



# Entry 1 School Information

Created: 07/24/2017 • Last updated: 08/01/2017

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 authorizer are visible on your task page. While completing this task, please ensure that you select the correct authorizer (**as of June 30, 2017**) or you may not be assigned the correct tasks.

**a. SCHOOL NAME AND BEDS#** MANHATTAN CS (NYC CHANCELLOR)

(Select name from the drop down menu)

**b. CHARTER AUTHORIZER** SUNY Authorized Charter School

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

**c. DISTRICT / CSD OF LOCATION** NYC CSD 1

## d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	100 Attorney Street New York, NY 10002	[REDACTED]	[REDACTED]	[REDACTED]

## d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Ola Duru
Title	Director of Operations
Emergency Phone Number (### ### ####)	[REDACTED]

**e. SCHOOL WEB ADDRESS (URL)** [www.manhattancharterschool.org](http://www.manhattancharterschool.org)

**f. DATE OF INITIAL CHARTER** 07/2017

**g. DATE FIRST OPENED FOR INSTRUCTION** 08/2005

**i. TOTAL ENROLLMENT ON JUNE 30, 2017** 262

**j. GRADES SERVED IN SCHOOL YEAR 2016-17**

Check all that apply

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

**k1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?** No


**11. FACILITIES**

Does the school maintain or operate multiple sites?

No, just one site.
--------------------

**12. SCHOOL SITES**

Please list the sites where the school will operate for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	100 Attorney Street		CSD 1	6	Yes	DOE space
Site 2						
Site 3						

**I2a. Please provide the contact information for Site 1.**

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Genie DePolo	[REDACTED]		[REDACTED]
Operational Leader				
Compliance Contact				
Complaint Contact				

**m1. Is the school or are the school sites co-located?** Yes

**m2. Please list the terms of your current co-location.**

	Date school will leave current co location	Is school working with NYCDOE to expand into current space?	If so, list year expansion will occur.	Is school working with NYCDOE to move to separate space?	If so, list the proposed space and year planned for move	School at Full Capacity at Site
Site 1 (primary site)		No		No		Yes
Site 2						
Site 3						

**n1. Were there any revisions to the school's charter during the 2016-17 school year? (Please include approved or pending material and non-material charter revisions).** No

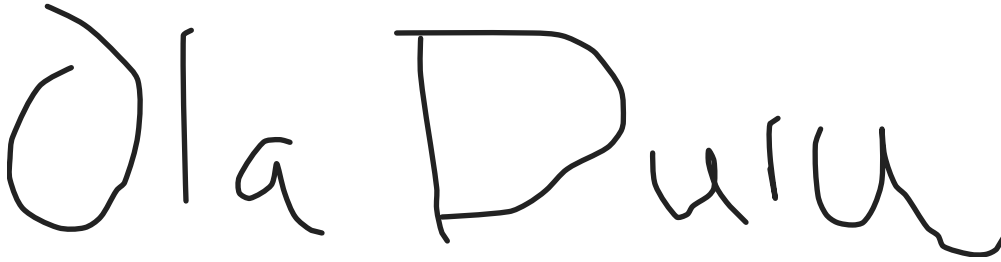
**o. Name and Position of Individual(s) Who Completed the 2016-17 Annual Report.**

Ola Duru

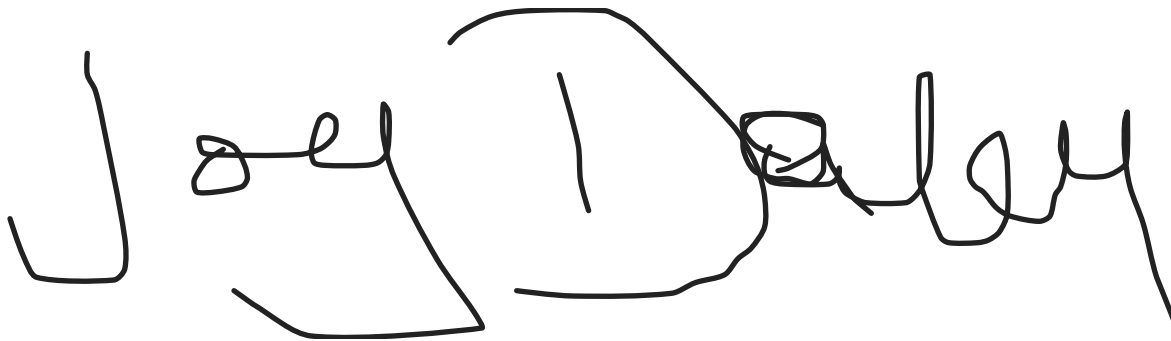
**p. Our signatures below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in 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 then use the mouse on your PC or the stylist on your mobile device to sign your name).**

Yes

**Signature, Head of Charter School**

A handwritten signature in black ink that reads "Ola Duru". The letters are cursive and connected, with a large 'O' and 'D'.

**Signature, President of the Board of Trustees**

A handwritten signature in black ink that reads "Joel D. [unclear]". The signature is highly stylized and cursive, with a large 'J' and 'D'.

**Date**

2017/08/01

**Thank you.**



# Entry 2 NYS School Report Card Link

Created: 07/24/2017 • Last updated: 07/28/2017

---

## 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).

<https://data.nysed.gov/reportcard.php?instid=800000057944&year=2016&createreport=1&enrollments=1&avgclasssize=1&freelunch=1&attendance=1&suspensions=1&teacherqual=1&teacherturnover=1&staffcounts=1&38ELA=1&38MATH=1&48SCI=1&naep=1&elemELA=1&elemMATH=1&elemSci=1&unweighted=1>



# Entry 4 Expenditures per Child

Last updated: 07/28/2017

## 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 2016-17 Schedule of Functional Expenses) and divide by the year end FTE student enrollment. (Integers Only. No dollar signs or commas).

**Note:** The information on the Schedule of Functional Expenses on pages 41-43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations: <http://www.p12.nysed.gov/psc/AuditGuide.html>

Line 1: Total Expenditures	3681006
Line 2: Year End FTE student enrollment	267
Line 3: Divide Line 1 by Line 2	13787

## 2. Administrative Expenditures per Child

To calculate '**Administrative Expenditures per Child**' To calculate "Administrative Expenditures per Child" first *add* together the following:

1. Take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2016 17 Schedule of Functional Expenses)
2. Any contracted administrative/management fee paid to other organizations or corporations
3. Take the total from above and divide it by the year end FTE enrollment. 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 officer, the finance or business offices, school operations personnel, data management and reporting, human resources, technology, etc. 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. Do not include the FTE of personnel whose role is to directly support the instructional program.

### Notes:

**The information on the Schedule of Functional Expenses on pages 41-43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations:**

**<http://www.p12.nysed.gov/psc/AuditGuide.html>.**

**Employee benefit costs or expenditures should not be reported in the above calculations.**

Line 1: Relevant Personnel Services Cost (Row)	1765757
Line 2: Management and General Cost (Column)	556859
Line 3: Sum of Line 1 and Line 2	2322616
Line 5: Divide Line 3 by the Year End FTE student enrollment	8699

**Thank you.**



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

**TEMPLATE TABS**

**1- GRAY tab contains the Instructions**




<a href="#">Instructions</a>	Provides description of tabs and input requirements.
<a href="#">Funding by District</a>	Charter School Tuition Rates

**2- BLUE tabs require input of information**

<a href="#">1.) Name of School</a>	>Select school name from list. >Enter contact information.
<a href="#">2.) Enrollment</a>	Enter enrollment information for Annual Budget (& Revisions) and Quarterly Actuals. Includes: >Enrollment by Grade >Enrollment by District
<a href="#">3.) Staffing Plan</a>	Enter staffing plan information for Annual Budget (& Revisions) and Quarterly Actuals. Includes: >Full Time Equivalent (FTE), by Position Category, By Quarter
<a href="#">4.) Yearly Budget</a>	Enter Yearly Budget information. Includes: >"Pior Year" column may be completed based upon preliminary data, and adjusted with Annual Audited data when the Quarter 2 Actuals are being submitted. (Note: Quarterly Revenue allocation may be set) >Budgeted Enrollment data and Per Pupil Revenue for the current year are populated based upon input on tab "2.) Enrollment." >Budgeted FTE for current year is populated based upon input on tab "3.) Staffing Plan." >All other sources of revenue >All expenses >Budget Revisions, as necessary and <i>approved</i> by the school's Board of Directors, should be submitted when submitting Quarterly Actuals.
<a href="#">5.) Balance Sheet</a>	Enter Balance Sheet information for EdCorps. Separate schools merged into a primary EdCorp should NOT use this tab. >"Pior Year" column may be completed based upon preliminary data, and adjusted with Annual Audited data when the Quarter 2 Actuals are being submitted.

<a href="#">6.) Quarterly Report</a>	Enter Actual Quarterly Report information . Includes: >Actual Enrollment data and Per Pupil Revenue for the current year are populated based upon input on tab "2.) Enrollment." >Actual FTE for current year is populated based upon input on tab "3.) Staffing Plan." >All other sources of revenue >All expenses
<a href="#">7.) Annual Report Requirement</a>	Complete when submitting Actual Quarter 4.

**CELL COLORS & GUIDANCE COMMENTS**

-  = Enter information into the light BLUE shaded cells.
-  = Cells labeled in ORANGE containe 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 Funding Alphabetical By NYS School District**  
**\* (Sum of Charter School Basic Tuition and Supplemental Basic Tuition)**



**ANNUAL BUDGET & QUARTERLY REPORT TEMPLATE**

**Manhattan Charter School**

**SCHOOL**

<b>Name:</b>	Manhattan Charter School
--------------	--------------------------

**CONTACT INFORMATION**

<b>Contact Name:</b>	Ola Duru
<b>Contact Title:</b>	Director of Operations
<b>Contact Email:</b>	[REDACTED]
<b>Contact Phone:</b>	[REDACTED]

**REPORT PERIOD**

<b>Current Academic Year:</b>	2017-18
<b>Prior Academic Year:</b>	2016-17









PLAN - FULL TIME EQUIVALENT

STAFFING PLAN - FULL TIME EQUIVALENT ("FTE")

**\*NOTE:** Enter the number of FTE positions in the "blue" cells.

**\*NOTE:** Enter the number of FTE positions in the "blue" cells.

**\*NOTE:** If there are NO budget revisions at the time of quarterly submittal leave the 'REVISED' Column(s) COMPLETELY BLANK.

