

Application: Forte Preparatory Academy Charter School

Graham Browne - gbrowne@forteprep.org
Annual Reports

Summary

ID: 0000000395

Status: Annual Report Submission

Last submitted: Mar 1 2021 11:37 AM (EST)

Entry 1 School Info and Cover Page

Completed - Mar 1 2021

Instructions

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

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

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

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

FORTE PREPARATORY ACADEMY CHARTER SCHOOL 342400861113

a1. Popular School Name

Forte Prep Academy

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

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

SUNY BOARD OF TRUSTEES

c. DISTRICT / CSD OF LOCATION

CSD #24 - QUEENS

d. DATE OF INITIAL CHARTER

10/2016

e. DATE FIRST OPENED FOR INSTRUCTION

8/2017

h. SCHOOL WEB ADDRESS (URL)

www.forteprep.org

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

270

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

268

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

Check all that apply

Grades Served

5, 6, 7

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

No

FACILITIES INFORMATION

m. FACILITIES

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

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

School Site 1 (Primary)

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	51-35 Reeder St. Elmhurst, NY 11373	9296664430	NYC CSD 24	5-8	Yes 5-8

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Justin Smith			jsmith@forteprep.org
Operational Leader	Manny Santos			msantos@forteprep.org
Compliance Contact	Graham Browne			gbrowne@forteprep.org
Complaint Contact	Graham Browne			gbrowne@forteprep.org
DASA Coordinator	Graham Browne			gbrowne@forteprep.org
Phone Contact for After Hours Emergencies	Graham Browne	917-870-1941		gbrowne@forteprep.org

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

Private Space

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

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

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

Site 1 Certificate of Occupancy (COO)

[TCO_420812446_6-16-2020_vf.pdf](#)

Filename: TCO_420812446_6-16-2020_vf.pdf **Size:** 36.9 kB

Site 1 Fire Inspection Report

CHARTER REVISIONS DURING THE 2019-2020 SCHOOL YEAR

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

No

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

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

Yes

ATTESTATION

p. Individual Primarily Responsible for Submitting the Annual Report.

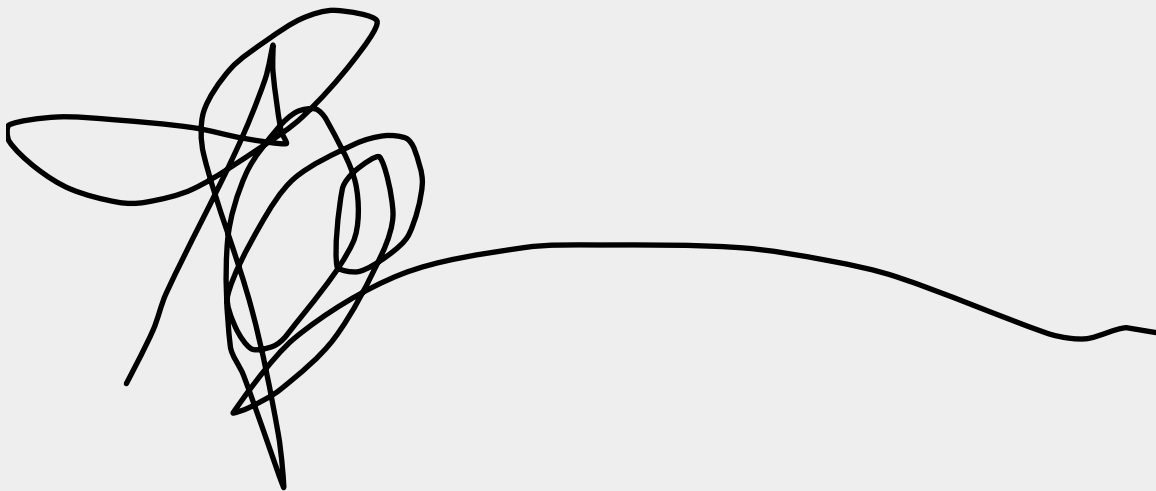
Name	Graham Browne
Position	Executive Director
Phone/Extension	929-666-4432
Email	gbrowne@forteprep.org

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

Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature is highly stylized, featuring a large, complex loop on the left side that resembles a flower or a star. A long, horizontal line extends from the right side of the loop, ending in a small, wavy flourish.

Signature, President of the Board of Trustees

A handwritten signature in black ink, consisting of a large loop followed by a series of overlapping loops and a long horizontal stroke extending to the right.

Date

Feb 28 2021

Thank you.



Entry 2 NYS School Report Card

Completed - Mar 1 2021

Instructions

SUNY-authorized charter schools only

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

Entry 2 NYS School Report Card Link

FORTE PREPARATORY ACADEMY CHARTER SCHOOL 342400861113

NEW YORK STATE REPORT CARD

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

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

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

<https://data.nysed.gov/essa.php?year=2020&instid=800000088152>

Entry 3 Accountability Plan Progress Reports

Completed - Mar 1 2021

Instructions

SUNY-Authorized Charter Schools ONLY

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

[2019-2020 Accountability Plan Progress Report](#)

Filename: 2019-2020_Accountability_Plan_Progress_Report.pdf Size: 429.3 kB

Entry 7 Disclosure of Financial Interest Form

Completed - Mar 1 2021

Instructions - Multiple Uploads Permitted

Required of ALL Charter Schools by August 3

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

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

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

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

[Financial Interest Disclosure_20192020 board members](#)

Filename: Financial_Interest_Disclosure_20192020_LcKvgpF.pdf **Size:** 3.4 MB

Entry 8 BOT Membership Table

Completed - Mar 1 2021

Instructions

Required of All charter schools

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

Entry 8 BOT Table

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

FORTE PREPARATORY ACADEMY CHARTER SCHOOL 342400861113

1. 2019-2020 Board Member Information (Enter info for each BOT member)

