



Entry 1 School Information and Cover Page

Created: 07/05/2018 • Last updated: 11/01/2018

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, 2018**) or you may not be assigned the correct tasks.

a. SCHOOL NAME

VOICE CS OF NEW YORK (NYC CHANCELLOR)

(Select name from the drop down menu)

b. CHARTER AUTHORIZER (As of June 30th, 2018)

NYCDOE Authorized Charter School

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

c. DISTRICT / CSD OF LOCATION

NYC CSD 30

d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	36 24 12th Street Long Island City, NY 11106	718 361 1694	646 537 1703	info@voicecharterschool.org

d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Patrick Ford
Title	Compliance Manager
Emergency Phone Number (### ###-###)	917 [REDACTED]

e. SCHOOL WEB ADDRESS (URL)

www.voicecharterschool.org

f. DATE OF INITIAL CHARTER

01/2001

g. DATE FIRST OPENED FOR INSTRUCTION

08/2001

h1. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)

MISSION STATEMENT

The mission of VOICE Charter School is to create a safe and healthy learning environment that will nurture, motivate, and challenge all of our children to achieve the highest level of academic excellence and to develop into mindful, responsible, contributing participants in their education, their community, and the diverse society in which we live.

h2. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)

KEY DESIGN ELEMENTS (Brief heading followed by a description of each Key Design Elements (KDE). KDEs are those general aspects of the school that are innovative or unique to the school's mission and goals, are core to the school's overall design, and are critical to its success. The design elements may include a specific content area focus; unique student populations to be served; specific educational programs or pedagogical approaches; unique calendar, schedule, or configurations of students and staff; and/or innovative organizational structures and systems.

Variable 1	At VOICE staff and leadership believe that all students are capable of performing at high levels; and that adults are responsible for cultivating the right conditions and employing effective strategies to ensure that each student finds success. VOICE provides rigorous instruction and practice in all subjects, including the arts, to equip students with the habits and skills necessary to enter competitive high schools and eventually pursue high level work in the area of their choice. Despite limited resources in our area, we believe in offering a pedagogy of choice rather than one of poverty.
Variable 2	VOICE implements a rigorous, Common Core aligned curriculum, utilizing Teachers College and EngageNY, to ensure that students are prepared to reach mastery in ELA and math. A spiraling curriculum in all subject areas allows students to build upon and develop skills and strategies at each level of instruction.
Variable 3	Unique to VOICE is arts infused model in which students take 5 10 arts/music classes per week. Rather than treating the arts as enrichment, we see these disciplines as necessary in exploring a full spectrum of modes of thinking, individual practice, group dynamics, and the world's cultural heritage. As such the arts programs at VOICE are taught with the same level of rigor, assessment, and differentiation as the core subjects.
Variable 4	We are a Professional Learning Community. VOICE's organizational culture is one that privileges collaboration,

	team decision making and peer leadership among staff. It is the responsibility of the Board and Principal to provide the necessary supports for this type of community to flourish: open communication, access to resources, professional development, opportunities for upward mobility, and a safe, joyful, student oriented environment.
Variable 5	A defining feature of our school is not only to engage in constant dialogue about our school values, formally and informally, among school staff, students, and parents. Regular professional development sessions and staff meetings are dedicated to teaching and learning school culture. School values concepts are integrated across subject areas and referenced often as touchstones of our school's community.
Variable 6	(No response)
Variable 7	(No response)
Variable 8	(No response)
Variable 9	(No response)
Variable 10	(No response)

i. TOTAL ENROLLMENT ON JUNE 30, 2018 665

j. GRADES SERVED IN SCHOOL YEAR 2017-18

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5, 6, 7, 8
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k1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION? No

l1. FACILITIES

Does the school maintain or operate multiple sites?

	Yes, 2 sites
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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 (K 5, 6 9, etc.)	Receives Rental Assistance	Rental Assistance for Which Grades (write N/A if applicable)
Site 1 (same as primary site)	Lower Campus 37 15 13th Street Long Island City, NY 11101	718 361 1694	NYC CSD 30	K 2	Yes	K 2
Site 2	Upper Campus 36 24 12th Street Long Island City, NY 11106	718 361 1694	NYC CSD 30	3 8	No	
Site 3						

12a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Franklin Headley	718 361 1694		franklinheadley@voicecharterschool.org
Operational Leader	Patrick Ford	718 361 1694		pford282@voicecharterschool.org
Compliance Contact	Patrick Ford	718 361 1694		pford282@voicecharterschool.org
Complaint Contact	Patrick Ford	718 361 1694		pford282@voicecharterschool.org
DASA Coordinator		718 361 1694		

I3. Please provide the contact information for Site 2.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Franklin Headley	718 361 1694		franklinheadley@voicecharterschool.org
Operational Leader	Patrick Ford	718 361 1694		pford282@voicecharterschool.org
Compliance Contact	Patrick Ford	718 361 1694		pford282@voicecharterschool.org
Complaint Contact	Patrick Ford	718 361 1694		pford282@voicecharterschool.org
DASA Coordinator		718 361 1694		

m1. Are any sites in co-located space? If yes, please proceed to the next question. 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)	N/A	No		No		Yes
Site 2						
Site 3						

n1. Were there any revisions to the school’s charter during the 2017-18 school year? (Please include approved or pending material and non-material charter revisions).

No

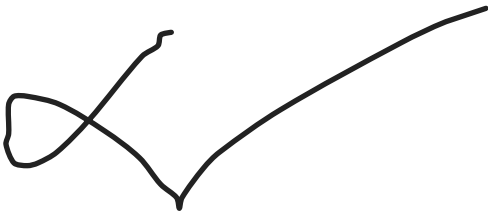
o. Name and Position of Individual(s) Who Completed this Annual Report.

Franklin Headley, Executive Director, Patrick Ford, Operations Manager, and Jen Pasek, Consultant

p. Our signatures (Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this report is found to have been deliberately misrepresented, that will constitute grounds for the revocation of our charter. 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



Signature, President of the Board of Trustees

:  

Date 2018/11/01

Thank you.



Entry 2 NYS School Report Card Link

Last updated: 07/07/2018

VOICE CS OF NEW YORK (NYC CHANCELLOR)

1. CHARTER AUTHORIZER (As of June 30th, 2018)

NYCDOE Authorized Charter School

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

2. NEW YORK STATE REPORT CARD

<https://data.nysed.gov/reportcard.php?year=2017&instid=800000061089>

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).



Entry 3 Progress Toward Goals

Created: 07/07/2018 • Last updated: 11/01/2018

PROGRESS TOWARD CHARTER GOALS

Board of Regents authorized and NYCDOE authorized charter schools only. Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals by November 1st.

1. ACADEMIC STUDENT PERFORMANCE GOALS

If performance data is not available by August 1st, please state this in the last column and update by November 1st.

2017-18 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal Met or Not Met	Indicate if data is not available. If/when available, Describe Efforts School Will Take If Goal Is Not Met
				<p>VOICE will continue to implement the following ELA strategies going forward:</p> <p>In the elementary school, there will be increased focus on the use of Running Records assessments for grades K 2. The Dean will work closely with teachers to identify and address specific gaps in understanding as shown by Running Records. This data will be used to provide support through 1:1 conferences and small group work.</p> <p>In upper elementary school (grades 3 5) ELA teachers will be</p>

Academic Goal 1	Each year, 75 percent of third through eighth graders will perform at or above Level 3 on the New York State ELA examination.	<p>NYS ELA Exam % Scoring at 3+ 3) 41% 4) 47% 5) 38% 6) 52% 7) 54% 8) 79% All) 50%</p>	Not Met	<p>working on norming and analyzing Fountas and Pinnell reading assessments along with interim assessments to identify areas of need for each student. All students will participate in targeted guided reading small groups 1 3 times a week. Students will discuss and write about grade level complex texts everyday through the Wit and Wisdom curriculum. Classroom teachers and instructional coaches will utilize team meeting time to scaffold literacy instruction for diverse learners. Teachers are receiving bi weekly 1:1 coaching in literacy instruction.</p> <p>In middle school, teachers will focus on “disciplinary literacy.” This was introduced by professional development in the VOICE Summer Institute in 2017. Depending on the discipline, students must engage in with a text in different ways. Teachers focus on identifying when understanding gaps are due to literacy issues rather than content specific gaps. Some strategies associated with disciplinary literacy include identifying the author’s point of</p>
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				view, summary charts in science, and identifying bias in historical texts. The training initiated in the summer will be revisited throughout the course of the school year during half day professional development sessions.
Academic Goal 2	Beginning in 2011 2012, each grade level cohort will reduce by one half the gap between the percent at or above Level 3 on the previous year's State ELA exam and 75 percent at or above Level 3 on the current year's State ELA exam. If a grade level cohort exceeds 75 percent at or above Level 3 in the previous year, that cohort is expected to show at least an increase in the current year.	<p>NYS ELA Exam 2018 Gr. 2017 to 2018</p> <p>4) 28% to 47%</p> <p>5) 56% to 44%</p> <p>6) 32% to 53%</p> <p>7) 38% to 58%</p> <p>8) 54% to 77%</p> <p>All) 42% to 54%</p> <p>These were calculated, however, NYSED has stated that 2018 scores should not be compared to 2017 scores because the assessments changed in terms of format and duration.</p>		See ELA passage above
Academic Goal 3	Beginning in 2010 2011, the percent of all tested students who are enrolled in at least their second year and performing at or above Level 3 on the State ELA exam will be greater than that of all students in the same tested grades in local school district #30.	<p>NYS ELA Exam % Scoring at 3+ VOICE NYC #30</p> <p>3) 40% 57%</p> <p>4) 47% 57%</p> <p>5) 44% 45%</p> <p>6) 53% 60%</p> <p>7) 58% 53%</p> <p>8) 77% 60%</p> <p>All) 52% 55%</p>	Not Met	See ELA passage above
Academ	Beginning in 2010 2011, the school's aggregate Performance Index (PI) on the State ELA	Not Applicable NYSED shifted from		See ELA passage

