

Application: Brooklyn Prospect Charter School - CSD 15.2

Ashley Platt - aplatt@prospectschools.org
Annual Reports

Entry 1 School Info and Cover Page

Completed Aug 1 2020

[Instructions](#)

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2019-20 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer **(as of June 30, 2020)** or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

BROOKLYN PROSPECT CHARTER SCHOOL - CSD 15.2 331500861162

a1. Popular School Name

Brooklyn Prospect Windsor Terrace Middle School

b. CHARTER AUTHORIZER (As of June 30th, 2020)

Please select the correct authorizer as of June 30, 2020 or you may not be assigned the correct tasks.

SUNY BOARD OF TRUSTEES

c. DISTRICT / CSD OF LOCATION

CSD #15 - BROOKLYN

d. DATE OF INITIAL CHARTER

2/2019

e. DATE FIRST OPENED FOR INSTRUCTION

9/2019

h. SCHOOL WEB ADDRESS (URL)

<https://www.brooklynprospect.org>

i. TOTAL MAX APPROVED ENROLLMENT FOR THE 2019-2020 SCHOOL YEAR (exclude Pre-K program enrollment)

132

j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2020 (exclude Pre-K program enrollment)

108

k. GRADES SERVED IN SCHOOL YEAR 2019-2020 (exclude Pre-K program students)

Check all that apply

Grades Served

6

l1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

Yes

I2. NAME OF CMO/EMO AND ADDRESS

NAME OF CMO/EMO	Prospect Schools
PHYSICAL STREET ADDRESS	355 Bridge Street
CITY	Brooklyn
STATE	New York
ZIP CODE	11201
EMAIL ADDRESS	
CONTACT PERSON NAME	Ashley Platt

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2020-2021?

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

School Site 1 (Primary)

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	28 Chapel Street, Brooklyn, NY 11201 (40 Flatbush Avenue Extension Brooklyn, NY 11201)		NYC CSD 15	6-7	6

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Kiersten Gibson Cooper			
Operational Leader	Karishma Chanda			
Compliance Contact	Ashley Platt			
Complaint Contact	Kiersten Gibson Cooper			
DASA Coordinator	Erika Hardaway			
Phone Contact for After Hours Emergencies	Kiersten Gibson Cooper			

m1b. Is site 1 in public (co-located) space or in private space?

Private Space

IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC

m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 1 if located in private space in NYC or located outside of NYC .

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2020.

Site 1 Certificate of Occupancy (COO)

[TCO18-8thFloor \(1\).pdf](#)

Filename: TCO18-8thFloor (1).pdf **Size:** 36.8 kB

Site 1 Fire Inspection Report

CHARTER REVISIONS DURING THE 2019-2020 SCHOOL YEAR

n1. Were there any revisions to the school's charter during the 2019-2020 school year? (Please include approved or pending material and non-material charter revisions).

Yes

n2. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
		In 2019-20, the Board enacted a material change to the enrollment policy, increasing the socioeconomically		

1	Change in admissions/enrollment policy	disadvantaged (SED) set-aside (in-district and out-of-district) from 45% to 50% for intake/lottery grades (Kindergarten, 6th).		
2	Change in discipline or code of conduct policy	<p>The 2019 BPCS Policy Handbook was revised to include updated content in these sections: Discipline Policy Dignity for All Students Act Levelled Disciplinary Infractions Bullying, Bias and Harassment Behavior Interventions, Tracking and Communication In general, the changes reflected our network shift towards restorative justice alternatives to punitive discipline; emphasis on DASA interventions that promote inclusion and safety; alignment with NYC DOE's updated disciplinary levels; increased focus on behavior supports</p>		

		for struggling students.		
3				
4				
5				

More revisions to add?

No

PLEASE NOTE CHARTER SCHOOLS WILL NO LONGER SUBMIT FINANCIAL STATEMENTS, ANNUAL BUDGETS, AND RELATED FISCAL DATA VIA THE ANNUAL REPORT. HOWEVER, NYSED BOARD OF REGENTS WOULD LIKE TO KNOW IF YOUR SCHOOL'S BOARD OF TRUSTEES HAS APPROVED A BUDGET FOR THE 2020-2021 FISCAL YEAR.

o. Has your school's Board of Trustee's approved a budget for the 2020-2021 FY?

Yes

ATTESTATION

p. Individual Primarily Responsible for Submitting the Annual Report.

