

# Application: Valence College Preparatory Charter School

Mitchell Flax - mflax@valencecollegeprep.org  
2022-2023 Annual Report

## Summary

**ID:** 0000000264

**Status:** Annual Report Submission

## Entry 1 School Info and Cover Page

**Completed** - Aug 1 2023

### 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 the [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 2022-2023 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, 2023)** or you may not be assigned the correct tasks.

## BASIC INFORMATION

### a. SCHOOL NAME

(Select name from the drop down menu)

VALENCE COLLEGE PREPARATORY CHARTER SCHOOL 800000090262

**a1. Popular School Name**

Valence College Prep

**b. CHARTER AUTHORIZER (As of June 30th, 2023)**

Please select the correct authorizer as of June 30, 2023 or you may not be assigned the correct tasks.

SUNY BOARD OF TRUSTEES

**c. School Unionized**

Is your charter school unionized?

No

**d. DISTRICT / CSD OF LOCATION**

CSD #28 - QUEENS

**e. Date of Approved Initial Charter**

Oct 27 2018

**f. Date School First Opened for Instruction**

Sep 5 2019

**g. Approved School Mission and Key Design Elements**

*(Regents, NYCDOE and Buffalo BOE authorized schools only)*

Valence College Prep equips all scholars with the academic skills, professional habits, and strength of character to graduate from college and lead lives of opportunity.

**h. School Website Address**

[www.valencecollegeprep.org](http://www.valencecollegeprep.org)

**i. Total Approved Charter Enrollment for 2022-2023 School Year**

448

**j. Total Enrollment on June 30, 2023 - excluding Pre-K program enrollment**

439

### k. Grades Served

Grades served during the 2022-2023 school year (exclude Pre-K program students):

Use the CTRL button to select multiple grades to accurately capture every grade level served.

#### Responses Selected:

5
6
7
8

### I. Charter Management Organization

Do you have a [Charter Management Organization](#)?

No

## FACILITIES INFORMATION

### m. FACILITIES

Will the school maintain or operate multiple sites in 2023-2024?

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 previous year (K-5, 6-9, etc.)	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	97-29 64th Rd, Rego Park, NY 11374	646-854-8414	NYC CSD 28	5-8	5-8	5-8

**m1a. Please provide the contact information for Site 1.**

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Mitch Flax	Executive Director	917-361-4555		<a href="mailto:mflax@valencecollegeprep.org">mflax@valencecollegeprep.org</a>
Operational Leader	Celines Leonardo	Director of Operations	347-479-3242		<a href="mailto:cleonardo@valencecollegeprep.org">cleonardo@valencecollegeprep.org</a>
Compliance Contact	Christina Buckley	Manager of Data, Assessment, and Compliance	925-360-0664		<a href="mailto:cbuckley@valencecollegeprep.org">cbuckley@valencecollegeprep.org</a>
Complaint Contact	Nicole Kone	Principal	585-721-3527		<a href="mailto:nkone@valencecollegeprep.org">nkone@valencecollegeprep.org</a>
DASA Coordinator	Nicole Kone	Principal	585-721-3527		<a href="mailto:nkone@valencecollegeprep.org">nkone@valencecollegeprep.org</a>
Phone Contact for After Hours Emergencies	Mitch Flax	Executive Director	917-361-4555		<a href="mailto:mflax@valencecollegeprep.org">mflax@valencecollegeprep.org</a>

**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, 2023.**

- **Fire inspection certificates must be updated annually. For the upcoming school year 2023-2024, submit a current fire inspection certificate.**
- **If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2023.**

**Site 1 Certificate of Occupancy (COO)**

[97-29 64road CO.pdf](#)

**Filename:** 97-29 64road CO.pdf **Size:** 71.1 kB

---

**Site 1 Fire Inspection Report**

*This is required, marked optional for administrative purposes.*

[LOR school - PY.pdf](#)

**Filename:** LOR school - PY.pdf **Size:** 1.1 MB

**n. List of owned, rented, leased facilities not used to educate students**

Separate by semi-colon (;)

n/a

---

**CHARTER REVISIONS DURING THE 2022-2023 SCHOOL YEAR**

---

**o. Were there any revisions to the school's charter during the 2022-2023 school year? (Please include approved or pending material and non-material charter revisions).**

*Please note, listing the revisions here does not constitute a request. Schools are advised to seek revision requests through their authorizer directly.*

No

## ATTESTATIONS

**p. Individual Primarily Responsible for Submitting the Annual Report. (To write type in a phone number with an extension, please use this format: 123-456-7890-3. The dash and number 3 at the end of the phone number refers to the individual's phone extension. Do not type in the work extension or the abbreviation for it - just the dash and the extension number after the phone number).**

Name	Mitchell Flax
Position	Executive Director
Phone/Extension	917-361-4555
Email	<a href="mailto:mflax@valencecollegeprep.org">mflax@valencecollegeprep.org</a>

**q. 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. Click **YES** to agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).**

## Responses Selected:

Yes



As outlined in ENTRY 10:

Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that our school has reviewed, understands and will comply with the employee clearance and fingerprint requirements as outlined in Entry 10 and found in the [NYSED CSO Fingerprint Clearance Oct 2019 Memo](#). Click **YES** to agree.

**Responses Selected:**

Yes

**Signature, Head of Charter School**

A handwritten signature in black ink on a light gray background. The signature is cursive and appears to read "J. Flaux".

