

Application: International Leadership Charter High School

Elaine Ruiz Lopez - elopez@ilchs.org
Annual Reports

Summary

ID: 0000000127

Status: Annual Report Submission

Entry 1 School Info and Cover Page

Completed - Jul 30 2020

[Instructions](#)

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

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

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

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

INTERNATIONAL LEADERSHIP CHARTER HIGH SCHOOL 321000860904

a1. Popular School Name

(No response)

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

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

SUNY BOARD OF TRUSTEES

c. DISTRICT / CSD OF LOCATION

CSD #10 - BRONX

d. DATE OF INITIAL CHARTER

1/2006

e. DATE FIRST OPENED FOR INSTRUCTION

9/2011

h. SCHOOL WEB ADDRESS (URL)

www.ilchs.org

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

410

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

365

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

Check all that apply

Grades Served

9, 10, 11, 12

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

No

FACILITIES INFORMATION

m. FACILITIES

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

No, just one site.

School Site 1 (Primary)

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	3030 Riverdale Ave.	7185622300	NYC CSD 10	9-12	No

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Elaine Ruiz Lopez	917-587-6407	718-562-2300	elopez@ilchs.org
Operational Leader	Eddie Ortiz	718-562-2300		eddie@ilchs.org
Compliance Contact	Elaine Ruiz Lopez	917-587-6407	718-562-2300	elopez@ilchs.org
Complaint Contact	Edilis Gonzalez	718-562-2300		egonzalez@ilchs.org
DASA Coordinator	Edilis Gonzalez	718-562-2300		egonzalez@ilchs.org
Phone Contact for After Hours Emergencies	Eddie Ortiz	347-683-4258	718-562-2300	eddie@ilchs.org

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

Private Space

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

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

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

Site 1 Certificate of Occupancy (COO)

[TCO_52620.pdf](#)

Filename: TCO_52620.pdf **Size:** 37.0 kB

Site 1 Fire Inspection Report

CHARTER REVISIONS DURING THE 2019-2020 SCHOOL YEAR

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

No

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

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

Yes

ATTESTATION

p. Individual Primarily Responsible for Submitting the Annual Report.

Name	Dr. Elaine Ruiz Lopez
Position	Chief Executive Officer
Phone/Extension	917-587-6407
Email	elopez@ilchs.org

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

Responses Selected:

Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees

Date

Jul 31 2020

Thank you.



Entry 2 NYS School Report Card

Completed - Jul 30 2020

[Instructions](#)

SUNY-authorized charter schools only

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

Entry 2 NYS School Report Card Link

INTERNATIONAL LEADERSHIP CHARTER HIGH SCHOOL 321000860904

NEW YORK STATE REPORT CARD

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

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

<https://data.nysed.gov/essa.php?year=2019&instid=800000059326>

Entry 3 Progress Toward Goals

Incomplete

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2019-2020 school year, any academic or organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as "N/A".

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

Board of Regents-authorized and NYCDOE-authorized charter schools only.

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2020.

1. ACADEMIC STUDENT PERFORMANCE GOALS

For the 2019-2020 school year, any academic goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as "N/A".

2019-20 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1				
Academic Goal 2				
Academic Goal 3				
Academic Goal 4				
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

2. Do have more academic goals to add?

(No response)

2019-2020 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	2019-2020 progress toward attainment of goal Met/Not Met/Unable to Assess During Due to Closure
Academic Goal 11				
Academic Goal 12				
Academic Goal 13				
Academic Goal 14				
Academic Goal 15				
Academic Goal 16				
Academic Goal 17				
Academic Goal 18				
Academic Goal 19				
Academic Goal 20				

3. Do have more academic goals to add?

(No response)

2019-2020 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Meet	If not met, describe efforts the school will take to meet goal. If unable to assess

				goal, type N/A for Not Applicable
Academic Goal 21				
Academic Goal 22				
Academic Goal 23				
Academic Goal 24				
Academic Goal 25				
Academic Goal 26				
Academic Goal 27				
Academic Goal 28				
Academic Goal 29				
Academic Goal 30				
Academic Goal 31				
Academic Goal 32				
Academic Goal 33				
Academic Goal 34				
Academic Goal 35				
Academic Goal 36				
Academic Goal 37				
Academic Goal 38				
Academic Goal 39				
Academic Goal 40				

4. ORGANIZATION GOALS

For the 2019-2020 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2019-2020 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1				
Org Goal 2				
Org Goal 3				
Org Goal 4				
Org Goal 5				
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				

Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

(No response)

6. FINANCIAL GOALS

2019-2020 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1				
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

(No response)

2019-2020 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 6				
Financial Goal 7				
Financial Goal 8				
Financial Goal 9				
Financial Goal 10				

Thank you.

