



Entry 1 School Information

Created: 07/31/2016

Last updated: 08/01/2016

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 or you may not be assigned the correct tasks.

Page 1

a. SCHOOL NAME AND BEDS#

(Select name from the drop down menu)

VERTUS CS (REGENTS) 261600861069

b. CHARTER AUTHORIZER

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

Regents-Authorized Charter School

c. DISTRICT / CSD OF LOCATION

Rochester

d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	21 Humboldt St Rochester, NY 14609	585-747-8911	585-254-1251	itrzeciak@vertusschool.org

d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Jason Mellen
Title	COO

Emergency Phone Number (###-###-####)



e. SCHOOL WEB ADDRESS (URL)

www.vertusschool.org

f. DATE OF INITIAL CHARTER

12/2013

g. DATE FIRST OPENED FOR INSTRUCTION

09/2014

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

MISSION STATEMENT

Our mission is to develop leaders of character for the community and the workplace.

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

KEY DESIGN ELEMENTS (Brief description)

Variable 1	<p>STRONG RELATIONSHIPS</p> <p>Each student belongs to a small learning team of 12 to 20 students, led by a full-time mentor, tutor and guide — called a Preceptor — who is responsible for the success of every student on his team. Preceptors stay with their teams throughout the school day.</p>
Variable 2	<p>PERSONALIZED YEAR-ROUND ACADEMICS</p> <p>Vertus is a year round school with over 200 days of instruction each year. Students spend about 60% of the time learning on-line and about 40% in small classes. Each student moves at his own pace based on his unique starting point. Students earn credits and take Regents exams as they master the material.</p>

Variable 3	CHARACTER EDUCATION The school stresses character development in all aspects of the school model. Students also participate in formal daily character seminars.
Variable 4	CAREER PREPARATION Students earn the credentials to get a good job in addition to a high school diploma. After graduation, each student chooses the path that is right for him: college, technical training, or starting a career.
Variable 5	(No response)
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, 2016

131

j. GRADES SERVED IN SCHOOL YEAR 2015-16

Check all that apply

Grades Served	Ungraded
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k1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

Yes

k2. NAME OF CMO/EMO AND ADDRESS

NAME OF CMO/EMO	Charter School Business Management

PHYSICAL STREET ADDRESS	237 West 35th St., Suite 301
CITY	New York City
STATE	NY
ZIP CODE	10001
EMAIL ADDRESS	

Page 2

I1. FACILITIES

Does the school maintain or operate multiple sites?

	No, just one site.
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I2. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	21 Humboldt St. Rochester, NY 14609	585-747-8911	ROCHESTER CITY SD	9,10,11	No	Rent/Lease
Site 2						
Site 3						

I2a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Leigh McGuigan			
Operational Leader	Jason Mellen			
Compliance Contact	Jason Trzeciak			
Complaint Contact	Jason Mellen			

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

No

Page 3

n1. Were there any revisions to the school's charter during the 2015-16 school year? (Please include approved or pending material and non-material charter revisions).

No

o. Name and Position of Individual(s) Who Completed the 2015-16 Annual Report.

Jason Trzeciak, Business Manager; Leigh McGuigan, CEO

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

Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature is written in a cursive style and reads "Debra McLaughlin".

Signature, President of the Board of Trustees

A handwritten signature in black ink on a light gray background. The signature is written in a cursive style and reads "Ty Kelly".

Date

2016/08/01

Thank you.



Entry 2 Link

Last updated: 07/31/2016

Page 1

1. NEW YORK STATE REPORT CARD

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

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

<http://data.nysed.gov/reportcard.php?year=2015&instid=800000082490>



Entry 3 Progress

Last updated: 08/01/2016

Page 1

PROGRESS TOWARD CHARTER GOALS

The following tables reflect formatting in the online portal required for Board of Regents-authorized charter schools and NYCDOE-authorized charter schools only. Schools should list Progress Toward Charter Goals by August 1, 2016. If the goals are based on student performance data that the school will not have access to before August 1, 2016 (e.g., the NYS Assessment results), explain this in the "2015-2016 Progress Toward Attainment of Goal" column. The information can be updated when available. Please complete and submit no later than November 1, 2016.

