QUARTER 2		QUARTER 3		QUARTER 4		QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
		Original Budgeted Enrollment	Revised Budgeted Enrollment	Original Budgeted Enrollment	Revised Budgeted Enrollment	Original Budgeted Enrollment	Revised Budgeted Enrollment	Original Budgeted Enrollment	Revised Budgeted Enrollment	Actual Enrollment	Actual Enrollment	Actual Enrollment	Actual Enrollment
1 PRIMARY District	NYC CHANCELLOR'S OFFICE	528		528		528		528					
2 SECONDARY District	(Select from drop-down list)												

PRIMARY/OTHER	DISTRICT NAME(S)

PRIOR YEAR
2014-15
Actual Enrollment

ANNUAL BUDGET ENROLLMENT BY QUARTER							
QUARTER 1		QUARTER 2		QUARTER 3		QUARTER 4	
Original Budgeted Enrollment	<i>Revised</i> Budgeted Enrollment	Original Budgeted Enrollment	<i>Revised</i> Budgeted Enrollment	Original Budgeted Enrollment	<i>Revised</i> Budgeted Enrollment	Original Budgeted Enrollment	<i>Revised</i> Budgeted Enrollment

ACTUAL ENROLLMENT BY QUARTER			
QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
Actual Enrollment	Actual Enrollment	Actual Enrollment	Actual Enrollment

EXPLORE EMPOWER CHARTER SCHOOL

STAFFING PLAN - WAGES

ADMINISTRATIVE PERSONNEL WAGES	
<i>*NOTE: Enter the average salary for each category in the blue cells.</i>	
Executive Management	
Instructional Management	
Deans, Directors & Coordinators	
CFO / Director of Finance	
Operation / Business Manager	
Administrative Staff	
INSTRUCTIONAL PERSONNEL WAGES	
<i>*NOTE: Enter the average salary for each category in the blue cells.</i>	
Teachers - Regular	
Teachers - SPED	
Substitute Teachers	
Teaching Assistants	
Specialty Teachers	
Aides	
Therapists & Counselors	
Other	
NON-INSTRUCTIONAL PERSONNEL WAGES	
<i>*NOTE: Enter the average salary for each category in the blue cells.</i>	
Nurse	
Librarian	
Custodian	
Security	
Other	

PRIOR YEAR	
2014-15	
ACTUAL	
129,236.67	
66,959.30	
69,374.00	
45,696.00	
PRIOR YEAR	
2014-15	
ACTUAL	
55,242.65	
65,777.78	
58,975.00	
73,662.50	
PRIOR YEAR	
2014-15	
ACTUAL	

ANNUAL BUDGETED WAGES							
Q1		Q2		Q3		Q4	
Original	Revised	Original	Revised	Original	Revised	Original	Revised
114,444.33		114,444.33		114,444.33		114,444.33	
77,349.00		77,349.00		77,349.00		77,349.00	
72,545.80		72,545.80		72,545.80		72,545.80	
43,629.00		43,629.00		43,629.00		43,629.00	
ANNUAL BUDGETED WAGES							
Q1		Q2		Q3		Q4	
Original	Revised	Original	Revised	Original	Revised	Original	Revised
64,217.95		64,217.95		64,217.95		64,217.95	
73,160.00		73,160.00		73,160.00		73,160.00	
41,935.48		41,935.48		41,935.48		41,935.48	
61,800.00		61,800.00		61,800.00		61,800.00	
70,757.17		70,757.17		70,757.17		70,757.17	
ANNUAL BUDGETED WAGES							
Q1		Q2		Q3		Q4	
Original	Revised	Original	Revised	Original	Revised	Original	Revised

ACTUAL QUARTERLY WAGES			
Q1	Q2	Q3	Q4
Actual	Actual	Actual	Actual

***NOTE:** State the assumptions that are being made for personnel FTE levels in the section provided below.

ADMINISTRATIVE PERSONNEL FTE	Description of Assumptions
*NOTE: Enter the number of FTE positions in the blue cells.	
Executive Management	
Instructional Management	
Deans, Directors & Coordinators	
CFO / Director of Finance	
Operation / Business Manager	
Administrative Staff	
TOTAL ADMINISTRATIVE STAFF	
INSTRUCTIONAL PERSONNEL FTE	Description of Assumptions
*NOTE: Enter the number of FTE positions in the blue cells.	
Teachers - Regular	
Teachers - SPED	
Substitute Teachers	
Teaching Assistants	
Specialty Teachers	
Aides	
Therapists & Counselors	
Other	
TOTAL INSTRUCTIONAL	
NON-INSTRUCTIONAL PERSONNEL FTE	Description of Assumptions
*NOTE: Enter the number of FTE positions in the blue cells.	
Nurse	
Librarian	
Custodian	
Security	
Other	
TOTAL NON-INSTRUCTIONAL	
TOTAL PERSONNEL SERVICE FTE	

ADMINISTRATIVE PERSONNEL WAGES	
ADMINISTRATIVE PERSONNEL WAGES	Description of Assumptions
<i>*NOTE: Enter the average salary for each category in the blue cells.</i>	
Executive Management	
Instructional Management	
Deans, Directors & Coordinators	
CFO / Director of Finance	
Operation / Business Manager	
Administrative Staff	
INSTRUCTIONAL PERSONNEL WAGES	
INSTRUCTIONAL PERSONNEL WAGES	Description of Assumptions
<i>*NOTE: Enter the average salary for each category in the blue cells.</i>	
Teachers - Regular	
Teachers - SPED	
Substitute Teachers	
Teaching Assistants	
Specialty Teachers	
Aides	
Therapists & Counselors	
Other	
NON-INSTRUCTIONAL PERSONNEL WAGES	
NON-INSTRUCTIONAL PERSONNEL WAGES	Description of Assumptions
<i>*NOTE: Enter the average salary for each category in the blue cells.</i>	
Nurse	
Librarian	
Custodian	
Security	
Other	