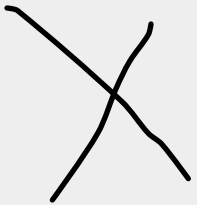
Name	Ashley Platt
Position	Director of Network Operations
Phone/Extension	
Email	

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

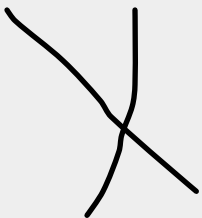
Responses Selected:

Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees



Date

Jul 31 2020

Thank you.



Entry 2 NYS School Report Card

Completed Aug 1 2020

Instructions

SUNY-authorized charter schools only

Provide a direct web link to the most recent New York State School Report Card for the charter school (See <https://reportcards.nysed.gov/>) . This report captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State statute (8 NYCRR 119.3).

Entry 2 NYS School Report Card Link

BROOKLYN PROSPECT CHARTER SCHOOL - CSD 15.2 331500861162

NEW YORK STATE REPORT CARD

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

(Charter schools completing year one will not yet have a School Report Card or link to one.

Please type "URL is not available" in the space provided.)

(No response)

Entry 3 Accountability Plan Progress Reports

Incomplete

Instructions

SUNY-Authorized Charter Schools ONLY

SUNY-authorized charter schools must download an [Accountability Plan Progress Report template](#). After completing, schools must upload the document into the by September 15, 2020.

Entry 7 Disclosure of Financial Interest Form

Completed Aug 1 2020

Instructions - Multiple Uploads Permitted

Required of ALL Charter Schools by August 3

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2019-2020 school year must complete a signed:

- **Regents, NYCDOE, and Buffalo BOE Authorized Schools: [Disclosure of Financial Interest Form](#)**
- **SUNY- Authorized Charter Schools: [Trustee Financial Disclosure Form](#)**

All completed forms must be collected and uploaded in .PDF format for each individual member. If a trustee is not able or available to complete the form by the deadline, the education corporation is responsible for doing so on behalf of the trustee. (Forms completed from past years will not be accepted).

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

Ahmed Haque Trustee Financial Disclosure Form

Filename: Ahmed Haque Trustee Financial Discosu 0wwpSZc.pdf **Size:** 386.7 kB

Rohan Gopaldas Trustee Financial Disclosure Form

Filename: Rohan Gopaldas Trustee Financial Discl JSgBox5.pdf **Size:** 322.9 kB

David von Spreckelsen Trustee Financial Disclosure

Filename: David von Spreckelsen Trustee Financia fU3ybuI.pdf **Size:** 66.8 kB

Gravelle Pierre Trustee Financial Disclosure Form

Filename: Gravelle Pierre Trustee Financial Disc m5GwfxC.pdf **Size:** 65.7 kB

Sam Koch Trustee Financial Disclosure Form

Filename: Sam Koch Trustee Financial Disclosure dPszmsz.pdf **Size:** 322.7 kB

Sara Keenan Trustee Financial Disclosure Form

Filename: Sara Keenan Trustee Financial Discosu ButLEx0.pdf **Size:** 316.7 kB

Jilian Gersten Trustee Financial Disclosure

Filename: Jillian Gersten Trustee Financial Discl CZ0tfs0.pdf **Size:** 5.7 MB

Christine Burke Trustee Financial Disclosure Form

Filename: Christine Burke Trustee Financial Disc B31Blog.pdf **Size:** 2.9 MB

Jill Inbar Trustee Financial Disclosure Form

Filename: Jill Inbar Trustee Financial Disclosur 9m0fm2u.pdf **Size:** 2.1 MB

Entry 8 BOT Membership Table

Completed Aug 1 2020

Instructions

Required of All charter schools



ALL charter schools or education corporations governing multiple schools must complete the Board of Trustees Membership Table within the online portal. Please be sure to include and identify parents who are members of the Board of Trustees and indicate whether parents are voting or non-voting members.