Entry 3 Accountability Plan Progress Reports

Incomplete

Instructions

SUNY-Authorized Charter Schools ONLY

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

Entry 7 Disclosure of Financial Interest Form

Completed - Aug 2 2020

Instructions - Multiple Uploads Permitted

Required of ALL Charter Schools by August 3

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

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

- **SUNY- Authorized Charter Schools:** [Trustee Financial Disclosure Form](#)

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

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

[FinancialDisclosure_73120](#)

Filename: FinancialDisclosure_73120.pdf **Size:** 1.3 MB

Entry 8 BOT Membership Table

Completed - Jul 30 2020

Instructions

Required of All charter schools

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

Entry 8 BOT Table

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

INTERNATIONAL LEADERSHIP CHARTER HIGH SCHOOL 321000860904

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

	Trustee Name and Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2019-2020
1	Vagnes De La Rosa	Chair	Academic Governance	Yes	2	07/30/2020	06/30/2021	10
2	Anny	Treasurer	Finance	Yes	2	07/01/2020	06/01/2020	9
3	Natalie Lozada	Trustee/Member	Finance Governance	Yes	1	07/01/2020	06/30/2023	7
4	Maria Garcia	Trustee/Member	None	Yes	3	07/01/2020	06/30/2022	10
5	Yahaira Dominguez	Secretary	Academic Governance	Yes	3	07/01/2017	07/01/2020	8
6	Addy Rivas	Parent Rep	None	Yes	3	07/01/2018	07/01/2020	10
7	Doreen Bermudez	Trustee/Member		Yes	6	07/01/2020	06/30/2020	5 or less
8								
9								

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

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2020	6
b.Total Number of Members Added During 2019-2020	1
c. Total Number of Members who Departed during 2019-2020	1
d.Total Number of members, as set in Bylaws, Resolution or Minutes	9

3. Number of Board meetings held during 2019-2020

10

4. Number of Board meetings scheduled for 2020-2021

11

Thank you.

Entry 9 Board Meeting Minutes

Completed - Jul 16 2020

[Instructions](#)

Schools must upload a complete set of monthly board meeting minutes (July 2019-June 2020), which should match the number of meetings held during the 2019-2020 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by August 3, 2020.

BoardTrusteesMinutesInternationalLeadership_1920

Filename: BoardTrusteesMinutesInternationalLeade_K2ucNy7.pdf **Size:** 1.2 MB

Entry 10 Enrollment & Retention

Completed - Aug 26 2020

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

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

Entry 10 Enrollment and Retention of Special Populations

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

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

INTERNATIONAL LEADERSHIP CHARTER HIGH SCHOOL 321000860904

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2019-2020	Describe Recruitment Plans in 2020-2021
Economically Disadvantaged	Multiple Open Houses Outreach to Community Schools Visits to Middle Schools in CSD 10	Multiple Open Houses Outreach to Community Schools Visits to Middle Schools in CSD 10
English Language Learners/Multilingual Learners	Multiple Open Houses and Outreach to Community Schools Concentrated recruitment efforts in middle schools with Bilingual and ESL/MLL Programs	Multiple Open Houses and Outreach to Community Schools Concentrated recruitment efforts in middle schools with Bilingual and ESL/MLL Programs
Students with Disabilities	Multiple Open Houses and Outreach to Community Schools Concentrated recruitment efforts in middle schools with SETTS Outreach to CSE	Multiple Open Houses and Outreach to Community Schools Concentrated recruitment efforts in middle schools with SETTS Outreach to CSE

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2019-2020	Describe Retention Plans in 2020-2021
Economically Disadvantaged	Providing Laptops and Internet Connections to improve learning and to support remote learning	Purchasing more school to home technology Increasing parent participation in remote learning and technology use
English Language Learners/Multilingual Learners	ELL and Literacy specialists Bilingual faculty in all math, global and science content areas.	Increasing ELL and Literacy specialists Increasing staffing capacity and hiring Bilingual faculty in all math, global and science content areas.
Students with Disabilities	Provide highly qualified service providers and SETTS teacher for instructional support. Providing Laptops and Internet Connections to improve in person and distance learning	Continue to Provide highly qualified service providers and SETTS teacher for instructional support. Increase communication with parents regarding at home tutoring and support. Greater differentiation of in person and remote learning programs. Providing Laptops and Internet Connections to improve in person and distance learning Increasing opportunities for one to one learning through various software aligned with the curriculum and educational technology for independent learning.