EXPLORE EMPOWER CHARTER SCHOOL
Budget / Operating Plan
2015-16

Total Revenue	7,576,374	2,127,056	-	-	2,139,206	-	-	2,230,381	-	-	2,299,367	-	-	
Total Expenses	7,140,119	1,527,717	-	-	1,998,784	-	-	1,998,788	-	-	2,779,843	-	-	
Net Income	436,255	599,339	-	-	140,422	-	-	231,593	-	-	(480,476)	-	-	
Actual Student Enrollment	463	528	-	-	528	-	-	528	-	-	528	-	-	
	Prior Year Actual	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30			
	2014-15	Original	Revised	Variance	Original	Revised	Variance	Original	Revised	Variance	Original	Revised	Variance	
	Revenue Per Pupil	Budget	Budget		Budget	Budget		Budget	Budget		Budget	Budget		
REVENUE	NOTE* If there are NO budget revisions at the time of quarterly submittal leave 'REVISED' Column(s) COMPLETELY BLANK.													
REVENUES FROM STATE SOURCES	If Revised Budget column is utilized, the entire column MUST be completed .													
	2015-16													
Per Pupil Revenue	Per Pupil Rate													
NYC CHANCELLOR'S OFFICE	13,877	6,378,751	1,831,764	-	-	1,831,764	-	-	1,831,764	-	-	1,831,764	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
ALL OTHER School Districts: (Weighted Avg)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL Per Pupil Revenue (Weighted Average Per Pupil Funding)	13,877	6,378,751	1,831,764	-	-	1,831,764	-	-	1,831,764	-	-	1,831,764	-	-
Special Education Revenue		817,660	227,071	-	-	227,072	-	-	227,072	-	-	227,072	-	-
Grants														
Stimulus		-	-	-	-	-	-	-	-	-	-	-	-	-
DYCD (Department of Youth and Community Development)		-	-	-	-	-	-	-	-	-	-	-	-	-
Other		36,718	-	-	-	-	-	41,965	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-	118,800	-	-	-
TOTAL REVENUE FROM STATE SOURCES		7,233,129	2,058,835	-	-	2,058,836	-	-	2,100,801	-	-	2,177,636	-	-
REVENUE FROM FEDERAL FUNDING														
IDEA Special Needs		49,209	-	-	-	-	-	49,209	-	-	-	-	-	-
Title I		193,000	19,756	-	-	59,268	-	59,268	-	-	98,780	-	-	-
Title Funding - Other		-	924	-	-	2,772	-	2,772	-	-	4,620	-	-	-
School Food Service (Free Lunch)		-	-	-	-	-	-	-	-	-	-	-	-	-
Grants														
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE FROM FEDERAL SOURCES		242,209	20,680	-	-	62,040	-	-	111,249	-	-	103,400	-	-
LOCAL and OTHER REVENUE														
Contributions and Donations		14,658	2,500	-	-	2,500	-	2,500	-	-	2,500	-	-	-
Fundraising		-	-	-	-	-	-	-	-	-	-	-	-	-
Erate Reimbursement		84,878	44,666	-	-	15,455	-	15,456	-	-	15,456	-	-	-
Earnings on Investments		-	-	-	-	-	-	-	-	-	-	-	-	-
Interest Income		-	-	-	-	-	-	-	-	-	-	-	-	-
Food Service (Income from meals)		-	-	-	-	-	-	-	-	-	-	-	-	-
Text Book		-	-	-	-	-	-	-	-	-	-	-	-	-
OTHER		1,500	375	-	-	375	-	375	-	-	375	-	-	-
TOTAL REVENUE FROM LOCAL and OTHER SOURCES		101,036	47,541	-	-	18,330	-	18,331	-	-	18,331	-	-	-
TOTAL REVENUE		7,576,374	2,127,056	-	-	2,139,206	-	-	2,230,381	-	-	2,299,367	-	-

EXPLORE EMPOWER CHARTER SCHOOL
Budget / Operating Plan
2015-16

		7,576,374	2,127,056	-	-	2,139,206	-	-	2,230,381	-	-	2,299,367	-	-
Total Revenue														
Total Expenses														
Net Income														
Actual Student Enrollment														
		463	528	-	-	528	-	-	528	-	-	528	-	-
		Prior Year Actual	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
		2014-15	Original	Revised	Variance	Original	Revised	Variance	Original	Revised	Variance	Original	Revised	Variance
		Revenue Per Pupil	Budget	Budget		Budget	Budget		Budget	Budget		Budget	Budget	
EXPENSES														
ADMINISTRATIVE STAFF PERSONNEL COSTS														
	Avg. No. of Positions													
Executive Management	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Instructional Management	4.00	354,560	114,444	-	-	114,444	-	-	114,444	-	-	114,444	-	-
Deans, Directors & Coordinators	7.00	510,182	67,680	-	-	135,361	-	-	135,361	-	-	203,041	-	-
CFO / Director of Finance	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Operation / Business Manager	3.00	213,570	54,409	-	-	54,409	-	-	54,409	-	-	54,409	-	-
Administrative Staff	5.50	207,276	59,990	-	-	59,990	-	-	59,990	-	-	59,990	-	-
TOTAL ADMINISTRATIVE STAFF	19.50	1,285,588	296,524	-	-	364,204	-	-	364,204	-	-	431,885	-	-
INSTRUCTIONAL PERSONNEL COSTS														
Teachers - Regular	39.00	1,884,691	313,063	-	-	626,125	-	-	626,125	-	-	939,188	-	-
Teachers - SPED	6.00	243,500	54,870	-	-	109,740	-	-	109,740	-	-	164,610	-	-
Substitute Teachers	3.10	111,967	13,000	-	-	39,000	-	-	39,000	-	-	39,000	-	-
Teaching Assistants	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Specialty Teachers	5.00	348,375	38,625	-	-	77,250	-	-	77,250	-	-	115,875	-	-
Aides	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Therapists & Counselors	3.00	147,325	26,534	-	-	53,068	-	-	53,068	-	-	79,602	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL INSTRUCTIONAL	56.10	2,735,858	446,091	-	-	905,183	-	-	905,183	-	-	1,338,274	-	-
NON-INSTRUCTIONAL PERSONNEL COSTS														
Nurse	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Librarian	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Custodian	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Security	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL NON-INSTRUCTIONAL	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SUBTOTAL PERSONNEL SERVICE COSTS	75.60	4,021,446	742,615	-	-	1,269,387	-	-	1,269,387	-	-	1,770,159	-	-
PAYROLL TAXES AND BENEFITS														
Payroll Taxes		383,616	67,919	-	-	115,503	-	-	115,503	-	-	163,088	-	-
Fringe / Employee Benefits		625,640	179,674	-	-	179,673	-	-	179,673	-	-	186,173	-	-
Retirement / Pension		56,796	1,300	-	-	1,300	-	-	1,301	-	-	55,758	-	-
TOTAL PAYROLL TAXES AND BENEFITS		1,066,052	248,893	-	-	296,476	-	-	296,477	-	-	405,019	-	-
TOTAL PERSONNEL SERVICE COSTS	75.60	5,087,498	991,508	-	-	1,565,863	-	-	1,565,864	-	-	2,175,178	-	-
CONTRACTED SERVICES														
Accounting / Audit		25,468	-	-	-	-	-	-	-	-	-	26,741	-	-
Legal		-	-	-	-	-	-	-	-	-	-	-	-	-
Management Company Fee		765,450	219,811	-	-	219,812	-	-	219,812	-	-	219,812	-	-
Nurse Services		-	-	-	-	-	-	-	-	-	-	-	-	-
Food Service / School Lunch		-	-	-	-	-	-	-	-	-	-	-	-	-
Payroll Services		12,413	3,258	-	-	3,258	-	-	3,259	-	-	3,259	-	-
Special Ed Services		5,000	1,250	-	-	1,250	-	-	1,250	-	-	1,250	-	-
Titlement Services (i.e. Title I)		-	-	-	-	-	-	-	-	-	-	-	-	-
Other Purchased / Professional / Consulting		111,125	8,625	-	-	8,625	-	-	8,625	-	-	8,625	-	-
TOTAL CONTRACTED SERVICES		919,456	232,944	-	-	232,945	-	-	232,946	-	-	259,687	-	-