Entry 8 BOT Table

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

BROOKLYN PROSPECT CHARTER SCHOOL - CSD 15.2 331500861162

1. 2019-2020 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 2019-2020
1	Burke, Christine 	Treasurer	Executive ; Academic Oversight ; Audit & Finance (Chair)	Yes	3	07/01/2018	06/30/2021	12
2	Gersten, 	Parent Rep	N/A	Yes	2	07/01/2019	06/30/2020	12

								
3	Gopaldas, Rohan 	Trustee/M ember	N/A	Yes	1	02/01/20 19	09/24/20 19	5 or less
4	Inbar, Jill 	Chair	Executive (Chair); Academic Oversight ; Audit & Finance; Facilities; Governan ce	Yes	2	07/01/20 18	06/30/20 21	12
5	Haque, Ahmed 	Trustee/M ember	Academic Oversight (Chair)	Yes	1	10/02/20 19	10/02/20 22	12
6	Keenan, Sara 	Trustee/M ember	Academic Oversight	Yes	1	01/13/20 20	01/13/20 23	12
7	Koch, Sam 	Trustee/M ember	Executive ; Governan ce (Chair)	Yes	3	07/01/20 18	06/30/20 21	12
8	Pierre, Gravelle 	Secretary	Audit & Finance	Yes	1	06/30/20 19	06/30/20 22	12
	Von Spreckels en, David		Executive					

9		Trustee/Member	; Facilities (Chair)	Yes	3	07/01/2018	06/30/2020	12
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1a. Are there more than 9 members of the Board of Trustees?

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2020	8
b.Total Number of Members Added During 2019-2020	2
c. Total Number of Members who Departed during 2019-2020	1
d.Total Number of members, as set in Bylaws, Resolution or Minutes	8

3. Number of Board meetings held during 2019-2020

18

4. Number of Board meetings scheduled for 2020-2021

12

Thank you.

Entry 10 Enrollment & Retention

Completed Aug 1 2020

[Instructions for submitting Enrollment and Retention Efforts](#)

ALL charter schools must complete this section. Describe the efforts the charter school has made toward meeting targets in 2018-2019 to attract and retain enrollment of Students with Disabilities (SWDs), English Language Learners/Multilingual Learners (ELLs/MLLs), 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 2019-2020.

Entry 10 Enrollment and Retention of Special Populations

[Instructions for Reporting Enrollment and Retention Strategies](#)

Describe the efforts the charter school has made in 2019-2020 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners/Multilingual 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 2020-2021.

BROOKLYN PROSPECT CHARTER SCHOOL - CSD 15.2 331500861162

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2019-2020	Describe Recruitment Plans in 2020-2021
	Our admissions policy provides for lottery preference for	Our admissions policy provides for lottery preference for families eligible for free and reduced-

Economically Disadvantaged	<p>incoming families eligible for free and reduced-price lunch.</p> <p>Recruitment occurred throughout neighborhoods surrounding the schools and in the local district that have high percentages of families receiving free and reduced-price lunch.</p> <p>Updated our website based on community input, questions, and feedback to be more user-friendly. School policy provides subsidy for F/R families for extracurriculars as needed.</p>	<p>price lunch. We will set aside 50% of our open seats for economically disadvantaged applicants.</p> <p>Recruitment will occur throughout neighborhoods surrounding the schools and in the local district that have high percentages of families receiving free and reduced-price lunch.</p> <p>We have updated our website based on community input, questions, and feedback to be more user-friendly. School policy provides subsidy for F/R families for extracurriculars as needed.</p>
English Language Learners/Multilingual Learners	<p>Our application is available in multiple languages (English, Mandarin and Spanish). Spanish translation is offered at our admissions information sessions. Brochures are distributed in Spanish and English. We provide outreach by multi-lingual staff and in immigrant communities. Advertising and school materials and communications are translated frequently, as needed. Admissions policy includes preferences for transient students who are new to NYC and qualify as ELLs.</p>	<p>Our application is available in multiple languages (English and Spanish). Spanish translation is offered at our admissions information sessions. Mandarin translation is provided, as needed, by staff. Brochures are distributed in Spanish and English. We provide outreach by multi-lingual staff and in immigrant communities. Advertising and school materials and communications are translated frequently, as needed. Admissions policy includes preferences for transient students who are new to NYC and qualify as ELLs.</p>
Students with Disabilities	<p>Admissions information sessions are held, including a presentation on our robust Special Education program and Collaborative Team Teaching model. We have a full special education department ('Student Support Services') which is advertised on our</p>	<p>Admissions information sessions are held, including a presentation on our robust Special Education program and Collaborative Team Teaching model. We have a full special education department ('Student Support Services') which is advertised on our</p>

website, along with team bios. Our percentage of students with IEPs is larger than that of the district average and has grown based primarily on word of mouth and the quality of our program.