1. ACADEMIC STUDENT PERFORMANCE GOALS

2015-16 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 1	Students average at least 1.5 years annual growth in Reading and Math on the NWEA MAPS test	NWEA average RIT score	Met. On average, students grew more than 2 years in math and more than 1.5 years in reading.	
Academic Goal 2	More than 90% of students pass all five Regents tests required for graduation	Regents pass rate	Unavailable. We are in our second year and do not yet have a graduating class. So far, 38 students have taken Regents exams and all of them have passed.	
Academic Goal 3	More than 75% of our students will achieve college-ready pass rates on	Regents scores	Unavailable. No students have yet taken ELA Regents and only several have taken math	

	their Regents		Regents.	
Academic Goal 4	More than 75% of students graduate with college credits	Transcripts from colleges participating in our dual credit programs	Unavailable. Students will not begin to take college courses until their third year.	
Academic Goal 5	Graduation cohorts have an average ACT score of 19	ACT scores of students	Unavailable. Our first graduation cohort will be in 2018.	
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				

2. Do have more academic goals to add?

No

3. Do have more academic goals to add?

No

Page 2

4. ORGANIZATIONAL GOALS

2015-16 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Org Goal 1	More than 85% net positive student survey responses on multiple indicators of relationship strength and	Student surveys (students were surveyed quarterly)	Met	

	student mindset (students will be surveyed monthly)			
Org Goal 2	More than 80% of students meet all Benchmark Indicator goals for Character Education	Students pass Character Seminar	Met	
Org Goal 3	More than 80% of students meet all Benchmark Indicator goals for Career Preparation (internal benchmarks and goals approved by the Board)	Students pass Career Seminar	Met	
Org Goal 4	Each graduate earns a career credential (completion of a credential program recognized by the Board)	Credentials earned	N/A	
Org Goal 5	Each student who goes directly to work upon graduation secures a living-wage job (defined by the Board) and passes a probationary employment period (as determined by the Board)	Job attainment; probationary employment period passed	N/A	

5. Do you have more organizational goals to add?

Yes

2015-16 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
			Not met. The goal	

Org Goal 6	Attendance	Attendance rate	for attendance in our charter is 93%. The benchmark goal for 2015-16 was 84%. Although our full-year school year is not over, we are currently at about 83%.	
Org Goal 7				
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

2015-16 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Financial Goal 1				
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				



Entry 4 Expenditures per Child

Created: 07/31/2016

Last updated: 08/01/2016

Page 1

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 2015-16 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	2890163
Line 2: Year End FTE student enrollment	134
Line 3: Divide Line 1 by Line 2	21568

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 2015-16 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)	375988
Line 2: Management and General Cost (Column)	203840
Line 3: Sum of Line 1 and Line 2	579828
Line 5: Divide Line 3 by the Year End FTE student enrollment	4327

Thank you.



Financial A

School Name:

Date:

School Fiscal Contact Name:

School Fiscal Contact Email:

School Fiscal Contact Phone:

District of Location:

Authorizer:

Years of Operation:

Facility:

Grades Currently Served:

Planned Grades at Full Capacity:

Enrollment:

Max Enrollment:

Year of Most Recent Data

School Fiscal Contact Phone:

School Audit Firm Name:

School Audit Contact Name:

School Audit Contact Email:

School Audit Contact Phone:

Latest Audit Period (through June 30):