Trustee Name and Email Address	Position on the Board	Committ ee Affiliation s	Voting Member Per By- Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/ YYYY)	End Date of Current Term (MM/DD/ YYYY)	Board Meetings Attended During 2019- 2020

1	Lisa Friscia, lfriscia@forteprep.org	Chair	Governance, Fund Development	Yes	2	11/14/2020	11/14/2023	12
2	Fiona Lin, flin@forteprpe.org	Vice Chair	Governance	Yes	1	8/2/2018	7/31/2021	11
3	Alexie Rothman, artohman@fortprep.org	Secretary	Academic Achievement	Yes	2	10/30/2019	10/30/2022	12
4	Daniel Moskowitz, dmoskowitz@forteprep.org	Treasurer	Finance	Yes	2	11/1/2017	11/1/2020	10
5	Kyle Robinson	Trustee/Member	Finance	Yes	2	10/31/2018	10/31/2021	7
6	Laura Rodriguez, lrodriguez@forteprep.org	Trustee/Member	Academic Achievement	Yes	1	6/18/2019	6/18/2022	12
7	Wai Lin Yip	Trustee/Member	Fund Development	Yes	1	2/12/2019	2/12/2022	12
8								
9								

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

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2020	9
b.Total Number of Members Added During 2019-2020	3
c. Total Number of Members who Departed during 2019-2020	2
d.Total Number of members, as set in Bylaws, Resolution or Minutes	13

3. Number of Board meetings held during 2019-2020

12

4. Number of Board meetings scheduled for 2020-2021

12

Thank you.

Entry 10 Enrollment & Retention

Completed - Mar 1 2021

Instructions for submitting Enrollment and Retention Efforts

ALL charter schools must complete this section. Describe the efforts the charter school has made toward meeting targets in 2018-2019 to attract and retain enrollment of Students with Disabilities (SWDs), English Language Learners/Multilingual Learners (ELLs/MLLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2019-2020.

Entry 10 Enrollment and Retention of Special Populations

Instructions for Reporting Enrollment and Retention Strategies

Describe the efforts the charter school has made in 2019-2020 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners/Multilingual learners, and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2020-2021.

FORTE PREPARATORY ACADEMY CHARTER SCHOOL 342400861113

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2019-2020	Describe Recruitment Plans in 2020-2021
Economically Disadvantaged	Mailers to all 5-7th grade families in Elmhurst, East Elmhurst, Corona. Digital ads. Word of mouth in churches and community centers. Family ambassadors to spread the word.	Same
English Language Learners/Multilingual Learners	Mailers to all 5-7th grade families in Elmhurst, East Elmhurst, Corona. Digital ads. Word of mouth in churches and community centers. Family ambassadors to spread the word. Translation of materials in spanish, and multilingual website	Same
Students with Disabilities	Mailers to all 5-7th grade families in Elmhurst, East Elmhurst, Corona. Digital ads. Word of mouth in churches and community centers. Shared materials with service providers and families with disabilities.	Same

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2019-2020	Describe Retention Plans in 2020-2021
Economically Disadvantaged	Saturday Academy and additional academic intervention. During pandemic, provided internet support, financial support for groceries, and PPE for families.	same
English Language Learners/Multilingual Learners	Saturday Academy and additional academic intervention. During pandemic, provided internet support, financial support for groceries, and PPE for families.	Same
Students with Disabilities	Saturday Academy and additional academic intervention. During pandemic, provided internet support, financial support for groceries, and PPE for families.	Same

Entry 14 School Calendar

Completed - Mar 1 2021

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

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

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

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

[2019-2020 Monthly Academic Calendar_190710_pdf](#)

Filename: 2019-2020_Monthly_Academic_Calendar_190710_pdf.pdf **Size:** 158.6 kB

Entry 16 COVID 19 Related Information

Completed - Mar 1 2021

Instructions

Required of ALL charter schools

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

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

Entry 16 COVID 19 Related Information

School Name: Forte Preparatory Academy Charter School

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

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

	Number of students enrolled in school on the last day instruction was provided within physical school facilities	Number of students attending instruction on the last day instruction was provided within physical school facilities	Number of students participating in virtual programming on the last day such programming was offered for the 2019-20 school year
	268	266	265

Table 2: 2019-2020 Assessments and Grade Participation

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are

encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for best practices regarding end of year assessments in a remote learning environment.

	Assessment Title	Grade K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12	Number of Participating Students
	NW EA MAP	✗	✗	✗	✗	✗	✓	✓	✓	✗	✗	✗	✗	✗	265
	Internal trimester exams	✗	✗	✗	✗	✗	✓	✓	✓	✗	✗	✗	✗	✗	265
		✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
		✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
		✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
		✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
		✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
		✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
		✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
		✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
		✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
		✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
		✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	

[illegible]

Entry 17 Staff Roster - NEW TASK For Regents Schools Only

Incomplete

INSTRUCTIONS - NEW TASK FOR REGENTS-AUTHORIZED CHARTER SCHOOLS

Please provide the full name of **ANY and ALL instructional and non-instructional employees** and their respective positions/titles, and employment start dates in the charter school by clicking on the MS Excel file link to the [Staff Roster](#).