ic Goal 4	exam will meet the Annual Measurable Objective (AMO) accountability system.	AMO to MIP in 2017 18		above
Academ ic Goal 5	Each year, the percent of students performing at or above Level 3 on the State ELA exam in each tested grade will place the school in the top quartile of all similar schools.	NYS ELA Exam Data Unavailable		See ELA passage above
Academ ic Goal 6	Each year, 75 percent of third through eighth graders will perform at or above Level 3 on the New York State Mathematics examination.	NYS Math Exam % Scoring at 3+ 3) 62% 4) 58% 5) 60% 6) 81% 7) 64% 8) 84% All) 67%	Not Met	<p>In math, upper elementary school (grades 3-5) will utilize an itemized data tool for mid unit and unit assessments from Eureka Math in order to analyze student learning gaps and create action steps in order to address those gaps and meet individual student needs. Classroom teachers and instructional coaches will utilize team meetings to analyze upcoming assessments and plan backwards in order to meet grade level standards, supplementing the curriculum where necessary. Teachers are also receiving bi-weekly 1:1 coaching in Math instruction.</p> <p>In the middle school, teachers are working to identify appropriate supplements to Eureka Math, as the 2017 NYS math exam</p>

				results indicated some gaps in the Eureka Math curriculum. As of the submission of this document, VOICE is using Ready Math as one supplement and other options are being explored.
Academic Goal 7	Beginning in 2011 2012, each grade level cohort will reduce by one half the gap between the percent at or above Level 3 on the previous year's State Math exam and 75 percent at or above Level 3 on the current year's State Math exam. If a grade level cohort exceeds 75 percent at or above Level 3 in the previous year, that cohort is expected to show at least an increase in the current year.	<p>NYS Math Exam</p> <p>2018 Gr. 2017 to 2018</p> <p>4) 47% to 58%</p> <p>5) 52% to 66%</p> <p>6) 53% to 83%</p> <p>7) 48% to 67%</p> <p>8) 54% to 87%</p> <p>All) 51% to 71%</p> <p>These were calculated, however, NYSED has stated that 2018 scores should not be compared to 2017 scores because the assessments changed in terms of format and duration.</p>	Met	
Academic Goal 8	Beginning in 2010 2011, the percent of all tested students who are enrolled in at least their second year and performing at or above Level 3 on the State Math exam will be greater than that of all students in the same tested grades in local school district #30.	<p>NYS Math Exam</p> <p>% Scoring at 3+ VOICE NYC #30</p> <p>3) 63% 57%</p> <p>4) 58% 52%</p> <p>5) 66% 45%</p> <p>6) 82% 53%</p> <p>7) 67% 50%</p> <p>8) 87% 49%</p> <p>All) 69% 51%</p>	Met	

2. Do have more academic goals to add? Yes

2017-18 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal Met or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 9	Each year, the percent of students performing at or above Level 3 on the State Math exam in each tested grade will place the school in the top quartile of all similar schools.	School Quality Report has not been released		
Academic Goal 10	Beginning in 2010 2011, the school's aggregate Performance Index (PI) on the State Math exam will meet the Annual Measurable Objective (AMO) accountability system.	Not Applicable		
Academic Goal 11	Beginning in 2011 2012 when our student enrollment reaches 4th grade, 75 percent of fourth grade students who are enrolled in at least their second year will perform at or above Level 3 on the New York State Science examination.	NYS Science Exam 89% of Grade 4 students performed at level 3 or above.	Met	
Academic Goal 12	Beginning in 2011 2012 when our student enrollment reaches 4th grade, students who are enrolled in at least their second year and performing at or above Level 3 on the State Science exam will be greater than that of fourth grade students in local school district #30.	NYS Science 4 Exam District #30 Science Scores Unavailable as of Nov. 1		

Academic Goal 13	Beginning in 2014, VOICE will achieve C or greater on the Overall and Progress sections of the Progress Report in all years of the charter term.	Report No Longer Generated		
Academic Goal 14	Beginning in 2008 2009, each grade level cohort will reduce by one half the gap between prior year NCE group average in reading (Terra Nova) and an NCE group average of 50.	Not Applicable		
Academic Goal 15	Beginning in 2008 2009, each grade level cohort will reduce by one half the gap between prior year NCE group average in Math (Terra Nova) and an NCE group average of 50.	Not Applicable		
Academic Goal 16				

3. Do have more academic goals to add? No

4. ORGANIZATIONAL GOALS

2017-18 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal Met or Not Met	If Not Met, Describe Efforts School Will Take
	Beginning in 2014, VOICE will meet the comparable CSD targeted percentages for English Language			

Org Goal 1	<p>Learners, Students with Disabilities, and Free and Reduced lunch students. (Chartered in 2013) Per the 2010 amendment to the Charter Schools Act, the school shall demonstrate good faith efforts to attract, School Programs, Policies & retain, and meet or exceeded enrollment and retention targets as prescribed by the Board of Regents through the State Education of students with disabilities, English language learners, and students who are eligible applicants for the free and reduced price lunch program.</p>	<p>VOICE has subgroup enrollment percentages greater than the local district. ED 83% to their 72% SWD 21% to their 15% ELL 23% to their 17%</p>	Met	
Org Goal 2	<p>Each year, student enrollment will be within 15% of full enrollment as defined in the school's contract. This will be maintained on an ongoing basis and monitored bi monthly.</p>	<p>Enrollment Records</p>	Met	
	<p>Each year, the school will comply with all applicable laws, rules, regulations and contract terms applicable to</p>			

Org Goal 3	charter schools including, but not limited to, the New York Charter Schools Act, the New York Freedom of Information Law, the New York Open Meetings Law, the federal Individuals with Disabilities Education Act, and federal Family Educational Rights and Privacy Act.	Board and School Records	Met	
Org Goal 4	Each year, the school will have a daily student attendance rate of at least 95 percent.	Environmental Survey has been replaced		
Org Goal 5	Achieve 80% satisfaction in the DOE Environmental survey in all years of the charter term.	Environmental Survey has been replaced		

5. Do you have more organizational goals to add? Yes

2017-18 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal Met or Not Met	If Not Met, Describe Efforts School Will Take
Org Goal 6	At least 95% of the students will re enroll at the school each year, not including any who might leave due to geographic reasons.	School Enrollment Records	Met	
Org Goal 7	Each year, our School will be deemed "in good standing" by the state's accountability system.	NYSED Accountability Designations	Met	
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				

6. FINANCIAL GOALS

2017-18 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal Met or Not Met	If Not Met, Describe Efforts School Will Take
Financial Goal 1	Upon completion of the school's first year of operation and every year thereafter, the school will undergo an independent financial audit that will result in an unqualified opinion and no major findings.	Audit Submitted Nov. 1	Met	
Financial Goal 2	Each year, the school will operate on a balanced budget and maintain a stable cash flow.	School Financial Records and Audit	Met	
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				



Entry 4 Expenditures per Child

Last updated: 07/31/2018

VOICE CS OF NEW YORK (NYC CHANCELLOR)Section Heading

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 2017-18 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	11701930
Line 2: Year End FTE student enrollment	675
Line 3: Divide Line 1 by Line 2	17327

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 2017 18 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)	1306717
Line 2: Management and General Cost (Column)	463693
Line 3: Sum of Line 1 and Line 2	1770411
Line 5: Divide Line 3 by the Year End FTE student enrollment	2621

Thank you.

VOICE Charter School

Communication With Those Charged With Governance

October 3, 2018





October 3, 2018

To the Audit Committee
VOICE Charter School

We have audited the financial statements of VOICE Charter School (the “School”) for the year ended June 30, 2018 and are prepared to issue our report thereon dated October 3, 2018. Professional standards require that we provide you with the following information related to our audit. This letter is divided into two sections: 1) required communications from the auditors to those with audit oversight responsibilities and 2) opportunities for strengthening internal controls or enhancing operating efficiency and our related recommendations.

REQUIRED COMMUNICATIONS

A. Our Responsibility under U.S. Generally Accepted Auditing Standards:

As stated in our engagement letter dated May 7, 2018, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities. Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement. As part of our audit, we considered the internal control of VOICE Charter School. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control. We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

B. Planned Scope and Timing of the Audit:

We performed the audit according to the planned scope and timing previously communicated to you in our meeting about planning matters in June 2018.

C. Auditor Independence:

We affirm that MBAF CPAs, LLC is independent with respect to VOICE Charter School.

D. Qualitative Aspects of Accounting Practices:

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by VOICE Charter School are described in Note 2 to the financial statements. We noted no transactions entered into by the School during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

An Independent Member of Baker Tilly International

E. Accounting Estimates Used in the Financial Statements:

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

Allowance for Doubtful Accounts:

As of June 30, 2018, VOICE Charter School recorded grants and other receivables of \$573,941. Management concluded that no allowance for doubtful accounts was necessary. Management calculated based on the assessment of the credit-worthiness of the School's donors, the aged basis of the receivables, as well as economic conditions and historical information. Based on our audit procedures which included a discussion with the school leadership and a review of subsequent collections we concur with management's conclusion.

Pension Plan:

The School participates in the Teachers' Retirement System of the City of New York ("TRS" or the "Plan"), which covers principals and teachers. Employees enrolled in the Plan are required to contribute a range of 0% to 6% depending on when they enrolled in the Plan. Employees become vested in the School's contribution to the Plan after ten years of service. The School's contribution is a rate based on actuarial assumptions and methods. During the years ended June 30, 2018 and 2017, the School used a rate of 11.19% and 9.59%, respectively. For the years ended June 30, 2018 and 2017, the School incurred pension expense of \$608,566 and \$353,060, respectively, which is included in retirement benefits in the accompanying statement of functional expenses.