Do Not Use this Box



Audit Supplemental Data Request Form

for Regents-Authorized Charter Schools

Vertus Charter School

July 30, 2016

Leigh McGuigan

lm McGuigan@vertusschool.org

585-747-8911

Rochester City

SED

Year 2

Private

Grade 9-10

Grades 9-12

131

384

2016

585-747-8911

Mengel, Metzger, Barr and Co, LLP

Michelle Cain

mcain@mmb-co.com

585-432-1860 x 3259

2016

Vertus Charter School2016

FILL IN GRAY CELLS

Vertus Charter School

STATEMENTS OF FINANCIAL POSITION

FOR THE YEARS ENDED JUNE 30,

	<u>2016</u>	<u>2015</u>
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$509,638	\$429,308
Grants and contracts receivable	139,544	171,738
Accounts receivables		-
Inventory		-
Prepaid Expenses	13,367	6,203
Contributions and other receivables		-
Other		-
TOTAL CURRENT ASSETS	\$662,549	\$607,249
OTHER ASSETS		
Investments		\$-
Property, Plant and Equipment, Net	318,826	230,611
Restricted Cash	<u>62,500</u>	<u>37,500</u>
OTHER ASSETS	\$381,326	\$268,111
TOTAL ASSETS	<u>\$1,043,874</u>	<u>\$875,360</u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable and accrued expenses	\$71,838	\$30,000
Accrued payroll and benefits	95,352	-
Refundable Advances		-
Dreferred Revenue	246,966	59,938
Current maturities of long-term debt		-
Short Term Debt - Bonds, Notes Payable	40,000	40,000
Other	<u>20,073</u>	<u>20,000</u>
TOTAL CURRENT LIABILITIES	\$474,229	\$149,938
LONG-TERM DEBT, net current maturities	\$290,846	\$-
TOTAL LIABILITIES	<u>\$765,075</u>	<u>\$149,938</u>
NET ASSETS		
Unrestricted	\$278,799	\$725,422
Temporarily restricted		-
TOTAL NET ASSETS	<u>\$278,799</u>	<u>\$725,422</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$1,043,874</u>	<u>\$875,360</u>

Check

0

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FILL IN GRAY CELLS

Vertus Charter School

STATEMENTS OF ACTIVITIES FOR THE YEARS ENDED JUNE 30,

	2016			2015
	Unrestricted	Temporarily Restricted	Total	Total
REVENUE, GAINS AND OTHER SUPPORT				
State & Local Operating Revenue	\$2,081,399	\$-	\$2,081,399	\$1,479,368
Federal - Title and IDEA	50,873	-	50,873	43,884
Federal - Other	227,570	-	227,570	393,848
State and City Grants		-	-	-
Contributions and private grants	366,155	-	366,155	563,954
After school revenue		-	-	-
Other	35,346	-	35,346	256
Food Service/Child Nutrition Program		-	-	-
TOTAL REVENUE, GAINS AND OTHER SUPPORT	\$2,761,342	\$-	\$2,761,342	\$2,481,310
EXPENSES				
Program Services				
Regular Education	\$1,578,089	\$-	\$1,578,089	\$1,084,207
Special Education	838,235	-	838,235	487,297
Other Programs		-	-	-
Total Program Services	\$2,416,324	\$-	\$2,416,324	\$1,571,504
Supporting Services				
Management and general	\$451,727	\$-	\$451,727	\$368,523
Fundraising	22,112	-	22,112	20,034
TOTAL OPERATING EXPENSES	\$2,890,163	\$-	\$2,890,163	\$1,960,061
SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS	\$(128,821)	\$-	\$(128,821)	\$521,249
Contributions				
Foundations	\$-	\$-	\$-	\$-
Individuals	-	-	-	-
Corporations	-	-	-	-
Fundraising	-	-	-	-
Interest income	-	-	-	-
Miscellaneous income	-	-	-	-
Net assets released from restriction	-	-	-	-
TOTAL SUPPORT AND OTHER REVENUE	\$-	\$-	\$-	\$-
CHANGE IN NET ASSETS	\$(128,821)	\$-	\$(128,821)	\$521,249
NET ASSETS BEGINNING OF YEAR	\$-	\$-	\$-	\$-
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
NET ASSETS - END OF YEAR	\$(128,821)	\$-	\$(128,821)	\$521,249

New York State Education Department

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

2015-16 Budget & Cash Flow Template

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

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

Vertus Charter School

PROJECTED BUDGET FOR 2016-2017

Assumptions

July 1, 2016 to June 30, 2017

DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable

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

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	3,427,887	869,900	-	-	200,000	4,497,788
Total Expenses	2,951,593	1,493,723	-	24,158	778,423	5,247,897
Net Income	476,294	(623,822)	-	(24,158)	(578,423)	(750,109)
Actual Student Enrollment	216	50				-
Total Paid Student Enrollment	194	45				239

PROGRAM SERVICES

SUPPORT SERVICES

REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
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Teachers - Regular	8.00	291,099	86,951	-	-	-	378,050
Teachers - SPED	6.00	-	276,072	-	-	-	276,072
Substitute Teachers	1.00	5,821	1,739	-	-	-	7,560
Teaching Assistants	4.00	92,400	27,600	-	-	-	120,000
Specialty Teachers	-	-	-	-	-	-	-
Aides	-	-	-	-	-	-	-
Therapists & Counselors	1.00	43,621	13,030	-	-	-	56,650
Other	17.00	572,110	170,890	-	-	-	743,000