Entry 12 Percent of Uncertified Teachers

Completed - Aug 2 2020

Instructions

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education.

Entry 12 Uncertified Teachers

School Name: INTERNATIONAL LEADERSHIP CHARTER HIGH SCHOOL 321000860904

Instructions for Reporting Percent of Uncertified Teachers

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education. Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

If more than one line applies to a teacher, please include in only one FTE uncertified category. Please do not include paraprofessionals, such as teacher aides.

CATEGORY A. 30% OR 5 UNCERTIFIED TEACHERS WHICHEVER IS LESS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	3
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	1
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	1
Total Category A: 5 or 30% whichever is less	5.0

CATEGORY B. PLUS FIVE UNCERTIFIED TEACHERS IN MATHEMATICS, SCIENCE, COMPUTER SCIENCE, TECHNOLOGY OR CAREER AND TECHNICAL EDUCATION.

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	3
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	2
Total Category B: not to exceed 5	5.0

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	
Total Category C: not to exceed 5	0

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

	FTE Count
Total Category D	2

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	8

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	18



Thank you.

Entry 13 Organization Chart

Incomplete

[Instructions](#)

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

Upload the 2019-2020 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should not appear on the chart.

Entry 14 School Calendar

Completed - Jul 30 2020

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

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

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

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

[SCHOOICALNDAR 202021](#)

Filename: SCHOOICALNDAR_202021.pdf Size: 170.6 kB

Entry 15 Links to Critical Documents on School Website

In Progress - Last edited: Aug 26 2020

Instructions

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

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. Most recently filed Annual Report (i.e., 2018-19 Annual Report);
2. Most recent board meeting notice, documents to be discussed at the meeting (if any), and webcast of Board meetings (if held virtually per Governor's Executive Order);
3. Link to New York State School Report Card;
4. Lottery Notice announcing date of lottery;
5. Authorizer-approved DASA Policy;
6. District-wide safety plan and Authorizer-approved Discipline Policy (as per August 29, 2019 [Emergency Response Plan Memo](#));
7. Authorizer-approved FOIL Policy; and
8. Subject matter list of FOIL records.
9. Link to School Reopening Plan

Form for Entry 15 Links to Critical Documents on School Website

School Name: International Leadership Charter High School

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

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:

	Link to Documents
1. Most Recent Annual Report (i.e., 2018-19)	
2. Most Recent Board Meeting Notice and Related Agenda Item Documents	
2a. Webcast of Board Meetings (per Governor's Executive Order)	
3. Link to NYS School Report Card	
4. Most Recent Lottery Notice Announcing Lottery	
5. Authorizer-Approved DASA Policy	
6. District-wide Safety Plan	
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	
7. Authorizer-Approved FOIL Policy	
8. Subject matter list of FOIL records	
9. Link to School Reopening Plan	

Thank you.



Entry 16 COVID 19 Related Information

Completed - Jul 30 2020

Instructions

Required of ALL charter schools

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

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

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

Entry 16 COVID 19 Related Information

School Name: International Leadership Charter High School

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

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

	Number of students enrolled in school on the last day instruction was provided within physical school facilities	Number of students attending instruction on the last day instruction was provided within physical school facilities	Number of students participating in virtual programming on the last day such programming was offered for the 2019-20 school year
	348	348	348

Table 2: 2019-2020 Assessments and Grade Participation

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

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

		✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	
		✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	
		✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	
Tota l															0



FOR INSTITUTE USE ONLY
FILING FOR SCHOOL YEAR: _____
DATE RECEIVED: _____

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

- Name of education corporation: International Leadership Charter High School
- Trustee's name (print): Vagnes De La Rosa
- Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): Board Chair
- Home address: 53 Mariners Lane, Staten Island, NY10303
- Business Address: 2 Lafayette Street, New York, NY 10007
- Daytime phone: 917-658-5260
- E-mail: vromeo@hotmail.com
- Is Trustee an employee of the education corporation? ___ Yes. No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

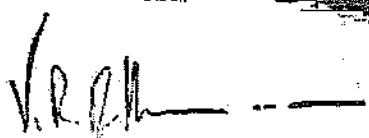
9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please write "None." Please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

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

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

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

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



Signature

July 31, 2020

Date



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FILING FOR SCHOOL YEAR: _____
DATE RECEIVED: _____