website, along with team bios. Our percentage of students with IEPs is larger than that of the district average and has grown based primarily on word of mouth and the quality of our program.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2019-2020	Describe Retention Plans in 2020-2021
Economically Disadvantaged	Brooklyn Prospect has hired a staff member dedicated to recruitment and support of FRPL families. This staff member is charged with ensuring that the families are supported once the student is enrolled. We have provided outreach by multi-lingual staff and in immigrant communities. Funding is available on a needs basis for field trips, and other programs that have fees.	Brooklyn Prospect has a staff member dedicated to recruitment and support of FRPL families. This staff member is charged with ensuring that the families are supported once the student is enrolled. We have provided outreach by multi-lingual staff and in immigrant communities. Funding is available on a needs basis for field trips, after-school programming, and other programs that have fees.
English Language Learners/Multilingual Learners	Multiple language translations on our school communications and outreach by multi-lingual staff in immigrant communities. A full time ELL specialist is on staff to work with teachers and families. Recruitment of staff dedicated to supporting ELL families by ensuring that the families are supported once the student is enrolled.	Multiple language translations on our school communications and outreach by multi-lingual staff in immigrant communities. A full time ELL specialist is on staff to work with teachers and families. Recruitment of staff dedicated to supporting ELL families by ensuring that the families are supported once the student is enrolled.
Students with Disabilities	We have a full special education department ('Student Support Services') which is advertised on our website, along with team bios. Our percentage of students with IEPs has grown based primarily on word of mouth and the quality of our program.	We have a full special education department ('Student Support Services') which is centralized across our organization and readily available on our website. Further, we offer a range of i services, including ICT, SETSS, and 12:1 programming. Our percentage of students with IEPs has grown based primarily on word of mouth and the quality of our program.

Entry 14 School Calendar

Completed Aug 1 2020

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

Given these uncertain and changing times, charter schools may or may not have a school calendar ready to upload by the submission deadline this year of August 3, 2020. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 3rd submission. Charter schools will be able to upload an updated school calendar into the portal at any time but no later than **September 15, 2020**.

School calendars must meet the [minimum instructional requirements](#) adopted by the Board of Regents in 2018.

Board of Regents-authorized charter schools are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month.

Prospect Schools Calendar of Important Dates 2020-2021 DRAFT (2)

Filename: Prospect Schools Calendar of Important 1OQFkYh.pdf **Size:** 190.0 kB

Entry 16 COVID 19 Related Information

Completed Aug 1 2020

[Instructions](#)

Required of ALL charter schools

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for best practices regarding end of year assessments in a remote learning environment.

Entry 16 COVID 19 Related Information

School Name: Brooklyn Prospect Charter School - CSD 15.2

TABLE 1: 2019-2020 Enrollment, Attendance and Participation Between March-June 2020

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

	Number of students enrolled in school on the last day instruction was provided within physical school facilities	Number of students attending instruction on the last day instruction was provided within physical school facilities	Number of students participating in virtual programming on the last day such programming was offered for the 2019-20 school year
	112	90	103

Table 2: 2019-2020 Assessments and Grade Participation

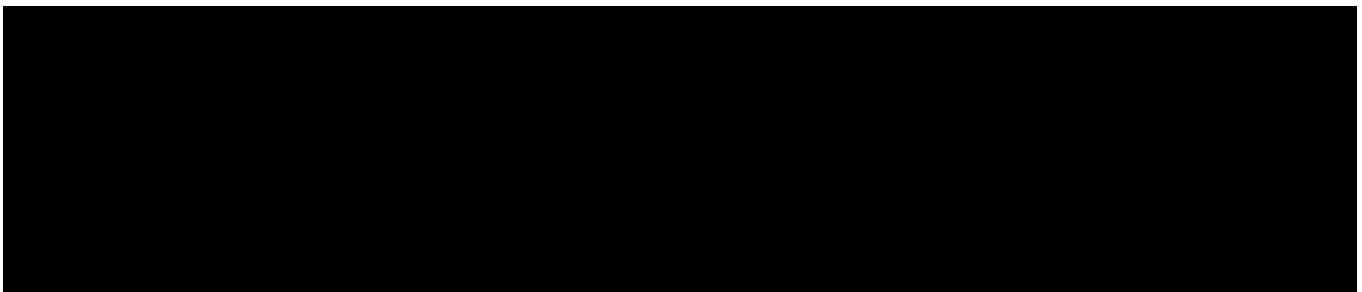
If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for best practices regarding end of year assessments in a remote learning environment.