Functional Statement Allocation:

Management's estimate of the allocation of functional expenses is directly identified with the program or supporting service to which they relate. We evaluated the key factors and assumptions used to develop the estimate in determining that it is reasonable in relation to the financial statements taken as a whole.

Depreciation:

Management's estimate of depreciation is based on estimated useful lives of assets. We evaluated the estimated useful lives of assets in comparison to generally accepted accounting principles in determining that it is reasonable in relation to the financial statements taken as a whole.

F. Sensitive Disclosures Affecting the Financial Statements:

The disclosures in the financial statements are neutral, consistent, and clear. Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure(s) affecting the financial statements were:

The disclosure of Risk Management in Note 6 to the financial statements describes various risks to which the School is exposed.

G. Corrected and Uncorrected Misstatements:

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. We will identify those adjustments proposed both corrected and uncorrected:

Proposed and Corrected:

In the current year, there were four adjustments proposed by management that increased net assets by approximately \$74,000. The most significant adjustment was the over-allocation of Title IIA funds from New York State. The other three adjustments were reclassification entries.

In the prior year, there was one audit adjustment to reclassify approximately \$10,800 to construction in progress from the accumulated depreciation account. This had no effect on the School's change in net assets.

Proposed and Uncorrected:

There were no audit adjustments proposed and uncorrected during the fiscal year.

H. Audit Difficulties and Disagreements with Management:

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report.

We are pleased to report that no such disagreements arose during the course of our audit.

I. Management Representations:

We have requested certain representations from management that are included in the management representation letter dated October 3, 2018.

J. Management Consultations with Other Independent Accountants:

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

K. Other Audit Findings or Issues:

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

We wish to thank management and personnel for their support and assistance during our audit. We would be pleased to further discuss the contents of this report with you at your convenience.

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

Very truly yours,

MBAF CPAs, LLC

MBAF CPAs, LLC

VOICE CHARTER SCHOOL

FINANCIAL STATEMENTS

JUNE 30, 2018

(WITH SUMMARIZED COMPARATIVE INFORMATION FOR JUNE 30, 2017)

VOICE CHARTER SCHOOL

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INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees
VOICE Charter School

Report on the Financial Statements

We have audited the accompanying financial statements of VOICE Charter School (the "School"), which comprise the statement of financial position as of June 30, 2018, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

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

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

An Independent Member of Baker Tilly International

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of VOICE Charter School as of June 30, 2018, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited VOICE Charter School's 2017 financial statements and we expressed an unmodified opinion on those audited financial statements in our report dated September 26, 2017. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2017 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 3, 2018 on our consideration of VOICE Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering VOICE Charter School's internal control over financial reporting and compliance.

MBAF CPAs, LLC

New York, NY
October 3, 2018

VOICE CHARTER SCHOOL
STATEMENT OF FINANCIAL POSITION
JUNE 30, 2018
(WITH SUMMARIZED COMPARATIVE INFORMATION FOR JUNE 30, 2017)

ASSETS	2018	2017
Cash	\$ 3,344,783	\$ 2,290,144
Cash - NYCDOE set-aside	70,000	70,000
Grants and other receivables	573,941	439,299
Prepaid expenses and other assets	401,213	482,675
Property and equipment, net	2,561,358	2,121,003
Construction in progress	203,338	553,680
TOTAL ASSETS	\$ 7,154,633	\$ 5,956,801
LIABILITIES AND NET ASSETS		
LIABILITIES		
Accounts payable and accrued expenses	\$ 222,489	\$ 126,099
Accrued salaries and other payroll related expenses	1,782,221	1,438,407
Deferred rent	1,188,593	1,157,680
TOTAL LIABILITIES	3,193,303	2,722,186
NET ASSETS		
Net assets - unrestricted	3,961,330	3,234,615
TOTAL LIABILITIES AND NET ASSETS	\$ 7,154,633	\$ 5,956,801

The accompanying notes are an integral part of these financial statements.

VOICE CHARTER SCHOOL
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2018
(WITH SUMMARIZED COMPARATIVE INFORMATION FOR THE YEAR ENDED JUNE 30, 2017)

	2018	2017
OPERATING REVENUE		
State and local per pupil operating revenue	\$ 11,070,699	\$ 10,303,729
Government grants and contracts	<u>1,295,687</u>	<u>944,261</u>
	<u>12,366,386</u>	<u>11,247,990</u>
EXPENSES		
Program services	10,046,106	9,781,530
Management and general	<u>1,651,788</u>	<u>1,264,203</u>
	<u>11,697,894</u>	<u>11,045,733</u>
SURPLUS FROM SCHOOL OPERATIONS	<u>668,492</u>	<u>202,257</u>
SUPPORT AND OTHER INCOME		
Contributions, grants, and other income	48,268	61,351
Interest income	<u>9,955</u>	<u>6,595</u>
	<u>58,223</u>	<u>67,946</u>
CHANGE IN NET ASSETS	726,715	270,203
NET ASSETS - BEGINNING OF YEAR	<u>3,234,615</u>	<u>2,964,412</u>
NET ASSETS - END OF YEAR	<u>\$ 3,961,330</u>	<u>\$ 3,234,615</u>

The accompanying notes are an integral part of these financial statements.

VOICE CHARTER SCHOOL

STATEMENT OF FUNCTIONAL EXPENSES

FOR THE YEAR ENDED JUNE 30, 2018

(WITH SUMMARIZED COMPARATIVE INFORMATION FOR THE YEAR ENDED JUNE 30, 2017)

				Program Services			Supporting Services			
				General Education	Special Education	Total Program	Management and General		2018	2017
	No. of Positions									
Personnel services costs:										
Instructional personnel	74	\$	4,799,826	\$	991,243	\$ 5,791,069	\$	-	\$ 5,791,069	\$ 5,778,847
Administrative personnel	33		-		-	-		917,446	917,446	705,108
Total salaries and staff	107		4,799,826		991,243	5,791,069		917,446	6,708,515	6,483,955
Payroll taxes and employee benefits			1,223,482		62,508	1,285,990		183,720	1,469,710	1,396,724
Retirement benefits			500,208		91,061	591,269		86,979	678,248	423,406
Professional development			200,541		-	200,541		37,226	237,767	207,770
Legal fees			-		-	-		51,579	51,579	107,612
Audit and accounting fees			20,531		-	20,531		31,538	52,069	57,460
Professional fees - other			59,529		80,406	139,935		6,630	146,565	90,155
Other contracted services			169,347		-	169,347		117,827	287,174	272,801
Student and staff recruitment			120,090		-	120,090		-	120,090	104,292
Curriculum / classroom expenses			279,507		47,043	326,550		-	326,550	365,297
Food services			-		-	-		-	-	6,856
Student field trips and incentive programs			54,489		8,818	63,307		-	63,307	43,550
Parent activities			2,032		-	2,032		-	2,032	5,759
Postage, printing, and copying			2,009		-	2,009		902	2,911	13,789
Insurance			47,962		-	47,962		6,540	54,502	50,768
Information technology			180,187		537	180,724		25,233	205,957	189,862
Leased equipment			12,997		-	12,997		1,847	14,844	18,574
Repairs and maintenance			142,843		19,986	162,829		17,467	180,296	149,670
Occupancy and facility costs			520,091		77,962	598,053		80,902	678,955	673,761
Utilities			50,130		-	50,130		6,836	56,966	63,535
Depreciation and amortization			216,914		22,982	239,896		32,498	272,394	232,649
Other expense			40,845		-	40,845		27,926	68,771	60,135
Office expense			-		-	-		18,692	18,692	27,353
		\$	8,643,560	\$	1,402,546	\$ 10,046,106	\$	1,651,788	\$ 11,697,894	\$ 11,045,733

The accompanying notes are an integral part of these financial statements.

VOICE CHARTER SCHOOL
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2018
(WITH SUMMARIZED COMPARATIVE INFORMATION FOR THE YEAR ENDED JUNE 30, 2017)

	2018	2017
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received from operating revenue	\$ 12,231,744	\$ 11,117,623
Cash received from interest income	9,955	6,595
Other cash received	48,268	61,351
Cash paid to employees and suppliers	<u>(10,872,921)</u>	<u>(10,730,796)</u>
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>1,417,046</u>	<u>454,773</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of property and equipment	(235,188)	(221,670)
Proceeds from sale of property and equipment	632	-
Construction in progress	<u>(127,851)</u>	<u>(122,793)</u>
NET CASH USED IN INVESTING ACTIVITIES	<u>(362,407)</u>	<u>(344,463)</u>
NET INCREASE IN CASH	1,054,639	110,310
CASH AND CASH - RESTRICTED - BEGINNING OF YEAR	<u>2,360,144</u>	<u>2,249,834</u>
CASH AND CASH - RESTRICTED - END OF YEAR	<u>\$ 3,414,783</u>	<u>\$ 2,360,144</u>
Reconciliation of change in net assets to net cash provided by operating activities:		
Change in net assets	\$ 726,715	\$ 270,203
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation and amortization	272,394	232,649
Changes in operating assets and liabilities:		
Grants and other receivables	(134,642)	(130,367)
Prepaid expenses and other assets	81,462	(60,263)
Accounts payable and accrued expenses	96,390	(38,252)
Accrued salaries and other payroll related expenses	343,814	134,689
Deferred rent	<u>30,913</u>	<u>46,114</u>
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>\$ 1,417,046</u>	<u>\$ 454,773</u>
SUPPLEMENTAL DISCLOSURES OF CASH FLOW INFORMATION:		
Non-cash investing activities:		
Construction in progress placed into service and included in property and equipment	<u>\$ 478,193</u>	<u>\$ 137,187</u>
Cash and cash - restricted consist of:		
Cash	\$ 3,344,783	\$ 2,290,144
Cash - restricted	<u>70,000</u>	<u>70,000</u>
Total	<u>\$ 3,414,783</u>	<u>\$ 2,360,144</u>

The accompanying notes are an integral part of these financial statements.