Substitute Teachers
Lab Managers/Tutors

Preceptors

TOTAL INSTRUCTIONAL 37 1,005,051 576,281 1,581,332

NON-INSTRUCTIONAL PERSONNEL COSTS

Nurse	-	-	-	-	-	-	-
Librarian	-	-	-	-	-	-	-
Custodian	1.00	5,200	2,600	-	-	18,200	26,000
Security	-	-	-	-	-	-	-
Other	-	74,658	40,122	-	703	15,467	130,950

Bonuses to be paid at Year End

TOTAL NON-INSTRUCTIONAL 1 79,858 42,722 122,580

SUBTOTAL PERSONNEL SERVICE COSTS 50 1,392,354 746,876 2,139,230

PAYROLL TAXES AND BENEFITS

Payroll Taxes		112,211	60,304	-	1,057	23,248	196,820
Fringe / Employee Benefits		117,814	63,315	-	1,110	24,408	206,647
Retirement / Pension		43,120	23,173	-	406	8,933	75,633

TOTAL PAYROLL TAXES AND BENEFITS 273,146 146,792 419,938

TOTAL PERSONNEL SERVICE COSTS 1,665,500 893,668 2,559,168

CONTRACTED SERVICES

Accounting / Audit		-	-	-	-	16,000	16,000
Legal		11,402	6,128	-	107	2,362	20,000
Management Company Fee		-	-	-	-	14,400	14,400
Nurse Services		-	-	-	-	-	-
Food Service / School Lunch		-	-	-	-	-	-
Payroll Services		-	-	-	-	4,800	4,800
Special Ed Services		-	-	-	-	-	-
Titlement Services (i.e. Title I)		-	-	-	-	12,000	12,000
Other Purchased / Professional / Consulting		43,329	23,286	-	408	8,977	76,000

Includes Website Consultants/Expenses

TOTAL CONTRACTED SERVICES 54,732 29,413 84,145

SCHOOL OPERATIONS

Board Expenses		285	153	-	3	59	500
Classroom / Teaching Supplies & Materials		65,450	19,550	-	-	-	85,000
Special Ed Supplies & Materials		-	-	-	-	-	-
Textbooks / Workbooks		7,700	2,300	-	-	-	10,000
Supplies & Materials other		70,145	26,668	-	226	4,961	102,000
Equipment / Furniture		154,105	79,141	-	1,307	28,736	263,289
Telephone		8,267	4,443	-	78	1,713	14,500
Technology		128,934	68,739	-	1,193	26,234	225,100
Student Testing & Assessment		3,850	1,150	-	-	-	5,000
Field Trips		12,320	3,680	-	-	-	16,000
Transportation (student)		39,811	12,572	-	27	591	53,000

Includes Bus Expenses

Vertus Charter School

PROJECTED BUDGET FOR 2016-2017							Assumptions
July 1, 2016 to June 30, 2017							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	3,427,887	869,900	-	-	200,000	4,497,788	
Total Expenses	2,951,593	1,493,723	-	24,158	778,423	5,247,897	
Net Income	476,294	(623,822)	-	(24,158)	(578,423)	(750,109)	
Actual Student Enrollment	216	50				-	
Total Paid Student Enrollment	194	45				239	
PROGRAM SERVICES							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Student Services - other	97,020	28,980	-	-	-	126,000	Includes Student Rewards, Employment Programs, Parent Programs, Uniforms, Athle
Office Expense	21,893	11,765	-	206	4,536	38,400	
Staff Development	16,081	6,437	-	64	1,417	24,000	
Staff Recruitment	1,540	460	-	-	-	2,000	
Student Recruitment / Marketing	38,885	11,615	-	-	-	50,500	
School Meals / Lunch	1,540	460	-	-	-	2,000	
Travel (Staff)	13,683	7,353	-	129	2,835	24,000	Includes Conferences and School Visits
Fundraising	-	-	-	-	-	-	
Other	160,387	75,871	-	1,104	24,270	261,632	Expenses, Database Services, Bank Service Charges/Interest, Loan Payable
TOTAL SCHOOL OPERATIONS	841,896	361,339		4,336	95,350	1,302,921	
FACILITY OPERATION & MAINTENANCE							
Insurance	19,042	10,233	-	179	3,945	33,400	
Janitorial	22,805	12,256	-	215	4,725	40,000	
Building and Land Rent / Lease	181,983	97,800	-	1,715	237,703	519,200	Includes Rent and Landlord Developers Fees
Repairs & Maintenance	6,841	3,677	-	64	1,417	12,000	
Equipment / Furniture	-	-	-	-	-	-	
Security	10,946	5,883	-	103	2,268	19,200	
Utilities	55,067	29,594	-	519	11,409	96,588	Includes Gas, Electric, Internet Connectivity
TOTAL FACILITY OPERATION & MAINTENANCE	296,685	159,442		2,795	261,466	720,388	
DEPRECIATION & AMORTIZATION	78,527	42,201	-	740	16,269	137,738	
DISSOLUTION ESCROW & RESERVES / CONTIGENCY	14,253	7,660	-	134	2,953	25,000	
TOTAL EXPENSES	2,951,593	1,493,723		24,158	778,423	5,247,897	
NET INCOME	476,294	(623,822)	-	(24,158)	(578,423)	(750,109)	
ENROLLMENT - *School Districts Are Linked To Above Entries*	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED				
District of Location	208	50	258				
School District 2 (Gates-Chili CSD)	2		2				
School District 3 (Rush-Henrietta CSD)	4		4				
School District 4 (East Irondequoit CSD)	2		2				
School District 5 (Enter Name)	-	-	-				
TOTAL ENROLLMENT	216	50	266				
REVENUE PER PUPIL	15,870	17,398	-				
EXPENSES PER PUPIL	13,665	29,874	-				



