



Community Partnership Charter School

241 Emerson Pl
Brooklyn, NY 11205

Beginning with Children Charter School 2

215 Heyward St
Brooklyn NY 11206

Board of Trustees Agenda June 8, 2016 6:00pm

BwC
217 Havemeyer Street, 2nd Floor
Brooklyn, NY 11211

6:00 p.m.	<p>Board Governance</p> <ul style="list-style-type: none"> • Review and Approve Minutes 05.11.16 • Accept resignation- Oma Holloway • Approve new trustee • Board elections
6:15 p.m.	PTCC/PTO Report
6:25 p.m.	<p>Committee Updates</p> <ul style="list-style-type: none"> • Finance Committee <ol style="list-style-type: none"> 1. Approve 2016-17 Budget • Schools Committee • Academic Committee
6:45 p.m.	<p>BwC Report & School Reports</p> <ul style="list-style-type: none"> • CPCS LS • CPCS MS • BwCCS 2
7:15 p.m.	Executive Session (as needed)
Next Meeting	<p>Proposed: Date: Wednesday, July 13, 2016 Site: BwC Time: 6:00pm</p>

Community Partnership Charter School Ed Corp
Board of Trustees
Meeting Minutes
May 11, 2016
6:00 p.m.

Location: CPCS-LS, 241 Emerson Place, Room 305

Members Present: Katie Cunningham, Rebecca Baneman, Oma Holloway Amy Kolz, Kiisha Morrow, Jubilee Mosley, Esosa Ogbahon, Sonia Ortiz-Gulardo, Joan Walrond, Greg Whitten

Guests: Travis Baird, Natalie Bledman, Yvette Ferrara, Nancy Lewson Kurz, Maria Lekic, Geri Licurse, Denniston Reid, Cristal Rodriguez, Brian Stemmer, Adrianna

Katie Cunningham called the meeting to order at 6:10 p.m.

Governance

- Rebecca moved to approve the minutes from March 9, 2016, and April 20, 2016. Amy seconded the motion and the Board approved unanimously.
- The next Board meeting will be on June 8 at BwC.

Finance Committee

- Amy Kolz presented the report. See attached.
- Amy moved to pass a proposal that allows for up to \$60,000 in stipends to be awarded to CPCS employees who took on extra work. Sonia seconded the motion and the Board approved unanimously.
- Amy moved to pass a proposal that allows for a \$2,500 resigning bonus to be paid to BwCCS2 teachers and staff. Sonia seconded the motion and the Board approved unanimously.
- Amy moved to pass a proposal allowing for the creation of Grade Team Leaders at \$2500 per year which can be shared. The total cost is estimated to be \$37,500 and will be included in the 2016-17 budget. Sonia Ortiz-Gulardo seconded the motion and the Board approved unanimously.
- The Board will vote on the 2016-17 budget at the next meeting.

School Committee Report

- Sonia presented the reported.

CPCS LS

- Jubilee Mosley presented the report. See attached.

CPCS MS

- Denniston Reid presented the report.

BwCCS2 Report

- Esosa Ogbahon presented the report. See attached.

Foundation Report

- Nancy Lewson Kurz presented the report.

Katie moved to enter executive session to discuss a matter before the Grievance Committee. Sonia seconded the motion. The meeting was adjourned at 7:30 p.m.

The Executive Session was called to order at 7:35 p.m.

- The Board discussed a matter before the Grievance Committee.

The Executive Session was adjourned at 7:41 p.m.

Community Partnership Charter School Ed Corp
Board of Trustees Meeting
June 8, 2016

Financial Highlights

The projected surplus is \$478k. The surplus has been reduced since the last meeting primarily to account for expected increases in furniture & equipment expenditures for all schools.

Revenues:

- The NYS per student allocation budget line for was projected at 675 full time equivalents for at the allocated funding of \$13,877. The current projected FTE enrollment is 695 students. Please note that this is a potential increase of approximately \$277k in per pupil revenue if enrollment does not decrease during the year. The attached financial statements reflect the projected FTE enrollment of 695. We will keep a close watch on the per pupil revenue in the next few months to more accurately reflect actual enrollment.
- Increase in projected special education revenue of approximately \$50k since April board meeting based on current IEP population and IDEA funding.