ADMINISTRATIVE PERSONNEL FTE	ADMINISTRATIVE PERSONNEL FTE	PRIOR YEAR
		2016-17
		ACTUAL
Executive Management	Executive Management	0.8
Instructional Management	Instructional Management	2.0
Deans, Directors & Coordinators	Deans, Directors & Coordinators	0.5
CFO / Director of Finance	CFO / Director of Finance	
Operation / Business Manager	Operation / Business Manager	
Administrative Staff	Administrative Staff	4.0
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>7.3</b>

ANNUAL BUDGETED FTE							
Q1		Q2		Q3		Q4	
Original	Revised	Original	Revised	Original	Revised	Original	Revised
0.8		0.8		0.8		0.8	
2.0		2.0		2.0		2.0	
0.5		0.5		0.5		0.5	
4.0		4.0		4.0		4.0	
7.3	0.0	7.3	0.0	7.3	0.0	7.3	0.0

INSTRUCTIONAL PERSONNEL FTE	INSTRUCTIONAL PERSONNEL FTE	PRIOR YEAR
		2016-17
		ACTUAL
Teachers - Regular	Teachers - Regular	13.0
Teachers - SPED	Teachers - SPED	2.5
Substitute Teachers	Substitute Teachers	
Teaching Assistants	Teaching Assistants	8.0
Specialty Teachers	Specialty Teachers	5.0
Aides	Aides	
Therapists & Counselors	Therapists & Counselors	1.0
Other	Other	
<b>TOTAL INSTRUCTIONAL</b>	<b>TOTAL INSTRUCTIONAL</b>	<b>29.5</b>

ANNUAL BUDGETED FTE							
Q1		Q2		Q3		Q4	
Original	Revised	Original	Revised	Original	Revised	Original	Revised
13.0		13.0		13.0		13.0	
2.5		2.5		2.5		2.5	
8.0		8.0		8.0		8.0	
5.0		5.0		5.0		5.0	
1.0		1.0		1.0		1.0	
29.5	0.0	29.5	0.0	29.5	0.0	29.5	0.0

NON-INSTRUCTIONAL PERSONNEL FTE	NON-INSTRUCTIONAL PERSONNEL FTE	PRIOR YEAR
		2016-17
		ACTUAL
Nurse	Nurse	
Librarian	Librarian	
Custodian	Custodian	
Security	Security	
Other	Other	1.6
<b>TOTAL NON-INSTRUCTIONAL</b>	<b>TOTAL NON-INSTRUCTIONAL</b>	<b>1.6</b>

ANNUAL BUDGETED FTE							
Q1		Q2		Q3		Q4	
Original	Revised	Original	Revised	Original	Revised	Original	Revised
1.6		1.6		1.6		1.6	
1.6	0.0	1.6	0.0	1.6	0.0	1.6	0.0

<b>TOTAL PERSONNEL SERVICE FTE</b>	<b>TOTAL PERSONNEL SERVICE FTE</b>	<b>38.4</b>
------------------------------------	------------------------------------	-------------

<b>38.4</b>	<b>0.0</b>	<b>38.4</b>	<b>0.0</b>	<b>38.4</b>	<b>0.0</b>	<b>38.4</b>	<b>0.0</b>
-------------	------------	-------------	------------	-------------	------------	-------------	------------

**MANHATTAN CHARTER SCHOOL  
2017-18**

**PLAN - FULL TIME EQUIVALENT**

**\*NOTE:** Enter the number of FTE positions in the "blue" cells. *Should be input.*

**\*NOTE:** State the assumptions that are being made for personnel FTE levels.

ADMINISTRATIVE PERSONNEL FTE		Q4	Description of Assumptions
	Actual		
Executive Management			
Instructional Management			
Deans, Directors & Coordinators			
CFO / Director of Finance			
Operation / Business Manager			
Administrative Staff			
<b>TOTAL ADMINISTRATIVE STAFF</b>		0.0	

INSTRUCTIONAL PERSONNEL FTE		Q4	Description of Assumptions
	Actual		
Teachers - Regular			
Teachers - SPED			
Substitute Teachers			
Teaching Assistants			
Specialty Teachers			
Aides			
Therapists & Counselors			
Other			
<b>TOTAL INSTRUCTIONAL</b>		0.0	

NON-INSTRUCTIONAL PERSONNEL FTE		Q4	Description of Assumptions
	Actual		
Nurse			
Librarian			
Custodian			
Security			
Other			
<b>TOTAL NON-INSTRUCTIONAL</b>		0.0	

<b>TOTAL PERSONNEL SERVICE FTE</b>		0.0	
------------------------------------	--	-----	--

**MANHATTAN CHARTER SCHOOL  
Budget / Operating Plan  
2017-18**

<b>Total Revenue</b>	<b>4,145,847</b>	<b>1,131,830</b>	-	-	<b>1,131,830</b>	-	-	<b>1,131,830</b>
<b>Total Expenses</b>	-	<b>1,099,352</b>	-	-	<b>1,099,352</b>	-	-	<b>1,099,352</b>
<b>Net Income</b>	<b>4,145,847</b>	<b>32,479</b>	-	-	<b>32,479</b>	-	-	<b>32,479</b>
<b>Actual Student Enrollment</b>	<b>268</b>	<b>272</b>	-	-	<b>272</b>	-	-	<b>272</b>

	<b>Prior Year Actual</b>	<b>1st Quarter - 7/1 - 9/30</b>			<b>2nd Quarter - 10/1 - 12/31</b>			<b>3rd Quarter</b>
	<b>2016-17</b>	<b>Original</b>	<b>Revised</b>	<b>Variance</b>	<b>Original</b>	<b>Revised</b>	<b>Variance</b>	<b>Original</b>
	<b>Revenue Per Pupil</b>	<b>Budget</b>	<b>Budget</b>		<b>Budget</b>	<b>Budget</b>		<b>Budget</b>

**REVENUE**  
**REVENUES FROM STATE SOURCES**  
 2017-18  
 Per Pupil Revenue Per Pupil Rate

		Allocate Per Pupil Revenue by Quarter	<b>*NOTE: If there are NO budget revisions at the time of quarterly submittal leave. If budget revisions ARE made, the entire "REVISED" budget columns for the affected quarter will be replaced with the revised budget.</b>					
	PPR %/Qtr->	25.0%	25.0%		25.0%	25.0%		25.0%
NYC CHANCELLOR'S OFFICE	14,527	3,919,380	988,744	-	988,744	-	-	988,744
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
ALL OTHER School Districts: ( Weighted Avg )	-	-	-	-	-	-	-	-
TOTAL Per Pupil Revenue (Weighted Average Per Pupil Funding)	14,527	3,919,380	988,744	-	988,744	-	-	988,744
Special Education Revenue			91,932	-	91,932	-	-	91,932
Grants								
Stimulus				-		-	-	
DYCD (Department of Youth and Community Development)				-		-	-	
Other				-		-	-	
NYC DoE Rental Assistance								
Other			5,716	-	5,716	-	-	5,716
<b>TOTAL REVENUE FROM STATE SOURCES</b>		<b>3,919,380</b>	<b>1,086,392</b>	<b>-</b>	<b>1,086,392</b>	<b>-</b>	<b>-</b>	<b>1,086,392</b>

<b>REVENUE FROM FEDERAL FUNDING</b>								
IDEA Special Needs		46,483	9,500	-	9,500	-	-	9,500
Title I		68,384	18,750	-	18,750	-	-	18,750
Title Funding - Other		5,544	1,439	-	1,439	-	-	1,439
School Food Service (Free Lunch)				-		-	-	
Grants								

<b>MANHATTAN CHARTER SCHOOL</b>								
<b>Budget / Operating Plan</b>								
<b>2017-18</b>								
	<b>4,145,847</b>	<b>1,131,830</b>	<b>-</b>	<b>-</b>	<b>1,131,830</b>	<b>-</b>	<b>-</b>	<b>1,131,830</b>
<b>Total Revenue</b>								
<b>Total Expenses</b>								
<b>Net Income</b>								
<b>Actual Student Enrollment</b>								
	<b>Prior Year Actual</b>	<b>1st Quarter - 7/1 - 9/30</b>			<b>2nd Quarter - 10/1 - 12/31</b>			<b>3rd Q</b>
	<b>2016-17</b>	<b>Original</b>	<b>Revised</b>	<b>Variance</b>	<b>Original</b>	<b>Revised</b>	<b>Variance</b>	<b>Original</b>
	<b>Revenue Per</b>	<b>Budget</b>	<b>Budget</b>		<b>Budget</b>	<b>Budget</b>		<b>Budget</b>
	<b>Pupil</b>							
Charter School Program (CSP) Planning & Implementation				-			-	
Other	36,733			-			-	
Other				-			-	
<b>TOTAL REVENUE FROM FEDERAL SOURCES</b>	<b>157,144</b>	<b>29,689</b>	<b>-</b>	<b>-</b>	<b>29,689</b>	<b>-</b>	<b>-</b>	<b>29,689</b>
<b>LOCAL and OTHER REVENUE</b>								
Contributions and Donations	57,717	5,000		-	5,000		-	5,000
Fundraising				-			-	
Erate Reimbursement		8,750		-	8,750		-	8,750
Earnings on Investments		1,500		-	1,500		-	1,500
Interest Income	11,606	500		-	500		-	500
Food Service (Income from meals)				-			-	
Text Book				-			-	
OTHER				-			-	
<b>TOTAL REVENUE FROM LOCAL and OTHER SOURCES</b>	<b>69,323</b>	<b>15,750</b>	<b>-</b>	<b>-</b>	<b>15,750</b>	<b>-</b>	<b>-</b>	<b>15,750</b>
<b>TOTAL REVENUE</b>	<b>4,145,847</b>	<b>1,131,830</b>	<b>-</b>	<b>-</b>	<b>1,131,830</b>	<b>-</b>	<b>-</b>	<b>1,131,830</b>

**MANHATTAN CHARTER SCHOOL**  
**Budget / Operating Plan**  
**2017-18**

<b>Total Revenue</b>	<b>4,145,847</b>	<b>1,131,830</b>	-	-	<b>1,131,830</b>	-	-	<b>1,131,830</b>
<b>Total Expenses</b>	-	<b>1,099,352</b>	-	-	<b>1,099,352</b>	-	-	<b>1,099,352</b>
<b>Net Income</b>	<b>4,145,847</b>	<b>32,479</b>	-	-	<b>32,479</b>	-	-	<b>32,479</b>
<b>Actual Student Enrollment</b>	<b>268</b>	<b>272</b>	-	-	<b>272</b>	-	-	<b>272</b>
	<b>Prior Year Actual</b>	<b>1st Quarter - 7/1 - 9/30</b>			<b>2nd Quarter - 10/1 - 12/31</b>			<b>3rd Q</b>
	<b>2016-17</b>	<b>Original</b>	<b>Revised</b>	<b>Variance</b>	<b>Original</b>	<b>Revised</b>	<b>Variance</b>	<b>Original</b>
	<b>Revenue Per Pupil</b>	<b>Budget</b>	<b>Budget</b>		<b>Budget</b>	<b>Budget</b>		<b>Budget</b>

**EXPENSES**

**ADMINISTRATIVE STAFF PERSONNEL COSTS**

Avg. No. of Positions

Executive Management	0.80	58,049		-	58,049		-	58,049
Instructional Management	2.00	46,854		-	46,854		-	46,854
Deans, Directors & Coordinators	0.50	23,206		-	23,206		-	23,206
CFO / Director of Finance	-			-			-	
Operation / Business Manager	-			-			-	
Administrative Staff	4.00	55,017		-	55,017		-	55,017
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>7.30</b>	<b>-</b>	<b>183,126</b>	<b>-</b>	<b>-</b>	<b>183,126</b>	<b>-</b>	<b>183,126</b>

**INSTRUCTIONAL PERSONNEL COSTS**

Teachers - Regular	13.00	240,086		-	240,086		-	240,086
Teachers - SPED	2.50	50,871		-	50,871		-	50,871
Substitute Teachers	-			-			-	
Teaching Assistants	8.00	69,881		-	69,881		-	69,881
Specialty Teachers	5.00	84,846		-	84,846		-	84,846
Aides	-			-			-	
Therapists & Counselors	1.00	28,127		-	28,127		-	28,127
Other	-	71,874		-	71,874		-	71,874
<b>TOTAL INSTRUCTIONAL</b>	<b>29.50</b>	<b>-</b>	<b>545,685</b>	<b>-</b>	<b>-</b>	<b>545,685</b>	<b>-</b>	<b>545,685</b>

**NON-INSTRUCTIONAL PERSONNEL COSTS**

Nurse	-			-			-	
Librarian	-			-			-	
Custodian	-			-			-	
Security	-			-			-	
Other	1.60			-			-	
<b>TOTAL NON-INSTRUCTIONAL</b>	<b>1.60</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**SUBTOTAL PERSONNEL SERVICE COSTS**

	38.40	-	728,810	-	-	728,810	-	728,810
<b>PAYROLL TAXES AND BENEFITS</b>								
Payroll Taxes		58,305		-	58,305		-	58,305
Fringe / Employee Benefits		65,593		-	65,593		-	65,593