Assessment Title	Grade K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12	Number of Participating Students
	X	X	X	X	X	X	X	X	X	X	X	X	X	
	X	X	X	X	X	X	X	X	X	X	X	X	X	

[illegible]

**DISCLOSURE OF FINANCIAL INTEREST
BY A NOT-FOR-PROFIT CHARTER SCHOOL
EDUCATION CORPORATION TRUSTEE**

1. Name of education corporation: Brooklyn Prospect Charter School
2. Trustee's name (print): Ahmed Faisal Haque
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): _____
Academic Committee Chair



8. Is Trustee an employee of the education corporation? ____Yes. XNo. If you checked yes, please provide a description of the position you hold, your salary and your start date.

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

Date(s)	Nature of Financial Interest/Transaction	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
NA	None	NA	NA
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

10. 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write "None."*

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



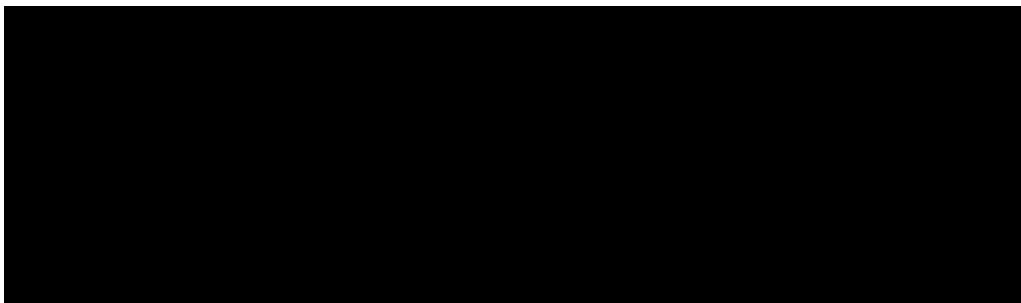
Signature

June 15, 2020

Date

**DISCLOSURE OF FINANCIAL INTEREST
BY A NOT-FOR-PROFIT CHARTER SCHOOL
EDUCATION CORPORATION TRUSTEE**

1. Name of education corporation: Prospect Schools
2. Trustee's name (print): Rohan P. Gopaldas
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): N/A



8. Is Trustee an employee of the education corporation? **No**. If you checked yes, please provide a description of the position you hold, your salary and your start date.
9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None."* Please note that if you answered yes to Question 8, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
NONE	NONE	NONE	NONE
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

10. 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write "None."*

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



Signature

July 22, 2020

Date



Charter Schools Institute
The State University of New York

FOR INSTITUTE USE ONLY

FILING FOR SCHOOL
YEAR: _____

DATE RECEIVED: _____

**DISCLOSURE OF FINANCIAL INTEREST
BY A NOT-FOR-PROFIT CHARTER SCHOOL
EDUCATION CORPORATION TRUSTEE**

1. Name of education corporation: BROOKLYN PROSPECT CHARTER SCHOOL
2. Trustee's name (print): DAVID VON SPRECKEISEN
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): _____
FACILITIES COMMITTEE CHAIR

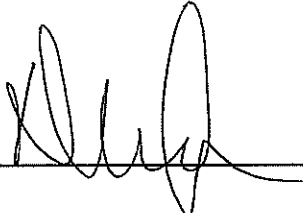
8. Is Trustee an employee of the education corporation? ___ Yes. X No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

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

Date(s)	Nature of Financial Interest/Transaction	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
	<u>NONE</u>	<u>NONE</u>	
Please write "None" if applicable. Do not leave this space blank.			

10. 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please write "None."

Entity Conducting Business with the Education Corporation	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest	Steps Taken to Avoid Conflict of Interest
<p style="text-align: center;">None</p> <p style="text-align: center;"><i>Please write "None" if applicable. Do not leave this space blank.</i></p>				



Signature

7/12/20

Date



Charter Schools Institute
The State University of New York

FOR INSTITUTE USE ONLY

FILING FOR SCHOOL
YEAR: _____

DATE RECEIVED: _____

**DISCLOSURE OF FINANCIAL INTEREST
BY A NOT-FOR-PROFIT CHARTER SCHOOL
EDUCATION CORPORATION TRUSTEE**

1. Name of education corporation: **Brooklyn Prospect Charter School**
2. Trustee's name (print): **Gravelle Pierre**
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): **N/A**



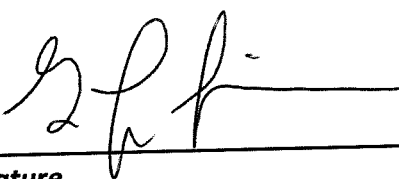
8. Is Trustee an employee of the education corporation? ____ Yes. **X** No. If you checked yes, please provide a description of the position you hold, your salary and your start date.
9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None."* Please note that if you answered yes to Question 8, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
		NONE	

10. 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please write "None."