**Signature, President of the Board of Trustees**

A handwritten signature in black ink on a light gray background. The signature is cursive and appears to read "A. [unclear]".

**Date**

Aug 1 2023



Thank you.

## Entry 2 Links to Critical Documents on School Website

Completed - Aug 1 2023

### Instructions

**Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 5: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy**

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

1. Current Annual Report (i.e., 2021-2022 Annual Report);[\[1\]](#)
2. Board meeting notices, agendas and documents;
3. New York State School Report Card;
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy **(For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)**;
5. District-wide safety plan, not a building level safety plan (as per the September 2021 [Emergency Response Plan Memo](#));
6. Authorizer-approved FOIL Policy; and
7. Subject matter list of FOIL records. (Example: See [NYSED Subject Matter List](#))

[\[1\]](#) Each charter school is required to make the Annual Report publicly available by August 1 and to post on their respective charter school website. Each school should post an updated and complete version to include accountability data and financial statements that are not or may not be available until after the August deadline (i.e., Report when financials have been submitted in November.)

## Form for Entry 2 Links to Critical Documents on School Website

School Name: Valence College Preparatory Charter School

---

**Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy**

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the **link** from the school's website for each of the items:

[New York State Report Card](#)

[Emergency Response Plan Memo](#)

[NYSED Subject Matter List](#)

	Link to Documents
1. Current Annual Report (i.e., 2022-2023 Annual Report)	<a href="https://www.valencecollegeprep.org/reporting-key-documents">https://www.valencecollegeprep.org/reporting-key-documents</a>
2. Board meeting notices, agendas and documents	<a href="https://www.valencecollegeprep.org/board">https://www.valencecollegeprep.org/board</a>
3. New York State School Report Card	<a href="https://www.valencecollegeprep.org/reporting-key-documents">https://www.valencecollegeprep.org/reporting-key-documents</a>
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo)	<a href="https://www.valencecollegeprep.org/reporting-key-documents">https://www.valencecollegeprep.org/reporting-key-documents</a>
6. Authorizer-approved FOIL Policy	<a href="https://www.valencecollegeprep.org/reporting-key-documents">https://www.valencecollegeprep.org/reporting-key-documents</a>
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	<a href="https://www.valencecollegeprep.org/reporting-key-documents">https://www.valencecollegeprep.org/reporting-key-documents</a>

Thank you.



## Entry 3 Accountability Plan Progress Reports

Incomplete

## Instructions

## SUNY-Authorized Charter Schools ONLY- Complete Template and Upload to Epicenter

SUNY-authorized charter schools must download an Accountability Plan Progress Report template at [Accountability Plan Progress Report](#). After completing, SUNY-authorized charter schools must upload the document into the Annual Report Portal, **and** into the SUNY Epicenter document management system by September 15, 2023.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

## Entry 4 - Audited Financial Statements

Incomplete

### Required of ALL Charter Schools

**ALL SUNY-authorized charter schools** must upload the financial statements and related documents in PDF format into the [Annual Report Portal](#) and into the SUNY Epicenter document management system no later than **November 1, 2023**. **SUNY-authorized charter schools** are asked to ensure that security features such as password protection are turned off.

**ALL Regents, NYCDOE, and Buffalo BOE-authorized charter schools** must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2023**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a PDF file, ensuring that security features such as password protections are removed from all school uploaded documents.

**PLEASE NOTE: This task appears as visible and optional task in the online portal until August 1 2023 but will be identified as a required task thereafter and due on November 1, 2023. This is a required task, and it is marked optional for administrative purposes only.**

## Entry 4a – Audited Financial Report Template (SUNY)

Incomplete

### Instructions - SUNY-Authorized Charter Schools ONLY

SUNY-authorized schools must download the Excel spreadsheet entitled “Audited Financial Statement Template” at <http://www.newyorkcharters.org/fiscal/>. After completing, schools must upload the document into the [Annual Report Portal](#) and into the SUNY Epicenter document management system no later than **November 1, 2023**.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

## Entry 5 – Fiscal Year 2023-2024 Budget

Completed - Aug 1 2023

**SUNY-authorized charter schools** should download the [2023-2024 Budget and Quarterly Report Template and the 2023-2024 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed templates into the Annual Report Portal and into the Epicenter document management system. **Due November 1, 2023**.

**Regents, NYCDOE, and Buffalo BOE authorized charter schools** should upload a copy of the school's FY22 Budget using the [2023-2024 Budget Template](#) into the Annual Report Portal or from the Annual Report website. **Due November 1, 2023**.

The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

### [[School Year]] Budget Narrative Questionnaire

Filename: School\_Year\_Budget\_Narrative\_Quest\_ekvab9m.pdf Size: 31.5 kB

### 2023-2024 Annual Budget

## Entry 6 – Board of Trustees Disclosure of Financial Interest Form

Completed - Aug 1 2023

### Required of ALL Charter Schools

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 2022-2023 school year must complete and sign a Trustee [Disclosure of Financial Interest Form](#) is due on August 1, 2023. Acceptable signature formats include:

- Digitally certified PDF signature (i.e., DocuSign)
- Manual signature (1. download to print, 2. manually sign, 3. scan signed document to PDF, and 4. upload into portal)

All completed forms must be collected and uploaded in .PDF format for each individual member. **The education corporation is responsible for ensuring that each member who served on the board during the 2022-2023 school year completes the form.**

Charter schools **must** submit the latest version of the form. 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 Trustee Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation.