INSTRUCTIONS / NOTES FOR 2019-20 ACCOUNTABILITY PLAN PROGRESS REPORT (“APPR”)

1. Due to the extraordinary circumstances associated with the transition to remote learning and cancellation of state exams in 2019-20, the SUNY Charter Schools Institute (the “Institute”) has made substantial changes to the required reporting as part of the Accountability Plan Progress Report (“APPR”). Although the cancellation of the New York State 3rd – 8th grade exams poses challenges to traditional accountability reporting in 2019-20, schools must report on student achievement and progress towards goal attainment. The required goals and measures included in schools’ Accountability Plans have not changed but the calculations of the typical required elementary and middle school metrics are paused for 2019-20.
2. In the absence of state test results, schools should report results from internally developed assessments, national norm-referenced tests, and/or any other evaluation method under each goal area. In addition to narrative, schools should provide tabulated achievement or growth results if available under the “Results and Evaluation” section of each goal area.
3. The deadline for submission of the APPR is September 15, 2020. As a result of the unique challenges and uncertainty facing schools as they transition into 2020-21, the Institute may modify the deadline as necessary. As it does every year, the Institute will validate and post the finalized APPRs onto its [website](#).
4. **Text Highlighted in Grey = explanation or guidance for an entry.** As guidance, schools should remove the existing text entirely and replace it with information to complete the report.
5. **Text Highlighted in Green = a sample entry that may be modified.** Schools should leave the text intact or edit appropriately so that the text aligns with the program’s offerings and the measures and goals included in the school’s Accountability Plan.
6. Please do not include these instructions or the reference guide below in a submitted report.

REFERENCE GUIDE TO TEMPLATE SECTIONS

	<u>Page</u>
INTRODUCTION	1
ELEMENTARY/MIDDLE SCHOOL GOALS	5
ESSA GOAL	11
OPTIONAL GOALS	12
SUPPLEMENTARY TABLES	15

The Accountability Plan Progress Report Template Is Below. Delete all information above before submitting.



**Forte Preparatory Academy Charter
School**

**2019-20 ACCOUNTABILITY PLAN
PROGRESS REPORT**

Submitted to the SUNY Charter Schools Institute on:

September 15, 2020

By Graham Browne

51-35 Reeder Street, Elmhurst NY 11373

929-666-4430

2019-20 ACCOUNTABILITY PLAN PROGRESS REPORT

Graham Browne, Executive Director, prepared this 2019-20 Accountability Progress Report on behalf of the school's board of trustees:

Trustee's Name	Board Position
Lisa Friscia	Chair, Fund Development, Governance
Alexie Rothman	Secretary, Academic Achievement, Governance
Daniel Moskowitz	Treasurer, Finance
Fiona Lin	Vice Chair, Governance
Ellen Winn	Academic Achievement
Laura Rodriguez	Academic Achievement
Wai Lin Yip	Fund Development
Veronica Escobar	Fund Development
Kyle Robinson	Finance

Graham Browne served as the executive director since 2017.

SCHOOL OVERVIEW

Forte Prep is a Title 1 charter middle school, which opened its doors in August 2017 to its first class of 90 5th graders. We now serve 267 students in grades 5-7. We are located in northwest Queens (East Elmhurst, Jackson Heights, Corona), in District 24, which is known for over-crowded, low-performing schools. Most of our students come from immigrant families and are English Language Learners; they work very hard and have performed well in our highly structured, rigorous and joyful environment. In fact, our school has outperformed our peer group in state, county, city and district in both 2018 ELA and math state exams. In addition to a strong academic foundation, we emphasize strong engagement with the families. We host monthly activities and events for the parents and the parent participation is very strong. We transitioned to asynchronous remote learning with live, daily office hours for all content areas in March 2020. Students were provided with Chromebook computers to participate in all online learning activities, and we were able to have a high rate of online participation, approaching 90-95% daily participation

ENROLLMENT SUMMARY

In the table below, provide the school's BEDS Day enrollment for each school year.

School Enrollment by Grade Level and School Year														
School Year	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
2015-16														
2016-17														
2017-18						87								87
2018-19						85	86							171
2019-20						89	91	87						267

GOAL 1: ENGLISH LANGUAGE ARTS

ELEMENTARY ENGLISH LANGUAGE ARTS

Summary of changes to the Elementary ELA Goal due to the Covid-19 school closure:

- Schools will be unable to report state test proficiency rates, PIs, district comparisons, effect sizes, or mean growth scores.
- However, in the absence of state test results, schools should report relevant results from internally developed assessments, national norm-referenced tests, and/or any other evaluation method below. When possible, schools report tabular data aligned to the narrative.

Goal 1: English Language Arts

2019-20 ACCOUNTABILITY PLAN PROGRESS REPORT

Students will be proficient in English language arts.

BACKGROUND

In middle school, the reading curriculum begins in the fifth grade with a concentration on fluency, comprehension, and, if necessary, phonics and with an introduction to sophisticated pieces of literature for study and analysis. Instruction and skill development focus on identifying perspective, drawing supporting details, increasing vocabulary, and identifying literary elements such as tone and mood. Students are taught to identify theme, and to provide evidence for their textual analysis; students are taught to develop theme across multiple texts, fiction and non-fiction, in alignment with the Common Core State Standards (CCSS) and in alignment with our ambitious mission. Our reading instruction is centered around whole-class novels and Writing instruction is focused on building a consistent structure for Forte Prep classrooms will maintain robust leveled libraries to provide students with a wide exposure to grade-level appropriate texts. In 2019-20, we grew our program to 7th grade ELA class for the first time.

METHOD

We used the NWEA Map RIT score to assess student progress over the course of the school year.

RESULTS AND EVALUATION

Our average performance by grade and subject showed at least a slight increase from fall to spring, though often less of an increase in the spring than we have typically seen due to the remote instruction.