VOICE CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2018

1. NATURE OF THE ORGANIZATION

VOICE Charter School (the "School") aims to create a safe and healthy learning environment that will nurture, motivate, and challenge all of our children to achieve the highest level of academic excellence and to develop into mindful, responsible, contributing participants in their education, their community, and the diverse society in which we live. The School incorporates music into a rigorous academic program. On January 15, 2008, the Board of Regents of the University of the State of New York granted the School a provisional charter valid for a term of five years and renewable upon expiration. The charter was renewed for an additional 5 years on January 15, 2013 for the period ending June 30, 2018. On March 12, 2018, the charter was renewed for an additional 5 years for the period ending June 30, 2023.

On October 3, 2008, the School, as determined by the Internal Revenue Service, was approved for Federal income tax exemption under section 501(a) of the Internal Revenue Code ("IRC") as an organization described in Section 501(c)(3) of the IRC. It is also currently exempt under a similar provision under New York State income tax laws. The School has also been classified as an entity that is not a private foundation within the meaning of Section 509(a) of the IRC and qualifies for deductible contributions as provided in section 170(b)(1)(A)(ii) of the IRC. The School's primary sources of income are government grants, contracts, and per pupil funding. VOICE Charter School, located in Long Island City, Queens, primarily educates children residing in District 30.

In fiscal year 2018, the School operated classes for students in kindergarten through eighth grade.

The New York City Department of Education ("NYCDOE") provides free lunches and transportation directly to a majority of the School's students.

2. SIGNIFICANT ACCOUNTING POLICIES

Financial Statement Presentation

The School's financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America ("U.S. GAAP").

The classification of an organization's net assets and its support, revenues, and expenses is based on the existence or absence of donor-imposed restrictions. It requires that the amounts for each of the three classes of net assets – permanently restricted, temporarily restricted, and unrestricted – be displayed in a statement of financial position and that the amount of change in each of those classes of net assets be displayed in a statement of activities.

These classes are defined as follows:

Permanently Restricted - Net assets resulting from contributions and other inflows of assets whose use by the School is limited by donor-imposed stipulations that neither expire by passage of time nor can be fulfilled or otherwise removed by actions of the School.

Temporarily Restricted - Net assets resulting from contributions and other inflows of assets whose use by the School are limited by donor-imposed stipulations that either expire by passage of time or can be fulfilled and removed by actions of the School pursuant to those stipulations. When such stipulations end or are fulfilled, such temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities. However, if a restriction is fulfilled in the same period in which the contribution is received, the School reports the support as unrestricted.

Unrestricted - The part of net assets that is neither permanently nor temporarily restricted by donor-imposed stipulations.

VOICE CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2018

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Cash – NYCDOE Set-Aside

Cash – NYCDOE set-aside consists of an escrow account of \$70,000, which is held for contingency purposes as required by the NYCDOE.

Grants and Other Receivables

Grants and other receivables represent unconditional promises by government agencies and donors. Grants and other receivables that are expected to be collected within one year and recorded at net realizable value amount to \$573,941 and \$439,299 at June 30, 2018 and 2017, respectively. The School has determined that no allowance for uncollectible accounts is necessary as of June 30, 2018 and 2017. Such estimate is based on management's assessments of the creditworthiness of its donors, the aged basis of its receivables, as well as current economic conditions and historical information.

Revenue Recognition

Revenue from state and local governments resulting from the School's charter status is based on the number of students enrolled and is recorded when services are performed in accordance with the charter agreement.

Revenue from federal, state and local government grants and contracts are recorded by the School when qualifying expenditures are incurred and billable. Funds received in advance for which qualifying expenditures have not been incurred, if any, are reflected as refundable advances from state and local government grants in the accompanying statement of financial position.

Premises Provided by Government Authorities

The School does not record any in-kind contributions and related costs with respect to dedicated and shared space provided to it by the NYCDOE (see Note 8) as the premises are temporary in nature, is excess shared space whereby a fair value cannot be determined, and is industry practice.

Property and Equipment

Property and equipment are stated at cost less accumulated depreciation. Property and equipment are being depreciated in accordance with the straight-line method over their estimated useful lives. Leasehold improvements are amortized over the shorter of the life of the asset or the life of the lease. The School has established a \$5,000 threshold above which assets are capitalized. Property and equipment acquired with certain government contract funds is recorded as expenses pursuant to the terms of the contract in which the government funding source retains ownership of the property. Maintenance and repairs are charged to expense as incurred; major renewals and betterments are capitalized. Construction in progress is not depreciated until it is placed into service.

Impairment

The School reviews long-lived assets to determine whether there has been any permanent impairment whenever events or circumstances indicate the carrying amount of an asset may not be recoverable. If the sum of the expected future undiscounted cash flows is less than the carrying amount of the assets, the School recognizes an impairment loss. No impairment losses were recognized for the years ended June 30, 2018 and 2017.

Deferred Rent

In accordance with U.S. GAAP, rent expense is recognized on a straight-line basis over the life of the lease, including future scheduled escalations of rent, rather than in accordance with lease payments. Deferred rent represents the adjustment to future rents as a result of using the straight-line method.

VOICE CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2018

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Functional Allocation of Expenses

Expenses that can be directly identified with a specific program or supporting service are charged accordingly. Other expenses by function have been allocated among program and supporting service classifications based upon benefits received.

Estimates

The preparation of financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Subsequent Events

The School has evaluated events through October 3, 2018, which is the date the financial statements were available to be issued.

Comparative Financial Information

The June 30, 2018 financial statements include certain prior year summarized comparative information in total but not by net asset class. In addition, only certain of the notes to the financial statements for June 30, 2017 are presented. As a result, the June 30, 2017 comparative information does not include sufficient detail to constitute a presentation in conformity with U.S. GAAP. Accordingly, such June 30, 2017 information should be read in conjunction with the School's financial statements for the year ended June 30, 2017, from which the summarized information was derived.

Income Taxes

The School follows the accounting standard for uncertainty in income taxes. The standard prescribes a minimum recognition threshold and measurement methodology that a tax position taken or expected to be taken in a tax return is required to meet before being recognized in the financial statements. It also provides guidance for derecognition, classification, interest and penalties, disclosure and transition.

The School files informational returns in the federal jurisdictions. With few exceptions, the School is no longer subject to federal income tax examinations for fiscal years before 2015.

The School believes that it has appropriate support for the positions taken on its tax returns. Nonetheless, the amounts ultimately paid, if any, upon resolution of the issues raised by the taxing authorities may differ materially from the amounts accrued for each year. Management believes that its nonprofit status would be sustained upon examination.

Should there be interest on underpayments of income tax, the School would classify it as interest expense. The School would classify penalties in connection with underpayments of tax as "other expense."

Adoption of Accounting Pronouncement

In fiscal year 2018, the School adopted the accounting standards update which amends the cash flow statement presentation of restricted cash. The update requires amounts generally described as restricted cash and restricted cash equivalents be included with cash and cash equivalents when reconciling the beginning-of-year and end-of-year total amounts shown on the statement of cash flows. The School adopted the update retrospectively for fiscal year 2017. The adoption of this update had no effect on the School's change in net assets or cash flows.

VOICE CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2018

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Recent Accounting Pronouncements

In May 2014, the Financial Accounting Standards Board ("FASB") issued an accounting standards update which affects the revenue recognition of entities that enter into either (1) certain contracts to transfer goods or services to customers or (2) certain contracts for the transfer of nonfinancial assets. The update indicates an entity should recognize revenue in an amount that reflects the consideration the entity expects to be entitled to in exchange for the goods or services transferred by the entity. The update is to be applied to the beginning of the year of implementation or retrospectively and is effective for annual periods beginning after December 15, 2018 and in interim periods in annual periods beginning after December 15, 2019. Early application is permitted but no earlier than annual reporting periods beginning after December 31, 2016. The School is currently evaluating the effect the update will have on its financial statements.

In February 2016, the FASB issued an accounting standards update which amends existing lease guidance. The update requires lessees to recognize a right-of-use asset and related lease liability for many operating leases now currently off-balance sheet under current U.S. GAAP. The School is currently evaluating the effect the update will have on its financial statements but expects upon adoption that the update will have a material effect on the School's statement of financial position due to the recognition of a right-of-use asset and related lease liability. The School does not anticipate the update having a material effect on the School's results of operations or cash flows, though such an effect is possible. The update is effective using a modified retrospective approach for fiscal years beginning after December 15, 2019, and for interim periods within fiscal years beginning after December 15, 2020, with early application permitted.

In August 2016, the FASB issued an accounting standards update which aims to improve information provided to creditors, donors, grantors, and others while also reducing complexity and costs. The update is the first phase of a project regarding not-for-profits which aims to improve and simplify net asset classification requirements and improve the information presented and disclosed in financial statements about liquidity, cash flows, and financial performance. The update is effective retrospectively for financial statements issued for fiscal years beginning after December 15, 2017, and interim periods within fiscal years beginning after December 15, 2018, with earlier application permitted. The School is currently evaluating the effect the update will have on its financial statements.