		MANHATTAN CHARTER SCHOOL Budget / Operating Plan 2017-18							
<b>Total Revenue</b>		4,145,847	1,131,830	-	-	1,131,830	-	-	1,131,830
<b>Total Expenses</b>		-	1,099,352	-	-	1,099,352	-	-	1,099,352
<b>Net Income</b>		4,145,847	32,479	-	-	32,479	-	-	32,479
<b>Actual Student Enrollment</b>		268	272	-	-	272	-	-	272
		<b>Prior Year Actual</b>	<b>1st Quarter - 7/1 - 9/30</b>			<b>2nd Quarter - 10/1 - 12/31</b>			<b>3rd Quarter</b>
		<b>2016-17 Revenue Per Pupil</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget</b>
Retirement / Pension			19,824		-	19,824		-	19,824
TOTAL PAYROLL TAXES AND BENEFITS		-	143,722	-	-	143,722	-	-	143,722
<b>TOTAL PERSONNEL SERVICE COSTS</b>		38.40	872,532	-	-	872,532	-	-	872,532
<b>CONTRACTED SERVICES</b>									
Accounting / Audit			17,750		-	17,750		-	17,750
Legal			3,750		-	3,750		-	3,750
Management Company Fee					-			-	
Nurse Services					-			-	
Food Service / School Lunch					-			-	
Payroll Services			3,000		-	3,000		-	3,000
Special Ed Services					-			-	
Titlement Services (i.e. Title I)					-			-	
Other Purchased / Professional / Consulting			43,500		-	43,500		-	43,500
<b>TOTAL CONTRACTED SERVICES</b>		-	68,000	-	-	68,000	-	-	68,000

**MANHATTAN CHARTER SCHOOL**  
**Budget / Operating Plan**  
**2017-18**

	4,145,847	1,131,830	-	-	1,131,830	-	-	1,131,830
<b>Total Revenue</b>								
<b>Total Expenses</b>								
<b>Net Income</b>								
<b>Actual Student Enrollment</b>								
	Prior Year Actual 2016-17 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Q
		Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget
<b>SCHOOL OPERATIONS</b>								
Board Expenses		1,125		-	1,125		-	1,125
Classroom / Teaching Supplies & Materials		35,778		-	35,778		-	35,778
Special Ed Supplies & Materials				-			-	
Textbooks / Workbooks		1,250		-	1,250		-	1,250
Supplies & Materials other				-			-	
Equipment / Furniture				-			-	
Telephone		750		-	750		-	750
Technology		11,250		-	11,250		-	11,250
Student Testing & Assessment		13,250		-	13,250		-	13,250
Field Trips		3,750		-	3,750		-	3,750
Transportation (student)		1,361		-	1,361		-	1,361
Student Services - other		21,500		-	21,500		-	21,500
Office Expense		5,000		-	5,000		-	5,000
Staff Development		23,750		-	23,750		-	23,750
Staff Recruitment		3,750		-	3,750	4,500	-	3,750
Student Recruitment / Marketing		3,750		-	3,750		-	3,750
School Meals / Lunch		1,000		-	1,000		-	1,000
Travel (Staff)		500		-	500		-	500
Fundraising		750		-	750		-	750
Other		2,125		-	2,125		-	2,125
<b>TOTAL SCHOOL OPERATIONS</b>	-	130,639	-	-	130,639	4,500	-	130,639
<b>FACILITY OPERATION &amp; MAINTENANCE</b>								
Insurance		11,250		-	11,250		-	11,250
Janitorial		681		-	681		-	681
Building and Land Rent / Lease / Facility Finance Interest				-			-	
Repairs & Maintenance		3,750		-	3,750		-	3,750
Equipment / Furniture				-			-	
Security				-			-	
Utilities				-			-	
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	-	15,681	-	-	15,681	-	-	15,681
<b>DEPRECIATION &amp; AMORTIZATION</b>		12,500		-	12,500		-	12,500
<b>RESERVES / CONTINGENCY</b>				-			-	

		MANHATTAN CHARTER SCHOOL Budget / Operating Plan 2017-18						
Total Revenue	4,145,847	1,131,830	-	-	1,131,830	-	-	1,131,830
Total Expenses	-	1,099,352	-	-	1,099,352	-	-	1,099,352
Net Income	4,145,847	32,479	-	-	32,479	-	-	32,479
Actual Student Enrollment	268	272	-	-	272	-	-	272
	Prior Year Actual 2016-17 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd C
		Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget
TOTAL EXPENSES	-	<u>1,099,352</u>	-	-	<u>1,099,352</u>	<u>4,500</u>	-	<u>1,099,352</u>
NET INCOME	<u>4,145,847</u>	<u>32,479</u>	-	-	<u>32,479</u>	<u>(4,500)</u>	-	<u>32,479</u>





<b>Total Revenue</b>	-	-	<b>1,131,830</b>	-	-
<b>Total Expenses</b>	-	-	<b>1,099,352</b>	-	-
<b>Net Income</b>	-	-	<b>32,479</b>	-	-
<b>Actual Student Enrollment</b>	-	-	<b>272</b>	-	-
	<b>Quarter - 1/1 - 3/31</b>		<b>4th Quarter - 4/1 - 6/30</b>		
	<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>
Charter School Program (CSP) Planning & Implementation		-			-
Other		-			-
Other		=			=
<b>TOTAL REVENUE FROM FEDERAL SOURCES</b>	-	-	29,689	-	-
<b>LOCAL and OTHER REVENUE</b>					
Contributions and Donations		-	5,000		-
Fundraising		-			-
Erate Reimbursement		-	8,750		-
Earnings on Investments		-	1,500		-
Interest Income		-	500		-
Food Service (Income from meals)		-			-
Text Book		-			-
OTHER		=			=
<b>TOTAL REVENUE FROM LOCAL and OTHER SOURCES</b>	-	-	15,750	-	-
<b>TOTAL REVENUE</b>	-	-	<b>1,131,830</b>	-	-

<b>Total Revenue</b>		-	-	<b>1,131,830</b>	-
<b>Total Expenses</b>		-	-	<b>1,099,352</b>	-
<b>Net Income</b>		-	-	<b>32,479</b>	-
<b>Actual Student Enrollment</b>		-	-	<b>272</b>	-
		<b>Quarter - 1/1 - 3/31</b>		<b>4th Quarter - 4/1 - 6/30</b>	
		<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget</b>	<b>Revised Budget</b>
				<b>Variance</b>	
<b>EXPENSES</b>					
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>		Avg. No. of Positions			
Executive Management	0.80		-	58,049	-
Instructional Management	2.00		-	46,854	-
Deans, Directors & Coordinators	0.50		-	23,206	-
CFO / Director of Finance	-		-		-
Operation / Business Manager	-		-		-
Administrative Staff	4.00		-	55,017	-
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>7.30</b>	-	-	<b>183,126</b>	-
<b>INSTRUCTIONAL PERSONNEL COSTS</b>					
Teachers - Regular	13.00		-	240,086	-
Teachers - SPED	2.50		-	50,871	-
Substitute Teachers	-		-		-
Teaching Assistants	8.00		-	69,881	-
Specialty Teachers	5.00		-	84,846	-
Aides	-		-		-
Therapists & Counselors	1.00		-	28,127	-
Other	-		-	71,874	-
<b>TOTAL INSTRUCTIONAL</b>	<b>29.50</b>	-	-	<b>545,685</b>	-
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>					
Nurse	-		-		-
Librarian	-		-		-
Custodian	-		-		-
Security	-		-		-
Other	1.60		-		-
<b>TOTAL NON-INSTRUCTIONAL</b>	<b>1.60</b>	-	-	-	-
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>		-	-	<b>728,810</b>	-
<b>PAYROLL TAXES AND BENEFITS</b>					
Payroll Taxes			-	58,305	-
Fringe / Employee Benefits			-	65,593	-

<b>Total Revenue</b>		-	-	<b>1,131,830</b>	-	-
<b>Total Expenses</b>		-	-	<b>1,099,352</b>	-	-
<b>Net Income</b>		-	-	<b>32,479</b>	-	-
<b>Actual Student Enrollment</b>		-	-	<b>272</b>	-	-
		<b>Quarter - 1/1 - 3/31</b>			<b>4th Quarter - 4/1 - 6/30</b>	
		<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>
Retirement / Pension			-	<u>19,824</u>		-
TOTAL PAYROLL TAXES AND BENEFITS		-	-	143,722	-	-
<b>TOTAL PERSONNEL SERVICE COSTS</b>			-	872,532	-	-
<b>CONTRACTED SERVICES</b>						
Accounting / Audit			-	17,750		-
Legal			-	3,750		-
Management Company Fee			-			-
Nurse Services			-			-
Food Service / School Lunch			-			-
Payroll Services			-	3,000		-
Special Ed Services			-			-
Titlement Services (i.e. Title I)			-			-
Other Purchased / Professional / Consulting			-	<u>43,500</u>		-
<b>TOTAL CONTRACTED SERVICES</b>		-	-	68,000	-	-

<b>Total Revenue</b>	-	-	<b>1,131,830</b>	-	-
<b>Total Expenses</b>	-	-	<b>1,099,352</b>	-	-
<b>Net Income</b>	-	-	<b>32,479</b>	-	-
<b>Actual Student Enrollment</b>	-	-	<b>272</b>	-	-
	<b>Quarter - 1/1 - 3/31</b>		<b>4th Quarter - 4/1 - 6/30</b>		
	<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>
<b>SCHOOL OPERATIONS</b>					
Board Expenses		-	1,125		-
Classroom / Teaching Supplies & Materials		-	35,778		-
Special Ed Supplies & Materials		-			-
Textbooks / Workbooks		-	1,250		-
Supplies & Materials other		-			-
Equipment / Furniture		-			-
Telephone		-	750		-
Technology		-	11,250		-
Student Testing & Assessment		-	13,250		-
Field Trips		-	3,750		-
Transportation (student)		-	1,361		-
Student Services - other		-	21,500		-
Office Expense		-	5,000		-
Staff Development		-	23,750		-
Staff Recruitment		-	3,750		-
Student Recruitment / Marketing		-	3,750		-
School Meals / Lunch		-	1,000		-
Travel (Staff)		-	500		-
Fundraising		-	750		-
Other		-	2,125		-
<b>TOTAL SCHOOL OPERATIONS</b>	-	-	<b>130,639</b>	-	-
<b>FACILITY OPERATION &amp; MAINTENANCE</b>					
Insurance		-	11,250		-
Janitorial		-	681		-
Building and Land Rent / Lease / Facility Finance Interest		-			-
Repairs & Maintenance		-	3,750		-
Equipment / Furniture		-			-
Security		-			-
Utilities		-			-
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	-	-	<b>15,681</b>	-	-
<b>DEPRECIATION &amp; AMORTIZATION</b>		-	12,500		-
<b>RESERVES / CONTINGENCY</b>		-			-

<b>Total Revenue</b>	-	-	<b>1,131,830</b>	-	-
<b>Total Expenses</b>	-	-	<b>1,099,352</b>	-	-
<b>Net Income</b>	-	-	<b>32,479</b>	-	-
<b>Actual Student Enrollment</b>	-	-	<b>272</b>	-	-
	<b>Quarter - 1/1 - 3/31</b>		<b>4th Quarter - 4/1 - 6/30</b>		
	<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>
<b>TOTAL EXPENSES</b>	-	-	<u><b>1,099,352</b></u>	-	-
<b>NET INCOME</b>	-	-	<u><b>32,479</b></u>	-	-