### [Shan](#)

Filename: Shan.pdf Size: 539.1 kB

### [Khan](#)

Filename: Khan.pdf Size: 538.1 kB

### [Santiago](#)

Filename: Santiago.pdf Size: 539.7 kB

### [Matthews](#)

Filename: Matthews.pdf Size: 541.5 kB

### [Orr](#)

Filename: Orr.pdf Size: 539.4 kB

### [Guerrero](#)

Filename: Guerrero.pdf Size: 540.7 kB

### [Chopra](#)

Filename: Chopra.pdf Size: 535.8 kB

### [Kapoor](#)

Filename: Kapoor.pdf Size: 540.0 kB

### [Soffer](#)

Filename: Soffer.pdf Size: 542.8 kB

# Entry 7 BOT Membership Table

Completed - Aug 1 2023

## 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 7 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.

---

### Authorizer:

Who is the authorizer of your charter school?

SUNY

**1. 2022-2023 Board Member Information (Enter info for each BOT member)**

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Completed Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2022-2023
1	Angela Guerrero	<a href="mailto:aguerrero@valencolleg.eprep.org">aguerrero@valencolleg.eprep.org</a>	Chair	Governance	Yes	2	10/27/2021	10/27/2024	11
2	Arjun Kapoor	<a href="mailto:Kapoor.arjun@gmail.com">Kapoor.arjun@gmail.com</a>	Treasurer	Finance	Yes	2	10/27/2018	10/27/2024	11
3	Jose Santiago	<a href="mailto:Jas8@columbia.edu">Jas8@columbia.edu</a>	Trustee/Member	Committees	Yes	2	10/27/2018	10/27/2023	9
4	Tony Shan	<a href="mailto:txshan@gmail.com">txshan@gmail.com</a>	Secretary	Governance	Yes	1	10/27/2022	10/27/2025	9
5	Sandra Matthews	<a href="mailto:sanmatthews@gmail.com">sanmatthews@gmail.com</a>	Trustee/Member	Committees	Yes	1	10/27/2022	10/27/2025	8
6	Ahmed Khan	<a href="mailto:ask53@columbia.edu">ask53@columbia.edu</a>	Trustee/Member	Finance	Yes	1	7/22/2021	10/27/2023	9
7	Lydia Orr	<a href="mailto:orlydia7@gmail.com">orlydia7@gmail.com</a>	Trustee/Member	Committees	Yes	1	2/24/2022	10/27/2024	11
8	Dena Soffer	<a href="mailto:dena.soffer@gmail.com">dena.soffer@gmail.com</a>	Trustee/Member	Committees	Yes	1	2/21/2019	8/25/2022	5 or less
9	Shruti Chopra	<a href="mailto:Shrutichopra14@gmail.com">Shrutichopra14@gmail.com</a>	Trustee/Member	Governance	Yes	1	10/27/2018	5/25/2023	6

---

---

**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, 2023	7
b. Total Number of Members Added During 2022-2023	0
c. Total Number of Members who Departed during 2022-2023	1
d. Total Number of members, as set in Bylaws, Resolution or Minutes	7

---

**3. Number of Board meetings held during 2022-2023**

12

---

**4. Number of Board meetings scheduled for 2023-2024**

12

---

**Total number of Voting Members on June 30, 2023:**

7



Total number of Voting Members added during the 2022-2023 school year:

0

Total number of Voting Members who departed during the 2022-2023 school year:

2

Total Maximum Number of Voting members in 2022-2023, as set by the board in bylaws, resolution, or minutes:

7

Thank you.

## Entry 9 Enrollment & Retention

Completed - Aug 1 2023

### Instructions for submitting Enrollment and Retention Efforts

#### Required of ALL Charter Schools

Describe the good faith efforts the charter school has made in 2022-2023 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), 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 2023-2024.

#### \*SUNY-authorized charter schools

The education corporation must include a plan for the charter to meet or exceed enrollment and retention targets established by the SUNY Trustees for students with disabilities, ELLs, and students who are eligible to participate in the FRPL program. See the [enrollment and retention target calculator](#) to find specific targets.

## Entry 9 Enrollment and Retention of Special Populations

**Good Faith Efforts to Meet Recruitment Targets (Attract)**

	Describe Recruitment Efforts in 2022-2023	Describe Recruitment Plans in 2023-2024
Economically Disadvantaged	<p>In the 2022-2023 school year, we recruited new students from our district through online and in - person recruitment efforts. Online, we used Facebook and Instagram ads, as well as paid posts, to draw attention from families within our district. We increased our social media presence on Tiktok, Instagram, and Facebook. In person, members of our team handed out flyers to residential homes, local businesses, and to community members throughout our district. We also sent fliers and postcards directly to families within our district. Our team held in person "open houses" during the school year so interested families could learn more about our programs and meet staff members before applying.</p>	<p>We plan to use many of the same strategies from the past school year, including Facebook and Instagram ads, direct mail, and canvassing neighborhoods in our district. In the 2022-2023 school year, we held open houses, Q+A panels with teachers and staff, as well as launched a recruitment page on our website with information for prospective families and links to our online application. We have set up information tables in libraries and other public areas to increase awareness about our school and draw attention to the fact that our school is a public charter that does not charge tuition. We also have utilized QR codes in public spaces that take prospective families directly to our website and social media pages.</p>
English Language Learners	<p>In the 2022-2023 school year, we recruited new students from our district through online and in- person recruitment efforts. Online, we used Facebook and Instagram ads, as well as paid posts, to draw attention from families within our district. We increased our social media presence on Tiktok, Instagram, and Facebook. In person, members of our team handed out flyers to residential homes, local businesses, and to community members throughout our district. We also sent fliers and postcards directly to families within our district. Our team held in person "open houses" during the school year so interested</p>	<p>We plan to use many of the same strategies from the past school year, including Facebook and Instagram ads, direct mail, and canvassing neighborhoods in our district. In the 2022-2023 school year, we held open houses, Q+A panels with teachers and staff, as well as launched a recruitment page on our website with information for prospective families and links to our online application. We have set up information tables in libraries and other public areas to increase awareness about our school and draw attention to the fact that our school is a public charter that does not charge tuition. We also have</p>