Vertus

HIGH SCHOOL

21 Humboldt Street
Rochester, New York 14609

Tel (585) 747-8911
Fax (585) 254-1251

Mengel, Metzger, Barr & Co., LLP
Certified Public Accountants
100 Chestnut Street, Suite 1200
Rochester, New York 14604

This representation letter is provided in connection with your audits of the financial statements of Vertus Charter School, which comprises the statements of financial position as of June 30, 2016 and 2015, and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year ended June 30, 2016 and the period from December 17, 2013 (date of inception) to June 30, 2015, and the related notes to the financial statements, for the purpose of expressing an opinion on whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

We confirm that to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves as of the date of this letter.

Financial Statements

- We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated May 31, 2016, for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP.
- We acknowledge our responsibility for 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.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.



Vertus

HIGH SCHOOL

21 Humboldt Street
Rochester, New York 14609

Tel (585) 747-8911
Fax (585) 254-1251

- Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.
- All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.
- The effects of all known actual or possible litigation and claims have been accounted for and disclosed in accordance with U.S. GAAP.
- We have complied with all contractual agreements, grants, and donor restrictions.
- We have accurately presented the entity's position regarding taxation and tax-exempt status.
- The bases used for allocation of functional expenses are reasonable and appropriate.
- We have included in the financial statements all assets and liabilities under the entity's control.
- We have designed, implemented, and maintained adequate internal controls over the receipt and recording of contributions.
- Methods and significant assumptions used by management to determine fair values, their consistency in application, and the completeness and adequacy of fair value information for financial statement measurement and disclosure purposes are appropriate.
- We have reviewed the Organization's draft financial statements prepared by you based upon financial information we provided to you. We have reviewed all supporting schedules and accept full responsibility for the Organization's financial statements prepared in accordance with U.S. GAAP.
- We have considered the accounting and reporting requirements of FASB ASC 740-10. We believe there are no material liabilities (or reduction in amounts refundable) required for unrecognized tax benefits related to our tax positions, as defined and described in FASB ASC 740-10-20.

Information Provided



Vertus

HIGH SCHOOL

21 Humboldt Street
Rochester, New York 14609

Tel (585) 747-8911
Fax (585) 254-1251

- We have provided you with:
 - Access to all information, of which we are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters;
 - Additional information that you have requested from us for the purpose of the audit; and
 - Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.
- We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
 - Management;
 - Employees who have significant roles in internal control; or
 - Others when the fraud could have a material effect on the financial statements.
- We have no knowledge of any allegations of fraud, or suspected fraud, affecting the entity's financial statements communicated by employees, former employees, analysts, regulators, or others.
- We have disclosed to you all known instances of noncompliance or suspected noncompliance with laws and regulations whose effects should be considered when preparing financial statements.
- We are not aware of any pending or threatened litigation and claims whose effects should be considered when preparing the financial statements and we have not consulted legal counsel concerning litigation or claims.
- We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.