EXPLORE EMPOWER CHARTER SCHOOL
Budget / Operating Plan
2015-16

	7,576,374	2,127,056	-	-	2,139,206	-	-	2,230,381	-	-	2,299,367	-	-
Total Revenue													
Total Expenses	7,140,119	1,527,717	-	-	1,998,784	-	-	1,998,788	-	-	2,779,843	-	-
Net Income	436,255	599,339	-	-	140,422	-	-	231,593	-	-	(480,476)	-	-
Actual Student Enrollment	463	528	-	-	528	-	-	528	-	-	528	-	-
	Prior Year Actual 2014-15 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
		Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance
SCHOOL OPERATIONS													
Board Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-
Classroom / Teaching Supplies & Materials	156,900	85,250	-	-	28,417	-	-	28,417	-	-	28,416	-	-
Special Ed Supplies & Materials	6,000	3,000	-	-	1,000	-	-	1,000	-	-	1,000	-	-
Textbooks / Workbooks	36,718	20,982	-	-	6,994	-	-	6,994	-	-	6,995	-	-
Supplies & Materials other	63,198	21,500	-	-	7,166	-	-	7,167	-	-	7,167	-	-
Equipment / Furniture	64,562	29,000	-	-	9,666	-	-	9,667	-	-	9,667	-	-
Telephone	66,030	14,500	-	-	14,500	-	-	14,500	-	-	14,500	-	-
Technology	218,068	33,726	-	-	33,726	-	-	33,726	-	-	33,726	-	-
Student Testing & Assessment	15,000	3,950	-	-	3,950	-	-	3,950	-	-	3,950	-	-
Field Trips	14,000	3,500	-	-	3,500	-	-	3,500	-	-	3,500	-	-
Transportation (student)	-	-	-	-	-	-	-	-	-	-	-	-	-
Student Services - other	18,500	7,000	-	-	7,000	-	-	7,000	-	-	7,000	-	-
Office Expense	128,875	31,125	-	-	31,125	-	-	31,125	-	-	31,125	-	-
Staff Development	75,600	19,250	-	-	19,250	-	-	19,250	-	-	19,250	-	-
Staff Recruitment	35,000	7,500	-	-	7,500	-	-	7,500	-	-	7,500	-	-
Student Recruitment / Marketing	15,000	3,750	-	-	3,750	-	-	3,750	-	-	3,750	-	-
School Meals / Lunch	15,300	1,600	-	-	4,800	-	-	4,800	-	-	4,800	-	-
Travel (Staff)	4,500	1,000	-	-	1,000	-	-	1,000	-	-	1,000	-	-
Fundraising	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	2,200	900	-	-	900	-	-	900	-	-	900	-	-
TOTAL SCHOOL OPERATIONS	935,451	287,533	-	-	184,244	-	-	184,246	-	-	184,246	-	-
FACILITY OPERATION & MAINTENANCE													
Insurance	41,714	11,732	-	-	11,732	-	-	11,732	-	-	11,732	-	-
Janitorial	-	-	-	-	-	-	-	-	-	-	-	-	-
Building and Land Rent / Lease / Facility Finance Interest	16,000	2,750	-	-	2,750	-	-	2,750	-	-	2,750	-	-
Repairs & Maintenance	10,000	1,250	-	-	1,250	-	-	1,250	-	-	1,250	-	-
Equipment / Furniture	-	-	-	-	-	-	-	-	-	-	-	-	-
Security	-	-	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL FACILITY OPERATION & MAINTENANCE	67,714	15,732	-	-	15,732	-	-	15,732	-	-	15,732	-	-
DEPRECIATION & AMORTIZATION	130,000	-	-	-	-	-	-	-	-	-	145,000	-	-
RESERVES / CONTINGENCY	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENSES	7,140,119	1,527,717	-	-	1,998,784	-	-	1,998,788	-	-	2,779,843	-	-
NET INCOME	436,255	599,339	-	-	140,422	-	-	231,593	-	-	(480,476)	-	-

EXPLORE EMPOWER CHARTER SCHOOL

Budget / Operating Plan

2015-16

	EXPLORE EMPOWER CHARTER SCHOOL					DESCRIPTION OF ASSUMPTIONS
	Budget / Operating Plan					
	2015-16					
Total Revenue	8,796,010	8,796,010	-	1,219,636	1,219,636	
Total Expenses	8,305,133	8,305,133	-	(1,165,014)	(1,165,014)	
Net Income	490,877	490,877	-	54,622	54,622	
Actual Student Enrollment						
	Total Year			VARIANCE		
	Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	
EXPENSES						
ADMINISTRATIVE STAFF PERSONNEL COSTS	Avg. No. of Positions					
Executive Management	-	-	-	-	-	
Instructional Management	4.00	457,777	457,777	(103,217)	(103,217)	
Deans, Directors & Coordinators	7.00	541,443	541,443	(31,261)	(31,261)	
CFO / Director of Finance	-	-	-	-	-	
Operation / Business Manager	3.00	217,637	217,637	(4,067)	(4,067)	
Administrative Staff	5.50	239,960	239,960	(32,684)	(32,684)	
TOTAL ADMINISTRATIVE STAFF	19.50	1,456,817	1,456,817	(171,229)	(171,229)	
INSTRUCTIONAL PERSONNEL COSTS						
Teachers - Regular	39.00	2,504,500	2,504,500	(619,809)	(619,809)	
Teachers - SPED	6.00	438,960	438,960	(195,460)	(195,460)	
Substitute Teachers	3.10	130,000	130,000	(18,033)	(18,033)	
Teaching Assistants	-	-	-	-	-	
Specialty Teachers	5.00	309,000	309,000	39,375	39,375	
Aides	-	-	-	-	-	
Therapists & Counselors	3.00	212,272	212,272	(64,947)	(64,947)	
Other	-	-	-	-	-	
TOTAL INSTRUCTIONAL	56.10	3,594,732	3,594,732	(858,874)	(858,874)	
NON-INSTRUCTIONAL PERSONNEL COSTS						
Nurse	-	-	-	-	-	
Librarian	-	-	-	-	-	
Custodian	-	-	-	-	-	
Security	-	-	-	-	-	
Other	-	-	-	-	-	
TOTAL NON-INSTRUCTIONAL	-	-	-	-	-	
SUBTOTAL PERSONNEL SERVICE COSTS	75.60	5,051,549	5,051,549	(1,030,103)	(1,030,103)	
PAYROLL TAXES AND BENEFITS						
Payroll Taxes		462,013	462,013	(78,397)	(78,397)	
Fringe / Employee Benefits		725,193	725,193	(99,553)	(99,553)	
Retirement / Pension		59,659	59,659	(2,863)	(2,863)	
TOTAL PAYROLL TAXES AND BENEFITS		1,246,865	1,246,865	(180,813)	(180,813)	
TOTAL PERSONNEL SERVICE COSTS	75.60	6,298,414	6,298,414	(1,210,916)	(1,210,916)	
CONTRACTED SERVICES						
Accounting / Audit		26,741	26,741	(1,273)	(1,273)	
Legal		-	-	-	-	
Management Company Fee		879,247	879,247	(113,797)	(113,797)	
Nurse Services		-	-	-	-	
Food Service / School Lunch		-	-	-	-	
Payroll Services		13,034	13,034	(621)	(621)	
Special Ed Services		5,000	5,000	-	-	
Titlement Services (i.e. Title I)		-	-	-	-	
Other Purchased / Professional / Consulting		34,500	34,500	76,625	76,625	
TOTAL CONTRACTED SERVICES		958,522	958,522	(39,066)	(39,066)	