Expenses:

- Several expense lines were adjusted to reflect actual costs.
- Some Educational Program budget lines are currently under budget such as Professional Development, Staff Appreciation, & Trips & Admissions
- Projected costs to year end have increased by approximately \$143k in the Capital Expenditures category to account for the furniture & equipment purchases to be made before year end for all schools including the new site at 11 Bartlett Street. These amounts are estimates at this time and will be adjusted according to actual spending.

COMMUNITY PARTNERSHIP EDUCATION CORPORATION
 COMBINED BUDGET
 2015-2016

	/---BUDGET---/ CPEC BUDGET 2015-2016	/-----ACTUAL-----		
		YTD 7/1/15 - 5/31/16	Projected to Year End	Total Projected at 06/30/16
Revenues - Private:				
Funds to be Raised	-	-	-	-
Other Private	-	1,957	-	1,957
Student Meal Reimbursement	-	-	-	-
Total Private Revenues	-	1,957	-	1,957
Revenues - Public:				
NYS Per Student Allocation	9,366,975	9,638,617	5,898	9,644,515
Erate	-	-	-	-
Federal IASA (e.g. Title 1)	235,000	54,064	216,260	270,324
Special Ed Funding	809,539	999,370	-	999,370
Federal Title II-VI Funding (including ARRA RTTT)	20,000	4,252	17,030	21,282
DYCD Grant	-	234,825	59,175	294,000
Dissemination Grant	-	4,365	17,463	21,828
Total Public Revenues	10,431,514	10,935,493	315,826	11,251,319
Revenues - Other:				
Interest Income	16,500	29,784	10,589	40,373
Total Other Revenues	16,500	29,784	10,589	40,373
Grand Total Revenue & Other Income	10,448,014	10,967,234	326,415	11,293,649

**COMMUNITY PARTNERSHIP EDUCATION CORPORATION
COMBINED BUDGET
2015-2016**

	/---BUDGET---/ CPEC BUDGET 2015-2016	/-----ACTUAL----- YTD 7/1/15 - 5/31/16	Projected to Year End	Total Projected at 06/30/16
Total Salaries & Wages	6,957,021	4,699,882	1,776,958	6,476,840
Total Personnel Related - Grants	-	147,510	44,866	192,376
Total Salaries & Wages	6,957,021	4,847,392	1,821,824	6,669,216
Total Personnel Related	1,791,433	1,212,620	578,813	1,494,696
Total Personnel Related - Grants	-	17,403	11,252	28,655
Total Personnel Related	1,791,433	1,230,023	590,065	1,523,351
Grand Total Personnel	8,748,454	6,077,415	2,411,889	8,192,567
Occupancy				
Building Permits	7,500	-	-	-
Insurance - Prop & Liab	70,000	80,338	-	80,338
Cleaning Supplies	2,000	-	-	-
Maintenance & Repairs	17,500	5,953	1,927	7,880
Equipment & Furniture Rental	30,000	17,105	12,895	30,000
Total Occupancy	127,000	103,396	14,822	118,218
Educational Programs				
Classroom Instructional Materials & Supplies	75,000	107,770	5,000	112,770
Substitutes	30,000	173,647	25,000	198,647
Art Supplies	11,500	2,418	5,000	7,418
Music Supplies	15,000	6,805	2,500	9,305
Math Curriculum/Supplies	25,000	23,909	1,091	25,000
ELA Curriculum/Supplies	60,000	65,177	-	65,177
Social Studies Curriculum/Supplies	15,000	1,571	2,500	4,071
Physical Education Supplies	4,500	1,762	2,738	4,500
Science Curriculum	15,000	21,128	3,872	25,000
After School Supplies	2,500	787	1,713	2,500
After School Program - MS	30,000	25,739	4,261	30,000
Summer School Program	6,000	-	-	-
Enrichment - LS	30,000	33,580	-	33,580
Professional Development	144,000	116,174	17,826	134,000
Staff Appreciation	30,000	11,521	18,479	30,000
Principal Discretionary Fund	3,000	-	3,000	3,000
Technology Materials	50,000	55,485	-	55,485
Student Database & Assessment Materials	60,000	44,261	5,739	50,000
Family Outreach/Student Recruitment	30,500	53,364	5,000	58,364
Student Incentives	4,500	7,637	2,500	10,137
Trips & Admissions	65,000	51,179	13,821	65,000
Total Educational Programs	706,500	803,914	120,040	923,954
Total Educational Programs - Grant Related	-	92,795	2,002	94,797
Total Educational Programs	706,500	896,709	122,042	1,018,751