Entity Conducting Business with the Education Corporation	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest	Steps Taken to Avoid Conflict of Interest
		None		



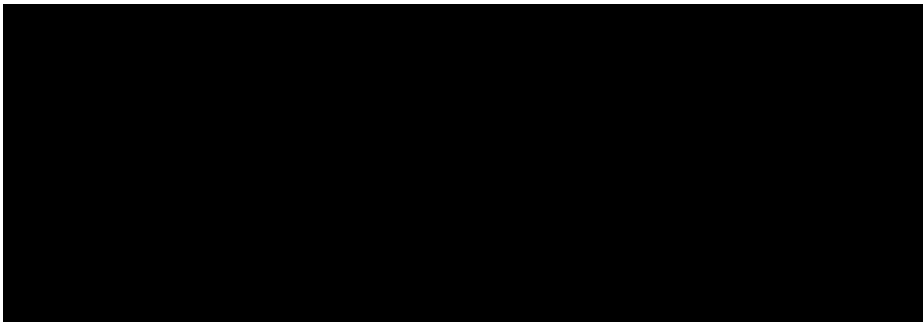
 Signature

24 JUNE 2020

 Date

**DISCLOSURE OF FINANCIAL INTEREST
BY A NOT-FOR-PROFIT CHARTER SCHOOL
EDUCATION CORPORATION TRUSTEE**

1. Name of education corporation: Brooklyn Prospect Charter School
2. Trustee's name (print): Sam Koch
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): Chair, Governance Committee



8. Is Trustee an employee of the education corporation? ____ Yes. **X** No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

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

Date(s)	Nature of Financial Interest/Transaction	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
		NONE .	

10. 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please write “None.”

Entity Conducting Business with the Education Corporation	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest	Steps Taken to Avoid Conflict of Interest
<i>NONE.</i>				



Signature

7/15/2020
Date



FOR INSTITUTE USE ONLY

FILING FOR SCHOOL
YEAR: _____

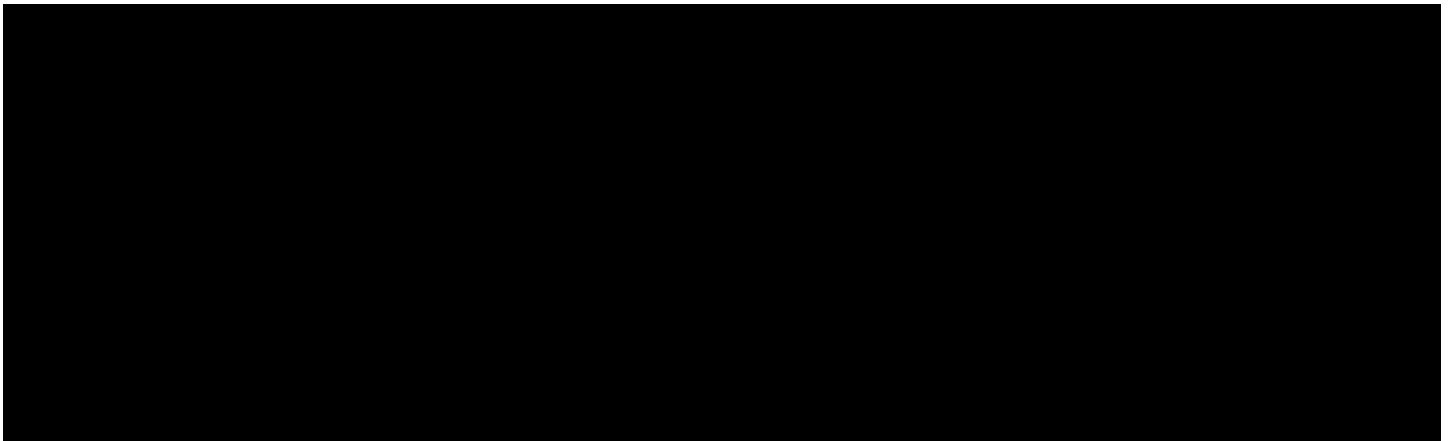
DATE RECEIVED: _____

**DISCLOSURE OF FINANCIAL INTEREST
BY A NOT-FOR-PROFIT CHARTER SCHOOL
EDUCATION CORPORATION TRUSTEE**

1. Name _____ of _____ education corporation: Brooklyn Prospect

2. Trustee's name (print): Sara Keenan _____

3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): Secretary -starting in
July 2020 _____