EXPLORE EMPOWER CHARTER SCHOOL

Budget / Operating Plan

2015-16

	EXPLORE EMPOWER CHARTER SCHOOL				
	Budget / Operating Plan				
	2015-16				
Total Revenue	8,796,010	8,796,010	-	1,219,636	1,219,636
Total Expenses	8,305,133	8,305,133	-	(1,165,014)	(1,165,014)
Net Income	490,877	490,877	-	54,622	54,622
Actual Student Enrollment					
	Total Year			VARIANCE	
	Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget
SCHOOL OPERATIONS					
Board Expenses	-	-	-	-	-
Classroom / Teaching Supplies & Materials	170,500	170,500	-	(13,600)	(13,600)
Special Ed Supplies & Materials	6,000	6,000	-	-	-
Textbooks / Workbooks	41,965	41,965	-	(5,247)	(5,247)
Supplies & Materials other	43,000	43,000	-	20,198	20,198
Equipment / Furniture	58,000	58,000	-	6,562	6,562
Telephone	58,000	58,000	-	8,030	8,030
Technology	134,904	134,904	-	83,164	83,164
Student Testing & Assessment	15,800	15,800	-	(800)	(800)
Field Trips	14,000	14,000	-	-	-
Transportation (student)	-	-	-	-	-
Student Services - other	28,000	28,000	-	(9,500)	(9,500)
Office Expense	124,500	124,500	-	4,375	4,375
Staff Development	77,000	77,000	-	(1,400)	(1,400)
Staff Recruitment	30,000	30,000	-	5,000	5,000
Student Recruitment / Marketing	15,000	15,000	-	-	-
School Meals / Lunch	16,000	16,000	-	(700)	(700)
Travel (Staff)	4,000	4,000	-	500	500
Fundraising	-	-	-	-	-
Other	3,600	3,600	-	(1,400)	(1,400)
TOTAL SCHOOL OPERATIONS	840,269	840,269	-	95,182	95,182
FACILITY OPERATION & MAINTENANCE					
Insurance	46,928	46,928	-	(5,214)	(5,214)
Janitorial	-	-	-	-	-
Building and Land Rent / Lease / Facility Finance Interest	11,000	11,000	-	5,000	5,000
Repairs & Maintenance	5,000	5,000	-	5,000	5,000
Equipment / Furniture	-	-	-	-	-
Security	-	-	-	-	-
Utilities	-	-	-	-	-
TOTAL FACILITY OPERATION & MAINTENANCE	62,928	62,928	-	4,786	4,786
DEPRECIATION & AMORTIZATION	145,000	145,000	-	(15,000)	(15,000)
RESERVES / CONTINGENCY	-	-	-	-	-
TOTAL EXPENSES	8,305,133	8,305,133	-	(1,165,014)	(1,165,014)
NET INCOME	490,877	490,877	-	54,622	54,622

DESCRIPTION OF ASSUMPTIONS

**EXPLORE EMPOWER CHARTER SCHOOL
BALANCE SHEET
2015-16**

	<u>Prior Year</u>	Q1	Q2	Q3	Q4
	2014-15	As of 9/30	As of 12/31	As of 3/31	As of 6/30
<u>ASSETS</u>					
<u>CURRENT ASSETS</u>					
Cash and cash equivalents	\$ 3,850,157	\$ -	\$ -	\$ -	\$ -
Grants and contracts receivable	101,892	-	-	-	-
Accounts receivables	-	-	-	-	-
Prepaid Expenses	79,367	-	-	-	-
Contributions and other receivables	-	-	-	-	-
TOTAL CURRENT ASSETS	4,031,416	-	-	-	-
<u>PROPERTY, BUILDING AND EQUIPMENT, net</u>	211,557	-	-	-	-
<u>OTHER ASSETS</u>	68,808	-	-	-	-
TOTAL ASSETS	4,311,781	-	-	-	-
<u>LIABILITIES AND NET ASSETS</u>					
<u>CURRENT LIABILITIES</u>					
Accounts payable and accrued expenses	\$ 150,219	\$ -	\$ -	\$ -	\$ -
Accrued payroll and benefits	513,352	-	-	-	-
Deferred Revenue	-	-	-	-	-
Current maturities of long-term debt	-	-	-	-	-
Short Term Debt - Bonds, Notes Payable	-	-	-	-	-
Other	424	-	-	-	-
TOTAL CURRENT LIABILITIES	663,995	-	-	-	-
<u>LONG-TERM DEBT and NOTES PAYABLE, net current maturities</u>	-	-	-	-	-
TOTAL LIABILITIES	663,995	-	-	-	-
<u>NET ASSETS</u>					
Unrestricted	3,647,786	-	-	-	-
Temporarily restricted	-	-	-	-	-
TOTAL NET ASSETS	3,647,786	-	-	-	-
TOTAL LIABILITIES AND NET ASSETS	4,311,781	-	-	-	-

EXPLORE EMPOWER CHARTER SCHOOL

Budget / Operating Plan

2015-16

Total Revenue	-	2,127,056	-	-	2,139,206	-	-	2,230,381	-	-	2,299,367	-
Total Expenses	-	1,527,717	-	-	1,998,784	-	-	1,998,788	-	-	2,779,843	-
Net Income	-	599,339	-	-	140,422	-	-	231,593	-	-	(480,476)	-
Actual Student Enrollment	-	528	-	-	528	-	-	528	-	-	528	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual	Current Budget	Variance