**COMMUNITY PARTNERSHIP EDUCATION CORPORATION
COMBINED BUDGET
2015-2016**

	/---BUDGET---/ CPEC BUDGET 2015-2016	/-----ACTUAL-----		
		YTD 7/1/15 - 5/31/16	Projected to Year End	Total Projected at 06/30/16
Special Needs Program				
Special Needs Supplies	5,000	21,791	2,900	24,691
Total Special Needs Programs	5,000	21,791	2,900	24,691
Other G&A Costs				
Central Costs	937,156	768,896	256,299	1,025,195
Audit & Accounting Fees	50,000	69,857	5,000	74,857
Legal Fees	8,500	41,218	5,000	46,218
Renewal Consultants	35,000	17,500	-	17,500
Board Development	2,500	17	2,483	2,500
Health & Safety	1,000	-	1,000	1,000
Employment Search & Advertising	20,000	24,912	-	24,912
Telecom /Communications	12,500	8,368	4,132	12,500
Printing & Publications	10,000	-	-	-
Office Supplies	43,000	21,980	5,000	26,980
Postage & Shipping	7,500	3,814	3,686	7,500
Technology Support Consultants	30,000	-	-	-
Technology Support - Supplies	16,000	1,541	4,459	6,000
Payroll Service Fees	12,500	8,566	3,934	12,500
Travel	2,200	102	1,500	1,602
Dues & Subscriptions	40,000	1,141	2,500	3,641
Miscellaneous & Bank Fees	1,500	1,027	473	1,500
Student Meals	21,000	4,523	2,977	7,500
Graduation/Moving Up Supplies	4,000	3,784	216	4,000
Conferences	15,000	10,588	1,500	12,088
Total Other G&A Costs	1,269,356	987,834	300,159	1,287,993
Total Operating Expenditures	10,856,310	8,087,145	2,851,812	10,642,220
Net Operating Income (Deficit) Prior to Depr & Capital Expenditures	(408,296)	2,880,089	(2,525,397)	651,429
Capital Expenditures:				
Facility Upgrades	-	-	-	-
Furniture & Equipment	20,000	2,465	110,000	112,465
Computer Technology & Equipment	10,000	5,353	55,000	60,353
Total Capital Expenditures	30,000	7,818	165,000	172,818
Total Operating & Capital Expenditures	10,886,310	8,094,963	3,016,812	10,815,038
Net Operating Income (Deficit) after Capital Expenditures	(438,296)	2,872,271	(2,690,397)	478,611

Community Partnership Charter School Education Corp

Balance Sheet

05/31/16

ASSETS

CURRENT ASSETS

CASH

CASH & CASH EQUIVALENTS	3,577,817
PETTY CASH	400
TOTAL CASH & CASH EQUIVALENTS	<u>3,578,217</u>

PREPAID EXPENSES

PREPAID EXPENSES	<u>-</u>
------------------	----------

ACCOUNTS & OTHER RECEIVABLE

PUBLIC GRANTS RECEIVABLE	5,087
TOTAL CURRENT ASSETS	<u>3,583,304</u>

INVESTMENTS

CERTIFICATES OF DEPOSIT	<u>3,360,032</u>
-------------------------	------------------

FIXED ASSETS

SCHOOL EQUIPMENT	72,526
FURN & FIXT	68,212
HARDWARE & SOFTWARE	315,382
LEASEHOLD IMPROVEMENTS	19,193
ACCUM DEPR-EQUIP	(67,731)
ACCUM DEPR-FURN & FIXT	(34,374)
ACCUM DEPR-HDWR & SFTWR	(221,409)
ACCUM AMORT-LEASEHOLD IMPROVEMENTS	(13,435)
TOTAL FIXED ASSETS	<u>138,364</u>

TOTAL ASSETS	<u><u>7,081,700</u></u>
---------------------	--------------------------------

LIABILITIES AND NET ASSETS

LIABILITIES

CURRENT LIABILITIES

ACCOUNTS PAYABLE & ACCRUED EXPENSES	50,073
DUE TO BWCF	-
PAYROLL LIABILITIES	5,564
TOTAL CURRENT LIABILITIES	<u>55,637</u>