Assessment	Subject	Season	Grade	RIT avg
Fall Math MAP (5)	Math	1 Fall	5	203.8
Winter Math MAP (5)	Math	2 Winter	5	209.5
Spring Math MAP (5)	Math	3 Spring	5	218.1
Fall Reading MAP (5)	Reading	1 Fall	5	196.4
Winter Reading MAP (5)	Reading	2 Winter	5	202.6
Spring Reading MAP (5)	Reading	3 Spring	5	205.9
Fall Math MAP (6)	Math	1 Fall	6	216.2
Winter Math MAP (6)	Math	2 Winter	6	224.9
Spring Math MAP (6)	Math	3 Spring	6	228.8
Fall Reading MAP (6)	Reading	1 Fall	6	211.4
Winter Reading MAP (6)	Reading	2 Winter	6	215.1
Spring Reading MAP (6)	Reading	3 Spring	6	215.5
Fall Math MAP (7)	Math	1 Fall	7	232.4
Winter Math MAP (7)	Math	2 Winter	7	235
Spring Math MAP (7)	Math	3 Spring	7	241.1
Fall Reading MAP (7)	Reading	1 Fall	7	217.8
Winter Reading MAP (7)	Reading	2 Winter	7	217.2
Spring Reading MAP (7)	Reading	3 Spring	7	221.3

ADDITIONAL EVIDENCE

We have limited data that allows us to perform robust year over year analysis, given the circumstances surrounding remote testing and inconsistent student networking access. However, we do feel like we have done our best as a school to stabilize student performance for hybrid instruction in 2020-21.

<p>Goal 1: Optional Measure</p> <p>[Include additional measures that are part of the Accountability Plan.]</p> <p>METHOD:</p> <p>RESULTS AND EVALUATION:</p> <p>ADDITIONAL EVIDENCE:</p>
--

SUMMARY OF THE ELEMENTARY ENGLISH LANGUAGE ARTS GOAL

Forte Prep is incredibly proud of its academic progress in ELA over the first three years of operation. We have demonstrated that students who attend our school for at least two years outperform their peers. It is encouraging, as well, to see how our student growth rate compares to the other schools and districts in New York. While our data doesn't have the same level of comparability, we are proud of how we developed a suitable alternative instruction program for our students and families in spring 2020.

ACTION PLAN

We know that the biggest priority of our school is steady ELA growth, and will continue to focus on high dosage ELA support in the 2020-21 school year to rapidly close gaps that our students have developed during the pandemic and subsequent closure of schools.

GOAL 2: MATHEMATICS

ELEMENTARY MATHEMATICS

Summary of changes to the Elementary Mathematics Goal due to the Covid-19 school closure:

- Schools will be unable to report state test proficiency rates, PIs, district comparisons, effect sizes, or mean growth scores.

2019-20 ACCOUNTABILITY PLAN PROGRESS REPORT

- However, in the absence of state test results, schools should report results from internally developed assessments, national norm-referenced tests, and/or any other evaluation method below. When possible, schools report tabular data aligned to the narrative.

Goal 2: Mathematics

BACKGROUND

Mathematics is aligned to New York State P-12 Common Core Learning Standards for fifth through eighth grades. Students have two periods of mathematics (100 minutes per day) to ensure a solid foundation of skills and concepts and to prepare for an accelerated high school mathematics curriculum. The mathematics courses have a dual focus: procedures (skills) and problem solving (application). Initially fifth grade students will focus on mastering arithmetic operations, fractions, percentages, basic geometric concepts, simple variable use, and probability. Over time, students will progress through linear equations and symbolic algebra, planar geometry, theoretical probability and statistical analysis. The problem solving class complements the skills class; the same concepts are taught using word problems, scenarios, and real world context to ensure that students are able to apply their mathematical skills and develop their critical thinking skills and conceptual understanding through logical reasoning. This focus on mathematics allows for accelerated remediation of students who lack basic skills and preparation for a college preparatory focus in high school while simultaneously ensuring that students develop and are able to express their conceptual understanding and use a variety of schema to solve complex problems. According to PARCC, “the standards treat mathematics as a coherent subject to promote the sense-making that fuels mastery. The principles of focus and coherence are the twin engines that must be carried forward in implementation efforts and substantiated in curricula and assessments.”¹ By the end of eighth grade, we aim to have the majority of our students complete Algebra I, setting them up to begin high school in Geometry or Algebra II and on track to take Calculus, AP Calculus AB or BC, or AP Statistics by senior year. Students will be unable to access advanced math in high school without this foundation.

METHOD

We used the NWEA Map RIT score to assess student progress over the course of the school year.

RESULTS AND EVALUATION

Our average performance by grade and subject showed at least a slight increase from fall to spring, though often less of an increase in the spring than we have typically seen due to the remote instruction.

Assessment	Subject	Season	Grade	RIT avg
Fall Math MAP (5)	Math	1 Fall	5	203.8

¹ Partnership for Assessment of Readiness for College and Careers. “PARCC Model Content Frameworks: Mathematics.” 2012. Page 8. http://www.parcconline.org/files/131/MCF%20K2%20Published%20Frameworks/258/PARCC_MCF_Mathematics-12-11-2014-2.pdf.

2019-20 ACCOUNTABILITY PLAN PROGRESS REPORT

Winter Math MAP (5)	Math	2 Winter	5	209.5
Spring Math MAP (5)	Math	3 Spring	5	218.1
Fall Math MAP (6)	Math	1 Fall	6	216.2
Winter Math MAP (6)	Math	2 Winter	6	224.9
Spring Math MAP (6)	Math	3 Spring	6	228.8
Fall Math MAP (7)	Math	1 Fall	7	232.4
Winter Math MAP (7)	Math	2 Winter	7	235
Spring Math MAP (7)	Math	3 Spring	7	241.1

ADDITIONAL EVIDENCE

We have limited data that allows us to perform robust year over year analysis, given the circumstances surrounding remote testing and inconsistent student networking access. However, we do feel like we have done our best as a school to stabilize student performance for hybrid instruction in 2020-21.

Goal 2: Optional Measure

[Include additional measures that are part of the Accountability Plan.]