<b>MANHATTAN CHARTER SCHOOL</b>					
<b>Budget / Operating Plan</b>					
<b>2017-18</b>					
	<b>4,527,322</b>	<b>4,527,322</b>	<b>-</b>	<b>381,475</b>	<b>381,475</b>
<b>Total Revenue</b>					
<b>Total Expenses</b>	<b>4,397,407</b>	<b>4,397,407</b>	<b>-</b>	<b>(4,397,407)</b>	<b>(4,397,407)</b>
<b>Net Income</b>	<b>129,915</b>	<b>129,915</b>	<b>-</b>	<b>(4,015,932)</b>	<b>(4,015,932)</b>
<b>Actual Student Enrollment</b>					
	<b>Total Year</b>			<b>VARIANCE</b>	
	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget vs. PY Budget</b>	<b>Revised Budget vs. PY Budget</b>
Charter School Program (CSP) Planning & Implementation	-	-	-	-	-
Other	-	-	-	(36,733)	(36,733)
Other	-	-	-	-	-
<b>TOTAL REVENUE FROM FEDERAL SOURCES</b>	<b>118,754</b>	<b>118,754</b>	<b>-</b>	<b>(38,390)</b>	<b>(38,390)</b>
<b>LOCAL and OTHER REVENUE</b>					
Contributions and Donations	20,000	20,000	-	(37,717)	(37,717)
Fundraising	-	-	-	-	-
Erate Reimbursement	35,000	35,000	-	35,000	35,000
Earnings on Investments	6,000	6,000	-	6,000	6,000
Interest Income	2,000	2,000	-	(9,606)	(9,606)
Food Service (Income from meals)	-	-	-	-	-
Text Book	-	-	-	-	-
OTHER	-	-	-	-	-
<b>TOTAL REVENUE FROM LOCAL and OTHER SOURCES</b>	<b>63,000</b>	<b>63,000</b>	<b>-</b>	<b>(6,323)</b>	<b>(6,323)</b>
<b>TOTAL REVENUE</b>	<b>4,527,322</b>	<b>4,527,322</b>	<b>-</b>	<b>381,475</b>	<b>381,475</b>

**DESCRIPTION OF ASSUMPTIONS**

		MANHATTAN CHARTER SCHOOL					DESCRIPTION OF ASSUMPTIONS
		Budget / Operating Plan			2017-18		
		4,527,322	4,527,322	-	381,475	381,475	
		4,397,407	4,397,407	-	(4,397,407)	(4,397,407)	
		129,915	129,915	-	(4,015,932)	(4,015,932)	
		Total Year			VARIANCE		
		Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	
<b>Total Revenue</b>		4,527,322	4,527,322	-	381,475	381,475	
<b>Total Expenses</b>		4,397,407	4,397,407	-	(4,397,407)	(4,397,407)	
<b>Net Income</b>		129,915	129,915	-	(4,015,932)	(4,015,932)	
<b>Actual Student Enrollment</b>							
<b>EXPENSES</b>							
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>							
	Avg. No. of Positions						
Executive Management	0.80	232,194	232,194	-	(232,194)	(232,194)	
Instructional Management	2.00	187,417	187,417	-	(187,417)	(187,417)	
Deans, Directors & Coordinators	0.50	92,823	92,823	-	(92,823)	(92,823)	
CFO / Director of Finance	-	-	-	-	-	-	
Operation / Business Manager	-	-	-	-	-	-	
Administrative Staff	4.00	220,069	220,069	-	(220,069)	(220,069)	
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>7.30</b>	<b>732,503</b>	<b>732,503</b>	<b>-</b>	<b>(732,503)</b>	<b>(732,503)</b>	
<b>INSTRUCTIONAL PERSONNEL COSTS</b>							
Teachers - Regular	13.00	960,345	960,345	-	(960,345)	(960,345)	
Teachers - SPED	2.50	203,482	203,482	-	(203,482)	(203,482)	
Substitute Teachers	-	-	-	-	-	-	
Teaching Assistants	8.00	279,524	279,524	-	(279,524)	(279,524)	
Specialty Teachers	5.00	339,384	339,384	-	(339,384)	(339,384)	
Aides	-	-	-	-	-	-	
Therapists & Counselors	1.00	112,506	112,506	-	(112,506)	(112,506)	
Other	-	287,497	287,497	-	(287,497)	(287,497)	
<b>TOTAL INSTRUCTIONAL</b>	<b>29.50</b>	<b>2,182,738</b>	<b>2,182,738</b>	<b>-</b>	<b>(2,182,738)</b>	<b>(2,182,738)</b>	
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>							
Nurse	-	-	-	-	-	-	
Librarian	-	-	-	-	-	-	
Custodian	-	-	-	-	-	-	
Security	-	-	-	-	-	-	
Other	1.60	-	-	-	-	-	
<b>TOTAL NON-INSTRUCTIONAL</b>	<b>1.60</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>		<b>2,915,241</b>	<b>2,915,241</b>	<b>-</b>	<b>(2,915,241)</b>	<b>(2,915,241)</b>	
<b>PAYROLL TAXES AND BENEFITS</b>							
Payroll Taxes		233,219	233,219	-	(233,219)	(233,219)	
Fringe / Employee Benefits		262,372	262,372	-	(262,372)	(262,372)	

		MANHATTAN CHARTER SCHOOL					DESCRIPTION OF ASSUMPTIONS
		Budget / Operating Plan			2017-18		
		Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	
		Total Year			VARIANCE		
<b>Total Revenue</b>		4,527,322	4,527,322	-	381,475	381,475	
<b>Total Expenses</b>		4,397,407	4,397,407	-	(4,397,407)	(4,397,407)	
<b>Net Income</b>		129,915	129,915	-	(4,015,932)	(4,015,932)	
<b>Actual Student Enrollment</b>							
Retirement / Pension		79,295	79,295	-	(79,295)	(79,295)	
TOTAL PAYROLL TAXES AND BENEFITS		574,886	574,886	-	(574,886)	(574,886)	
<b>TOTAL PERSONNEL SERVICE COSTS</b>	38.40	3,490,127	3,490,127	-	(3,490,127)	(3,490,127)	
<b>CONTRACTED SERVICES</b>							
Accounting / Audit		71,000	71,000	-	(71,000)	(71,000)	
Legal		15,000	15,000	-	(15,000)	(15,000)	
Management Company Fee		-	-	-	-	-	
Nurse Services		-	-	-	-	-	
Food Service / School Lunch		-	-	-	-	-	
Payroll Services		12,000	12,000	-	(12,000)	(12,000)	
Special Ed Services		-	-	-	-	-	
Titlement Services (i.e. Title I)		-	-	-	-	-	
Other Purchased / Professional / Consulting		174,000	174,000	-	(174,000)	(174,000)	
<b>TOTAL CONTRACTED SERVICES</b>		272,000	272,000	-	(272,000)	(272,000)	



**MANHATTAN CHARTER SCHOOL**  
**Budget / Operating Plan**  
**2017-18**

<b>Total Revenue</b>	<b>4,527,322</b>	<b>4,527,322</b>	<b>-</b>	<b>381,475</b>	<b>381,475</b>
<b>Total Expenses</b>	<b>4,397,407</b>	<b>4,397,407</b>	<b>-</b>	<b>(4,397,407)</b>	<b>(4,397,407)</b>
<b>Net Income</b>	<b>129,915</b>	<b>129,915</b>	<b>-</b>	<b>(4,015,932)</b>	<b>(4,015,932)</b>
<b>Actual Student Enrollment</b>					
	<b>Total Year</b>			<b>VARIANCE</b>	
	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget vs. PY Budget</b>	<b>Revised Budget vs. PY Budget</b>
<b>TOTAL EXPENSES</b>	<b>4,397,407</b>	<b>4,397,407</b>	<b>-</b>	<b>(4,397,407)</b>	<b>(4,397,407)</b>
<b>NET INCOME</b>	<b>129,915</b>	<b>129,915</b>	<b>-</b>	<b>(4,015,932)</b>	<b>(4,015,932)</b>

**DESCRIPTION OF ASSUMPTIONS**



**MANHATTAN CHARTER SCHOOL  
BALANCE SHEET  
2017-18**

DO NOT ENTER BALANCE SHEET DATA ON THIS  
TEMPLATE

Balance sheet data should for the Ed Corp:  
Manhattan Charter Schools  
should be entered on the template for  
Manhattan Charter School II.

	Prior Year	Q1	Q2	Q3	Q4
	2016-17	As of 9/30	As of 12/31	As of 3/31	As of 6/30
<b><u>ASSETS</u></b>					
<b><u>CURRENT ASSETS</u></b>					
Cash and cash equivalents	-	-	-	-	-
Grants and contracts receivable	-	-	-	-	-
Accounts receivables	-	-	-	-	-
Prepaid Expenses	-	-	-	-	-
Contributions and other receivables	-	-	-	-	-
<b>TOTAL CURRENT ASSETS</b>	-	-	-	-	-
<b><u>PROPERTY, BUILDING AND EQUIPMENT, net</u></b>					
	-	-	-	-	-
<b><u>OTHER ASSETS</u></b>					
	-	-	-	-	-
<b>TOTAL ASSETS</b>	-	-	-	-	-
<b><u>LIABILITIES AND NET ASSETS</u></b>					
<b><u>CURRENT LIABILITIES</u></b>					
Accounts payable and accrued expenses	-	-	-	-	-
Accrued payroll and benefits	-	-	-	-	-
Deferred Revenue	-	-	-	-	-
Current maturities of long-term debt	-	-	-	-	-
Short Term Debt - Bonds, Notes Payable	-	-	-	-	-
Other	-	-	-	-	-
<b>TOTAL CURRENT LIABILITIES</b>	-	-	-	-	-
<b><u>LONG-TERM DEBT and NOTES PAYABLE, net current maturities</u></b>					
	-	-	-	-	-
<b>TOTAL LIABILITIES</b>	-	-	-	-	-
<b><u>NET ASSETS</u></b>					
Unrestricted	-	-	-	-	-
Temporarily restricted	-	-	-	-	-
<b>TOTAL NET ASSETS</b>	-	-	-	-	-
<b>TOTAL LIABILITIES AND NET ASSETS</b>	-	-	-	-	-



<b>Total Revenue</b>	-	1,131,830	-	-	1,131,830	-	-
<b>Total Expenses</b>	-	1,099,352	-	-	1,099,352	-	-
<b>Net Income</b>	-	32,479	-	-	32,479	-	-
<b>Actual Student Enrollment</b>	-	272	-	-	272	-	-

	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter
	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual
	<p><b>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</b></p>						
Other		-	-		-	-	
TOTAL REVENUE FROM FEDERAL SOURCES	-	29,689	-	-	29,689	-	-
<b>LOCAL and OTHER REVENUE</b>							
Contributions and Donations		5,000	-		5,000	-	
Fundraising		-	-		-	-	
Erate Reimbursement		8,750	-		8,750	-	
Earnings on Investments		1,500	-		1,500	-	
Interest Income		500	-		500	-	
Food Service (Income from meals)		-	-		-	-	
Text Book		-	-		-	-	
OTHER		-	-		-	-	
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	-	15,750	-	-	15,750	-	-
<b>TOTAL REVENUE</b>	-	<b>1,131,830</b>	-	-	<b>1,131,830</b>	-	-

Total Revenue	-	1,131,830	-	-	1,131,830	-	-
Total Expenses	-	1,099,352	-	-	1,099,352	-	-
Net Income	-	32,479	-	-	32,479	-	-
Actual Student Enrollment	-	272	-	-	272	-	-

*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
	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual

**EXPENSES**

Quarter 0

**ADMINISTRATIVE STAFF PERSONNEL COSTS**

No. of Positions

Executive Management	-	58,049	-	58,049	-	-
Instructional Management	-	46,854	-	46,854	-	-
Deans, Directors & Coordinators	-	23,206	-	23,206	-	-
CFO / Director of Finance	-	-	-	-	-	-
Operation / Business Manager	-	-	-	-	-	-
Administrative Staff	-	55,017	-	55,017	-	-
<b>TOTAL ADMINISTRATIVE STAFF</b>	-	183,126	-	183,126	-	-