TOTAL LIABILITIES	<u>55,637</u>
--------------------------	----------------------

NET ASSETS

7,026,063

TOTAL LIABILITIES AND NET ASSETS	<u><u>7,081,700</u></u>
-----------------------------------------	--------------------------------

CPEC
BUDGET
2016-2017

Enrollment	Y-T-D		Y-T-D		/----BUDGET----/ CPCS BUDGET 2016-2017
	/----BUDGET----/ CPCS BUDGET 2016-2017	/---Proj Actual---/ CPCS Projected Actual 2015-2016	/----BUDGET----/ BwCCS 2 BUDGET 2016-2017	/---Proj Actual---/ BwCCS2 Projected Actual 2015-2016	
	445	445	300	250	745
Revenues - Private:					
Funds to be Raised	-	-	-	-	-
Other Private	-	1,957	260,000	-	260,000
Student Meal Reimbursement	-	-	-	-	-
Total Private Revenues	-	1,957	260,000	-	260,000
Revenues - Public:					
NYS Per Student Allocation	6,366,615	6,175,265	4,292,100	3,469,250	10,658,715
Public Grants	270,000	315,828	-	-	270,000
Federal IASA (e.g. Title 1)	150,000	157,898	120,000	112,426	270,000
Special Ed Funding	600,000	625,151	400,000	374,219	1,000,000
Federal Title II-VI Funding	10,000	10,642	10,000	10,640	20,000
Total Public Revenues	7,396,615	7,284,784	4,822,100	3,966,535	12,218,715
Revenues - Other:					
Interest Income	15,000	33,866	1,500	1,500	16,500
Total Other Revenues	15,000	33,866	1,500	1,500	16,500
Grand Total Revenue & Other Income	7,411,615	7,320,607	5,083,600	3,968,035	12,495,215

CPEC
BUDGET
2016-2017

Enrollment	Y-T-D		Y-T-D		/----BUDGET----/ CPEC BUDGET 2016-2017
	/----BUDGET----/ 445 CPCS BUDGET 2016-2017	/---Proj Actual---/ 445 CPCS Projected Actual 2015-2016	/----BUDGET----/ 300 BwCCS 2 BUDGET 2016-2017	/---Proj Actual---/ 250 BwCCS2 Projected Actual 2015-2016	
Salaries & Wages	4,780,440	4,053,729	3,060,031	2,423,111	7,840,472
Salaries & Wages - Grants	190,000	192,376	-	-	190,000
Total Salaries & Wages	4,970,440	4,246,105	3,060,031	2,423,111	8,030,472
Total Personnel Related	1,207,061	822,083	772,658	672,613	1,979,719
Personnel Related - Grants	30,000	28,655	-	-	30,000
Grand Total Personnel	6,207,501	5,096,843	3,832,689	3,095,724	10,040,191
Occupancy					
Rent	-	-	260,000	-	260,000
Building Permits	-	-	-	-	-
Insurance - Prop & Liab	50,000	50,593	55,000	29,745	105,000
Security Services	-	-	40,000	-	40,000
Custodial Services	-	-	55,000	-	55,000
Cleaning Supplies	1,000	1,000	11,000	1,000	12,000
Systems Maintenance	-	-	13,980	-	13,980
Maintenance & Repairs	7,500	5,000	7,500	2,880	15,000
Equipment & Furniture Rental	20,000	20,000	25,000	10,000	45,000
Total Occupancy	78,500	76,593	467,480	43,625	545,980
Educational Programs					
Classroom Consumable Supplies	50,000	51,060	58,750	51,748	108,750
Substitutes	15,000	137,863	2,200	37,374	17,200
Art Supplies	7,500	7,500	8,000	4,000	15,500
Music Supplies	6,600	9,545	5,000	5,455	11,600
Math Curriculum/Supplies	15,550	16,416	13,000	8,584	28,550
ELA Curriculum/Supplies	26,660	22,387	54,000	40,978	80,660
Social Studies Supplies/Curriculum	10,500	5,000	3,500	5,000	14,000
Physical Education Supplies	2,500	2,500	5,000	2,000	7,500
Science Supplies/Curriculum	13,000	7,514	8,500	17,486	21,500
After School Supplies	1,050	1,000	1,000	1,500	2,050
After School Program - MS	30,000	30,000	-	-	30,000
Enrichment - LS	30,000	30,000	-	-	30,000
Summer School Program	-	-	3,000	6,000	3,000
Professional Development	105,000	108,000	38,750	26,000	143,750
Staff Appreciation	20,000	20,000	17,000	10,000	37,000
Principal Discretionary Fund	2,000	2,000	-	1,000	2,000
Technology Materials	25,000	30,000	25,000	20,000	50,000
Student Database & Assessment Materials	30,000	35,000	25,000	15,000	55,000
Family Outreach/Student Recruitment	10,500	28,547	20,000	16,187	30,500
Student Incentives	10,000	5,843	7,000	1,680	17,000
Trips & Admissions	45,000	45,000	35,000	20,000	80,000
Educational Programs	455,860	595,175	329,700	289,992	785,560
DYCD Grant Expenses	50,000	72,969	-	-	50,000
Dissemination Grant Expenses	-	21,828	-	-	-
Total Educational Programs	505,860	689,972	329,700	289,992	835,560