Supplementary Information in Relation to the financial statements as a Whole

- With respect to the supplementary information accompanying the financial statements:



Vertus
HIGH SCHOOL

21 Humboldt Street
Rochester, New York 14609

Tel (585) 747-8911
Fax (585) 254-1251

- We acknowledge our responsibility for the presentation of the supplementary information in accordance with U.S. GAAP.
- We believe the supplementary information, including its form and content, is fairly presented in accordance with U.S. GAAP.
- We have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.

Very truly yours,

VERTUS CHARTER SCHOOL

Leigh McGuigan, Chief Executive Officer

Jason Trzeciak, Business Manager

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

Trustee Name:

Bryan Hickman

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

Veritas Charter School

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

Board Chair, Trustee

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

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

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

Yes ☒ No

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

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

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

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

Signature

Date

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

Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:

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

Trustee Name:

Evan Gallina

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

Vertus 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.		
------	---	--	--

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

Signature

Date

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

Business Telephone:

Business Address

E-mail Address

Home Telephone

Home Address

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

Trustee Name:

Dr. Steve Jacobs

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

Vertus Charter School

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

Trustee

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

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

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

☐ Yes ☒ No

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

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

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

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

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

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

Signature

Date

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

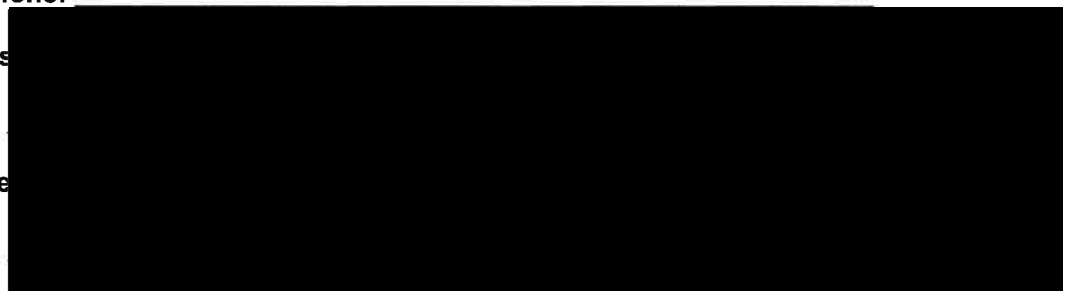
Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:



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

Trustee Name:

Ty Kelly

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

Veritas Charter School

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

Trustee, Board Chair

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

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

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

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

Signature

Date

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

Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:

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

Trustee Name:

Michael Mandina

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

Veritas 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

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

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

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

Signature

Date

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

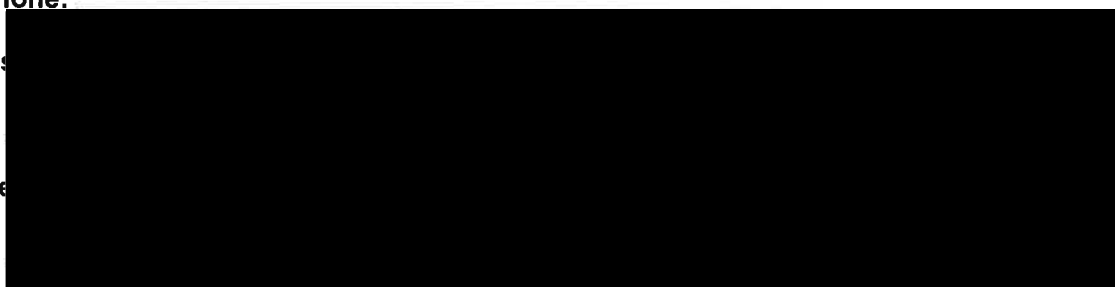
Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:



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

Trustee Name:

Todd Oldham

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

Vertus Charter School

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

Trustee, Secretary

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

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

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

Yes ☒ No

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

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

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

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

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

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

Signature

Date

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

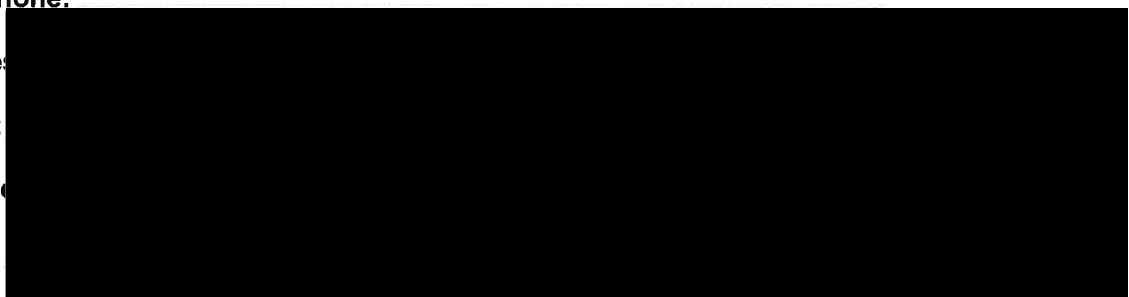
Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:



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

Trustee Name:

Ken Wasnock

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

Veritas 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 ☒ No

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

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

 Yes ☒ No

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

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

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

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

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

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

Signature _____

Date _____

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

Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____



Entry 9 BOT Table

Last updated: 07/31/2016

Page 1

1. Current Board Member Information

	Trustee Name	Email Address	Position on the Board	Committee Affiliations	Voting Member? (Y/N)	Area of Expertise, and/or Additional Role at School (parent, staff member, etc.)	Number of Terms Served and Length of Each (Include election date and term expiration)
1	Bryan Hickman	[REDACTED]	Trustee/Member		Yes		3 Terms; 1/16/2014 - 1/16/2017
2	Evan Gallina	[REDACTED]	Trustee/Member		Yes		3 Terms; 2/22/2016 - 2/22/2019
3	Dr. Steve Jacobs	[REDACTED]	Trustee/Member		Yes		3 Terms; 1/8/2015 - 1/8/2018
4	Ty Kelly	[REDACTED]	Chair/Board President		Yes		3 Terms; 5/8/2014 - 5/31/2017
5	Michael Mandina	[REDACTED]	Trustee/Member		Yes		3 Terms; 1/16/2014 - 1/16/2017
6	Todd Oldham	[REDACTED]	Trustee/Member		Yes		3 Terms; 2/22/2016 - 2/22/2019
7	Ken Wasnock	[REDACTED]	Treasurer		Yes		3 Terms; 1/8/2015 - 1/18/2018
8							
9							

10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							

2. Total Number of Members on June 30, 2015

8

3. Total Number of Members Joining the Board 2015-16 School Year

2

4. Total Number of Members Departing the Board during the 2015-16 School Year

1

5. Number of Voting Members 2015-16, as set by the by-laws, resolution or minutes

7

6. Number of Board Meetings Conducted in the 2015-16 School Year

12

7. Number of Board Meetings Scheduled for the 2016-17 School Year

12

Thank you.

Vertus Charter School

Board Meeting Minutes

<http://www.vertusschool.org/board/>

Enrollment and Retention

In 2015-16, Vertus enrolled 136 students, including approximately 70 entering students. Of the total enrollment over 90% qualified for free and reduced priced lunch, 78% were African American, 18% were Hispanic and 4% were white. Twenty-one percent of students had disabilities (IEP's). No students qualified as English language learners. In 2015-16, Vertus sent personalized mailers to every family in the city with a young man entering 9th grade, advertised on WDKX, went door-to-door, presented at churches, community organizations, and in schools, recruited at community events, and got the word out through free media coverage, e.g., TV, radio and newspapers. Vertus specifically sought to recruit English language learners by distributing the school brochure in Spanish in churches, such as Holy Apostles, community organizations, including at Ibero offices, and schools, including #9 school, all with a majority of Spanish –speaking families, and when going door-to-door in neighborhoods with Latino families. While these efforts led to high rates of enrollees who qualify for free and reduced priced lunch and students with disabilities, Vertus continues to develop its strategy for recruiting English language learners.



Entry 12 Teacher and Administrator Attrition

Last updated: 07/31/2016

Report changes in teacher and administrator staffing.

Page 1

Instructions for completing the Teacher and Administrator Attrition Tables

The following tables reflect formatting in the online portal required for Regents authorized charter schools. Schools should provide, for teachers and administrators only, the full time equivalent (FTE) of staff on June 30, 2015; the FTE for added staff from July 1, 2015 through June 30, 2016; and the FTE for any departed staff from July 1, 2015 through June 30, 2016 using the two tables provided.