METHOD:

RESULTS AND EVALUATION:

ADDITIONAL EVIDENCE:

SUMMARY OF THE ELEMENTARY MATHEMATICS GOAL

Forte Prep is incredibly proud of its academic progress in Math over the first three years of operation. We have demonstrated that students who attend our school for at least two years outperform their peers. It is encouraging, as well, to see how our student growth rate compares to the other schools and districts in New York. While our data doesn't have the same level of comparability, we are proud of how we developed a suitable alternative instruction program for our students and families in spring 2020.

ACTION PLAN

Our goal with our math curriculum is to continue to accelerate student growth and achievement, especially in 5th grade, as we work to build a strong foundation of math proficiency in 8th grade.

Students with special needs are receiving expanded practice and instructional support so that we can quickly close understanding gaps.

GOAL 3: SCIENCE

ELEMENTARY SCIENCE

Summary of changes to the Elementary Science Goal due to the Covid-19 school closure:

- Schools will be unable to report state test proficiency rates or a district comparison.
- However, in the absence of state test results, schools should report results from internally developed assessments, national norm-referenced tests, and/or any other evaluation method below. When possible, schools report tabular data aligned to the narrative.

Goal 3: Science

Students will be proficient in Science.

BACKGROUND

Forte Prep's science curriculum is informed directly by and aligned to the New York State Education Department's Intermediate Level Science Core Curriculum for grades 5-8,² as well as the Standards for Literacy in Science in the New York Common Core Learning Standards for English Language Arts. 5th and 6th grade students take Science for 50 minutes three days per week and 7th and 8th grade students will take Science for four days a week. Students also take Digital Literacy (computer science) 1-2 times per week. Science instruction in grades 5-8 will begin with building skills related to scientific reasoning, investigative reading, and writing through coursework in Physical Science, Life Science, and Earth & Space Science. Science classes will focus heavily on the mathematics in the application of science, as well as reinforcing critical writing and analysis from English Language Arts curriculum in each grade. In middle school, for example, students are required to cite text from scientific sources, distinguish between facts, findings and speculation, and analyze an author's purpose in organizing a text and discussing experiments, all of which rely on literacy practice.³ Science curriculum will emphasize the process of discovery and application of principles and scientific concepts.

The school did not administer the Science Exam in 2018-19 because we did not have 4th or 8th graders enrolled at our school.

² New York State Department of Education. "Intermediate Level Science" Core Curriculum Grades. 5-8 <http://www.p12.nysed.gov/ciai/mst/sci/documents/intersci.pdf>.

³ Common Core State Standards Initiative (2010). Common Core State Standards for English Language Arts & Literacy in History/Social Studies, Science and Technical Subjects. http://www.corestandards.org/assets/CCSSI_ELA%20Standards.pdf.

2019-20 ACCOUNTABILITY PLAN PROGRESS REPORT

METHOD

The school did not administer the Science Exam in 2018-19 because we did not have 4th or 8th graders enrolled at our school. Our internal trimester assessments show average performance by trimester, but the standards covered change over the course of the year, making it somewhat difficult to have a comprehensive view of performance over the entire year.

RESULTS AND EVALUATION

	Avg (0)
Avg (9)	67%
Trimester One Exam - Science 6	63%
Trimester One Exam - Science 5	62%
Trimester One Exam - Science 7	70%
Trimester Two Exam - Science 6	72%
Trimester Two Exam - Science 5	61%
Trimester Two Exam - Science 7	70%
Trimester Three Exam - Science 7	70%
Trimester Three Exam - Science 6	72%
Trimester Three Exam - Science 5	61%

ADDITIONAL EVIDENCE

SUMMARY OF THE ELEMENTARY SCIENCE GOAL

We look forward to continuing to make progress on science mastery this year, as it is the first year that we will have the Science Exam to measure our overall standards mastery.

ACTION PLAN

N/A

GOAL 4: ESSA

The 2019-20 ESSA Goal remains unchanged due to the Covid-19 school closure. The 2019-20 accountability status based on 2018-19 results and can be found by navigating to the school report card available [here](#).

Goal 7: Absolute Measure

2019-20 ACCOUNTABILITY PLAN PROGRESS REPORT

Under the state's ESSA accountability system, the school is in good standing: the state has not identified the school for comprehensive or targeted improvement.

METHOD

Because *all* students are expected to meet the state's performance standards, the federal statute stipulates that various sub-populations and demographic categories of students among all tested students must meet the state standard in and of themselves aside from the overall school results. As New York State, like all states, is required to establish a specific system for making these determinations for its public schools, charter schools do not have latitude in establishing their own performance levels or criteria of success for meeting the ESSA accountability requirements. Each year, the state issues School Report Cards that indicate a school's status under the state accountability system.

RESULTS AND EVALUATION

Forte Prep is in Good Standing.

ADDITIONAL EVIDENCE

Forte Prep has remained in Good Standing for the entirety of the Accountability Period.

Accountability Status by Year

Year	Status
2017-18	Good Standing
2018-19	Good Standing
2019-20	Good Standing

APPENDIX A: OPTIONAL GOALS

Goal 1: Absolute Measure

The school will enroll and maintain a class of students equal to our projected enrollment every year.

METHOD

Using enrollment data from ATS, we compared our enrollment rates to the approved rates.

RESULTS

We ended the year with 267 students enrolled at Forte Prep due to fluctuations in the beginning of the year with regard to students moving out of district and choosing other schools.

2018-19 Enrollment

Enrollment 18-19	Projected Enrollment	Difference
267	270	-3

Goal 1: Absolute Measure

Each year, 90 percent of all students enrolled during the course of the year return the following September.

METHOD

Students are tracked via SchoolRunner year over year. We reached out to all students' families at the end of the school year to confirm attendance in the following year.

RESULTS

Of the 267 students who completed the year, 168 students returned to our school the following year.

2017-18 Student Retention Rate

2019-20 Enrollment	Number of Students Who Returned in 2020-21	Retention Rate 2019-20 Re-enrollment ÷ (2019-20 Enrollment – Graduates)
267	256	95.8%

EVALUATION

We exceeded our retention rate goal by 5.8 percentage points in 2019-20.