8. Is Trustee an employee of the education corporation? ____Yes. __X__No. If you checked yes,
please provide a description of the position you hold, your salary and your start date.

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

Date(s)	Nature of Financial Interest/Transaction	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))

<i>None.</i>			
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10. 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write "None."*

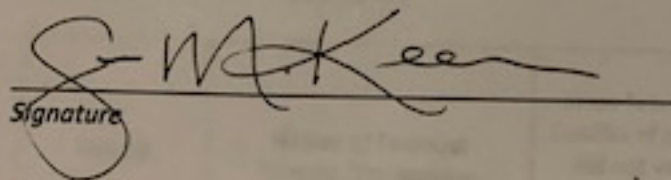
Entity Conducting Business with the Education Corporation	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest	Steps Taken to Avoid Conflict of Interest
<i>None</i>				

_____*Sara M. Keenan*_____
 _7/14/20_____
Signature

Date

10. 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 education corporation and in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please write "None."

Entity Conducting Business with the Education Corporation	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest	Steps Taken to Avoid Conflict of Interest
None				


Signature

7/14/20
Date



**DISCLOSURE OF FINANCIAL INTEREST
BY A NOT-FOR-PROFIT CHARTER SCHOOL
EDUCATION CORPORATION TRUSTEE**

1. Name of education corporation: BROOKLYN PROSPECT / PROSPECT SCHOOLS
2. Trustee's name (print): JULIAN CATAN GERSTEN
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): _____
EX OFFICIO MEMBER

8. Is Trustee an employee of the education corporation? Yes ☒ No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

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

Date(s)	Nature of Financial Interest/Transaction	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
<u>None</u>	<u>None</u>	<u>None</u>	<u>None</u>

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

10. 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please write "None."

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

Signature

Date

Form Revised November 16, 2015



**DISCLOSURE OF FINANCIAL INTEREST
BY A NOT-FOR-PROFIT CHARTER SCHOOL
EDUCATION CORPORATION TRUSTEE**

1. Name of education corporation: BROOKLYN PROSPECT CHARTER SCHOOL
2. Trustee's name (print): CHRISTINE C BURKE
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): _____

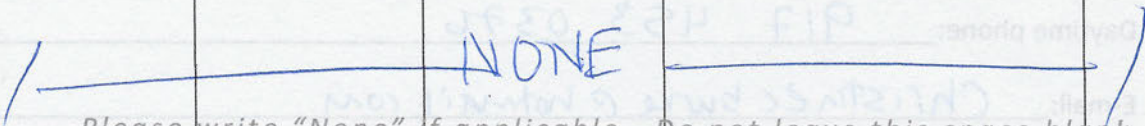
CHAIR OF FINANCE COMMITTEE

8. Is Trustee an employee of the education corporation? ____ Yes. X No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

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

Date(s)	Nature of Financial Interest/Transaction	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
/	<u>NONE</u>		/
Please write "None" if applicable. Do not leave this space blank.			

10. 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please write "None."

Entity Conducting Business with the Education Corporation	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest	Steps Taken to Avoid Conflict of Interest
<div style="text-align: center;">  <p>Please write "None" if applicable. Do not leave this space blank.</p> </div>				

Christine Burke
Signature

21 June 2020
Date



**DISCLOSURE OF FINANCIAL INTEREST
BY A NOT-FOR-PROFIT CHARTER SCHOOL
EDUCATION CORPORATION TRUSTEE**

1. Name of education corporation: BROOKLYN PROSPECT CHARTER SCHOOL
2. Trustee's name (print): JILL INBAR
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): _____
BOARD CHAIR

8. Is Trustee an employee of the education corporation? ____ Yes. ☒ No. If you checked yes, please provide a description of the position you hold, your salary and your start date.
- _____

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

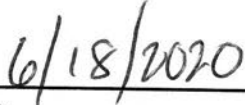
Date(s)	Nature of Financial Interest/Transaction	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
NONE	NONE	NONE	NONE
Please write "None" if applicable. Do not leave this space blank.			