	<p>families could learn more about our programs and meet staff members before applying.</p> <p>All of our recruitment literature is printed in both English and Spanish, which is the predominant language other than English spoken in our district. Our Operations team is fully bilingual, and assists families who need assistance completing application documents and registration documents in Spanish. When necessary, we use translation services for families whose home language is not English or Spanish.</p>	<p>utilized QR codes in public spaces that take prospective families directly to our website and social media pages.</p> <p>All of our recruitment literature will continue to be written in both English and Spanish, and our Operations team will continue to assist families who need assistance completing application and registration documents in their home languages. All of our open houses and Q+A sessions are held in both English and Spanish, and we will provide translation services for families who speak another language.</p>
<p>Students with Disabilities</p>	<p>In the 2022-2023 school year, we recruited new students from our district through online and in-person recruitment efforts. Online, we used Facebook and Instagram ads, as well as paid posts, to draw attention from families within our district. We increased our social media presence on Tiktok, Instagram, and Facebook. In person, members of our team handed out flyers to residential homes, local businesses, and to community members throughout our district. We also sent fliers and postcards directly to families within our district. Our team held in person "open houses" during the school year so interested families could learn more about our programs and meet staff members before applying.</p> <p>The school mentions in all recruitment literature and marketing materials that we serve students with IEPs and offer a full program of Related Services. During the application and/or registration process, families who have a child</p>	<p>We plan to use many of the same strategies from the 2022-2023 school year, including Facebook and Instagram ads, direct mail, and canvassing neighborhoods in our district. In the past school year, we held open houses, Q+A panels with teachers and staff, as well as used a recruitment page on our website with information for prospective families and links to our online application. We have set up information tables in libraries and other public areas to increase awareness about our school and draw attention to the fact that our school is a public charter that does not charge tuition. We also have utilized QR codes in public spaces that take prospective families directly to our website and social media pages.</p> <p>We will continue to emphasize that we serve students with IEPs in our marketing materials and recruitment literature, and families who have a child with an IEP will continue to meet with the Dean of Students and</p>

with an IEP meet one-on-one with our Dean of Students and/ or Principal to discuss their child's mandated classroom setting, Related Services, and to explain the integrated co-teaching model offered at our school.

Inclusive Learning to discuss their child's IEP program and our school's Special Education model.

**Good Faith Efforts To Meet Enrollment Retention Targets**

	Describe Retention Efforts in 2022-2023	Describe Retention Plans in 2023-2024
Economically Disadvantaged	<p>During the 2022-2023 school year, families were asked to fill out quarterly surveys describing what their families' needs were, including whether or not they had internet access, housing and food instability, financial assistance, and immigration assistance. Families who demonstrated the greatest needs in this area or whose children have IEPs were given priority when rostering in-person learning after schools reopened, so that students who had little to no internet access or food insecurity had a safe place to learn and complete meals each day. All of our families are given all school supplies, including backpacks, and are given a complete uniform set at no cost to the family. Families with greater financial needs are given additional uniform sets to reduce any burden associated with providing their student with uniforms. Our Social Work team worked with area food banks to bring food directly to school for our families with the greatest need once per week, and families were able to pick up food directly from our school. Our Social Work team worked with local non-profits and community groups to develop a resource hub for families who needed greater assistance, and connected families directly with agencies offering health services, mental health services, and financial and other types of assistance.</p>	<p>Our school will continue to use family surveys to identify our families with the greatest needs, and will continue to connect families to local resources through our partnerships. We work closely with families who are considered "at-risk" due to their economic status to ensure that students have reliable, no- cost transportation to and from school, as well as provide free uniform sets and school supplies to all families.</p>
English Language Learners	During the 2022-2023 school year,	Our school will continue to use

families were asked to fill out quarterly surveys describing what their families' needs were, including whether or not they had internet access, housing and food instability, financial assistance, and immigration assistance. Families who demonstrated the greatest needs in this area were given priority when rostering in-person learning after schools reopened, so that students who had little to no internet access or food insecurity had a safe place to learn and complete meals each day. All of our families are given all school supplies, including backpacks, and are given a complete uniform set at no cost to the family. Families with greater financial needs are given additional uniform sets to reduce any burden associated with providing their student with uniforms. Our Social Work team worked with area food banks to bring food directly to school for our families with the greatest need once per week, and families were able to pick up food directly from our school. Our Social Work team worked with local non-profits and community groups to develop a resource hub for families who needed greater assistance, and connected families directly with agencies offering health services, mental health services, and financial and other types of assistance. All materials and family conferences are offered in both English and Spanish, and our team works with a translation service when necessary for families who speak another language.

family surveys to identify our families with the greatest needs, and will continue to connect families to local resources through our partnerships. We work closely with families who are considered "at-risk" due to their economic status to ensure that students have reliable, no- cost transportation to and from school, as well as provide free uniform sets and school supplies to all families. We will continue to create all materials and hold all family conferences in both English and Spanish, and work with translation services when necessary.