3. PROPERTY AND EQUIPMENT

Property and equipment consist of the following as of June 30:

	2018	2017	Estimated Useful Lives
Furniture and fixtures	\$ 487,489	\$ 366,276	7 years
Musical instruments	6,610	6,610	3 years
Computers	231,640	144,857	3 years
Software	35,425	35,425	3 years
Leasehold improvements	<u>2,938,069</u>	<u>2,433,948</u>	Life of lease
	3,699,233	2,987,116	
Less: accumulated depreciation and amortization	<u>(1,137,875)</u>	<u>(866,113)</u>	
	<u>\$ 2,561,358</u>	<u>\$ 2,121,003</u>	

Depreciation and amortization expense for the years ended June 30, 2018 and 2017 was \$272,394 and \$232,649, respectively.

VOICE CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2018

4. CONSTRUCTION IN PROGRESS

The School is undergoing construction due to the expansion of the School. The School operates on a work-order basis and has not entered into any long-term contracts. At June 30, 2018 and 2017, construction in progress was \$203,338 and \$553,680, respectively.

The total estimated cost of the construction project is approximately \$3,361,000. At June 30, 2018, approximately 87% or \$2,938,069 of the project has been completed and placed into service, and is included in leasehold improvements.

5. PENSION PLAN

The School participates in the Teachers' Retirement System of the City of New York ("TRS" or the "Plan"), which covers principals and teachers. Employees enrolled in the Plan are required to contribute a range of 0% to 6% depending on when they enrolled in the Plan. Employees become vested in the School's contribution to the Plan after ten years of service. The School's contribution is a rate based on actuarial assumptions and methods. During the years ended June 30, 2018 and 2017, the School used a rate of 11.19% and 9.59%, respectively. For the years ended June 30, 2018 and 2017, the School incurred pension expense of \$608,566 and \$353,060, respectively, which is included in retirement benefits in the accompanying statement of functional expenses.

Accounting standards require employers participating in multiemployer plans to provide detailed quantitative and qualitative disclosures for these plans. TRS, which is sponsored by the City of New York, does not impose an expiration date on participating employers. The zone status is consistent with the Pension Protection Act and is for the Plan's year-end at June 30, 2017. The zone status is based on information provided in the TRS Comprehensive Annual Financial Report, which includes information from TRS' actuary and is certified by TRS' auditor. Among other factors, plans in the red zone are generally less than 65 percent funded, plans in the yellow zone are less than 80 percent funded and plans in the green zone are at least 80 percent funded. TRS did not report a rehabilitation plan. Information related to the Plan is comprised of the following:

<i>Pension Fund</i>	<i>Plan Month/Day End Date</i>	<i>Zone Status</i>	<i>Contributions</i>	
			<i>2018</i>	<i>2017</i>
<i>Teachers' Retirement System</i>	06/30	<i>Yellow – As of June 30, 2017</i>	\$608,566	\$353,060

Employees may also participate in a Tax-Deferred Annuity ("TDA") Program, which is defined-contribution pension plan. Employees may contribute as little as 1% of their salary to the TDA Program and as much as their designated Maximum Contribution Rate. This rate is based on their salary and the allowable maximum contribution amount the Internal Revenue Service ("IRS") has established for that year.

In July 2014, the School opted to participate in a 403(b) Plan, which is open to all salaried employees of the School who are at least 21 years of age and have been employed at least six months at the School. The vesting period for the 403(b) Plan is two years. The 403(b) Plan calls for the School to make a base contribution of 3.5% of an employee's salary and match 100% of an employee's contribution up to 10% of their fiscal year salary. The base and matching contributions will not be offered to employees who participate in the TRS plan. The School incurred 403(b) Plan expenses of \$69,682 and \$70,346 for the years ended June 30, 2018 and 2017, respectively.

VOICE CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2018

6. RISK MANAGEMENT

The School is exposed to various risks of loss related to torts; thefts of, damage to, and destruction of assets; injuries to employees; and natural disasters. The School maintains commercial insurance to help protect itself from such risks.

The School entered into contractual relationships with certain governmental funding sources. The governmental agencies may request return of funds as a result of noncompliance by the School, as well as additional funds for the use of facilities. The accompanying financial statements make no provision for the possible disallowance or refund.

7. CONCENTRATIONS

Financial instruments that potentially subject the School to concentrations of credit risk consist principally of cash deposits. Accounts are insured by the Federal Deposit Insurance Corporation ("FDIC") up to \$250,000.

The School received approximately 90% of its total revenue from per pupil funding from the NYCDOE during the years ended June 30, 2018 and 2017, respectively.

The School's grants and other receivables consist of three major grantors as of June 30, 2018. The School's grants and other receivables consist of two major grantors as of June 30, 2017.

The School's payables consist of three major vendors as of June 30, 2018. The school's payables consist of two major vendors as of June 30, 2017.

8. COMMITMENT AND CONTINGENCIES

In June 2011, the School entered into a lease agreement with The Roman Catholic Church of St. Rita for leasing the premises at 36-25 11th Street, Long Island City, New York 11106. The lease term is from July 1, 2011 to June 30, 2031. Future minimum rental lease payments are as follows:

June 30,	
2019	\$ 647,185
2020	663,365
2021	679,949
2022	696,947
2023	714,371
Thereafter	<u>6,396,850</u>
	<u>\$ 9,798,667</u>

Rent expense and occupancy costs for the years ended June 30, 2018 and 2017 was \$678,955 and \$673,761, respectively, and is included in occupancy and facility costs on the statement of functional expenses.

The School also shares space with P.S. 111 Jacob Blackwell located at 37-15 13th Street, Queens, New York 11101. The School occupies 8,971 square feet at this location, and shares another 7,828 square feet. There is no lease or agreement in place for the shared space and no rent is charged to the School.

The School entered into an agreement with a bank whereby it is permitted to borrow up to \$500,000 under a line of credit. The line of credit is available until it is cancelled by either the School or the bank. Interest is payable on any outstanding balance at the greater of the bank's prime rate or the bank's minimum interest rate, plus 0.5%. There is no outstanding balance on the line of credit as of June 30, 2018.



Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With *Government Auditing Standards*

To the Board of Trustees
VOICE Charter School

We have audited in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of VOICE Charter School (the "School"), which comprise the statement of financial position as of June 30, 2018, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 3, 2018.

Internal Control Over Financial Reporting

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

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

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

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the School's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain matters that we reported to management of the School in a separate letter dated October 3, 2018.

An Independent Member of Baker Tilly International

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

MBAF CPAs, LLC

New York, NY
October 3, 2018



Entry 5c Additional Financial Docs

Created: 10/26/2018 • Last updated: 10/31/2018

The additional items listed below should be uploaded if applicable. Please explain the reason(s) if the items are not included. Examples might include: a written management letter was not issued; the school did not expend federal funds in excess of the Single Audit Threshold of \$750,000; the corrective action plan will be submitted by the following date (should be no later than 30 days from the submission of the report); etc.

Section Heading

1. Management Letter

(No response)

Explanation for not uploading the Management Letter. (No response)

2. Form 990

(No response)

Explanation for not uploading the Form 990. Extension filed

3. Federal Single Audit

Note: A copy of the Federal Single Audit must be filed with the Federal Audit Clearinghouse. Please refer to OMB Uniform Guidelines for the federal filing requirements.

(No response)

Explanation for not uploading the Federal Single Audit. N/A

4. CSP Agreed Upon Procedure Report

(No response)

Explanation for not uploading the procedure report. N/A

5. Evidence of Required Escrow Account

https://nysed_cso_reports.fluidreview.com/resp/20081923/pN6H0Nalce/

Explanation for not uploading (No response)
the Escrow evidence.

6. Corrective Action Plan

A **Corrective Action Plan** for Audit Findings and Management Letter Recommendations, which must include:

- a. The person responsible
- b. The date action was taken, or will be taken
- c. Description of the action taken
- d. Evidence of implementation (if available)

(No response)

Explanation for not uploading N/A
the Corrective Action Plan.

Citibank CBO Services 638
P.O. Box 6201
Sioux Falls, SD 57117-6201

001/R1/04F000

000
CITIBANK, N. A.

VOICE CHARTER SCHOOL OF NY
[REDACTED]
C/O RICHARD GRASSEY
107 RIVER ROAD
SCARBOROUGH NY 10510

Control Account:
9 [REDACTED]
Statement Period
Sep 1 - Sep 30, 2018

Page 1 of 1

CitiEscrow CONTROL ACCOUNT DETAIL FROM SEP 1, 2018 THRU SEP 30, 2018

CitiEscrow [REDACTED]

9

Beginning Balance: \$70,000.00
Ending Balance: \$70,000.00

Average Balance Information

Average Ledger Balance this Statement Period	70,000.00
Average Collected Balance this Statement Period	70,000.00

CUSTOMER SERVICE INFORMATION

IF YOU HAVE QUESTIONS ON:

Escrow Deposit Account

YOU CAN CALL:

877-528-0990
(For Speech and Hearing
Impaired Customers Only
TDD: 800-788-0002)

YOU CAN WRITE:

CitiBusiness
100 Citibank Drive
San Antonio, TX 78245-9966

For change in address, call your account officer or visit your branch.

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Entry 5d Financial Services Contact Information

Last updated: 10/26/2018

Regents, NYCDOE and Buffalo BOE authorized schools should enter the financial contact information requested and upload the independent auditor's report and internal controls reports as one combined file.