**CPEC
BUDGET
2016-2017**

Enrollment	Y-T-D		Y-T-D		/----BUDGET----/ CPCS 445 BUDGET 2016-2017
	/---Proj Actual---/ CPCS 445 Projected Actual 2015-2016	/---BUDGET----/ BwCCS 2 300 BUDGET 2016-2017	/---Proj Actual---/ BwCCS2 250 Projected Actual 2015-2016	/----BUDGET----/ CPEC 745 BUDGET 2016-2017	
Special Needs Program					
Special Needs Consultants	-	20,504	-	-	-
Special Needs Supplies	4,000	1,242	7,000	2,945	11,000
Total Special Needs Programs	4,000	21,746	7,000	2,945	11,000
Other G&A Costs					
Central Services	747,628	656,420	486,431	368,775	1,234,059
Audit & Accounting Fees	20,000	47,930	20,000	26,927	40,000
Legal Fees	5,000	44,158	3,500	1,889	8,500
Renewal Consultant	8,750	8,750	8,750	8,750	17,500
Board Development	1,250	2,500	1,250	-	2,500
Health & Safety	500	500	500	500	1,000
Employment Search & Advertising	18,000	14,002	10,000	5,998	28,000
Telecom /Communications	7,500	7,500	20,000	5,000	27,500
Printing & Publications	7,500	2,500	2,500	2,500	10,000
Office Supplies	15,000	25,000	18,000	18,000	33,000
Postage & Shipping	4,500	4,500	3,000	3,000	7,500
Technology Support Consultants	5,000	2,571	5,000	2,571	10,000
Technology Support - Supplies	2,500	3,000	8,000	3,000	10,500
Payroll Service Fees	10,000	8,000	8,000	4,500	18,000
Travel	1,200	1,200	1,000	1,000	2,200
Dues & Subscriptions	5,000	5,000	5,000	5,000	10,000
Miscellaneous & Bank Fees	1,000	500	1,000	1,000	2,000
Student Meals & Service	10,000	16,000	30,000	5,000	40,000
Graduation/Moving Up Supplies	5,000	3,000	1,000	1,000	6,000
Conferences	10,000	10,000	5,000	2,088	15,000
Total Other G&A Costs	885,328	863,031	637,931	466,498	1,523,259
Contingency	-	-	-	-	-
Total Operating Expenditures	7,681,189	6,748,185	5,274,800	3,898,784	12,955,990
Net Operating Income (Deficit) Prior to Depr & Capital Expenditures	(269,574)	572,422	(191,200)	69,251	(460,775)
Capital Expenditures:					
Facility Upgrades - Bartlett Street Site	-	-	70,000	-	70,000
Furniture & Equipment	5,000	10,000	10,000	10,000	15,000
Computer Technology & Equipment	5,000	5,353	10,000	4,648	15,000
Total Capital Expenditures	10,000	15,353	90,000	14,648	100,000
Total Operating & Capital Expenditures	7,691,189	6,763,538	5,364,800	3,913,432	13,055,990
Net Operating Income (Deficit) after Capita	(279,574)	557,069	(281,200)	54,603	(560,775)