**INSTRUCTIONAL PERSONNEL COSTS**

Teachers - Regular	-	240,086	-	240,086	-	-
Teachers - SPED	-	50,871	-	50,871	-	-
Substitute Teachers	-	-	-	-	-	-
Teaching Assistants	-	69,881	-	69,881	-	-
Specialty Teachers	-	84,846	-	84,846	-	-
Aides	-	-	-	-	-	-
Therapists & Counselors	-	28,127	-	28,127	-	-
Other	-	71,874	-	71,874	-	-
<b>TOTAL INSTRUCTIONAL</b>	-	545,685	-	545,685	-	-

**NON-INSTRUCTIONAL PERSONNEL COSTS**

Nurse	-	-	-	-	-	-
Librarian	-	-	-	-	-	-
Custodian	-	-	-	-	-	-
Security	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>TOTAL NON-INSTRUCTIONAL</b>	-	-	-	-	-	-

**SUBTOTAL PERSONNEL SERVICE COSTS**

-	-	728,810	-	728,810	-	-
---	---	---------	---	---------	---	---

**PAYROLL TAXES AND BENEFITS**

Payroll Taxes	-	58,305	-	58,305	-	-
Fringe / Employee Benefits	-	65,593	-	65,593	-	-
Retirement / Pension	-	19,824	-	19,824	-	-
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>	-	143,722	-	143,722	-	-

**TOTAL PERSONNEL SERVICE COSTS**

-	-	872,532	-	872,532	-	-
---	---	---------	---	---------	---	---

**MANHATTAN CHARTER SC**  
**Budget / Operating Plan**

**2017-18**

<b>Total Revenue</b>	-	1,131,830	-	-	1,131,830	-	-
<b>Total Expenses</b>	-	1,099,352	-	-	1,099,352	-	-
<b>Net Income</b>	-	32,479	-	-	32,479	-	-
<b>Actual Student Enrollment</b>	-	272	-	-	272	-	-

*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
	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual
	<b>CONTRACTED SERVICES</b>						
Accounting / Audit		17,750	-		17,750	-	
Legal		3,750	-		3,750	-	
Management Company Fee		-	-		-	-	
Nurse Services		-	-		-	-	
Food Service / School Lunch		-	-		-	-	
Payroll Services		3,000	-		3,000	-	
Special Ed Services		-	-		-	-	
Titlement Services (i.e. Title I)		-	-		-	-	
Other Purchased / Professional / Consulting		43,500	-		43,500	-	
<b>TOTAL CONTRACTED SERVICES</b>	-	68,000	-	-	68,000	-	-

MANHATTAN CHARTER SC

Budget / Operating Plan

2017-18

Total Revenue	-	1,131,830	-	-	1,131,830	-	-
Total Expenses	-	1,099,352	-	-	1,099,352	-	-
Net Income	-	32,479	-	-	32,479	-	-
Actual Student Enrollment	-	272	-	-	272	-	-

*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
	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual

**SCHOOL OPERATIONS**

Board Expenses		1,125	-		1,125	-	
Classroom / Teaching Supplies & Materials		35,778	-		35,778	-	
Special Ed Supplies & Materials		-	-		-	-	
Textbooks / Workbooks		1,250	-		1,250	-	
Supplies & Materials other		-	-		-	-	
Equipment / Furniture		-	-		-	-	
Telephone		750	-		750	-	
Technology		11,250	-		11,250	-	
Student Testing & Assessment		13,250	-		13,250	-	
Field Trips		3,750	-		3,750	-	
Transportation (student)		1,361	-		1,361	-	
Student Services - other		21,500	-		21,500	-	
Office Expense		5,000	-		5,000	-	
Staff Development		23,750	-		23,750	-	
Staff Recruitment		3,750	-		3,750	-	
Student Recruitment / Marketing		3,750	-		3,750	-	
School Meals / Lunch		1,000	-		1,000	-	
Travel (Staff)		500	-		500	-	
Fundraising		750	-		750	-	
Other		2,125	-		2,125	-	
<b>TOTAL SCHOOL OPERATIONS</b>		<b>130,639</b>	<b>-</b>		<b>130,639</b>	<b>-</b>	

**FACILITY OPERATION & MAINTENANCE**

Insurance		11,250	-		11,250	-	
Janitorial		681	-		681	-	
Building and Land Rent / Lease / Facility Finance Interest		-	-		-	-	
Repairs & Maintenance		3,750	-		3,750	-	
Equipment / Furniture		-	-		-	-	
Security		-	-		-	-	
Utilities		-	-		-	-	
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>		<b>15,681</b>	<b>-</b>		<b>15,681</b>	<b>-</b>	

**DEPRECIATION & AMORTIZATION**

		12,500	-		12,500	-	
--	--	--------	---	--	--------	---	--

**RESERVES / CONTINGENCY**

		-	-		-	-	
--	--	---	---	--	---	---	--

<b>TOTAL EXPENSES</b>		<b>1,099,352</b>	<b>-</b>		<b>1,099,352</b>	<b>-</b>	
-----------------------	--	------------------	----------	--	------------------	----------	--

**MANHATTAN CHARTER SC**  
**Budget / Operating Plan**

**2017-18**

<b>Total Revenue</b>	-	<b>1,131,830</b>	-	-	<b>1,131,830</b>	-	-
<b>Total Expenses</b>	-	<b>1,099,352</b>	-	-	<b>1,099,352</b>	-	-
<b>Net Income</b>	-	<b>32,479</b>	-	-	<b>32,479</b>	-	-
<b>Actual Student Enrollment</b>	-	<b>272</b>	-	-	<b>272</b>	-	-

	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter
	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual
<b>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</b>							
<b>NET INCOME</b>	-	<b>32,479</b>	-	-	<b>32,479</b>	-	-





**HOOL  
n**

<b>Total Revenue</b>	<b>1,131,830</b>	-	-	<b>1,131,830</b>	-
<b>Total Expenses</b>	<b>1,099,352</b>	-	-	<b>1,099,352</b>	-
<b>Net Income</b>	<b>32,479</b>	-	-	<b>32,479</b>	-
<b>Actual Student Enrollment</b>	<b>272</b>	-	-	<b>272</b>	-
	<b>Quarter - 1/1 - 3/31</b>		<b>4th Quarter - 4/1 - 6/30</b>		
<b>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</b>	<b>Current</b>			<b>Current</b>	
	<b>Budget</b>	<b>Variance</b>	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>
Other	-	-		-	-
TOTAL REVENUE FROM FEDERAL SOURCES	29,689	-	-	29,689	-
<b>LOCAL and OTHER REVENUE</b>					
Contributions and Donations	5,000	-		5,000	-
Fundraising	-	-		-	-
Erate Reimbursement	8,750	-		8,750	-
Earnings on Investments	1,500	-		1,500	-
Interest Income	500	-		500	-
Food Service (Income from meals)	-	-		-	-
Text Book	-	-		-	-
OTHER	-	-		-	-
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	15,750	-	-	15,750	-
<b>TOTAL REVENUE</b>	<b>1,131,830</b>	-	-	<b>1,131,830</b>	-

**HOOL  
n**

<b>Total Revenue</b>	<b>1,131,830</b>	-	-	<b>1,131,830</b>	-
<b>Total Expenses</b>	<b>1,099,352</b>	-	-	<b>1,099,352</b>	-
<b>Net Income</b>	<b>32,479</b>	-	-	<b>32,479</b>	-
<b>Actual Student Enrollment</b>	<b>272</b>	-	-	<b>272</b>	-

<b>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</b>	<b>Quarter - 1/1 - 3/31</b>		<b>4th Quarter - 4/1 - 6/30</b>		
	<b>Current Budget</b>	<b>Variance</b>	<b>Actual</b>	<b>Current Budget</b>	<b>Variance</b>

**EXPENSES**

**ADMINISTRATIVE STAFF PERSONNEL COSTS**

	Quarter 0 No. of Positions				
Executive Management	-	58,049	-	58,049	-
Instructional Management	-	46,854	-	46,854	-
Deans, Directors & Coordinators	-	23,206	-	23,206	-
CFO / Director of Finance	-	-	-	-	-
Operation / Business Manager	-	-	-	-	-
Administrative Staff	-	<u>55,017</u>	-	<u>55,017</u>	-
<b>TOTAL ADMINISTRATIVE STAFF</b>	-	<b>183,126</b>	-	<b>183,126</b>	-

**INSTRUCTIONAL PERSONNEL COSTS**

Teachers - Regular	-	240,086	-	240,086	-
Teachers - SPED	-	50,871	-	50,871	-
Substitute Teachers	-	-	-	-	-
Teaching Assistants	-	69,881	-	69,881	-
Specialty Teachers	-	84,846	-	84,846	-
Aides	-	-	-	-	-
Therapists & Counselors	-	28,127	-	28,127	-
Other	-	<u>71,874</u>	-	<u>71,874</u>	-
<b>TOTAL INSTRUCTIONAL</b>	-	<b>545,685</b>	-	<b>545,685</b>	-

**NON-INSTRUCTIONAL PERSONNEL COSTS**

Nurse	-	-	-	-	-
Librarian	-	-	-	-	-
Custodian	-	-	-	-	-
Security	-	-	-	-	-
Other	-	-	-	-	-
<b>TOTAL NON-INSTRUCTIONAL</b>	-	-	-	-	-

**SUBTOTAL PERSONNEL SERVICE COSTS**

**PAYROLL TAXES AND BENEFITS**

Payroll Taxes		58,305	-	58,305	-
Fringe / Employee Benefits		65,593	-	65,593	-
Retirement / Pension		<u>19,824</u>	-	<u>19,824</u>	-
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>		<b>143,722</b>	-	<b>143,722</b>	-

**TOTAL PERSONNEL SERVICE COSTS**

	-	<b>872,532</b>	-	<b>872,532</b>	-
--	---	----------------	---	----------------	---

HOOL n					
Total Revenue	1,131,830	-	-	1,131,830	-
Total Expenses	1,099,352	-	-	1,099,352	-
Net Income	32,479	-	-	32,479	-
Actual Student Enrollment	272	-	-	272	-
	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	HOOL n				
	Current Budget	Variance	Actual	Current Budget	Variance
<b>CONTRACTED SERVICES</b>					
Accounting / Audit	17,750	-		17,750	-
Legal	3,750	-		3,750	-
Management Company Fee	-	-		-	-
Nurse Services	-	-		-	-
Food Service / School Lunch	-	-		-	-
Payroll Services	3,000	-		3,000	-
Special Ed Services	-	-		-	-
Titlement Services (i.e. Title I)	-	-		-	-
Other Purchased / Professional / Consulting	43,500	-		43,500	-
<b>TOTAL CONTRACTED SERVICES</b>	68,000	-	-	68,000	-

**HOOL  
n**

<b>Total Revenue</b>	<b>1,131,830</b>	-	-	<b>1,131,830</b>	-
<b>Total Expenses</b>	<b>1,099,352</b>	-	-	<b>1,099,352</b>	-
<b>Net Income</b>	<b>32,479</b>	-	-	<b>32,479</b>	-
<b>Actual Student Enrollment</b>	<b>272</b>	-	-	<b>272</b>	-

<p><b>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</b></p>	<b>Quarter - 1/1 - 3/31</b>		<b>4th Quarter - 4/1 - 6/30</b>		
	<b>Current Budget</b>	<b>Variance</b>	<b>Actual</b>	<b>Current Budget</b>	<b>Variance</b>