Students with Disabilities

During the 2022-2023 school year, families were asked to fill out

The school will continue to ensure that all families with IEPs have a

quarterly surveys describing what their families' needs were, including whether or not they had internet access, housing and food instability, financial assistance, and immigration assistance. Families who demonstrated the greatest needs in this area or whose children have IEPs were given priority when rostering in-person learning after schools reopened, so that students who had little to no internet access or food insecurity had a safe place to learn and complete meals each day. All of our families are given all school supplies, including backpacks, and are given a complete uniform set at no cost to the family. Families with greater financial needs are given additional uniform sets to reduce any burden associated with providing their student with uniforms. Our Social Work team worked with area food banks to bring food directly to school for our families with the greatest need once per week, and families were able to pick up food directly from our school. Our Social Work team worked with local non-profits and community groups to develop a resource hub for families who needed greater assistance, and connected families directly with agencies offering health services, mental health services, and financial and other types of assistance.

high-touch model of communication, and have employed a dedicated Manager of Special Education to ensure compliance with IEP mandates and meeting dates, as well as manage family communications for those students with IEPs.

## **Entry 10 – Teacher and Administrator Attrition**

Completed - Aug 1 2023

## **Form for "Entry 10 – Teacher and Administrator Attrition" Revised to Employee Fingerprint Requirements Attestation**

## A. TEACH System – Employee Clearance

### Required of ALL Charter Schools

Charter schools must ensure that all prospective employees<sup>[1]</sup> receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. **This includes paraprofessionals and other school personnel who are provided or assigned by the district of location, or related/contracted service providers.** After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee. For the safety of all students, charter schools must take immediate steps to terminate the employment of individuals who have been denied clearance. Once the employees have been terminated, the school must terminate the request for clearance in the TEACH system.

In the Annual Report, charter schools are asked to confirm that all employees have been cleared through the NYSED TEACH system; and, if denied clearance, confirm that the individual or employee has been removed from the TEACH system, and is not employed by the school.

#### 1. Emergency Conditional Clearances

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates automatically once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

<sup>[1]</sup> Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.nysed.gov/common/nysed/files/programs/charter-schools/employeefingerprintoct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.



## B. Emergency Conditional Clearances

### Emergency Conditional Clearances

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates automatically once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

---

### Attestation

#### Responses Selected:

I hereby attest that the school has reviewed, understands, and will comply with these requirements.

## Entry 13 School Calendar

Completed - Aug 1 2023

[Instructions for submitting School Calendar](#)

### Required of ALL Charter Schools

If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 1, 2023 submission. Charter schools must upload a final school calendar into the portal and may do so at any time but no later than **September 15, 2023**.

School calendars must meet the [minimum instructional requirements](#) as required of other public schools "... *unless the school's charter requires more instructional time than is required under the regulations.*"

Board of Regents-authorized charter schools also 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 (also used to align to schools with extended days/years referenced in their mission statements/key design elements). See an example of a calendar showing the requested information. Schools **must** use a calendar format and ensure there is a monthly tally of instructional days.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

### [23-24 Valence Calendar](#)

Filename: 23-24\_Valence\_Calendar.pdf Size: 97.0 kB

# Optional Additional Documents to Upload (BOR)

Incomplete

SUNY Charter Schools Institute  
Budget Narrative

Education Corporation Name:

Fiscal Contact:

Date:

Name:

Email:

1. What steps has the education corporation taken to ensure it has enacted a conservative budget?

2. How much of the education corporation's tier two of the ESSER funds would be spent by September 30, 2023? How much of the tier three ESSER funds does the education corporation plan to spend by September 30, 2024?

3. How does the education corporation ensure the sustainability of programs enacted through the use of ESSER funding once ESSER funding period ends?

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Tony Shan

---

**Name of Charter School Education Corporation:**

Valence College Preparatory Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Secretary

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

**Yes**  **No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

**Yes**  **No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

**Yes**    **No**

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

**Yes**    **No**

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>



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

**None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

*This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.*

**Business Telephone:**

626202308

---

**Business Address:**

860 Washington street, 8th floor, New York, NY 10014

---

**E-mail Address:**

Tshan@valencecollegeprep.org

---

**Home Telephone:**


6262023086

---

**Home Address:**

312 west 107th street 3B, New York, NY 10025

---

DocuSigned by:  
  
ZD428D6132B9407...

7/25/2023

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Ahmed Khan

---

**Name of Charter School Education Corporation:**

Valence College Preparatory Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

**Yes**  **No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

**Yes**  **No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

**Yes**    **No**

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

**Yes**    **No**

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

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

**None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

*This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.*

**Business Telephone:**

516-421-3502

---

**Business Address:**

855 Franklin Ave Garden City NY 11530

---

**E-mail Address:**

Ahmedsharifkhan@gmail.com

---

**Home Telephone:**


6467853994

---

**Home Address:**

3511 85th St Apt 1E Jackson Heights NY 11372

---

DocuSigned by:  
  
0692A00ED0F6496...