**B2
Bartlett Street Projected Operating & Capital Costs
2016-2017**

Operating	Projected Costs	Comments
Rent	260,000	20,000 sq ft @ \$26/sq ft - BwCF to grant B2 first year rent
Insurance	30,000	Waiting on confirmation of cost
Cleaning/Custodial Service	55,000	Estimate
Security Service	40,000	Estimate
Alarm System Maintenance	5,000	Estimate
Fire Alarm maintenance	3,580	Actual
Elevator Maintance	5,400	Actual
Phone/Internet service	15,000	Estimate
		** Current 4th grade student population includes students that need constant care. Assuming same popluation in 16-17 there will be no out of pocket costs for
Nurse	-	school nurse.
Food Service Staff	25,000	Calculated as 1 school aides @\$25k each, P/T positions
Equipment Rental - Copiers	15,000	Estimate
Kitchen Equipment	-	No cost
Student Meals	-	No cost
Utilities	-	No cost projected at this time
Cleaning supplies, light bulbs	10,000	Estimate
	463,980	
Less: Rent 2016-2017	(260,000)	Grant from BwCF
Total Projected Bartlett Operating Costs	203,980	
 Capital Costs		
Facility Upgrades	70,000	
Furniture	5,000	
Technology Hardware/Software	5,000	
Smartboards	-	
Total Projected Bartlett Operating Costs	80,000	
Total Projected Bartlett Costs 2016-2017	283,980	

CPEC Budget
11 Bartlett Street Costs
Budget 2016-2021

Background: BwCF has a 99-year lease with Pfizer for the building and playground. Pfizer and BwCF have entered negotiations to transfer ownership of the properties to BwCF.

The building was predominantly unoccupied this year while essential renovations were completed. The plan is for the B2 5th grade to come to 11 Bartlett Street in September 2016 and for the B1 Middle School to grow into fully occupying the space.

Costs of Renovation and Operation to Date: BwCF has spent \$53,012 to repair essential needs because proper maintenance for the previous years had been deferred when the building was managed by NYC Department of Education. In addition, BwCF spent \$112,484 in custodial and operational costs. BwCF will forego any cost sharing for these expenses.

Projected Costs 2016-17:

Completion of Renovation – \$350,000
Operations: See attached analysis

Rent: NY State Charter School Law provides that NYC must reimburse charter schools that open new grades in private space for their rent costs up to the actual rent or 20% of the per pupil dollar, whichever is less. B2 5th grade is not eligible for reimbursement. The reimbursement is available for grades 6-8. BwCF will use the funds reimbursed by NYC to support the Legacy Network.

In order to qualify for the reimbursement of rent, we must enter into a lease and document lease costs. It is best to do so in 2016-17 so that we can apply for rent reimbursement on time – it is a lengthy process and I want to make sure we position ourselves well and early (in the fall of 2016 for 2017-18).

We have looked at comparable rents in the area, including what we are being asked to pay at Classon Street and on Havemeyer Street. I think it is reasonable to assume that we can get \$26/square foot for this building. The building is approximately 40,000 usable square feet over 4 floors. Next year, however, the school will mostly only be occupying 2 floors. Therefore, in 2016-17, the lease would be for 10,000, 15,000 or 20,000 square feet at \$26/square foot. Total rent cost for 2016-17 would be \$260,000, \$390,000 or \$520,000 respectively, depending on which model we choose. In 2016-17, BwCF will either forgive the full rent payment or grant the dollars to CPEC. This will set in motion our capacity for reimbursement in 2017-18.

In 2017-18, the amount reimbursable will depend on the number of students in the building (since it is the lower of actual rent or 20% of per pupil dollars, I assume the

20% will be lesser). Assuming there are 50 students in the building (50 6th graders - - and B2 will keep the 5th graders at Heyward Street), reimbursable rent would come to approximately \$140,000 (20% of \$14,000 x 50 students). If B2 puts 5th and 6th graders at 11 Bartlett Street, approximately \$280,000 could be reimbursable.

Taking this analysis to the point at which the building is fully occupied with 150 students in 2020-21, reimbursable rent would be approximately \$560,000 (funding for the Legacy Network!!!)