<b>SCHOOL OPERATIONS</b>					
Board Expenses	1,125	-		1,125	-
Classroom / Teaching Supplies & Materials	35,778	-		35,778	-
Special Ed Supplies & Materials	-	-		-	-
Textbooks / Workbooks	1,250	-		1,250	-
Supplies & Materials other	-	-		-	-
Equipment / Furniture	-	-		-	-
Telephone	750	-		750	-
Technology	11,250	-		11,250	-
Student Testing & Assessment	13,250	-		13,250	-
Field Trips	3,750	-		3,750	-
Transportation (student)	1,361	-		1,361	-
Student Services - other	21,500	-		21,500	-
Office Expense	5,000	-		5,000	-
Staff Development	23,750	-		23,750	-
Staff Recruitment	3,750	-		3,750	-
Student Recruitment / Marketing	3,750	-		3,750	-
School Meals / Lunch	1,000	-		1,000	-
Travel (Staff)	500	-		500	-
Fundraising	750	-		750	-
Other	<u>2,125</u>	-		<u>2,125</u>	-
<b>TOTAL SCHOOL OPERATIONS</b>	<b>130,639</b>	-	-	<b>130,639</b>	-
<b>FACILITY OPERATION &amp; MAINTENANCE</b>					
Insurance	11,250	-		11,250	-
Janitorial	681	-		681	-
Building and Land Rent / Lease / Facility Finance Interest	-	-		-	-
Repairs & Maintenance	3,750	-		3,750	-
Equipment / Furniture	-	-		-	-
Security	-	-		-	-
Utilities	-	-		-	-
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	<b>15,681</b>	-	-	<b>15,681</b>	-
<b>DEPRECIATION &amp; AMORTIZATION</b>	<b>12,500</b>	-		<b>12,500</b>	-
<b>RESERVES / CONTINGENCY</b>	-	-		-	-
<b>TOTAL EXPENSES</b>	<b><u>1,099,352</u></b>	-	-	<b><u>1,099,352</u></b>	-

HOOL					
HOOL					
n					
Total Revenue	1,131,830	-	-	1,131,830	-
Total Expenses	1,099,352	-	-	1,099,352	-
Net Income	32,479	-	-	32,479	-
Actual Student Enrollment	272	-	-	272	-
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed		Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30	
		Quarter - 1/1 - 3/31			
		Current Budget	Variance	Actual	Current Budget
NET INCOME	32,479	-	-	32,479	-

<b>SCHOOL</b>					
<b>n</b>					
<b>Total Revenue</b>	1,131,830	-	-	1,131,830	-
<b>Total Expenses</b>	1,099,352	-	-	1,099,352	-
<b>Net Income</b>	32,479	-	-	32,479	-
<b>Actual Student Enrollment</b>	272	-	-	272	-
<b>Quarter - 1/1 - 3/31</b>					
<b>Quarter - 1/1 - 3/31</b>			<b>4th Quarter - 4/1 - 6/30</b>		
<b>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</b>					
	<b>Current</b>			<b>Current</b>	
	<b>Budget</b>	<b>Variance</b>	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>
<b>ENROLLMENT - *School Districts Are Linked To Above Entries*</b>					
NYC CHANCELLOR'S OFFICE	272	-	-	272	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
ALL OTHER School Districts: ( Count = 0 )	-	-	-	-	-
<b>TOTAL ENROLLMENT</b>	<b>272</b>	<b>-</b>	<b>-</b>	<b>272</b>	<b>-</b>
<b>REVENUE PER PUPIL</b>	<b>4,157</b>	<b>-</b>	<b>-</b>	<b>4,157</b>	<b>-</b>
<b>EXPENSES PER PUPIL</b>	<b>4,038</b>	<b>-</b>	<b>-</b>	<b>4,038</b>	<b>-</b>



**MANHATTAN CHARTER SCHOOL  
Budget / Operating Plan**

**2017-18**

<b>Total Revenue</b>	-	-	-	4,527,322	(4,527,322)	-	-	4,527,322
<b>Total Expenses</b>	-	-	-	4,397,407	4,397,407	-	-	4,397,407
<b>Net Income</b>	-	-	-	129,915	(129,915)	-	-	129,915
<b>Actual Student Enrollment</b>	-	-	-			-	-	

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

**TOTALS AND VARIANCE ANALYSIS**

	<b>Actual</b>	<b>Current Budget (Current Quarter)</b>	<b>Actual vs. Current Budget</b>	<b>Current Budget - TY</b>	<b>Actual vs. Current Budget TY</b>	<b>Original Budget (Current Quarter)</b>	<b>Actual vs. Original Budget</b>	<b>Original Budget -</b>
Other	-	-	-	-	-	-	-	
TOTAL REVENUE FROM FEDERAL SOURCES	-	-	-	118,754	(118,754)	-	-	118,754
<b>LOCAL and OTHER REVENUE</b>								
Contributions and Donations	-	-	-	20,000	(20,000)	-	-	20,000
Fundraising	-	-	-	-	-	-	-	
Erate Reimbursement	-	-	-	35,000	(35,000)	-	-	35,000
Earnings on Investments	-	-	-	6,000	(6,000)	-	-	6,000
Interest Income	-	-	-	2,000	(2,000)	-	-	2,000
Food Service (Income from meals)	-	-	-	-	-	-	-	
Text Book	-	-	-	-	-	-	-	
OTHER	-	-	-	-	-	-	-	
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	-	-	-	63,000	(63,000)	-	-	63,000
<b>TOTAL REVENUE</b>	-	-	-	<b>4,527,322</b>	<b>(4,527,322)</b>	-	-	<b>4,527,322</b>

**MANHATTAN CHARTER SCHOOL**  
**Budget / Operating Plan**

**2017-18**

<b>Total Revenue</b>	-	-	-	4,527,322	(4,527,322)	-	-	4,527,322
<b>Total Expenses</b>	-	-	-	4,397,407	4,397,407	-	-	4,397,407
<b>Net Income</b>	-	-	-	129,915	(129,915)	-	-	129,915
<b>Actual Student Enrollment</b>	-	-	-			-	-	

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

**TOTALS AND VARIANCE ANALYSIS**

				<b>Current Budget (Current Quarter)</b>	<b>Actual vs. Current Budget</b>	<b>Current Budget - TY</b>	<b>Actual vs. Current Budget TY</b>	<b>Original Budget (Current Quarter)</b>	<b>Actual vs. Original Budget</b>	<b>Original Budget - TY</b>
<b>EXPENSES</b>										
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>	Quarter 0	No. of Positions								
Executive Management		-	-	232,194	232,194	-	-	232,194	-	-
Instructional Management		-	-	187,417	187,417	-	-	187,417	-	-
Deans, Directors & Coordinators		-	-	92,823	92,823	-	-	92,823	-	-
CFO / Director of Finance		-	-	-	-	-	-	-	-	-
Operation / Business Manager		-	-	-	-	-	-	-	-	-
Administrative Staff		-	-	220,069	220,069	-	-	220,069	-	-
<b>TOTAL ADMINISTRATIVE STAFF</b>			-	732,503	732,503	-	-	732,503	-	-
<b>INSTRUCTIONAL PERSONNEL COSTS</b>										
Teachers - Regular		-	-	960,345	960,345	-	-	960,345	-	-
Teachers - SPED		-	-	203,482	203,482	-	-	203,482	-	-
Substitute Teachers		-	-	-	-	-	-	-	-	-
Teaching Assistants		-	-	279,524	279,524	-	-	279,524	-	-
Specialty Teachers		-	-	339,384	339,384	-	-	339,384	-	-
Aides		-	-	-	-	-	-	-	-	-
Therapists & Counselors		-	-	112,506	112,506	-	-	112,506	-	-
Other		-	-	287,497	287,497	-	-	287,497	-	-
<b>TOTAL INSTRUCTIONAL</b>			-	2,182,738	2,182,738	-	-	2,182,738	-	-
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>										
Nurse		-	-	-	-	-	-	-	-	-
Librarian		-	-	-	-	-	-	-	-	-
Custodian		-	-	-	-	-	-	-	-	-
Security		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
<b>TOTAL NON-INSTRUCTIONAL</b>			-	-	-	-	-	-	-	-
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>			-	2,915,241	2,915,241	-	-	2,915,241	-	-
<b>PAYROLL TAXES AND BENEFITS</b>										
Payroll Taxes			-	233,219	233,219	-	-	233,219	-	-
Fringe / Employee Benefits			-	262,372	262,372	-	-	262,372	-	-
Retirement / Pension			-	79,295	79,295	-	-	79,295	-	-
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>			-	574,886	574,886	-	-	574,886	-	-
<b>TOTAL PERSONNEL SERVICE COSTS</b>			-	3,490,127	3,490,127	-	-	3,490,127	-	-

**MANHATTAN CHARTER SCHOOL**  
**Budget / Operating Plan**

2017-18

<b>Total Revenue</b>	-	-	-	4,527,322	(4,527,322)	-	-	4,527,322
<b>Total Expenses</b>	-	-	-	4,397,407	4,397,407	-	-	4,397,407
<b>Net Income</b>	-	-	-	129,915	(129,915)	-	-	129,915
<b>Actual Student Enrollment</b>	-	-	-			-	-	

**TOTALS AND VARIANCE ANALYSIS**

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

	<b>Actual</b>	<b>Current Budget (Current Quarter)</b>	<b>Actual vs. Current Budget</b>	<b>Current Budget - TY</b>	<b>Actual vs. Current Budget TY</b>	<b>Original Budget (Current Quarter)</b>	<b>Actual vs. Original Budget</b>	<b>Original Budget -</b>
<b>CONTRACTED SERVICES</b>								
Accounting / Audit	-	-	-	71,000	71,000	-	-	71,000
Legal	-	-	-	15,000	15,000	-	-	15,000
Management Company Fee	-	-	-	-	-	-	-	
Nurse Services	-	-	-	-	-	-	-	
Food Service / School Lunch	-	-	-	-	-	-	-	
Payroll Services	-	-	-	12,000	12,000	-	-	12,000
Special Ed Services	-	-	-	-	-	-	-	
Titlement Services (i.e. Title I)	-	-	-	-	-	-	-	
Other Purchased / Professional / Consulting	-	-	-	174,000	174,000	-	-	174,000
<b>TOTAL CONTRACTED SERVICES</b>	-	-	-	272,000	272,000	-	-	272,000

**MANHATTAN CHARTER SCHOOL**  
**Budget / Operating Plan**

2017-18

<b>Total Revenue</b>	-	-	-	4,527,322	(4,527,322)	-	-	4,527,322
<b>Total Expenses</b>	-	-	-	4,397,407	4,397,407	-	-	4,397,407
<b>Net Income</b>	-	-	-	129,915	(129,915)	-	-	129,915
<b>Actual Student Enrollment</b>	-	-	-			-	-	