7/25/2023

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Jose Santiago

---

**Name of Charter School Education Corporation:**

Valence College Preparatory Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Academic Committee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.



4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

**Yes**    **No**

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

**Yes**    **No**

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

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

**None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

*This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.*

**Business Telephone:**

212-854-8852

---

**Business Address:**

612 West 131st, New York, NY

---

**E-mail Address:**

jsantiago@valencecollegeprep.org

---

**Home Telephone:**

9175792412

---

**Home Address:**

514 West 114th Street

---

DocuSigned by:  
*Jose Santiago*  
E3F2C8DC91D54CE...

7/25/2023

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Sandra Matthews

---

**Name of Charter School Education Corporation:**

Valence College Preparatory Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Finance Committee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

**Yes**    **No**

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

**Yes**    **No**

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

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

**None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest



*This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.*

**Business Telephone:**

917-674-0047

---

**Business Address:**

917-674-0047

---

**E-mail Address:**

smatthews@valencecollegeprep.org

---

**Home Telephone:**

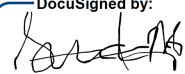
917-674-0047

---

**Home Address:**

93 Convent Road Syosset

---

DocuSigned by:  
  
00380ABB44394EA...

7/26/2023

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Lydia Orr

---

**Name of Charter School Education Corporation:**

Valence College Preparatory Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Member of Academic Achievement Committee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes  No

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

I was the founding Dean of Academics, employed from June 2019-August 2021. I made \$84,000 in my first year and \$98,000 in my second. I was primarily responsible for teacher training, writing of curriculum, and monitoring of the academic program. I am no longer employed by the school.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

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

**None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

*This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.*

**Business Telephone:**

267-667-6832

---

**Business Address:**

1115 Polett Walk, 711, Philadelphia, PA 19122

---

**E-mail Address:**

lorr@valencecollegeprep.org

---

**Home Telephone:**


210-412-0389

---

**Home Address:**

4419 Ludlow St. Apt 402, Philadelphia, PA 19104

---

DocuSigned by:  
  
473067A634D4409...

7/27/2023

---

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Angela Guerrero

---

**Name of Charter School Education Corporation:**

Valence College Preparatory Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board Chair, Governance Committee Chair, Evaluation Committee Chair

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

NA

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

NA

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

NA

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes  No

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

NA



6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

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

**None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

*This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.*

**Business Telephone:**

617-645-6603

---

**Business Address:**

156 Gary Road, Stamford, CT 06903

---

**E-mail Address:**

aguerrero@valencecollegeprep.org

---

**Home Telephone:**

617-645-6603

---

**Home Address:**

156 Gary Road, Stamford, CT 06903

---

DocuSigned by:  
*Angela Guerrero*  
ID7FE589AD9E467...

7/25/2023

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Shruti Chopra

---

**Name of Charter School Education Corporation:**

Valence College Preparatory Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

**Yes**  **No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

**Yes**  **No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

**Yes**    **No**

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

**Yes**    **No**

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

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

**None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

*This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.*

**Business Telephone:**

2123733900

---

**Business Address:**

1285 6th Avenue

---

**E-mail Address:**

shrutichopra14@gmail.com

---

**Home Telephone:**


6462697466

---

**Home Address:**

2110'Frederick Douglass Boulevard

---

DocuSigned by:  
  
87340B0CB0734B8...

7/31/2023

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF



**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Arjun Kapoor

---

**Name of Charter School Education Corporation:**

Valence College Preparatory Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Treasurer

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

**Yes**    **No**

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

**Yes**    **No**

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

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

**None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

*This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.*

**Business Telephone:**

2123031650

---

**Business Address:**

1 Vanderbilt Ave, 26th floor. New York, NY 10017

---

**E-mail Address:**

akapoor@valencecollegeprep.org

---

**Home Telephone:**

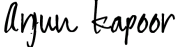
2123034620

---

**Home Address:**

652 Bergen St, Brooklyn NY 11238

---

DocuSigned by:  
  
F090F0D993A9471...

7/30/2023

---

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Dena Soffer

---

**Name of Charter School Education Corporation:**

Valence College Preparatory Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

N/A

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

**Yes**  **No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

**Yes**  **No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes  No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>



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

**None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

*This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.*

**Business Telephone:**

3145604424

---

**Business Address:**

Maryville University

---

**E-mail Address:**

denasoffer@gmail.com

---

**Home Telephone:**

3145604424

---

**Home Address:**

110 Brighton Way

---

DocuSigned by:  
*Dena Elizabeth Soffer*

8/1/2023

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

VALENCE COLLEGE PREP 2023-24 CALENDAR (DRAFT)