10. 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please write "None."

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



 Signature



 Date



2020-2021 CALENDAR OF IMPORTANT DATES - DRAFT AS OF July 16, 2020
182 instructional days planned

September 8 Student Intake / Advisory*

September 10 First Day of Classes*

October 12 Indigenous Peoples' Day – NO SCHOOL. OFFICE CLOSED.

October 13 Network-led Professional Development for faculty & staff. NO STUDENTS IN ATTENDANCE.

November 3 Election Day. Professional Development for faculty & staff. NO STUDENTS IN ATTENDANCE.

November 11 Veterans Day – NO SCHOOL. OFFICE CLOSED.

November ##-27 Thanksgiving Recess – NO SCHOOL. OFFICE CLOSED.

November 30 Classes resume

December ## - January 1 Winter Recess – NO SCHOOL. OFFICE CLOSED.

January 4 Classes resume

January 18 Martin Luther King, Jr. Day – NO SCHOOL. OFFICE CLOSED.

January 25 Professional Development for faculty & staff. NO STUDENTS IN ATTENDANCE.

February 15 Presidents' Day – NO SCHOOL. OFFICE CLOSED.

February ##-## Mid-Winter Break – NO STUDENTS IN ATTENDANCE. OFFICE OPEN.

February ## Classes resume

March # Network-led Professional Development for faculty & staff. NO STUDENTS IN ATTENDANCE.

April # BPCS Admissions Lottery

April ##-## Spring Break – NO STUDENTS IN ATTENDANCE. OFFICE OPEN.

April ## Classes resume

May 31 Memorial Day – NO SCHOOL. OFFICE CLOSED.

June 3 Professional Development for faculty & staff. NO STUDENTS IN ATTENDANCE.

June 18 Juneteenth (observance of) – NO SCHOOL. OFFICE CLOSED.

June ## Last Instructional Day for High School (Regents & Finals June 15-25)

June ## LAST DAY OF SCHOOL for Elementary and Middle School Students (early dismissal*)

*see individual school calendars for details (not yet available)

In the event of any school cancellations, additional days may be added to this calendar.

Certificate of Occupancy

CO Number: 321131093T018

This certifies that the premises described herein conforms substantially to the approved plans and specifications and to the requirements of all applicable laws, rules and regulations for the uses and occupancies specified. No change of use or occupancy shall be made unless a new Certificate of Occupancy is issued. *This document or a copy shall be available for inspection at the building at all reasonable times.*

A. Borough: Brooklyn Address: 25 CHAPEL STREET Building Identification Number (BIN): 3335884	Block Number: 00118 Lot Number(s): 6 Building Type: Altered	Certificate Type: Temporary Effective Date: 05/20/2020 Expiration Date: 08/18/2020
This building is subject to this Building Code: Prior to 1968 Code		
<i>For zoning lot metes & bounds, please see BISWeb.</i>		
B. Construction classification: 1 (Prior to 1968 Code designation) Building Occupancy Group classification: B (2014/2008 Code) Multiple Dwelling Law Classification: None		
No. of stories: 12 Height in feet: 160 No. of dwelling units: 0		
C. Fire Protection Equipment: None associated with this filing.		
D. Type and number of open spaces: None associated with this filing.		
E. This Certificate is issued with the following legal limitations: None		
Outstanding requirements for obtaining Final Certificate of Occupancy:		
There are 13 outstanding requirements. Please refer to BISWeb for further detail.		
Borough Comments:		
OK TO RENEW TCO #18 FOR 90 DAYS.		



Borough Commissioner



Commissioner

Certificate of Occupancy

CO Number: 321131093T018

Permissible Use and Occupancy						
All Building Code occupancy group designations below are 2008 designations.						
Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code occupancy group	Dwelling or Rooming Units	Zoning use group	Description of use
008 008 600	150	E			3A, 3B	ELEMENTARY AND SECONDARY SCHOOL. ACCESSORY OFFICES. NUMBER OF CLASSROOM = 13 "CAFETERIA" ASSEMBLY USE A-3
NONE						
END OF SECTION						



Borough Commissioner



Commissioner

END OF DOCUMENT

321131093/018 5/20/2020 3:35:20 PM