VOICE CS OF NEW YORK (NYC CHANCELLOR)Section Heading

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Thomas Ficeto	tficeto865@voicecharterschool.org	718 361 1694

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Marc Taub	mtaub@mbafcpa.com	212 576 1400	10

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years with Firm

New York State Education Department

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

2018-19 Budget & Cash Flow Template

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

1	Complete ALL SIX columns in BLUE
2	Enter information into the GRAY cells
3	Cells containing RED triangles in the upper right corner in columns B through G contain guidance on that particular item
4	School district per-pupil tuition information is located on the State Aid website at https://stateaid.nysed.gov/charter/ . Rows may be inserted in the worksheet to accommodate additional districts if necessary.
5	The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, please reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

VOICE Charter School

PROJECTED BUDGET FOR 2018-2019

July 1, 2018 to June 30, 2019

Please Note The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	11,534,735	1,516,524	-	-	-	13,051,259
Total Expenses	10,535,036	1,299,255	-	-	1,216,969	13,051,259
Net Income	999,699	217,269	-	-	(1,216,969)	0
Actual Student Enrollment	665	121				-
Total Paid Student Enrollment	665	121				665

PROGRAM SERVICES

SUPPORT SERVICES

REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
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REVENUE

REVENUES FROM STATE SOURCES

Per Pupil Revenue	CY Per Pupil Rate
District of Location	\$15,307.00
School District 2 (Enter Name)	
School District 3 (Enter Name)	
School District 4 (Enter Name)	
School District 5 (Enter Name)	

10,180,686	1,452,909	-	-	-	11,633,595
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
10,180,686	1,452,909	-	-	-	11,633,595

Special Education Revenue

Grants

Stimulus

Other

Other State Revenue

-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
862,033	-	-	-	-	862,033

TOTAL REVENUE FROM STATE SOURCES

11,042,719	1,452,909	-	-	-	12,495,628
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REVENUE FROM FEDERAL FUNDING

DEA Special Needs

Title I

Title Funding - Other

School Food Service (Free Lunch)

Grants

Charter School Program (CSP) Planning & Implementation

Other

Other Federal Revenue

	63,615	-	-	-	63,615
197,710	-	-	-	-	197,710
107,598	-	-	-	-	107,598
-	-	-	-	-	-

TOTAL REVENUE FROM FEDERAL SOURCES

305,308	63,615	-	-	-	368,923
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LOCAL and OTHER REVENUE

Contributions and Donations, Fundraising

Erate Reimbursement

Interest Income, Earnings on Investments,

NYC-DYCD (Department of Youth and Community Developmt.)

Food Service (Income from meals)

Text Book

Other Local Revenue

-	-	-	-	-	-
82,841	-	-	-	-	82,841
4,524	-	-	-	-	4,524
-	-	-	-	-	-
-	-	-	-	-	-
54,448	-	-	-	-	54,448
44,895	-	-	-	-	44,895

TOTAL REVENUE FROM LOCAL and OTHER SOURCES

186,708	-	-	-	-	186,708
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TOTAL REVENUE

11,534,735	1,516,524	-	-	-	13,051,259
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EXPENSES

ADMINISTRATIVE STAFF PERSONNEL COSTS

Executive Management	No. of Positions
1.00	
Instructional Management	3.00

99,000	-	-	-	99,000	198,000
375,000	-	-	-	-	375,000

Deans, Directors & Coordinators	7.00	501,435	-	-	-	-	501,435
CFO / Director of Finance	-	-	-	-	-	-	-
Operation / Business Manager	3.00	-	-	-	-	277,934	277,934
Administrative Staff	19.00	913,398	-	-	-	124,554	1,037,952
TOTAL ADMINISTRATIVE STAFF	33	1,888,833	-	-	-	501,488	2,390,321

INSTRUCTIONAL PERSONNEL COSTS

Teachers - Regular	24.00	1,801,741	-	-	-	-	1,801,741
Teachers - SPED	14.00	-	1,000,801	-	-	-	1,000,801
Substitute Teachers	-	-	-	-	-	-	-
Teaching Assistants	14.00	503,866	-	-	-	-	503,866
Specialty Teachers	16.00	1,138,146	-	-	-	-	1,138,146
Aides	-	-	-	-	-	-	-
Therapists & Counselors	4.00	410,058	-	-	-	-	410,058
Other	-	46,024	-	-	-	-	46,024
TOTAL INSTRUCTIONAL	72	3,899,837	1,000,801	-	-	-	4,900,638

NON-INSTRUCTIONAL PERSONNEL COSTS

Nurse	-	-	-	-	-	-	-
Librarian	-	-	-	-	-	-	-
Custodian	-	-	-	-	-	-	-
Security	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
TOTAL NON-INSTRUCTIONAL	-	-	-	-	-	-	-

SUBTOTAL PERSONNEL SERVICE COSTS

105	5,788,669	1,000,801	-	-	501,488	7,290,959
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PAYROLL TAXES AND BENEFITS

Payroll Taxes	412,321	65,603	-	-	65,171	543,095
Fringe / Employee Benefits	880,072	140,025	-	-	139,104	1,159,201
Retirement / Pension	539,428	85,826	-	-	85,262	710,516
TOTAL PAYROLL TAXES AND BENEFITS	1,831,821	291,454	-	-	289,537	2,412,812

TOTAL PERSONNEL SERVICE COSTS

7,620,490	1,292,255	-	-	791,026	9,703,771
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CONTRACTED SERVICES

Accounting / Audit	-	-	-	-	56,960	56,960
Legal	-	-	-	-	72,000	72,000
Management Company Fee	-	-	-	-	-	-
Nurse Services	-	-	-	-	-	-
Food Service / School Lunch	-	-	-	-	-	-
Payroll Services	26,363	-	-	-	3,595	29,958
Special Ed Services	-	-	-	-	-	-
Titlement Services (i.e. Title I)	-	-	-	-	14,000	14,000
Other Purchased / Professional / Consulting	127,163	-	-	-	15,883	143,046
TOTAL CONTRACTED SERVICES	153,526	-	-	-	162,438	315,964

SCHOOL OPERATIONS

Board Expenses	-	-	-	-	-	-
Classroom / Teaching Supplies & Materials	88,326	-	-	-	-	88,326
Special Ed Supplies & Materials	-	-	-	-	-	-
Textbooks / Workbooks	118,132	-	-	-	-	118,132
Supplies & Materials other	44,889	-	-	-	-	44,889
Equipment / Furniture	13,358	-	-	-	1,822	15,180
Telephone	11,238	-	-	-	1,532	12,770
Technology	176,144	-	-	-	24,020	200,164
Student Testing & Assessment	56,250	-	-	-	-	56,250
Field Trips	37,126	-	-	-	-	37,126
Transportation (student)	19,974	-	-	-	-	19,974
Student Services - other	15,657	-	-	-	-	15,657
Office Expense	-	-	-	-	45,810	45,810
Staff Development	383,105	7,000	-	-	-	390,105
Staff Recruitment	81,809	-	-	-	11,156	92,965
Student Recruitment / Marketing	26,020	-	-	-	-	26,020
School Meals / Lunch	-	-	-	-	-	-

Travel (Staff)	1,056	-	-	-	144	1,200
Fundraising	-	-	-	-	-	-
Other	84,236	-	-	-	11,487	95,723
TOTAL SCHOOL OPERATIONS	1,157,321	7,000	-	-	95,970	1,260,291

FACILITY OPERATION & MAINTENANCE

Insurance	51,869	-	-	-	7,073	58,942
Janitorial	112,020	-	-	-	15,275	127,295
Building and Land Rent / Lease	582,835	-	-	-	79,478	662,313
Repairs & Maintenance	86,891	-	-	-	11,849	98,740
Equipment / Furniture	-	-	-	-	-	-
Security	61,600	-	-	-	8,400	70,000
Utilities	51,601	-	-	-	7,036	58,637
TOTAL FACILITY OPERATION & MAINTENANCE	946,816	-	-	-	129,111	1,075,927

DEPRECIATION & AMORTIZATION

	281,772	-	-	-	38,424	320,196
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DISSOLUTION ESCROW & RESERVES / CONTIGENCY

	375,111	-	-	-	-	375,111
TOTAL EXPENSES	10,535,036	1,299,255	-	-	1,216,969	13,051,259

NET INCOME	999,699	217,269	-	-	(1,216,969)	0.00
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ENROLLMENT - *School Districts Are Linked To Above Entries*

	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED
District of Location	665	121	665
School District 2 (Enter Name)			-
School District 3 (Enter Name)			-
School District 4 (Enter Name)			-
School District 5 (Enter Name)			-
TOTAL ENROLLMENT	665	121	665
REVENUE PER PUPIL	17,343	12,533	-
EXPENSES PER PUPIL	15,840	10,738	-

[illegible]

[illegible]

[illegible]

<p align="center">Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</p>

Trustee Name:

Casey Lamb

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

VOICE Charter School

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

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
4/26/2018	The school leader bought a ticket to the Education Conference run by Schools that Can		Frank Headley bought the ticket

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

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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
Schools That Can		\$350.00	Casey Lamb	
<i>Please write "None" if applicable. Do not leave this space blank.</i>				

DocuSigned by:

Casey Lamb

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7/20/2018 11:47:05 AM EDT

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: 617-_____

Home Address: _____

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

Trustee Name:

DAVID M. CONTE

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

VOICE CHARTER SCHOOL

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

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

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

DocuSigned by:

 7054D60EF310456...

7/18/2018 11:29:22 AM EDT

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: NONE

Business Address: NONE

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:
Christopher Doyle

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

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

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
None	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**.

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

DocuSigned by:

Christopher Doyle

7/18/2018 12:08:05 PM EDT

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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: [REDACTED]

Business Address: [REDACTED]

E-mail Address: [REDACTED]

Home Telephone: 51 [REDACTED]

Home Address: [REDACTED]

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

Trustee Name:

Loraine Enlow

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

VOICE Charter School

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

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

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

3. 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 ^x ___ No

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

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

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

DocuSigned by:

Lorraine Enlow

7/22/2018 9:52:56 AM EDT

0C14D3DE266B440...