**August 2023**

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		7

**September 2023**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
						20

**October 2023**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
						20

**November 2023**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		16

**December 2023**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						14

**January 2024**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
						20

**February 2024**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		15

**March 2024**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						20

**April 2024**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
						16

**May 2024**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	22

**June 2024**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						13

**July 2024**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Start Date	End Date	Event
Jul 5		Return Date for Summer Academy Staff and Ops
Jul 6	Aug 2	Summer Academy (for only Summer Academy Staff & Scholars)
Aug 7	Aug 10	Summer PD: New Staff
Aug 14	Aug 18	Summer PD: All Staff
Aug 21		Student Orientations (ONLY Incoming Students)
Aug 23		First Day of School
Sep 4		Labor Day
Sep 13		Back to School Night (in person)
Oct 9		Columbus Day
Oct 10		Data Day (No Students)
Nov 8	Nov 9	Fall Family Conferences (note: both days operate on Friday early dismissal schedule)
Nov 10		Veterans Day (Observed)
Nov 3		End of Quarter 1
Nov 20	Nov 24	Thanksgiving Break
Dec 21	Jan 1	Winter Break
Jan 2		Teacher Work Day (No Students)
Jan 15		Martin Luther King Jr. Day
Jan 26		End of Quarter 2
Feb 8	Feb 9	Mock ELA State Test
Feb 19	Feb 23	Mid-Winter Break
Feb 26		Teacher Work Day (No Students)
Apr 18	Apr 19	Spring Family Conferences (note: both days operate on Friday early dismissal schedule)
Apr 5		End of Quarter 3
Mar 7	Mar 8	Mock Math State Test
Mar 29	Apr 1	Passover, Good Friday & Easter Recess
Apr 10	Apr 12	ELA State Testing
Apr 22	Apr 26	Spring Break
May 7	May 9	Math State Testing
Apr 15	May 24	NYSESLAT: Speaking
May 13	May 24	NYSESLAT: Listening, Reading, Writing
May 27		Memorial Day
TBD	TBD	Living Environment Regents
TBD	TBD	Algebra Regents
Jun 19		Juneteenth
Jun 14	Jun 16	Senior Overnight Trip
June 20		Last Day of School (Half Day)
June 21		8th Grade Graduation - No School



**FDNY**  
**Bureau of Fire Prevention**  
 Fire Alarm Inspection Unit  
 9 Metrotech Center Brooklyn, NY 11201-3857  
 FAIU@fdny.nyc.gov

The school had an FDNY inspection scheduled for July 28, 2023, which has been rescheduled by FDNY for August 9, 2023. An updated inspection certificate will be posted following this inspection.

## LETTER OF RECOMMENDATION

**CONTROL NUMBER:** 21F001881  
**FAIU ACCOUNT NUMBER:** \_\_\_\_\_  
**DATE OF INSPECTION:** 6/22/2021  
**INSPECTOR (Print):** Londyke Williams  
**APPLICATION NUMBER:** 2021-TMFAIM-001881-Pha  
**TECH. MANAGEMENT INDEX NUMBER:** \_\_\_\_\_

<b>LOCATION INFORMATION:</b>		
HOUSE No.	STREET NAME	BOROUGH
<u>97-29</u>	<u>64 Rd</u>	<u>QUEENS</u>
<b>WORK ON FLOORS:</b> (IDENTIFY THE SCOPE OF WORK COVERED BY THIS LETTER OF RECOMMENDATION. NON-NUMERIC FLOORS MUST CONFORM THE FOLLOWING DESIGNATIONS: ATT, BAS, CEL, MEZ, MZ1, PEN, PT1, PT2, PT3, ROF, SUB, SC1, SC2, SC3)		
<u>cellar, 01, MZ1, 2, 3, ROOF</u>		
<b>OCCUPANCY CLASSIFICATION:</b> (IDENTIFY THE OCCUPANCY GROUP AS AT THE DATE OF THE ACCEPTANCE TEST)		
<u>Educational</u>		
<b>BUSINESS NAME:</b> (IDENTIFY THE BUSINESS NAME AS AT THE DATE OF THE ACCEPTANCE TEST)		
<u>64th Road LLC (College Prep Charter School)</u>		
<b>JOB DESCRIPTION:</b> (IDENTIFY THE EXTENT OF WORK COVERED BY THIS LETTER OF RECOMMENDATION)		
<u>Group E (Educational, CO-R) FAS</u>		

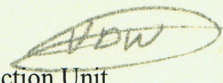
**1. CERTIFICATION OF ACCEPTANCE:**

This Letter of Recommendation has been issued to confirm that the fire protection (emergency, detection, automatic extinguishing, etc.) system and equipment filed under the Department of Buildings and/or the Fire Department Plan Examination Unit application identified above **has been tested and accepted** in accordance with the provisions of the applicable Codes, Regulations and Standards.

**2. CONDITIONS ATTACHED TO THE LETTER OF RECOMMENDATION:**

The Letter of Recommendation is a critical document and it should be retained in a safe place until the Letter of Approval is generated and received.

Rocco Bonavita  
 Director  
 Fire Alarm Inspection Unit





# Certificate of Occupancy

CO Number:4622920-0000001

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.	<b>Borough:</b> QUEENS	<b>Block Number:</b> 2091	<b>Full Building Certificate Type:</b> Final
	<b>Address:</b> 97-29 64 ROAD	<b>Lot Number(s):</b> 7502	<b>Date Issued:</b> 03/09/2022
	<b>Building Identification Number(BIN):</b> 4622920	<b>Additional Lot Number(s):</b> <b>Application Type:</b> ALT-CO - New Building with Existing Elements to Remain	
<b>This building is subject to this Building Code:</b> 2014			
<b>This Certificate of Occupancy is associated with job#</b> Q00510975-I1			
B.	<b>Construction Classification:</b> I-B 2-Hour Protected (Non-Combustible)		
	<b>Building Occupancy Group classification:</b> R-2-Residential (Apartment Houses)		
	<b>Multiple Dwelling Law Classification:</b> Class A-HAEA-Hereafter Erected		
	<b>No.of stories:</b> 9	<b>Height in feet:</b> 113	<b>No.of dwelling units:</b> 35
C	<b>Fire Protection Equipment:</b> Fire Alarm System, Sprinkler System, Standpipe System		
D	<b>Parking Spaces and Loading Berths:</b>		
	Open Parking Spaces: 0.		
	Enclosed Parking Spaces: 90.		
	Total Loading Berths: Not available		
E.	<b>This Certificate is issued with the following legal limitations:</b>		
	Restrictive Declaration: None	Zoning Exhibit: 2021000157739, 2021000157740	
	BSA Calendar Number(s): None	CPC Calendar Number(s): None	
<b>Borough Comments:</b>			