2019-20 ACCOUNTABILITY PLAN PROGRESS REPORT

Goal 1: Absolute Measure

Each year the school will have a daily attendance rate of at least 93 percent.

METHOD

Attendance data from March -June 2020 was not able to be accurately calculated in SchoolRunner based on the structure of our program, therefore we are unable to officially measure if we met this goal in the 2019-20 school year.

RESULTS

N/A

Goal 2: Financial Viability and Legal Compliance

The school will be a strong, viable organization that carries out sound financial practices.

Goal 2: Absolute Measure

Each year, Forte Prep will operate on a balanced budget.

METHOD

EOY financials from our back office provider, EdTec.

RESULTS

		Jun FY2019	Jun FY2020	YTD Change
Assets	Cash Balance	495,054	1,868,063	1,373,009
	Current Assets	604,820	76,963	(527,857)
	Fixed Assets	275,994	342,661	66,667
	Other Assets	484,667	863,589	378,922
	Total Assets	1,860,534	3,151,275	1,290,741
Liabilities & Equity	Current Liabilities	265,571	363,172	97,601
	Long-Term Liabilities	-	525,777	525,777
	Beginning Net Assets	662,091	1,594,963	932,872
	Net Income (Loss) to Date	932,872	667,362	(265,510)
	Total Liabilities & Equity	1,860,534	3,151,275	1,290,741

Goal 2: Absolute Measure

2019-20 ACCOUNTABILITY PLAN PROGRESS REPORT

Each year, Forte Prep will operate on a will take corrective action, if needed, to address any internal control or compliance deficiencies identified by its authorizer.

METHOD

Review of audit letter for FY 20 by our audit firm, Schall and Ashenfarb.

RESULTS

Auditors are still finalizing the audit for this fiscal year.

Goal 3: Parent Satisfaction

Parents will demonstrate satisfaction with the academic program and communication.

Goal 3: Absolute Measure

Satisfaction with the academic program and school's communication, as measured by an annual survey at the end of each school year, will on average exceed 90%, with 90% of families responding.

METHOD

N/A; parent survey not administered this year.

RESULTS

Goal 4: Board Governance

The Board of Directors will provide effective and sound oversight of the school.

Goal 3: Absolute Measure

The Board will conduct a formal annual review of the school leader, an annual self-evaluation to assess strengths and weaknesses; a formal annual review of bylaws and policies; an annual review of organizational strengths/weaknesses.

RESULTS

The Board will conduct a formal annual review of the school leader.	Formal review took place in two parts: June school review and October 2020 data review
The Board will conduct an annual self-evaluation to assess strengths/weaknesses.	Took place during board retreat in April 2020

2019-20 ACCOUNTABILITY PLAN PROGRESS REPORT

The Board will conduct a formal annual review of bylaws and policies.	Took place during board retreat in April 2020
The Board will conduct annual review of organizational strengths/weaknesses.	Took place during board retreat in April 2020

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

1. Name of education corporation: Forte Preparatory Academy Charter School
2. Trustee's name (print): Alexandra Rothman
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.):
secretary
4. Home address: 346 E 53rd Street, Apt 6B, NY, NY 10022
5. Business Address: Cravath, Swaine, & Moore LLP, 825 Eight Ave, NY, NY 10019
6. Daytime phone: 908-705-6792
7. E-mail: arothman@forteprep.org
8. Is Trustee an employee of the education corporation? Yes. X No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

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

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

10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write "None."*

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

Signature

Date

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

11. Name of education corporation: Forte Preparatory Academy Charter School
12. Trustee's name (print): Lisa Anne Friscia
13. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): _____
chair
14. Home address: 139 E 33rd Street Apt 6N, NY NY
15. Business Address: Democracy Prep Public Schools, 1767 Park Ave, New York, NY
16. Daytime phone: 718-344-3038
17. E-mail: lfriscia@forteprep.org
18. Is Trustee an employee of the education corporation? ☐ Yes. ☐ No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

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

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

20. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write "None."*

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

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

Signature

Date

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

21. Name of education corporation: Forte Preparatory Academy Charter School

22. Trustee's name (print): Daniel Moskowitz

23. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): _____

treasurer

24. Home address: 222 W 83rd Street, 15H, NY NY 10024

25. Business Address: 11 E 31st Street NY, NY 10016

26. Daytime phone: 516-987-7454

27. E-mail: dmoskowitz@forteprep.org

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

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

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

30. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write "None."*

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

Signature

Date

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

31. Name of education corporation: Forte Preparatory Academy Charter School

32. Trustee's name (print): Kyle Robinson

33. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): _____

member

34. Home address: 8200 Boulevard East Apt 26D, North Bergen, NJ 07047

35. Business Address: PwC, 300 Madison Ave, NY NY 10017

36. Daytime phone: 973-277-0732

37. E-mail: krobinson@forteprep.org

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

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

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

40. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write "None."*

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

Signature

Date



Charter Schools Institute
The State University of New York

FOR INSTITUTE USE ONLY

FILING FOR SCHOOL
YEAR: _____

DATE RECEIVED: _____

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

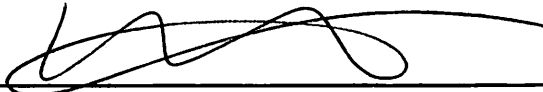
1. Name of education corporation: Forte Preparatory Academy
2. Trustee's name (print): Laura Rodriguez
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): N/A
4. Home address: 33-25 81 Street, Apt 3G, Jackson Heights NY 11372
5. Business Address: Pechman Law Group PLLC, 488 Madison Avenue, New York, NY 10022
6. Daytime phone: 917-722-0314
7. E-mail: rodriguez@pechmanlaw.com
8. Is Trustee an employee of the education corporation? ____ Yes. x No. If you checked yes, please provide a description of the position you hold, your salary and your start date.
9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None."* Please note that if you answered yes to Question 8, you need not disclose again your employment status, salary, etc.