**TOTALS AND VARIANCE ANALYSIS**

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

	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 -
<b>SCHOOL OPERATIONS</b>								
Board Expenses	-	-	-	4,500	4,500	-	-	4,500
Classroom / Teaching Supplies & Materials	-	-	-	143,112	143,112	-	-	143,112
Special Ed Supplies & Materials	-	-	-	-	-	-	-	
Textbooks / Workbooks	-	-	-	5,000	5,000	-	-	5,000
Supplies & Materials other	-	-	-	-	-	-	-	
Equipment / Furniture	-	-	-	-	-	-	-	
Telephone	-	-	-	3,000	3,000	-	-	3,000
Technology	-	-	-	45,000	45,000	-	-	45,000
Student Testing & Assessment	-	-	-	53,000	53,000	-	-	53,000
Field Trips	-	-	-	15,000	15,000	-	-	15,000
Transportation (student)	-	-	-	5,445	5,445	-	-	5,445
Student Services - other	-	-	-	86,000	86,000	-	-	86,000
Office Expense	-	-	-	20,000	20,000	-	-	20,000
Staff Development	-	-	-	95,000	95,000	-	-	95,000
Staff Recruitment	-	-	-	15,000	15,000	-	-	15,000
Student Recruitment / Marketing	-	-	-	15,000	15,000	-	-	15,000
School Meals / Lunch	-	-	-	4,000	4,000	-	-	4,000
Travel (Staff)	-	-	-	2,000	2,000	-	-	2,000
Fundraising	-	-	-	3,000	3,000	-	-	3,000
Other	-	-	-	8,500	8,500	-	-	8,500
<b>TOTAL SCHOOL OPERATIONS</b>	-	-	-	522,557	522,557	-	-	522,557
<b>FACILITY OPERATION &amp; MAINTENANCE</b>								
Insurance	-	-	-	45,000	45,000	-	-	45,000
Janitorial	-	-	-	2,723	2,723	-	-	2,723
Building and Land Rent / Lease / Facility Finance Interest	-	-	-	-	-	-	-	
Repairs & Maintenance	-	-	-	15,000	15,000	-	-	15,000
Equipment / Furniture	-	-	-	-	-	-	-	
Security	-	-	-	-	-	-	-	
Utilities	-	-	-	-	-	-	-	
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	-	-	-	62,723	62,723	-	-	62,723
<b>DEPRECIATION &amp; AMORTIZATION</b>	-	-	-	50,000	50,000	-	-	50,000
<b>RESERVES / CONTINGENCY</b>	-	-	-	-	-	-	-	
<b>TOTAL EXPENSES</b>	-	-	-	4,397,407	4,397,407	-	-	4,397,407

**MANHATTAN CHARTER SCHOOL  
Budget / Operating Plan**

**2017-18**

<b>Total Revenue</b>	-	-	-	4,527,322	(4,527,322)	-	-	4,527,322
<b>Total Expenses</b>	-	-	-	4,397,407	4,397,407	-	-	4,397,407
<b>Net Income</b>	-	-	-	129,915	(129,915)	-	-	129,915
<b>Actual Student Enrollment</b>	-	-	-			-	-	

**TOTALS AND VARIANCE ANALYSIS**

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed		<b>Current Budget (Current Quarter)</b>	<b>Actual vs. Current Budget</b>	<b>Current Budget - TY</b>		<b>Actual vs. Current Budget TY</b>	<b>Original Budget (Current Quarter)</b>	<b>Actual vs. Original Budget</b>	<b>Original Budget -</b>
	<b>Actual</b>				<b>Actual</b>				
<b>NET INCOME</b>	-	-	-	129,915	(129,915)	-	-	129,915	







<b>Total Revenue</b>	<b>(4,527,322)</b>	-	-
<b>Total Expenses</b>	<b>4,397,407</b>	-	-
<b>Net Income</b>	<b>(129,915)</b>	-	-
<b>Actual Student Enrollment</b>		-	-
<b>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</b>	<b>Actual vs. Original Budget TY</b>	<b>PY Actual (PY TY / No. of COMPLETED Actual CY</b>	<b>Actual CY vs. Actual PY</b>
Other	-	-	-
TOTAL REVENUE FROM FEDERAL SOURCES	(118,754)	-	-
<b>LOCAL and OTHER REVENUE</b>			
Contributions and Donations	(20,000)	-	-
Fundraising	-	-	-
Erate Reimbursement	(35,000)	-	-
Earnings on Investments	(6,000)	-	-
Interest Income	(2,000)	-	-
Food Service (Income from meals)	-	-	-
Text Book	-	-	-
OTHER	-	-	-
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	(63,000)	-	-
<b>TOTAL REVENUE</b>	<b>(4,527,322)</b>	-	-

<b>Total Revenue</b>	<b>(4,527,322)</b>	-	-
<b>Total Expenses</b>	<b>4,397,407</b>	-	-
<b>Net Income</b>	<b>(129,915)</b>	-	-
<b>Actual Student Enrollment</b>		-	-

<b>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</b>	<b>Actual</b>	<b>PY Actual (PY TY</b>	<b>Actual CY</b>
	<b>vs.</b>	<b>/ No. of</b>	<b>vs.</b>
	<b>Original</b>	<b>COMPLETED</b>	<b>Actual CY</b>
	<b>Budget TY</b>	<b>Actual CY</b>	<b>Actual PY</b>

<b>EXPENSES</b>	<b>Quarter 0</b>			
	<b>No. of Positions</b>			
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>				
Executive Management	-	232,194	-	-
Instructional Management	-	187,417	-	-
Deans, Directors & Coordinators	-	92,823	-	-
CFO / Director of Finance	-	-	-	-
Operation / Business Manager	-	-	-	-
Administrative Staff	-	220,069	-	-
<b>TOTAL ADMINISTRATIVE STAFF</b>	-	<b>732,503</b>	-	-
<b>INSTRUCTIONAL PERSONNEL COSTS</b>				
Teachers - Regular	-	960,345	-	-
Teachers - SPED	-	203,482	-	-
Substitute Teachers	-	-	-	-
Teaching Assistants	-	279,524	-	-
Specialty Teachers	-	339,384	-	-
Aides	-	-	-	-
Therapists & Counselors	-	112,506	-	-
Other	-	287,497	-	-
<b>TOTAL INSTRUCTIONAL</b>	-	<b>2,182,738</b>	-	-
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>				
Nurse	-	-	-	-
Librarian	-	-	-	-
Custodian	-	-	-	-
Security	-	-	-	-
Other	-	-	-	-
<b>TOTAL NON-INSTRUCTIONAL</b>	-	-	-	-
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>	-	<b>2,915,241</b>	-	-
<b>PAYROLL TAXES AND BENEFITS</b>				
Payroll Taxes		233,219	-	-
Fringe / Employee Benefits		262,372	-	-
Retirement / Pension		79,295	-	-
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>		<b>574,886</b>	-	-
<b>TOTAL PERSONNEL SERVICE COSTS</b>	-	<b>3,490,127</b>	-	-

--

<b>Total Revenue</b>	<b>(4,527,322)</b>	-	-
<b>Total Expenses</b>	<b>4,397,407</b>	-	-
<b>Net Income</b>	<b>(129,915)</b>	-	-
<b>Actual Student Enrollment</b>		-	
<b>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</b>	<b>Actual vs. Original Budget TY</b>	<b>PY Actual (PY TY / No. of COMPLETED Actual CY</b>	<b>Actual CY vs. Actual PY</b>
<b>CONTRACTED SERVICES</b>			
Accounting / Audit	71,000	-	-
Legal	15,000	-	-
Management Company Fee	-	-	-
Nurse Services	-	-	-
Food Service / School Lunch	-	-	-
Payroll Services	12,000	-	-
Special Ed Services	-	-	-
Titlement Services (i.e. Title I)	-	-	-
Other Purchased / Professional / Consulting	174,000	-	-
<b>TOTAL CONTRACTED SERVICES</b>	<b>272,000</b>	-	-

<b>Total Revenue</b>	<b>(4,527,322)</b>	-	-
<b>Total Expenses</b>	<b>4,397,407</b>	-	-
<b>Net Income</b>	<b>(129,915)</b>	-	-
<b>Actual Student Enrollment</b>		-	-
<p><b>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</b></p>			
	<b>Actual vs. Original Budget TY</b>	<b>PY Actual (PY TY / No. of COMPLETED Actual CY</b>	<b>Actual CY vs. Actual PY</b>
<b>SCHOOL OPERATIONS</b>			
Board Expenses	4,500	-	-
Classroom / Teaching Supplies & Materials	143,112	-	-
Special Ed Supplies & Materials	-	-	-
Textbooks / Workbooks	5,000	-	-
Supplies & Materials other	-	-	-
Equipment / Furniture	-	-	-
Telephone	3,000	-	-
Technology	45,000	-	-
Student Testing & Assessment	53,000	-	-
Field Trips	15,000	-	-
Transportation (student)	5,445	-	-
Student Services - other	86,000	-	-
Office Expense	20,000	-	-
Staff Development	95,000	-	-
Staff Recruitment	15,000	-	-
Student Recruitment / Marketing	15,000	-	-
School Meals / Lunch	4,000	-	-
Travel (Staff)	2,000	-	-
Fundraising	3,000	-	-
Other	8,500	-	-
<b>TOTAL SCHOOL OPERATIONS</b>	<b>522,557</b>	-	-
<b>FACILITY OPERATION &amp; MAINTENANCE</b>			
Insurance	45,000	-	-
Janitorial	2,723	-	-
Building and Land Rent / Lease / Facility Finance Interest	-	-	-
Repairs & Maintenance	15,000	-	-
Equipment / Furniture	-	-	-
Security	-	-	-
Utilities	-	-	-
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	<b>62,723</b>	-	-
<b>DEPRECIATION &amp; AMORTIZATION</b>	<b>50,000</b>	-	-
<b>RESERVES / CONTINGENCY</b>	<b>-</b>	-	-
<b>TOTAL EXPENSES</b>	<b>4,397,407</b>	-	-

--

<b>Total Revenue</b>	<b>(4,527,322)</b>	-	-
<b>Total Expenses</b>	<b>4,397,407</b>	-	-
<b>Net Income</b>	<b>(129,915)</b>	-	-
<b>Actual Student Enrollment</b>		-	-
<p><b>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</b></p>			
	<b>Actual vs. Original Budget TY</b>	<b>PY Actual (PY TY / No. of COMPLETED Actual CY</b>	<b>Actual CY vs. Actual PY</b>
<b>NET INCOME</b>	<b>(129,915)</b>	-	-

				-
<b>Total Revenue</b>	<b>(4,527,322)</b>	-	-	-
<b>Total Expenses</b>	<b>4,397,407</b>	-	-	-
<b>Net Income</b>	<b>(129,915)</b>	-	-	-
<b>Actual Student Enrollment</b>		-		
<p><b>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</b></p>		<b>Actual vs. Original Budget TY</b>	<b>PY Actual (PY TY / No. of COMPLETED Actual CY</b>	<b>Actual CY vs. Actual PY</b>
<b>ENROLLMENT - *School Districts Are Linked To Above Entries*</b>				
NYC CHANCELLOR'S OFFICE			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
ALL OTHER School Districts: ( Count = 0 )			-	-
<b>TOTAL ENROLLMENT</b>			-	-
<b>REVENUE PER PUPIL</b>			-	-
<b>EXPENSES PER PUPIL</b>			-	-



**Annual Report Requirement**  
*for SUNY Authorized Charter Schools*  
**MANHATTAN CHARTER SCHOOL**  
**2017-18**

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**

**Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee**

**Trustee Name:**

Caitlin C. Conklin

**Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):**

Manhattan Charter Schools

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).
2. Is the trustee ~~an~~ employee of any school operated by the Education Corporation?  
 Yes  No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?  
 Yes  No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
<p><i>None</i> Please write "None" if applicable. Do not leave this space blank.</p>			

5. 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 school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				
None				

*Auto Conde*

Signature

7/27/17

Date

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

Business Telephone: 

Business Address: 

E-mail Address: 

Home Telephone: 

Home Address: 

**Disclosure of Financial Interest by a Current or Proposed Charter School  
Education Corporation Trustee**

---

Trustee Name:

*Benjamin Breen*

---

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

*Manhattan Charter School*

---

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

2. Is the trustee an employee of any school operated by the Education Corporation?  
 Yes  No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?  
 Yes  No

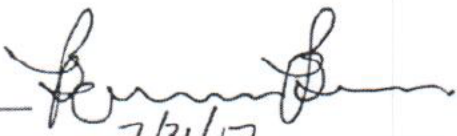
If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered Yes to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>

5. 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 school(s) governed by the Education Corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**

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

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

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

**Business Telephone:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Home Telephone:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_

**Disclosure of Financial Interest by a Current or Proposed Charter School  
Education Corporation Trustee**

**Trustee Name:**  
**Bill Colavito**

---

**Name of Charter School Education Corporation (for an unmerged school, this is  
the Charter School Name):**  
**Manhattan Charter School**

---

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).
  