2015-16 Teacher Attrition Table

	FTE Teachers on June 30, 2015	FTE Teachers Departed 7/1/15 - 6/30/16	FTE Teachers Filling Vacant Positions 7/1/15 - 6/30/16	FTE Teachers Added in New Positions 7/1/15-6/30/16	FTE of Teachers on June 30, 2016
	5	1	1	2	7

2015-16 Administrator Position Attrition Table

	FTE Administrative Positions on June 30, 2015	FTE Administrators Departed 7/1/15 - 6/30/16	FTE Administrators Filling Vacant Positions 7/1/15 - 6/30/16	FTE Administrators Added in New Positions 7/1/15-6/30/16	FTE Administrative Positions on June 30, 2016
	1	0	0	0	1

Thank you



Entry 13 Uncertified Teachers

Last updated: 08/01/2016

Page 1

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.

Staff Qualifications (June 30, 2016)

Note: Columns should sum to the FTE count of Teachers on June 30, 2016, and each teacher should be in only one column.

1. Total FTE Count of Uncertified Teachers (6-30-16)	1
2. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (6-30-16)	1
3. FTE count of uncertified teachers who are tenured or tenure track college faculty (6-30-16)	0
4. FTE count of uncertified teachers with two years of Teach for America experience (6-30-16)	0
5. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (6-30-16)	0
6. FTE count of uncertified teachers who do not fit into any of the prior four categories (6-30-16)	0

Thank you.

Vertus Charter School

Organizational Chart

Board of Trustees

Leigh McGuigan
CEO and
Co-Founder

Kelsey Peterson
Project Manager

Perry White
Director of
External Affairs
and Co-founder

Jason Mellen
Chief Operating Officer

Joe Carter
Head Dean

Shane Duesler
Lead Preceptor

Fran Schenk
Chief Academic Officer

Naomi Geier
Communication and
Enrichment
Coordinator

Jason Trzeciak
Business Manager

Shawntique Coleman
Office Associate

Moses Gaither
Maintenance

Deans
Justin Bray
Trent Jackson
Jeanne Wegman

Preceptors
Norris Woods
Cory Johnson
Ben Kadar
Jamaal Peavy
James Daniels
Keniel Ferguson
Gary Mandell
Jerome Wright
Andrea Bertucci
7 new for 2016-17

Teachers
David OBryan
Mark Broz
Jeff Doell
Matt Rollins
Matt Owlett
John Rood
6 new for 2016-17



Vertus HIGH SCHOOL

2016-17 Academic Calendar

August 2016				
Mo	Tu	We	Th	Fr
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

10: New Student and Family Open House
Aug. 29 - Sept. 2: Students Off, Staff Report

September 2016				
Mo	Tu	We	Th	Fr
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

5: Labor Day
6: Students Off, Staff Report
7: Students Begin 2016-2017

October 2016				
Mo	Tu	We	Th	Fr
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

7: Students Off, Staff Report
10: Columbus Day

November 2016				
Mo	Tu	We	Th	Fr
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

11: Veterans Day
21-25: Thanksgiving Recess

December 2016				
Mo	Tu	We	Th	Fr
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

16: Fall Period Ends
19-30: Winter Recess

January 2017				
Mo	Tu	We	Th	Fr
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

2: New Year's Day Holiday
3: Winter Period Begins
16: MLK Day
23-27: Regents

February 2017				
Mo	Tu	We	Th	Fr
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28			

20: Presidents' Day
21-24: Mid-Winter Recess

March 2017				
Mo	Tu	We	Th	Fr
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

30: Winter Period Ends

April 2017				
Mo	Tu	We	Th	Fr
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

3: Students Off, Staff Report
4: Winter Period Ends
14: Good Friday
17-21: Spring Recess
24: Spring Period Begins

May 2017				
Mo	Tu	We	Th	Fr
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

29: Memorial Day

June 2017				
Mo	Tu	We	Th	Fr
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

14-22: Regents
22: Spring Period Ends
23: Students Off, Staff Report

July 2017				
Mo	Tu	We	Th	Fr
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

10: Summer Period Begins

August 2017				
Mo	Tu	We	Th	Fr
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

18: Summer Period Ends

September 2017				
Mo	Tu	We	Th	Fr
4	5			
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

6: First Day of School 2016-2017

Days of Instruction (DOI)			
Sept-June	172	Fall	65
July-August	30	Winter	58
Full year	202	Spring	49
		Summer	30

KEY	
#	Students in session
#	School Closed
#	Students off, staff report
#	Period begins or ends