	Rent @ \$26/s.f.	Rent reimbursable @ 20% per pupil dollar	Difference – to be forgiven by BwCF
FY 2016-17	\$260,000 (10,000 s.f.)		\$260,000
FY 2017-18	\$520,000 (20,000 s.f.)	\$147,360 (50 students)	\$372,640
FY 2018-19	\$780,000 (30,000 s.f.)	\$303,560 (100 students)	\$476,440
FY 2019-20	\$1,040,000 (40,000 s.f.)	\$468,990 (150 students)	\$571,010
FY 2020-21	\$1,040,000	\$483,060	\$556,940

Lease: I recommend we construct a 5 –year lease net at \$26/s.f. ; details to be set out by the attorneys for CPEC and BwCF. All the costs associated with operating the building and the renovation should be CPEC’s responsibility (including custodial, security, maintenance etc). The lease should be negotiated at arms length. BwCF will create a facilities corporation to hold and manage the property. We need to figure out how best to account for the difference in market rate for the lease and the actual rent we collect from CPEC (or reimbursable rent).

CPEC**11 Bartlett Street Repair & Renovation****2015-2016**

Vendor	Description	Total
TBD	Construction	200,000
TBD	Technology	20,000
Ross Window Corp	Window Repairs	21,840
Tri State Sprinkler	Sprinkler System	408
Richmond Plumbing	Plumbing System	4,300
TBD	Expediter	2,500
Fire & Building Code	Fire Systems Compliance	1,500
Perfect Window Shade	Window Shades	5,000
Empire Fire Systems	Fire Alarm Maintenance	4,975
Jeff Simon	Architect	18,000
Salamon Engineering	Engineer	4,500
TRC	Environmental Survey	5,000
NYC Dept of Buildings	NYC DOB - Building Permit	2,500
NYC Fire Department	NYC Fire Department	1,500
TBD	Movers	2,500
TBD	Tech Cabeling	2,500
TBD	Phone/Internet System - set up fee	7,500
Billy's Locksmith	Security System	30,000
Cleaning	Office Cleaning post construction	2,500
	Misc	5,000
		<hr/>
		342,023

CPEC
BwCF Service Fee
Budget 2016-2017

Proposal:

Enter two year MOU, increasing our fee by 1% per year to a total of 12% in 2017-18. The rationale for additional \$ is as follows:

Background:

BwCF has been providing free Legacy Network services to all alumni of BwC partner schools since 2003 with great success. Over 95% of LN students have graduated high school on time and over 98% have been accepted to college (needs right numbers).
Middle School Programs: Approximately 5 years ago, LN Chief of Programming, Jennella Young, developed additional after school and in-school character building programming for Middle School students in our partner schools to enhance each student's capacity to succeed. Research shows that character development programs in Middle School are correlated with academic success and persistence through high school. In addition, BwC implemented enhanced high school access programs, tutoring for SHSAT testing, parent information services and additional guidance to assist B1 and CPCS Middle School staff in placing our students. High school placement is now an important factor in long-term academic success in NYC given that there are still a majority of minority and disadvantaged students attending schools with graduation rates well-below 50%. The LN also noted that by providing additional external subject matter tutoring, our Middle School students results in class work and regents testing improved. Lastly, BwC began the Colgate Summer Institute 3 years ago. Middle School students join rising high school freshman for a week's college experience at Colgate University, experiencing college life and academics, and helping parents and family adjust to the idea of their students attending college away from home. Our internal research has shown that students who attend school away from home, on average, are more likely to graduate college in 4 years than students who live at home.
Legal Constraints: As you know, charter school law does not permit the education corporation to spend per pupil dollars on students who no longer attend the school (graduates). However, it is clear that payment for LN services provided during Middle School are allowed.

Timing:

BwCF has not included LN Middle School services in the annual fee to date. We felt it was important to develop and test the efficacy of the programs and whether it was worthwhile to continue these services. At this juncture, we believe that the Middle School services have proven worthwhile. It is important to try to offset the costs of these services at this juncture to continue to serve CPCS Middle School students, particularly at a time of leadership and staff transition. The increased charge will also allow the LN to implement

programming for B2 as it begins its 5th grade in 2016-17 and grows its Middle School in the following years.”