EXPENSES	Quarter 0 No. of Positions	2015-16											
		Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual	Current Budget	Variance
ADMINISTRATIVE STAFF PERSONNEL COSTS													
Executive Management	-	-	-	-	-	-	-	-	-	-	-	-	-
Instructional Management	-	114,444	-	-	114,444	-	-	114,444	-	-	114,444	-	
Deans, Directors & Coordinators	-	67,680	-	-	135,361	-	-	135,361	-	-	203,041	-	
CFO / Director of Finance	-	-	-	-	-	-	-	-	-	-	-	-	
Operation / Business Manager	-	54,409	-	-	54,409	-	-	54,409	-	-	54,409	-	
Administrative Staff	-	59,990	-	-	59,990	-	-	59,990	-	-	59,990	-	
TOTAL ADMINISTRATIVE STAFF	-	296,524	-	-	364,204	-	-	364,204	-	-	431,885	-	
INSTRUCTIONAL PERSONNEL COSTS													
Teachers - Regular	-	313,063	-	-	626,125	-	-	626,125	-	-	939,188	-	
Teachers - SPED	-	54,870	-	-	109,740	-	-	109,740	-	-	164,610	-	
Substitute Teachers	-	13,000	-	-	39,000	-	-	39,000	-	-	39,000	-	
Teaching Assistants	-	-	-	-	-	-	-	-	-	-	-	-	
Specialty Teachers	-	38,625	-	-	77,250	-	-	77,250	-	-	115,875	-	
Aides	-	-	-	-	-	-	-	-	-	-	-	-	
Therapists & Counselors	-	26,534	-	-	53,068	-	-	53,068	-	-	79,602	-	
Other	-	-	-	-	-	-	-	-	-	-	-	-	
TOTAL INSTRUCTIONAL	-	446,091	-	-	905,183	-	-	905,183	-	-	1,338,274	-	
NON-INSTRUCTIONAL PERSONNEL COSTS													
Nurse	-	-	-	-	-	-	-	-	-	-	-	-	
Librarian	-	-	-	-	-	-	-	-	-	-	-	-	
Custodian	-	-	-	-	-	-	-	-	-	-	-	-	
Security	-	-	-	-	-	-	-	-	-	-	-	-	
Other	-	-	-	-	-	-	-	-	-	-	-	-	
TOTAL NON-INSTRUCTIONAL	-	-	-	-	-	-	-	-	-	-	-	-	
SUBTOTAL PERSONNEL SERVICE COSTS	-	742,615	-	-	1,269,387	-	-	1,269,387	-	-	1,770,159	-	
PAYROLL TAXES AND BENEFITS													
Payroll Taxes	-	67,919	-	-	115,503	-	-	115,503	-	-	163,088	-	
Fringe / Employee Benefits	-	179,674	-	-	179,673	-	-	179,673	-	-	186,173	-	
Retirement / Pension	-	1,300	-	-	1,300	-	-	1,301	-	-	55,758	-	
TOTAL PAYROLL TAXES AND BENEFITS	-	248,893	-	-	296,476	-	-	296,477	-	-	405,019	-	
TOTAL PERSONNEL SERVICE COSTS	-	991,508	-	-	1,565,863	-	-	1,565,864	-	-	2,175,178	-	
CONTRACTED SERVICES													
Accounting / Audit	-	-	-	-	-	-	-	-	-	-	26,741	-	
Legal	-	-	-	-	-	-	-	-	-	-	-	-	
Management Company Fee	-	219,811	-	-	219,812	-	-	219,812	-	-	219,812	-	
Nurse Services	-	-	-	-	-	-	-	-	-	-	-	-	
Food Service / School Lunch	-	-	-	-	-	-	-	-	-	-	-	-	
Payroll Services	-	3,258	-	-	3,258	-	-	3,259	-	-	3,259	-	
Special Ed Services	-	1,250	-	-	1,250	-	-	1,250	-	-	1,250	-	
Titlement Services (i.e. Title I)	-	-	-	-	-	-	-	-	-	-	-	-	
Other Purchased / Professional / Consulting	-	8,625	-	-	8,625	-	-	8,625	-	-	8,625	-	
TOTAL CONTRACTED SERVICES	-	232,944	-	-	232,945	-	-	232,946	-	-	259,687	-	

EXPLORE EMPOWER CHARTER SCHOOL

Budget / Operating Plan

2015-16

Total Revenue	-	2,127,056	-	-	2,139,206	-	-	2,230,381	-	-	2,299,367	-
Total Expenses	-	1,527,717	-	-	1,998,784	-	-	1,998,788	-	-	2,779,843	-
Net Income	-	599,339	-	-	140,422	-	-	231,593	-	-	(480,476)	-
Actual Student Enrollment	-	528	-	-	528	-	-	528	-	-	528	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
		Current			Current			Current			Current	
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance

SCHOOL OPERATIONS	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual	Current Budget	Variance
Board Expenses	-	-	-	-	-	-	-	-	-	-	-	-
Classroom / Teaching Supplies & Materials	-	85,250	-	-	28,417	-	-	28,417	-	-	28,416	-
Special Ed Supplies & Materials	-	3,000	-	-	1,000	-	-	1,000	-	-	1,000	-
Textbooks / Workbooks	-	20,982	-	-	6,994	-	-	6,994	-	-	6,995	-
Supplies & Materials other	-	21,500	-	-	7,166	-	-	7,167	-	-	7,167	-
Equipment / Furniture	-	29,000	-	-	9,666	-	-	9,667	-	-	9,667	-
Telephone	-	14,500	-	-	14,500	-	-	14,500	-	-	14,500	-
Technology	-	33,726	-	-	33,726	-	-	33,726	-	-	33,726	-
Student Testing & Assessment	-	3,950	-	-	3,950	-	-	3,950	-	-	3,950	-
Field Trips	-	3,500	-	-	3,500	-	-	3,500	-	-	3,500	-
Transportation (student)	-	-	-	-	-	-	-	-	-	-	-	-
Student Services - other	-	7,000	-	-	7,000	-	-	7,000	-	-	7,000	-
Office Expense	-	31,125	-	-	31,125	-	-	31,125	-	-	31,125	-
Staff Development	-	19,250	-	-	19,250	-	-	19,250	-	-	19,250	-
Staff Recruitment	-	7,500	-	-	7,500	-	-	7,500	-	-	7,500	-
Student Recruitment / Marketing	-	3,750	-	-	3,750	-	-	3,750	-	-	3,750	-
School Meals / Lunch	-	1,600	-	-	4,800	-	-	4,800	-	-	4,800	-
Travel (Staff)	-	1,000	-	-	1,000	-	-	1,000	-	-	1,000	-
Fundraising	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	900	-	-	900	-	-	900	-	-	900	-
TOTAL SCHOOL OPERATIONS	-	287,533	-	-	184,244	-	-	184,246	-	-	184,246	-
FACILITY OPERATION & MAINTENANCE												
Insurance	-	11,732	-	-	11,732	-	-	11,732	-	-	11,732	-
Janitorial	-	-	-	-	-	-	-	-	-	-	-	-
Building and Land Rent / Lease / Facility Finance Interest	-	2,750	-	-	2,750	-	-	2,750	-	-	2,750	-
Repairs & Maintenance	-	1,250	-	-	1,250	-	-	1,250	-	-	1,250	-
Equipment / Furniture	-	-	-	-	-	-	-	-	-	-	-	-
Security	-	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL FACILITY OPERATION & MAINTENANCE	-	15,732	-	-	15,732	-	-	15,732	-	-	15,732	-
DEPRECIATION & AMORTIZATION	-	-	-	-	-	-	-	-	-	-	145,000	-
RESERVES / CONTINGENCY	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENSES	-	1,527,717	-	-	1,998,784	-	-	1,998,788	-	-	2,779,843	-
NET INCOME	-	599,339	-	-	140,422	-	-	231,593	-	-	(480,476)	-