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

10. Identify each individual, business, corporation, union association, firm, partnership, committee

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

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



 Signature

4/10/19

 Date



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

1. Name of education corporation: _____Forte Preparatory Academy_____
2. Trustee's name (print): _____Wai Lin Yip_____
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): _____

4. Home address: _____462 W. 58th St Apt 7G, New York, NY 10019_____
5. Business Address: _____261 Fifth Ave, Suite 1802, New York, NY 10016_____
6. Daytime phone: _____626.227.4518_____
7. E-mail: _____wyip@forteprep.org_____
8. Is Trustee an employee of the education corporation? ____Yes. ☒No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

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

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

10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please write “None.”

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

Wai Lin Gip
Signature

7/19/2018
Date

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

1. Name of education corporation: Forte Prep Academy
2. Trustee's name (print): Fiona Y Lin
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): NA
4. Home address: 35-16 85th Street #6G, Jackson Heights NY 11372
5. Business Address: N/A
6. Daytime phone: (917) 617-7399
7. E-mail: fionaylin@gmail.com
8. Is Trustee an employee of the education corporation? ____ Yes. X No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

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

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

10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the

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

Entity Conducting Business with the Education Corporation	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest	Steps Taken to Avoid Conflict of Interest
NA				



Signature

_____**07/18/18**_____
Date

2019

August

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28	29	30	31	01 Summer Staff Summit (SSS) - New Staff Start	02	03
04	05 Summer Staff Summit (SSS) - Returning Staff Start	06	07	08 Parent Orientation (4:30-6:30pm)	09	10
11	12	13	14	15	16	17
18	19	20	21 New Student Orientation (1pm dismissal)	22 New Student Orientation (1pm dismissal)	23 New Student Orientation (1pm dismissal)	24
25	26 First Day of School (returning students)	27	28 MAP testing (Fall)	29 MAP testing (Fall)	30 MAP testing (Fall)	31
01	02	Notes:				

2019

September

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
01	02 Labor Day (No School)	03	04	05	06	07
08	09	10	11 Family Workshop Night (5-7pm)	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30 Rosh Hashanah (No School)	01 Rosh Hashanah (No School)	02	03	04	05
06	07	Notes:				

2019

October

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
29	30	01 Rosh Hashanah (No School)	02	03	04	05
06	07	08	09 Yom Kippur (No School)	10	11	12 Saturday Academy (9-12)
13	14 Columbus Day (No Students; Staff PD)	15	16	17	18	19
20	21	22	23	24	25	26 Saturday Academy (9-12)
27	28	29	30	31	01	02
03	04	Notes:				

2019

November

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
27	28	29	30	31	01	02
03	04	05	06 Family Workshop Night (5-7pm)	07	08	09 Saturday Academy (9-12)
10	11 Veterans Day (no school)	12	13	14	15	16 Saturday Academy (9-12)
17	18	19 Trimester 1 Exams	20 Trimester 1 Exams	21 Trimester 1 Exams	22 Trimester 1 Exams	23
24	25	26	27 Data Day (9-1 for staff; no students)	28 Thanksgiving recess (no school)	29 Thanksgiving recess (no school)	30
01	02	Notes: 11/26: full day of school Data Day 11/27: half day for staff, no students				

2019

December

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
01	02 First day of Trimester 2	03	04	05 Half day for students Fam conferences (1-7pm)	06	07
08	09	10	11	12	13	14 Saturday Academy (9-12)
15	16	17	18	19	20	21
22	23 Winter Recess (no school)	24 Winter Recess (no school)	25 Winter Recess (no school)	26 Winter Recess (no school)	27 Winter Recess (no school)	28
29	30 Winter Recess (no school)	31 Winter Recess (no school)	01 Winter Recess (no school)	02	03	04
05	06	Notes:				

2020

January

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
29	30	31	01 Winter Recess (no school)	02 Data Day (no students)	03	04
05	06 MAP Testing (Winter window)	07 MAP Testing (Winter window)	08 MAP Testing (Winter window)	09 Family Workshop Night (5-7)	10	11 Saturday Academy (9-12)
12	13	14	15	16	17	18
19	20 MLK Day (no school)	21 Data Day (no school)	22	23	24	25 Saturday Academy (9-12)
26	27	28	29	30	31	01
02	03	Notes:				

2020

February

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
26	27	28	29	30	31	01 Saturday Academy (9-12)
02	03	04	05	06	07	08 Saturday Academy (9-12)
09	10	11	12	13	14	15
16	17 Midwinter Recess (no school)	18 Midwinter Recess (no school)	19 Midwinter Recess (no school)	20 Midwinter Recess (no school)	21 Midwinter Recess (no school)	22
23	24 Data Day (no students)	25	26	27	28	29
01	02	Notes:				

2020

March

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
01	02	03 Trimester 2 Exams	04 Trimester 2 Exams	05 Trimester 2 Exams	06 Trimester 2 Exams	07 Saturday Academy (9-12)
08	09	10	11 Family Workshop Night (5-7pm)	12	13 Data Day (no students)	14 Saturday Academy (9-12)
15	16	17	18	19	20	21 Saturday Academy (9-12)
22	23	24	25 NY State ELA Exams	26 NY State ELA Exams	27 NY State ELA Exams	28
29	30	31	01	02	03	04
05	06	Notes:				