2. Is the trustee an employee of any school operated by the Education Corporation?  
 **Yes**  **No**

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?  
 **Yes**  **No**

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

<b>Date(s)</b>	<b>Nature of Financial Interest/Transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to yourself</b>
		<b>NONE.</b>	

--	--	--	--

5. 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 school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
		<i>NONE.</i>		

Bill Dolan 8/1/17  
 Signature Date

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

**Business Telephone:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

**E-mail Address:** [REDACTED]

**Home Telephone:** [REDACTED] \_\_\_\_\_

**Home Address:** [REDACTED] \_\_\_\_\_

**Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee**

Trustee Name: JOY ELAINE DALEY

---

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

---

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). President

2. Is the trustee an employee of any school operated by the Education Corporation?  
 Yes  No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?  
 Yes  No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
	<u>NONE</u>		

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

5. 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 school(s) governed by the Education Corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write None.

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

Signature Daley Date 7/25/16

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

Business Telephone: \_\_\_\_\_

Business Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Home Address: \_\_\_\_\_

**Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee**

**Trustee Name:**

Kathleen Bridges Cudahy

**Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):**

Manhattan Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

*trustee*

2. Is the trustee an employee of any school operated by the Education Corporation?

Yes  No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

Yes  No

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

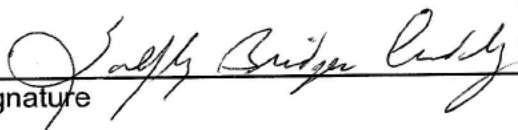
4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

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

<i>Please write "None" if applicable. Do not leave this space blank.</i>			
NONE	NONE	NONE	NONE

5. 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 school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				
NONE	NONE	NONE	NONE	NONE


7/20/2016  
 Signature \_\_\_\_\_ Date \_\_\_\_\_

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

**Business Telephone:** \_\_\_\_\_  
**Business Address:** \_\_\_\_\_  
**E-mail Address:** \_\_\_\_\_  
**Home Telephone:** \_\_\_\_\_  
**Home Address:** \_\_\_\_\_

**Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee**

Trustee Name:

BARBARA CUSTARD

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

MANHATTAN CHARTER SCHOOL

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). PARENT REPRESENTATIVE

2. Is the trustee an employee of any school operated by the Education Corporation?  
 Yes  No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?  
 Yes  No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

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






# Entry 9 BOT Table

Last updated: 08/01/2017

(tab across or use scroll bar at bottom of table)

## 1. Current Board Member Information

	Trustee Name	Email Addresses	Position on the Board	Committee Affiliations	Voting Member Per By Laws? (Y/N)	Area of Expertise, and/or Additional Role at School (parent, staff member, etc.)	Number of Terms Served and Length of Each (Include election date and term expiration)	Number of Board Mtgs Attended during 2016-17?
1	Joy Elaine Daley	[REDACTED]	Chair/ Board President	education	Yes	Education	1 6/2018	7
2	Ben Breen	[REDACTED]	Vice Chair/ Vice President	Finance	Yes	Music	2 6/2018	8
3	William Colavito	[REDACTED]	Treasurer	Finance	Yes	Education	1 6/2018	8
4	Kathleen Cudahy	[REDACTED]	Trustee/Member	Fundraising	Yes	Non Profit Management	1 6/2018	8
5	Barbara Cusparid	[REDACTED]	Parent Representative		Yes	students	2 6/2018	8

6	Caity Conklin		Secretary		Yes	Law	1 6/2018	5 or less
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
20								

**2. Total Number of Members on June 30, 2016** 8

**3. Total Number of Members Joining the Board 2016-17 School Year** 1

**4. Total Number of Members Departing the Board during the 2016-17 School Year** 3

**5. Number of Voting Members 2016-17, as set by the by-laws, resolution or minutes** 6

**6. Number of Board Meetings**            9  
**Conducted in the 2016-17 School  
Year**

**7. Number of Board Meetings**            10  
**Scheduled for the [2017-18](#)  
School Year**

**Thank you.**



# Entry 11 Enrollment and Retention of Special Populations

Last updated: 08/01/2017

## Instructions for Reporting Enrollment and Retention Strategies

Describe the efforts the charter school has made in 2016 2017 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners, and students who are economically disadvantaged. In addition, describe the school’s plans for meeting or making progress toward meeting its enrollment and retention targets in 2017 2018.

## Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Efforts Toward Meeting Recruitment Targets 2016 17)	Describe Plans Toward Meeting Recruitment Targets 2017 18)
Economically Disadvantaged	. In order to recruit for Free and Reduced Price Lunch students, MCS focuses these efforts in small, low tuition Pre K programs as well as Head Start Programs located in CSD1. Outreach sessions for students are publicized using flyers, signage at the School, and contact with community organizations. Families are encouraged to visit the school, talk to instructional, executive and other staff, visit classes, and meet currently enrolled students.	. In order to recruit for Free and Reduced Price Lunch students, MCS focuses these efforts in small, low tuition Pre K programs as well as Head Start Programs located in CSD1. Outreach sessions for students are publicized using flyers, signage at the School, and contact with community organizations. Families are encouraged to visit the school, talk to instructional, executive and other staff, visit classes, and meet currently enrolled students.
English Language Learners	Manhattan Charter School undertakes all measures to recruit student applicants and will provides translation services for all promotional materials and any person to person interaction requiring an English translation. The school has a 20% lottery set aside for students who indicate they primarily speak a language other than English on their application in an effort to recruit additional English Language Learners. The paper application is available in English, Mandarin, Spanish, and Tibetan in addition to the Common Charter School application via the NYC Charter Schools Center website is available in 10 languages. For any parent that requests assistance in completing the application, the Family Relations and Attendance Coordinator and other multi lingual MCS staff will provide help. If	Manhattan Charter School undertakes all measures to recruit student applicants and will provides translation services for all promotional materials and any person to person interaction requiring an English translation. The school has a 20% lottery set aside for students who indicate they primarily speak a language other than English on their application in an effort to recruit additional English Language Learners. The paper application is available in English, Mandarin, Spanish, and Tibetan in addition to the Common Charter School application via the NYC Charter Schools Center website is available in 10 languages. For any parent that requests assistance in completing the application, the Family Relations and Attendance Coordinator and other multi lingual MCS staff will provide help. If

	translation services are required and multi lingual staff are unavailable, we will hire translators during the admission period. Our website is available in all languages using Google translation services.	translation services are required and multi lingual staff are unavailable, we will hire translators during the admission period. Our website is available in all languages using Google translation services.
Students with Disabilities	Each year, Manhattan Charter School holds tours and information sessions to inform the families of prospective students and community members about its program. Information sessions are held at the school itself, at Pre Ks and nursery schools, and programs offering music instruction to children and additional community locations. These meetings provide us the opportunity to discuss the many services we have available to families including the support of our academic intervention specialists, our Child Associate, Speech, OT and our reading teacher who work directly with any students with disabilities.	Each year, Manhattan Charter School holds tours and information sessions to inform the families of prospective students and community members about its program. Information sessions are held at the school itself, at Pre Ks and nursery schools, and programs offering music instruction to children and additional community locations. These meetings provide us the opportunity to discuss the many services we have available to families including the support of our academic intervention specialists, our Child Associate, Speech, OT and our reading teacher who work directly with any students with disabilities.

### Retention Efforts Toward Meeting Targets

	Describe Efforts Toward Meeting Retention Targets 2016 17)	Describe Plans Toward Meeting Retention Targets 2017 18)
Economically Disadvantaged	our Family coordinators are available at each school to meet with families to support with any home needs, including providing resources for additional financial support as needed. In addition our annual budget includes funding to support families financially with the after school program.	our Family coordinators are available at each school to meet with families to support with any home needs, including providing resources for additional financial support as needed. In addition our annual budget includes funding to support families financially with the after school program.
English Language Learners	we provide constant translation services as well as one on one support for our ELL students as needed.	we provide constant translation services as well as one on one support for our ELL students as needed.
Students with Disabilities	services we have available to families including the support of our academic intervention specialists, our Child Associate, Speech, OT and our reading teacher who work directly with any students with disabilities.	services we have available to families including the support of our academic intervention specialists, our Child Associate, Speech, OT and our reading teacher who work directly with any students with disabilities.



# Entry 12 Classroom Teacher and Administrator Attrition

Last updated: 08/01/2017

Report changes in teacher and administrator staffing.

## Instructions for completing the Classroom Teacher and Administrator Attrition Tables

Charter schools must complete the two tables named 2016-2017 Classroom Teacher and Administrator Attrition to report changes in teacher and administrator staffing in 2016-2017. Please provide the full time equivalent (FTE) of staff on June 30, 2016; the FTE for any departed staff from July 1, 2016 through June 30, 2017; the FTE for added staff from July 1, 2016 through June 30, 2017; and the FTE of staff added in newly created positions from July 1, 2016 through June 30, 2017 using the two tables provided.

### Classroom Teacher Attrition Table

	FTE Classroom Teachers on June 30, 2016	FTE Classroom Teachers Departed 7/1/16 6/30/17	FTE Classroom Teachers Filling Vacant Positions 7/1/16 6/30/17	FTE Classroom Teachers Added in New Positions 7/1/16 6/30/17	FTE of Classroom Teachers on June 30, 2017
	17	4	4	0	17

### Administrator Position Attrition Table

	FTE Administrative Positions on June 30, 2016	FTE Administrators Departed 7/1/16 6/30/17	FTE Administrators Filling Vacant Positions 7/1/16 6/30/17	FTE Administrators Added in New Positions 7/1/16 6/30/17	FTE Administrative Positions on June 30, 2017
	3	0	0	0	3

Thank you



## MCS and MCS2 Calendar 2017-2018

Student hours 7:45 AM - 3:30 PM

**Grades 3 – 5, November 6<sup>th</sup> – March 22<sup>nd</sup> 7:45 – 4:15**

Date	Description
August 28	First Day of School for all students
September 4	Labor Day – School Closed
September 13	Student Half Day
September 21	Rosh Hashanah – School is <b>OPEN</b>
September 22	Rosh Hashanah – School is <b>OPEN</b>
September 27	Student Half Day
October 9	Columbus Day – School Closed
October 11	Student Half Day
October 25	Student Half Day – Parent Teacher Conferences
November 7	Election Day – School is <b>OPEN</b>
November 8	Student Half Day
November 22	Student Half Day
November 23-25	Thanksgiving break – School Closed
TBD	<b>MCS K - 2</b> Winter Concert
December 6	Student Half Day
TBD	<b>MCS 3<sup>rd</sup> – 5<sup>th</sup></b> Winter Concert
TBD	<b>MCS2 K – 5</b> Winter Concert
December 20	Student Half Day
December 25 – January 1, 2018	Winter Recess – No School
January 10	Student Half Day
January 15	Martin Luther King, Jr. Day – No School
January 24	Student Half Day – Parent Teacher Conferences

February 7	Student Half Day
February 16	Lunar New Year – School is <b>OPEN</b>
February 19-23	Midwinter Recess – No School
February 28	Student Half Day
March 14	Student Half Day
March 8	Student Half Day
March 26 – April 2	Spring Recess – No School
April 11, 12, 13	NYS ELA Exam (Gr. 3-5)
April 11	Student Half Day
April 25	Student Half Day
TBD	<b>MCS</b> – K - 2 Spring Concert
May 1, 2, 3	NYS Math Exam (Gr. 3-5)
May 9	Student Half Day – Parent Teacher Conferences
TBD	<b>MCS 2</b> Spring Concert
TBD	<b>MCS</b> – 3 <sup>rd</sup> – 5 <sup>th</sup> Spring Concert
May 23	Student Half Day
May 28	Memorial Day – No School
June 8	Last day of school for all students