Borough Commissioner

Commissioner



## Permissible Use and Occupancy

FLOOR	Occ Group	Max. Persons Permitted	Live Loads (lbs per sq ft)	Zoning Use Group	Dwelling or Rooming Units	Job Reference	Certificate of Occupancy Type
Cellar	S-2	N/A	100	2B		Q00510975	Final
Description of Use:	Storage of non combustible materials SPRINKLER ROOM, GAS METER ROOM & STORAGE (CELLAR UPPER)				Exceptions:		
Cellar	S-2	45	OG	2B		421558102	Final
Description of Use:	Parking Garage 90 ATTENDED PARKING SPACES W/TRIPLE STACKERS, 22 BICYCLES PARKING, UTILITY ROOMS. (CELLAR LOWER)				Exceptions:		
Floor 1	E	115	100	3A		Q00510975	Final
Description of Use:	Schools SCHOOL USE				Exceptions:		
Floor 1	R-2	N/A	100	2B		Q00510975	Final
Description of Use:	Apartment House RESIDENTIAL LOBBY, PARKING ENTRANCE.				Exceptions:		
Floor 1	A-3	232	100	3A		Q00510975	Final
Description of Use:	School Auditorium - EDU SCHOOL USE				Exceptions:		
Mezzanine - 1	E	15	100	3A		421558102	Final
Description of Use:	Schools UPPER PART OF SCHOOL USE(TOTAL OPEN TO BELOW AREA 10,980.1 S.F.)				Exceptions:		
Floor 2	E	297	100	3A		Q00510975	Final
Description of Use:	Schools CLASS ROOMS & OFFICES FOR SCHOOL USE				Exceptions:		
Floor 3	E	286	100	3A		Q00510975	Final
Description of Use:	Schools				Exceptions:		

CLASS ROOMS & OFFICES FOR SCHOOL USE



## Permissible Use and Occupancy

FLOOR	Occ Group	Max. Persons Permitted	Live Loads (lbs per sq ft)	Zoning Use Group	Dwelling or Rooming Units	Job Reference	Certificate of Occupancy Type
Floor 4	R-2	N/A	60	2A	3	421558102	Final
Description of Use:	Apartment House THREE(3) CLASS "A" RESIDENTIAL DWELLING UNITS, RECREATION ROOM (730 S.F.)				Exceptions:		
Floor 5	R-2	N/A	40	2A	7	421558102	Final
Description of Use:	Apartment House SEVEN(7) CLASS "A" RESIDENTIAL DWELLING UNITS				Exceptions:		
Floor 6	R-2	N/A	40	2A	7	421558102	Final
Description of Use:	Apartment House SEVEN(7) CLASS "A" RESIDENTIAL DWELLING UNITS				Exceptions:		
Floor 7	R-2	N/A	40	2A	7	421558102	Final
Description of Use:	Apartment House SEVEN(7) CLASS "A" RESIDENTIAL DWELLING UNITS				Exceptions:		
Floor 8	R-2	N/A	40	2A	7	421558102	Final
Description of Use:	Apartment House SEVEN(7) CLASS "A" RESIDENTIAL DWELLING UNITS				Exceptions:		
Floor 9	R-2	N/A	40	2A	2.5	421558102	Final
Description of Use:	Apartment House ONE(1) CLASS "A" RESIDENTIAL DWELLING UNIT AND LOWER PART OF THREE(3) CLASS "A" RESIDENTIAL DWELLING UNITS.				Exceptions:		
Mezzanine - 9	R-2	N/A	40	2A	1.5	421558102	Final
Description of Use:	Apartment House UPPER PART OF THREE(3) CLASS "A" RESIDENTIAL DWELLING UNITS(TOTAL OPEN TO BELOW AREA 2345.5 S.F.)				Exceptions:		
Roof	R-2	38	40	2B		Q00510975	Final
Description of Use:	Apartment House				Exceptions:		



Use: STAIR BULKHEAD, HVAC EQUIPMENT & MECHANICAL UNITS ON ROOF, PARTIAL PRIVATE ROOF TERRACE ASSOCIATED WITH APT #9B (W/ 6 FT HIGH FENCE TO SEPARATE THE PRIVATE APT #9B ROOF TERRACE FROM THE REST OF THE ROOF)

**CofO Comments:** TOTAL 35 RESIDENTIAL DWELLING UNITS. THESE PREMISES HAVE BEEN DECLARED TO BE SUBJECT TO THE PROVISIONS OF SECTION 12-10 ZONING RESOLUTION AS TO ZONING LOT OWNERSHIP AS FILED WITH THE CITY REGISTERS OFFICE CRFN#: 2021000157739 AND 2021000157740 RESPECTIVELY.

Borough Commissioner



Commissioner