EXPLORE EMPOWER CHARTER SCHOOL

Budget / Operating Plan

2015-16

Total Revenue	-	-	-	8,796,010	(8,796,010)	-	-	8,796,010	(8,796,010)	-	-
Total Expenses	-	-	-	8,305,133	8,305,133	-	-	8,305,133	8,305,133	-	-
Net Income	-	-	-	490,877	(490,877)	-	-	490,877	(490,877)	-	-
Actual Student Enrollment	-	-	-	-	-	-	-	-	-	-	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed

TOTALS AND VARIANCE ANALYSIS										
Actual	Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget - TY	Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY Quarters)	Actual CY vs. Actual PY

EXPENSES	Quarter 0 No. of Positions	TOTALS AND VARIANCE ANALYSIS									
		Actual	Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget - TY	Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY Quarters)
ADMINISTRATIVE STAFF PERSONNEL COSTS											
Executive Management	-	-	-	-	-	-	-	-	-	-	-
Instructional Management	-	-	-	457,777	457,777	-	-	457,777	457,777	-	-
Deans, Directors & Coordinators	-	-	-	541,443	541,443	-	-	541,443	541,443	-	-
CFO / Director of Finance	-	-	-	-	-	-	-	-	-	-	-
Operation / Business Manager	-	-	-	217,637	217,637	-	-	217,637	217,637	-	-
Administrative Staff	-	-	-	239,960	239,960	-	-	239,960	239,960	-	-
TOTAL ADMINISTRATIVE STAFF	-	-	-	1,456,817	1,456,817	-	-	1,456,817	1,456,817	-	-
INSTRUCTIONAL PERSONNEL COSTS											
Teachers - Regular	-	-	-	2,504,500	2,504,500	-	-	2,504,500	2,504,500	-	-
Teachers - SPED	-	-	-	438,960	438,960	-	-	438,960	438,960	-	-
Substitute Teachers	-	-	-	130,000	130,000	-	-	130,000	130,000	-	-
Teaching Assistants	-	-	-	-	-	-	-	-	-	-	-
Specialty Teachers	-	-	-	309,000	309,000	-	-	309,000	309,000	-	-
Aides	-	-	-	-	-	-	-	-	-	-	-
Therapists & Counselors	-	-	-	212,272	212,272	-	-	212,272	212,272	-	-
Other	-	-	-	-	-	-	-	-	-	-	-
TOTAL INSTRUCTIONAL	-	-	-	3,594,732	3,594,732	-	-	3,594,732	3,594,732	-	-
NON-INSTRUCTIONAL PERSONNEL COSTS											
Nurse	-	-	-	-	-	-	-	-	-	-	-
Librarian	-	-	-	-	-	-	-	-	-	-	-
Custodian	-	-	-	-	-	-	-	-	-	-	-
Security	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-
TOTAL NON-INSTRUCTIONAL	-	-	-	-	-	-	-	-	-	-	-
SUBTOTAL PERSONNEL SERVICE COSTS	-	-	-	5,051,549	5,051,549	-	-	5,051,549	5,051,549	-	-
PAYROLL TAXES AND BENEFITS											
Payroll Taxes	-	-	-	462,013	462,013	-	-	462,013	462,013	-	-
Fringe / Employee Benefits	-	-	-	725,193	725,193	-	-	725,193	725,193	-	-
Retirement / Pension	-	-	-	59,659	59,659	-	-	59,659	59,659	-	-
TOTAL PAYROLL TAXES AND BENEFITS	-	-	-	1,246,865	1,246,865	-	-	1,246,865	1,246,865	-	-
TOTAL PERSONNEL SERVICE COSTS	-	-	-	6,298,414	6,298,414	-	-	6,298,414	6,298,414	-	-
CONTRACTED SERVICES											
Accounting / Audit	-	-	-	26,741	26,741	-	-	26,741	26,741	-	-
Legal	-	-	-	-	-	-	-	-	-	-	-
Management Company Fee	-	-	-	879,247	879,247	-	-	879,247	879,247	-	-
Nurse Services	-	-	-	-	-	-	-	-	-	-	-
Food Service / School Lunch	-	-	-	-	-	-	-	-	-	-	-
Payroll Services	-	-	-	13,034	13,034	-	-	13,034	13,034	-	-
Special Ed Services	-	-	-	5,000	5,000	-	-	5,000	5,000	-	-
Titlement Services (i.e. Title I)	-	-	-	-	-	-	-	-	-	-	-
Other Purchased / Professional / Consulting	-	-	-	34,500	34,500	-	-	34,500	34,500	-	-
TOTAL CONTRACTED SERVICES	-	-	-	958,522	958,522	-	-	958,522	958,522	-	-

EXPLORE EMPOWER CHARTER SCHOOL

Budget / Operating Plan

2015-16

Total Revenue	-	-	-	8,796,010	(8,796,010)	-	-	8,796,010	(8,796,010)	-	-
Total Expenses	-	-	-	8,305,133	8,305,133	-	-	8,305,133	8,305,133	-	-
Net Income	-	-	-	490,877	(490,877)	-	-	490,877	(490,877)	-	-
Actual Student Enrollment	-	-	-	-	-	-	-	-	-	-	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed

	TOTALS AND VARIANCE ANALYSIS										
	Actual	Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget - TY	Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY Quarters)	Actual CY vs. Actual PY
SCHOOL OPERATIONS											
Board Expenses	-	-	-	-	-	-	-	-	-	-	-
Classroom / Teaching Supplies & Materials	-	-	-	170,500	170,500	-	-	170,500	170,500	-	-
Special Ed Supplies & Materials	-	-	-	6,000	6,000	-	-	6,000	6,000	-	-
Textbooks / Workbooks	-	-	-	41,965	41,965	-	-	41,965	41,965	-	-
Supplies & Materials other	-	-	-	43,000	43,000	-	-	43,000	43,000	-	-
Equipment / Furniture	-	-	-	58,000	58,000	-	-	58,000	58,000	-	-
Telephone	-	-	-	58,000	58,000	-	-	58,000	58,000	-	-
Technology	-	-	-	134,904	134,904	-	-	134,904	134,904	-	-
Student Testing & Assessment	-	-	-	15,800	15,800	-	-	15,800	15,800	-	-
Field Trips	-	-	-	14,000	14,000	-	-	14,000	14,000	-	-
Transportation (student)	-	-	-	-	-	-	-	-	-	-	-
Student Services - other	-	-	-	28,000	28,000	-	-	28,000	28,000	-	-
Office Expense	-	-	-	124,500	124,500	-	-	124,500	124,500	-	-
Staff Development	-	-	-	77,000	77,000	-	-	77,000	77,000	-	-
Staff Recruitment	-	-	-	30,000	30,000	-	-	30,000	30,000	-	-
Student Recruitment / Marketing	-	-	-	15,000	15,000	-	-	15,000	15,000	-	-
School Meals / Lunch	-	-	-	16,000	16,000	-	-	16,000	16,000	-	-
Travel (Staff)	-	-	-	4,000	4,000	-	-	4,000	4,000	-	-
Fundraising	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	3,600	3,600	-	-	3,600	3,600	-	-
TOTAL SCHOOL OPERATIONS	-	-	-	840,269	840,269	-	-	840,269	840,269	-	-
FACILITY OPERATION & MAINTENANCE											
Insurance	-	-	-	46,928	46,928	-	-	46,928	46,928	-	-
Janitorial	-	-	-	-	-	-	-	-	-	-	-
Building and Land Rent / Lease / Facility Finance Interest	-	-	-	11,000	11,000	-	-	11,000	11,000	-	-
Repairs & Maintenance	-	-	-	5,000	5,000	-	-	5,000	5,000	-	-
Equipment / Furniture	-	-	-	-	-	-	-	-	-	-	-
Security	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
TOTAL FACILITY OPERATION & MAINTENANCE	-	-	-	62,928	62,928	-	-	62,928	62,928	-	-
DEPRECIATION & AMORTIZATION	-	-	-	145,000	145,000	-	-	145,000	145,000	-	-
RESERVES / CONTINGENCY	-	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENSES	-	-	-	8,305,133	8,305,133	-	-	8,305,133	8,305,133	-	-
NET INCOME	-	-	-	490,877	(490,877)	-	-	490,877	(490,877)	-	-



Charter Schools Institute
The State University of New York

Annual Report Requirement
for SUNY Authorized Charter Schools
EXPLORE EMPOWER CHARTER SCHOOL
2015-16

Administrative
expenditures per pupil:

\$0.00

Per NYS Statute

Administrative expenditures per pupil: the sum of all general administration salaries and other general administration expenditures divided by the total number of enrolled students. Employee benefit costs or expenditures should not be reported here.

***NOTE: THIS TAB ONLY NEEDS TO BE COMPLETED FOR Q4**

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Tuesday, November 03, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export/?collector=109126/s/Regents-Appendix-E-BOT-Form/e1>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	Henry	Mannix

2. *Your Home Address:

2. *Your Home Address: Street Address	[REDACTED]
2. *Your Home Address: City/State	[REDACTED]
2. *Your Home Address: Zip	[REDACTED]

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

Explore Charter Schools of Brooklyn (Ed Corp)

Explore Charter School

Explore Empower Charter School

Explore Enrich Charter School

Explore Envision Charter School

Explore Exceed Charter School

Explore Excel Charter School

8. Select all positions you have held on the Board:

(check all that apply)

-
- Vice Chair/Vice President
 - Treasurer
-

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

12. Are you a member, director, officer or employee of an organization formally partnered with a school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink, appearing to read "Tom III". The signature is written in a cursive, stylized font with a large initial "T" and "M".

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Friday, October 23, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export/?collector=109126/s/Regents-Appendix-E-BOT-Form/18>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	Peter	Walker

2. *Your Home Address:

2. *Your Home Address: Street Address	[REDACTED]
2. *Your Home Address: City/State	[REDACTED]
2. *Your Home Address: Zip	[REDACTED]

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

Explore Charter Schools of Brooklyn (Ed Corp)

Explore Charter School

Explore Empower Charter School

Explore Enrich Charter School

Explore Envision Charter School

Explore Exceed Charter School

Explore Excel Charter School

8. Select all positions you have held on the Board:

(check all that apply)

(No response)

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

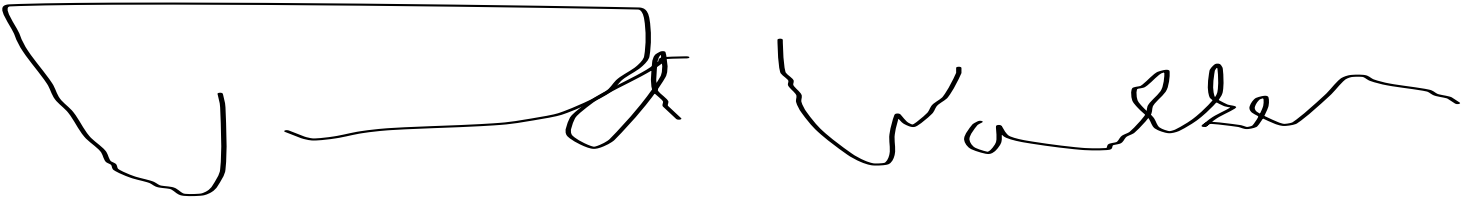
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

12. Are you a member, director, officer or employee of an organization formally partnered with a school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink, appearing to read "Waller". The signature is written in a cursive style with a large initial "W" and a long horizontal stroke extending to the right.

Thank you.