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: 2 [REDACTED] 1

Business Address: [REDACTED]

E-mail Address: 1e [REDACTED] rg

Home Telephone: 3 [REDACTED] 5

Home Address: [REDACTED]

<p align="center">Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</p>

Trustee Name:

Jose Garzon

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

VOICE Charter School

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

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

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

3. 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 ^x ___ No

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

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

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

DocuSigned by:

Jose Garzon

7/20/2018 11:50:06 AM EDT

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: 9[REDACTED]8

Business Address: none

E-mail Address: jo[REDACTED]

Home Telephone: 9[REDACTED]8

Home Address: [REDACTED]

<p align="center">Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</p>

Trustee Name:

Gavin D. Schryver

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

VOICE Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). Member (and Member of HR and Talent Committee)

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

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

3. 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 ^x ___ No

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

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

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

DocuSigned by:

Gavin Schryver

7/20/2018 12:00:18 PM EDT

AA27046590F3440...

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: [REDACTED] 91

Business Address: [REDACTED]

E-mail Address: gavi[REDACTED]m

Home Telephone: 6[REDACTED]

Home Address: [REDACTED]

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

Trustee Name:
Richard R Grassey Jr

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

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

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

3. 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 ^x ____ No

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

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

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

DocuSigned by:

Richard Grassey

7/18/2018 4:54:11 PM EDT

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: 212- [REDACTED]

Business Address: [REDACTED]

E-mail Address: ri [REDACTED] com

Home Telephone: 91 [REDACTED]

Home Address: [REDACTED]

<p align="center">Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</p>

Trustee Name:

Michael Karp

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

VOICE Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). none

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

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

3. 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 ^x ___ No

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

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

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

DocuSigned by:

Michael Karp

7/20/2018 1:59:36 PM EDT

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: 20 [REDACTED]

Business Address: [REDACTED]

E-mail Address: m [REDACTED]

21 [REDACTED]

Home Address: [REDACTED]

<p align="center">Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</p>

Trustee Name:

Marc Cohen

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

voice Charter School

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 ^x ___ No

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

3. 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 ^x ___ No

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

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

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

DocuSigned by:

Marc Cohen

7/18/2018 11:28:53 AM EDT

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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: [REDACTED]

Business Address: [REDACTED]

E-mail Address: [REDACTED]

Home Telephone: [REDACTED]

Home Address: [REDACTED]

<p align="center">Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</p>

Trustee Name:

John J Yarmick

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

VOICE 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 ^x ___ No

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

3. 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 ^x ___ No

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

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

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

DocuSigned by:

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7/18/2018 10:39:43 AM EDT

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: N/A

Business Address: N/A

[Redacted]

Home Telephone: 2 [Redacted]

Home Address: 185 [Redacted]

<p align="center">Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</p>

Trustee Name:

Robert de Luna

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

VOICE

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

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

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

3. 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** ^x ___ **No**

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

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

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

DocuSigned by:

Robert de Luna

7/19/2018 5:36:15 PM EDT

C640035A25A846D...

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: 9 [REDACTED]

Business Address: [REDACTED]

E-mail Address: [REDACTED]

Home Telephone: 212-[REDACTED]

Home Address: [REDACTED]



Entry 8 BOT Table

Created: 07/27/2018 • Last updated: 08/01/2018

1. Current Board Member Information (Enter info for each BOT member)

	Trustee Name and Email Address	Position on the Board	Committee Affiliations	Voting Member Per By Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2017 18
1	Casey Lamb [REDACTED]	Trustee/Member	Educational Advisory Committee	Yes	2	07/01/2016	06/30/2019	9
2	Robert de Luna [REDACTED] gmail.com	Secretary	n/a	Yes	3	07/01/2016	06/30/2019	8
3	Michael Karp [REDACTED] l.com	Trustee/Member	Educational Advisory Committee	Yes	3	07/01/2018	06/30/2021	7
4	Richard Grassev [REDACTED] bs.com	Treasurer	Finance Committee	Yes	3	07/01/2018	06/30/2021	11
5	Christopher Doyle [REDACTED] co m	Vice Chair	Educational Advisory Committee	Yes	4	07/01/2017	06/30/2020	9
6	Loraine Enlow [REDACTED]	Trustee/Member	n/a	Yes	2	07/01/2017	06/30/2020	8
7	Marc Cohen ms [REDACTED]	Chair	Finance Committee	Yes	4	07/01/2018	06/30/2021	12

8	David Conte [REDACTED]	Trustee/Member	n/a	Yes	1	07/01/2016	06/30/2019	8
9	Jose Garzon [REDACTED] l.com	Trustee/Member	Finance Committee	Yes	2	07/01/2018	06/30/2021	6

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

1b. Current Board Member Information

	Trustee Name and Email Address	Position on the Board	Committee Affiliations	Voting Member Per By Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2017-18
10	John Yarmick kimray9@nyc.rr.com	Trustee/Member	Finance Committee	Yes	2	07/01/2017	06/30/2020	10
11	Christina Young christinacyoung@gmail.com	Trustee/Member	n/a	Yes	3	07/01/2018	06/30/2021	5 or less
12	Gavin Schryver gavinschryver@yahoo.com	Trustee/Member	n/a	Yes	1	01/22/2018	06/30/2019	5 or less
13	Lorraine Cecere	Trustee/Member	Education Advisory Committee	Yes	3	07/01/2016	09/01/2017	5 or less
14	Carmela Collier carmela@parents.ofVOICE.com	Parent Rep	n/a	No	3	09/01/2017	08/30/2018	5 or less
15								

1c. Are there more than 15 members of the Board of Trustees? No

2. Total number of members on June 30, 2018 12

3. Total number of members joining the Board during the 2017-18 school year	1
4. Total number of members departing the Board during the 2017-18 school year	1
5. Number of voting members in 2017-18, as set by the by-laws, resolution or minutes	7
6. Number of Board meetings conducted during the 2017-18 School Year	12
7. Number of Board meetings scheduled for the coming 2018-19 school year	12

Thank you.



Entry 9 - Board Meeting Minutes

Last updated: 07/30/2018

Instructions for submitting minutes of the BOT monthly meetings

Regents, NYCDOE, and Buffalo BOE authorized schools must either provide a link to a complete set of minutes that are posted on the charter school website, or upload a complete set of board meeting minutes from July 2017 June 2018, which should match the number of meetings held during the 2017 18 school year.

VOICE CS OF NEW YORK (NYC CHANCELLOR)

Are all monthly BOT meeting minutes posted, which should match the number of meetings held during 2017-18 school year, on the charter school's website?

the charter school's website.

A. Provide if posted on the charter school's website a URL link to the Monthly Board Meeting Minutes, which should match the number of meetings held during the 2017-18 school year.

<https://www.voicecharterschool.org/compliance/>



Entry 10 Enrollment and Retention of Special Populations

Last updated: 07/29/2018

Instructions for Reporting Enrollment and Retention Strategies

Describe the efforts the charter school has made in 2017 18 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 2018 19.

VOICE CS OF NEW YORK (NYC CHANCELLOR)Section Heading

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2017 18	Describe Recruitment Plans in 2018 19)
Economically Disadvantaged	<ul style="list-style-type: none">•Utilized a preference for applicants currently on SNAP whereby upon verification the student is pulled up from lower in the list to fill one of designated SNAP seats. The number of SNAP seats is set by the board and is calculated to a number to ensure incoming students do not skew the school's F&RL percentage below the target•Discuss meal programs at school open house, on application and during tours.•Support is offered to assist families in completing all necessary paperwork to ensure eligible students participate in the lunch program and are enrolled in F&RL programs if determined to be eligible.•Recruit throughout the neighborhoods surrounding the school and in the local district Increased outreach through local community partner organization we currently work with so our application can reach families receiving their services.	<p>F&RL Percentages close to district so we will continue efforts that have worked in the past</p> <p>We will also continue to look for new organizations to partner with.</p>
	<ul style="list-style-type: none">•Advertise in languages other than English, especially those languages that predominate in our area.•Conduct outreach with multi lingual staff•Outreach to specialized feeder schools and programs	

English Language Learners	<ul style="list-style-type: none"> •Advertising and school materials are translated as needed •Have a Google Translate button option for our website •Provide translation services with sufficient notice •Contact trusted service providers of immigrant communities to inform them and their clients of VOICE. •Provide applications to existing ELL parents and encourage them to reach out and contact families that they know and inform them about VOICE. 	Continuation of current efforts in addition to searching for new community specific organizations serving needs of immigrant community
Students with Disabilities	<ul style="list-style-type: none"> •Include in our direct mail advertising and website that we serve special needs students •Advertise to special needs communities •Conduct outreach to specialized feeder schools and programs *Work with our intervention team to monitor incoming students to ensure those with previously undiagnosed disabilities are properly diagnosed and provided with services 	Continuation of current efforts

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2017 18	Describe Retention Plans in 2018 19)
Economically Disadvantaged	*VOICE's F&RL comprises most of the student body so retention efforts are geared largely to the general population rather than this subset. Those efforts largely focus on ensuring that our school maintain a culture of excellence in terms of academic programs, school culture and home school communications.	Continuation of current efforts
English Language Learners	VOICE Charter School loses more ELL classified students to former ELL classification through our education program than it does to withdrawals. Efforts to retain ELL students are largely similar to the general population discussed above, with the exception that we do continue to make an effort to ensure families of Former ELL students whose parents have not yet attained proficiency in English feel supported in their native language (through interpretation services) and kept involved in the school community (through events and curriculum that recognize their community's contributions). *Most parent facing roles are staffed by Spanish speakers *Improve access to non Spanish foreign language services.	Continuation of current efforts
Students with Disabilities	To improve retention rate of SPED population, most efforts involve our intervention team's coordination with their classroom teacher, parents and the CSE to ensure we can best serve each student in respects to their IEP as well as in general.	Continuation of current efforts



Entry 11 Classroom Teacher and Administrator Attrition

Last updated: 08/01/2018

Report changes in teacher and administrator staffing.