Cost:

See attached analysis

BwC
BwCF Legacy Network Service Fee
2017-2020

	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Proj. # Students	745	795	845	895	895
Per Pupil Funding	\$ 14,307	\$ 14,307	\$ 14,307	\$ 14,307	\$ 14,307
Total Per Pupil Funding	\$ 10,658,715	\$ 11,374,065	\$ 12,089,415	\$ 12,804,765	\$ 12,804,765
Additional 2% LN Funding	\$ 106,587	\$ 227,481	\$ 241,788	\$ 256,095	\$ 256,095

Additional 1% in Legacy Network service fees in year 2016-2017, 2% in years thereafter

**COMMUNITY PARTNERSHIP EDUCATION CORPORATION
COMBINED BUDGET
2016-2021**

	/-----BUDGET-----/				
Projected Enrollment	745	795	845	895	895
Per Pupil Allocation	14,307	14,736	15,178	15,633	16,102
	CPEC BUDGET 2016-2017	CPEC BUDGET 2017-2018	CPEC BUDGET 2018-2019	CPEC BUDGET 2019-2020	CPEC BUDGET 2020-2021
Revenues - Private:					
Funds to be Raised					
Other Private	260,000	372,640	476,440	571,010	556,940
Student Meal Reimbursement					
Total Private Revenues	260,000	372,640	476,440	571,010	556,940
Revenues - Public:					
NYS Per Student Allocation	10,658,715	11,715,120	12,825,410	13,991,535	14,411,290
Per Pupil Rent Reimbursement (20% ppf\$)	-	147,360	303,560	468,990	483,060
Public Grants	270,000	-	-	-	-
Federal IASA (e.g. Title 1)	270,000	280,000	290,000	300,000	300,000
Special Ed Funding	1,000,000	1,080,000	1,160,000	1,240,000	1,200,000
Federal Title II-VI Funding (including ARRA RTTT)	20,000	20,000	20,000	20,000	20,000
Total Public Revenues	12,218,715	13,242,480	14,598,970	16,020,525	16,414,350
Revenues - Other:					
Interest Income	16,500	16,500	16,500	16,500	16,500
Total Other Revenues	16,500	16,500	16,500	16,500	16,500
Grand Total Revenue & Other Income	12,495,215	13,631,620	15,091,910	16,608,035	16,987,790

**COMMUNITY PARTNERSHIP EDUCATION CORPORATION
COMBINED BUDGET
2016-2021**

	/-----BUDGET-----/				
Projected Enrollment Per Pupil Allocation	745 14,307	795 14,736	845 15,178	895 15,633	895 16,102
	CPEC BUDGET 2016-2017	CPEC BUDGET 2017-2018	CPEC BUDGET 2018-2019	CPEC BUDGET 2019-2020	CPEC BUDGET 2020-2021
Total Salaries & Wages	8,030,472	8,462,033	9,201,465	9,922,337	10,215,446
Total Personnel Related	1,979,719	2,115,508	2,300,366	2,480,584	2,553,861
Grand Total Personnel	9,820,191	10,577,541	11,501,831	12,402,921	12,769,307
Occupancy					
Rent					
Rent	260,000	520,000	780,000	1,040,000	1,040,000
Building Permits	-	-	-	-	-
Insurance - Prop & Liab	105,000	106,250	107,531	108,844	110,190
Security Services	40,000	40,000	40,000	40,000	40,000
Custodial Services	55,000	55,000	55,000	55,000	55,000
Cleaning Supplies	12,000	12,000	12,000	12,000	12,000
Systems Maintenance	13,980	13,980	13,980	13,980	13,980
Maintenance & Repairs	15,000	15,000	15,000	15,000	15,000
Equipment & Furniture Rental	45,000	46,350	47,741	49,174	50,650
Total Occupancy	545,980	808,580	1,071,252	1,333,998	1,336,820
Total Educational Programs	785,560	756,060	795,760	757,060	757,060
Total Grant Expenses	50,000	-	-	-	-
Total Special Needs Programs	11,000	11,000	11,000	11,000	11,000
Total Other G&A Costs	1,523,259	1,593,363	1,716,595	1,845,969	1,892,142
Contingency	-	-	-	-	-
Total Operating Expenditures	12,735,990	13,746,544	15,096,438	16,350,948	16,766,329
Net Operating Income (Deficit) Prior to Depr & Capital Expenditures	(460,775)	(114,924)	(4,528)	257,087	221,461
Total Capital Expenditures	100,000	105,000	105,000	105,000	100,000
Total Operating & Capital Expenditures	12,835,990	13,851,544	15,201,438	16,455,948	16,866,329
Net Operating Income (Deficit) after Capital Expenditures	(560,775)	(219,924)	(109,528)	152,087	121,461