Appendix F: BOT Membership Table

Last updated: 07/27/2015

Page 1

1. Current Board Member Information

	Trustee Name	Email Address	Committee Affiliation(s)	Voting Member? (Y/N)	Area of Expertise, and/or Additional Role and School (parent, staff member, etc.)	Number of Terms Served and Length of Each (Include election date and term expiration)
1	Graeme Daykin	[REDACTED]	Chair/Board President	Yes	Finance	1 (2 years); Voted onto Board 09/30/2013; Term expires June 2016
2	Hank Mannix	[REDACTED]	Vice Chair/Vice President	Yes	Finance	1 (2 years); Voted onto Board 09/30/2013; Term expires June 2016
3	Kim Carnegie	[REDACTED]	Trustee/Member	Yes	External Affairs	2 (4 years); Voted onto Board 09/15/2011; Term expires June 2017
4	Beth Cohen	[REDACTED]	Trustee/Member	Yes	External Affairs	1 (2 years); Voted onto Board 09/18/2012; Term expires June 2016
5	Angelica Thomas	[REDACTED]	Trustee/Member	Yes	Legal	2 (4 years); Voted onto Board 09/15/2011; Term expires June 2017
6	Peter Walker	[REDACTED]	Trustee/Member	Yes	Legal	1 (1 year); Voted onto Board 11/06/2014; Term expires June 2016
7	Morty Ballen	[REDACTED]	Trustee/Member		Program	5 (5 years); Voted onto Board 2009; Term renews annually with contract
8						
9						
10						
11						
12						
13						
14						

15						
16						
17						
18						
19						
20						

2. Total Number of Members Joining Board during the 2014-15 school year

1

3. Total Number of Members Departing the Board during the 2014-15 school year

2

4. According to the School's by-laws, what is the maximum number of trustees that may comprise the governing board?

13

5. How many times did the Board meet during the 2014-15 school year?

8

6. How many times will the Board meet during the 2015-16 school year?

10

Thank you.

Overall Student Recruitment Strategy and English Language Learner Set-Aside Lottery Preference

Explore Empower Charter School's overall recruitment strategy focuses on families in the immediate neighborhood of the school (school's zip code and surrounding areas) in order to best serve the school's geographic community. Given the demographic of the school's neighborhood, by targeting these areas Explore Empower naturally recruits a large portion of students who qualify for free and reduced lunch (over 84% of the school's current student population qualifies for free and reduced lunch).

In an effort to attract and enroll more English Language Learners, Explore Empower Charter School created a set-aside lottery preference for English Language Learners. The set-aside preference seeks to fill 9 of the available 60 kindergarten seats (15%) with English Language Learners, in order to match or exceed the school district's ELL population (currently about 9%).

Additional efforts to attract and retain students with disabilities and English Language Learners are further outlined in the recruitment efforts below.

Family Information Sessions

Explore Empower Charter School hosted multiple information sessions at different days of the week and times to provide convenient options for interested families to attend. In addition to these information sessions, families had the option of attending a variety of other information sessions (at varying dates and times) hosted by Explore Empower's charter network, Explore Schools, at different locations. At these information sessions, families had the opportunity to learn more about the school's vision, structure and academic program, as well as its enrollment policies. A portion of this presentation was dedicated to describing what services Explore Empower provides to students with disabilities, and staff were available after the presentation to answer specific questions about services for students with disabilities. The presentation also covered the English Language Learner set-aside lottery preference and how Explore Empower welcomes all ELL students to apply. Fliers and informational materials were available in English and Spanish, and applications were available in English and Spanish.

Direct Mailing Campaign

In partnership with Vanguard Direct, Explore Empower Charter School engaged in a direct mailing campaign to encourage Kindergarten enrollment by informing families in the immediate community about Explore Empower as a choice for their student and providing them with information about the school and an application. The mailing went to applicable families in two zip codes surrounding the school and included information in English and Spanish. Included in the mailing was a flier outlining the school's robust services provided for students with disabilities, as well as an application that included kindergarten lottery information and set-aside preference for English Language Learners.

NYCHA Building Flier Drops

In order to inform local families about the school as an option for their students, staff members went door to door in neighborhood NYCHA buildings leaving fliers for families encouraging them to apply or attend an information session. The fliers included information in English and Spanish, and highlighted the school's services provided to students with disabilities. The flier also included an application in English and Spanish, with information about the lottery set-aside preference for English Language Learners.

A third party service was also contracted as a pilot to complete strategic canvassing of the NYCHA buildings and surrounding area, informing community members of Explore Empower's offerings and open application window.

Parent Referral Campaign

In an effort to expand its recruitment reach, Explore Empower leveraged its current families to spread the word to other families about the school enrollment process. In particular, the school's leadership reached out to families of English Language Learner students and asked for help engaging other English Language Learner families in the enrollment process. All families at the school were encouraged to bring applications to their community organizations, families and friends. Through this process, the school hopes to attract more families in the profile of the families it serves, who may have otherwise not heard about the school – English Language Learners, students with disabilities, and students who qualify for free and reduced lunch.

Website, Social Media and Language Accessibility

Explore Empower Charter School leveraged its website and Facebook page to spread the word about its recruitment efforts. The website offered information about family information sessions, the enrollment process, services provided to students with disabilities, and its set-aside lottery preference for English Language Learners. Applications were available online in English and Spanish, and informational fliers and mailings were available in English and Spanish.

Families had the option of requesting an application be mailed or faxed to them or applying online. The online access was two-fold. First, families were able to apply to our school through the New York City Charter Center's Common Application. Second, families were able to apply to our schools directly through our partnership with SchoolMint. These efforts increased the accessibility of our applications and our school to families throughout New York City.

Via its Facebook page, Explore Empower also promoted the information sessions and enrollment information to leverage its community of staff members, families, friends and supporters to get the word out to surrounding families.

Retaining Students with Disabilities and English Language Learners

Explore Empower Charter School provides robust support services for students who have a disability or require additional academic support. The school employs three learning specialists and two school counselors and a family services coordinator that provide services and support for students who need it, as well as maintain communication with families to apprise them of student progress and how families can work with students at home. Additionally, a support services coordinator provides a resource to families navigating the IEP or 504 process, answering questions and helping families better understand resources available to them.

In addition, to ensure non-English speaking families feel welcomed and informed, the school ensures at least one Spanish-speaking staff member is available to guide families through paperwork and/or meetings, and requests an interpreter for family meetings upon request.



Appendix I: Teacher and Administrator Attrition

Created: 07/22/2015

Last updated: 07/31/2015

Report changes in teacher and administrator staffing.

Page 1

Charter School Name:

Instructions for completing the Teacher and Administrator Attrition Tables

ALL charter schools should provide, for teachers and administrators only, the full time equivalent (FTE) of staff on June 30, 2014, the FTE for added staff from July 1, 2014 through June 30, 2015, and the FTE for any departed staff from July 1, 2014 through June 30, 2015 using the two tables provided.

2013-14 Teacher Attrition Table

	FTE Teachers on June 30, 2014	FTE Teachers Additions 7/1/14 – 6/30/15	FTE Teacher Departures 7/1/14 – 6/30/15
	31	28	17

2013-14 Administrator Position Attrition Table

	FTE Administrator Positions On 6/30/2014	FTE Administrator Additions 7/1/14 – 6/30/15	FTE Administrator Departures 7/1/14 – 6/30/15
	5	0	2

Thank you