Instructions for completing the Classroom Teacher and Administrator Attrition Tables

Charter schools must complete the tables titled 2017-2018 Classroom Teacher and Administrator Attrition to report changes in teacher and administrator staffing during the 2017-2018 school year. Please provide the full time equivalent (FTE) of staff on June 30, 2017; the FTE for any departed staff from July 1, 2017 through June 30, 2018; the FTE for added staff from July 1, 2017 through June 30, 2018; and the FTE of staff added in newly created positions from July 1, 2017 through June 30, 2018 using the tables provided.

1. Classroom Teacher Attrition Table

	FTE Classroom Teachers on 6/30/17	FTE Classroom Teachers Departed 7/1/17 6/30/18	FTE Classroom Teachers Filling Vacant Positions 7/1/17 6/30/18	FTE Classroom Teachers Added in New Positions 7/1/17 6/30/18	FTE of Classroom Teachers on 6/30/18
	46	9	57	2	50

2. Administrator Position Attrition Table

	FTE Administrative Positions on 6/30/17	FTE Administrators Departed 7/1/17 6/30/18	FTE Administrators Filling Vacant Positions 7/1/17 6/30/18	FTE Administrators Added in New Positions 7/1/17 6/30/18	FTE Administrative Positions on 6/30/18
	29	7.5	37	1	28.5

3. Tell your school's story

Charter schools may provide additional information in this section of the Annual Report about their respective teacher and administrator attrition rates as some teacher or administrator departures do not reflect advancement or movement within the charter school networks. Schools may provide additional detail to reflect a teacher’s advancement up the ladder to a leadership position within the network or an administrator’s movement to lead a new network charter school.

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4. Charter schools must ensure that all prospective employees receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee. For the safety of all students, charter schools must take immediate steps to terminate the employment of individuals who have been denied clearance. Once the employees have been terminated, the school must terminate the request for clearance in the TEACH system.

Have all employees have been cleared through the NYSED TEACH system?

Yes

5. For perspective or current employees whose clearance has been denied, have you terminated their employment and removed them from the TEACH system?

	Yes
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Thank you



Entry 12 Uncertified Teachers

Created: 07/27/2018 • Last updated: 08/01/2018

FTE Count of All Teachers 50
(Certified and Uncertified) as of
6/30/18

FTE Count of All Certified 41
Teachers as of 6/30/18

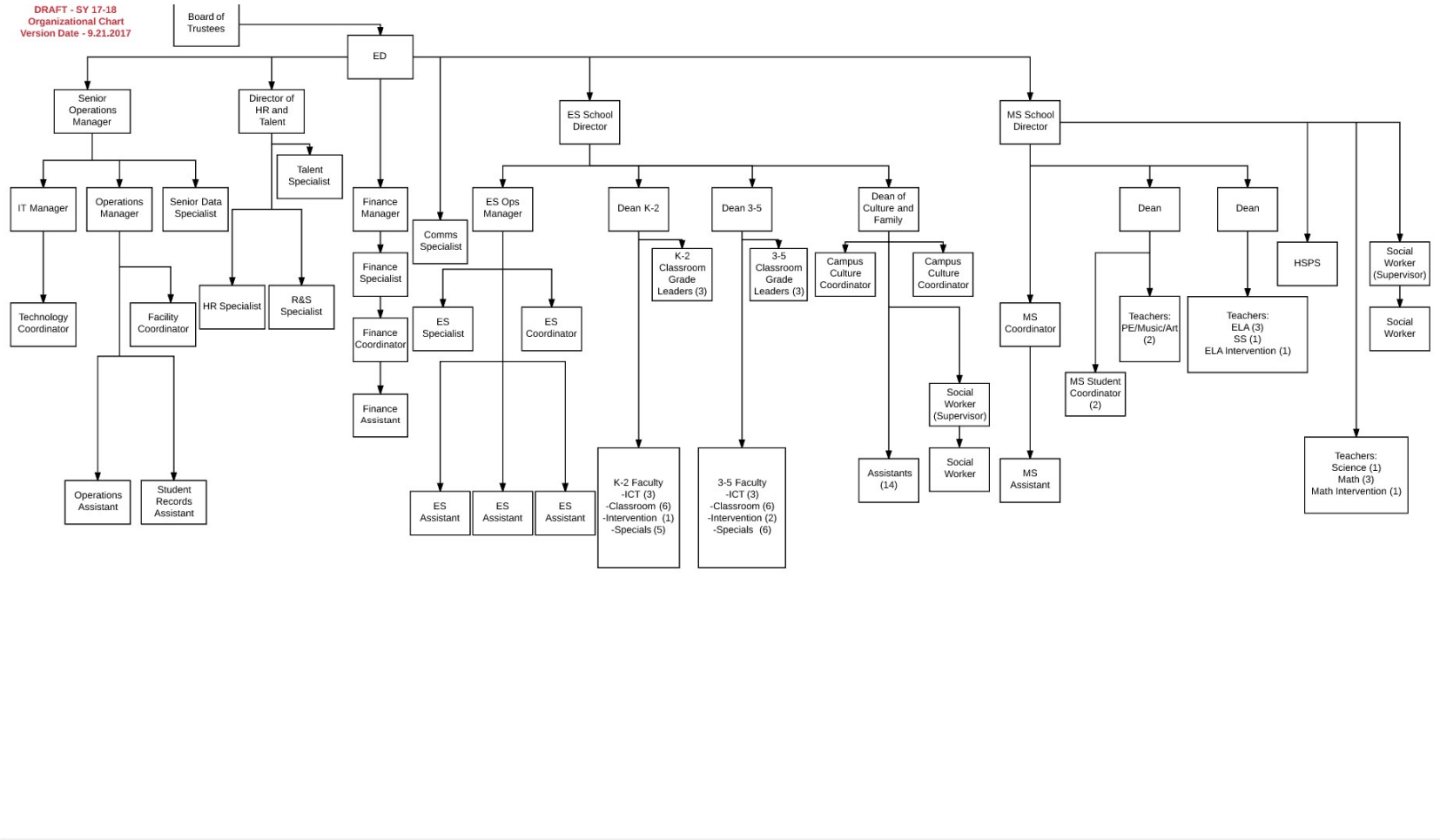
Instructions for Reporting Percent of Uncertified Teachers

The table below is reflective of the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Enter the relevant full time equivalent (FTE) count of teachers in each column. For example, a school with 20 full time teachers and 5 half time teachers would have an FTE count of 22.5. If more than one column applies to a particular teacher, please select one column for the FTE count. Please do not include paraprofessionals, such as teacher assistants.

FTE count of uncertified teachers on 6/30/18, and each uncertified teacher should be counted only once.

	FTE Count
1. Total FTE count of uncertified teachers (6 30 18)	9
2. FTE count of uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience (6 30 18)	
3. FTE count of uncertified teachers who are tenured or tenure track college faculty (6 30 18)	
4. FTE count of uncertified teachers with two years of Teach for America experience (6 30 18)	
5. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (6 30 18)	4
6. FTE count of uncertified teachers who do not fit into any of the prior four categories (6 30 18)	5

Thank you.



2018-2019 School Calendar

VOICE Charter School

	Mon	Tue	Wed	Thu	Fri
	30	31	1	2	3
Aug 2018	6	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
	27	28	29	30	31
Sep 2018	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28
Oct 2018	1	2	3	4	5
	8	9	10	11	12
	15	16	17	18	19
	22	23	24	25	26
	29	30	31	1	2
Nov 2018	5	6	7	8	9
	12	13	14	15	16
	19	20	21	22	23
	26	27	28	29	30
Dec 2018	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28
	31	1	2	3	4
Jan 2019	7	8	9	10	11
	14	15	16	17	18
	21	22	23	24	25
	28	29	30	31	1
Feb 2019	4	5	6	7	8
	11	12	13	14	15
	18	19	20	21	22
	25	26	27	28	1
Mar 2019	4	5	6	7	8
	11	12	13	14	15
	18	19	20	21	22
	25	26	27	28	29
Apr 2019	1	2	3	4	5
	8	9	10	11	12
	15	16	17	18	19
	22	23	24	25	26
	29	30	1	2	3
May 2019	6	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
	27	28	29	30	31
Jun 2019	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28

Holidays & Notes

Deans Start	Aug 14, 2018
New Teachers Start	Aug 20, 2018
Continuing teachers start	Aug 21, 2018
New Assistants Start*	Aug 27, 2017
Labor Day - No School	Sep 3, 2018
First Day of School- <i>No bus all week</i>	Sep 4, 2018
First Day of bus service	Sep 10, 2018
Columbus Day - No School	Oct 8, 2018
Veterans Day All Day PD / No Students	Nov 12, 2018
Fall Conferences (1/2 day, NO BUS)	Nov 20, 2018
Thanksgiving Break	Nov 21 to 23, 2018
Christmas Break	Dec 23 to Jan 6, 2019
MLK Day - No School	Jan 21, 2019
Mid Winter Break	Feb 18 to 22, 2019
Spring Conferences (1/2 day, NO BUS)	Mar 22, 2019
NYS ELA Tests	April 2 to 4, 2019
Easter Weekend Break	April 19 to 22, 2019
NYS Math Test	May 1 to 3, 2019
Spring Break	May 4 to 12, 2019
Memorial Day - No School	May 27, 2019
Last Day of School (1/2 day)	Jun 21, 2019
End of School PD**	Jun 24 to 26, 2019

171	Regular School Day
9	1/2 Day School
1	All Day PD (no students)
	School is closed
	Office staff only

181 full and half days of school

* continuing assistants start August 28

** designated make-up day(s) in event of school cancellation

Calendar v3.0 Jun 21, 2018

year-ahead final