2020

April

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
29	30	31	01	02 Half day for students Family conferences 1-7p	03	04 Saturday Academy (9-12)
05	06	07	08	09 Spring Recess (no school)	10 Spring Recess (no school)	11
12	13 Spring Recess (no school)	14 Spring Recess (no school)	15 Spring Recess (no school)	16 Spring Recess (no school)	17 Spring Recess (no school)	18
19	20	21 NY State Math Exams	22 NY State Math Exams	23 NY State Math Exams	24	25
26	27	28	29	30	01	02
03	04	Notes:				

2020

May

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
26	27	28	29	30	01	02
03	04	05	06 Family Workshop Night (5-7pm)	07	08	09
10	11	12	13	14	15	16 Saturday Academy (9-12)
17	18	19	20	21	22	23
24	25 Memorial Day (no school)	26 Data Day (no students)	27	28	29	30
31	01	Notes:				

2020

June

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
31	01 MAP Testing (spring window)	02 MAP Testing (spring window)	03 MAP Testing (spring window)	04 Field Day, location to be announced (9- 2pm)	05	06
07	08	09	10	11 Trimester 3 Exams	12 Trimester 3 Exams	13
14	15 Trimester 3 Exams	16 Trimester 3 Exams	17	18	19	20
21	22	23	24 1pm dismissal	25 1pm dismissal	26 Last Day of School (1pm Dismissal)	27
28	29	30	01	02	03	04
05	06	Notes:				

2020

July

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28	29	30	01	02	03	04
05	06	07	08	09	10	11
12	13 Summer Academy (8-1)	14 Summer Academy (8-1)	15 Summer Academy (8-1)	16 Summer Academy (8-1)	17 Summer Academy (8-1)	18
19	20 Summer Academy (8-1)	21 Summer Academy (8-1)	22 Summer Academy (8-1)	23 Summer Academy (8-1)	24 Summer Academy (8-1)	25
26	27	28	29	30	31	01
02	03	Notes:				

Certificate of Occupancy

CO Number: 420812446T001

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

A. Borough: Queens Address: 51-35 REEDER ST Building Identification Number (BIN): 4570298	Block Number: 01549 Lot Number(s): 41 Building Type: New	Certificate Type: Temporary Effective Date: 06/16/2020 Expiration Date: 09/14/2020
This building is subject to this Building Code: 2008 Code		
<i>For zoning lot metes & bounds, please see BISWeb.</i>		
B. Construction classification: 1-B (2014/2008 Code) Building Occupancy Group classification: R-2 (2014/2008 Code) Multiple Dwelling Law Classification: HAEA		
No. of stories: 7 Height in feet: 75 No. of dwelling units: 142		
C. Fire Protection Equipment: Standpipe system, Fire alarm system, Sprinkler system		
D. Type and number of open spaces: Loading berths (2), Loading berths (840 square feet)		
E. This Certificate is issued with the following legal limitations: None		
Outstanding requirements for obtaining Final Certificate of Occupancy:		
There are 19 outstanding requirements. Please refer to BISWeb for further detail.		
Borough Comments: None		



Borough Commissioner



Commissioner

Certificate of Occupancy

CO Number: 420812446T001

Permissible Use and Occupancy						
All Building Code occupancy group designations below are 2008 designations.						
Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code occupancy group	Dwelling or Rooming Units	Zoning use group	Description of use
CEL		OG	R-2 S-2		2B	UTILITY ROOMS, REFUSE COMPACTORS/STORAGE ROOM, ATTENDANT PARKING FOR 171 CARS, FUEL TANK STORAGE ROOM, ELEVATOR MACHINE ROOM.
001	765	100	M		6A	VACANT/NO OCCUPANCY (RETAIL ESTABLISHMENT)
001 001 16		100	R-2 B		4B, 2B	AMBULATORY TREATMENT HEALTH CARE FACILITY, RESIDENTIAL LOBBY, LOADING BERTH, COMMUNITY FACILITY LOBBY.
002 002 834		100	E		3A	SCHOOL, GRADES: 5TH, 6TH, 7TH, 8TH AND SPECIAL EDUCATION.
003	7	100	R-2		2B	OUTDOOR RECREATION AREA, PRIVATE TERRACES
003	9	100	R-2		2B	EXERCISE ROOM, JANITOR CLOSET. BICYCLE PARKING FOR 75 SPACES
003 003 21		100	R-2 B	30	2A, 4A	CLASS "A" APARTMENTS, LAUNDRY ROOM, RESIDENTIAL ELEV. LOBBY, AMBULATORY TREATMENT HEALTH CARE FACILITY.
004	14	100	R-2		2B	OUTDOOR RECREATION AREA, PRIVATE TERRACES, ELEVATOR CONTROL ROOM
004 004		40	R-2	29	2A	CLASS "A" APARTMENTS
005 005		40	R-2	29	2A	CLASS "A" APARTMENTS
006 006		40	R-2	27	2A	CLASS "A" APARTMENTS
007		40	R-2	27	2A	CLASS "A" APARTMENTS
ROF		70	U		2B	STAIR BULKHEAD, ELEVATOR LOBBY, BOILER ROOM, ELECTRICAL ROOM



Borough Commissioner



Commissioner

DOCUMENT CONTINUES ON NEXT PAGE

Certificate of Occupancy

CO Number: 420812446T001

THE 171 PARKING SPACES IN CELLAR LEVEL WILL BE FULLY ATTENDED SUFFICIENT NUMBER OF PAID ATTENDANTS EMPLOYED BY THE OWNER OR OPERATOR OF SUCH SPACES SHALL BE AVAILABLE TO HANDLE THE PARKING AND MOVING OF AUTOMOBILES AT ALL TIMES WHEN THE BUILDING IS OCCUPIED. CERTIFICATE AND ZONING LOT DESCRIPTION HAVE BEEN RECORDED IN THE OFFICE OF CITY REGISTER OF THE CITY OF NEW YORK UNDER CRFN #2015000397779 AND 2015000397780.

END OF SECTION



Borough Commissioner



Commissioner

END OF DOCUMENT