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

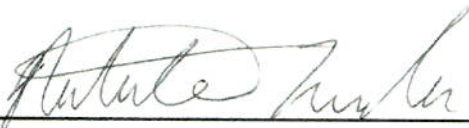
- Name of education corporation: International Leadership Charter High School
- Trustee's name (print): Natalie Lozada
- Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.):
N/A
- Home address: 1120 Throgmorton Avenue Bronx, NY 10465
- Business Address: 337 Alexander Avenue Bronx, NY 10454
- Daytime phone: 917-504-6850
- E-mail: Nlozada@eastsidehouse.org
- Is Trustee an employee of the education corporation? Yes. No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

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

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

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

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



Signature

7/1/2020

Date



FOR INSTITUTE USE ONLY
FILING FOR SCHOOL YEAR: _____
DATE RECEIVED: _____

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

- Name of education corporation: International Leadership Charter High School
Yahaira Dominguez
- Trustee's name (print): _____
- Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): _____
Secretary
- Home address: 2431 Prospect Avenue, Apt. 3d
Bronx, NY 10458
- Business Address: 1 Fordham Plaza, Bronx, NY
10458
- Daytime phone: 917-736-8225
- E-mail: Yah.ricardo5@gmail.com
- Is Trustee an employee of the education corporation? ___ Yes. ___^X No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

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

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

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

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

Yahaira Dominguez

Signature

July 2, 2020

Date



FOR INSTITUTE USE ONLY
FILING FOR SCHOOL YEAR: _____
DATE RECEIVED: _____

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

- Name of education corporation: International Leadership Charter High School
- Trustee's name (print): Doreen Bermudez
- Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.):
Member at Large
- Home address: 3220 Netherland Ave Apt 2N Bk, NY 10463
- Business Address: 22 Reade Street 2nd floor NY, NY 10007
- Daytime phone: 917.526.7493
- E-mail: Doreenbermudez@hotmail.com
- Is Trustee an employee of the education corporation? ___ Yes. No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

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

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

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

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

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

Doreen Bermedez
Signature

July 30, 2020
Date

D.B



<p>FOR INSTITUTE USE ONLY</p> <p>FILING FOR SCHOOL YEAR: _____</p> <p>DATE RECEIVED: _____</p>

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

- Name of education corporation: International Leadership Charter High School
- Trustee's name (print): Anny Betancourt Rivas
- Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): _____
Treasurer
- Home address: 3102 Kingsbridge Ave Apt 4C Bronx, NY 10463
- Business Address: Wells Fargo 150 E 42nd St New York, NY 10017
- Daytime phone: 347-401-5190
- E-mail: annyrivas1@gmail.com
- Is Trustee an employee of the education corporation? ___ Yes. X No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

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

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

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

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

Amy B. Riss
Signature

07/02/2020
Date



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

1. Name of education corporation: International Leadership Charter High School
2. Trustee's name (print): Maria Garcia Beltre
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): N/A
4. Home address: 2845 University Avenue #1B Bx NY 10468
5. Business Address: N/A
6. Daytime phone: 446-316-5103
7. E-mail: maria.garcia221@gmail.com
8. Is Trustee an employee of the education corporation? ___Yes. No. If you checked yes, please provide a description of the position you hold, your salary and your start date.
9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please write "None." Please note that if you answered yes to Question 8, you need not disclose again your employment status, salary, etc.

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

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

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

Maria H. Garcia Beltré

 Signature

7/14/2020

 Date



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

- Name of education corporation: International Leadership High School
- Trustee's name (print): Addy Rivas
- Position(s) on board, if any; (e.g., chair, treasurer, committee chair, etc.): Board Member
- Home address: 2855 University Ave #5D Bronx NY 10468
- Business Address: _____
- Daytime phone: 646 323 1493
- E-mail: AddyRivas@MSN.COM
- Is Trustee an employee of the education corporation? ___ Yes. No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

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

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

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

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

[Handwritten Signature]

 Signature

7/6/2020

 Date

International Leadership Charter High School
Board of Directors Meeting
3030 Riverdale Avenue, Bronx, NY 10463
Minutes for July 11, 2019
(Meeting called to order: 6:42pm)

In Attendance: Doreen Bermudez, Addy Rivas Vagnes De la Rosa, Anny Rivas, Dr. Elaine Ruiz Lopez; Maria Garcia

Absent: Yahaira

Approval of Minutes

-motion by Doreen to approve the June 2019 meeting minutes; seconded by Addy

Board Chair Report

- Board briefly chatted about the great celebration at graduation

CEO Report

- Charter Renewal approval for submission
 - All Renewal Docs submitted into Drop Box Shared Folder
 - Open house and orientation coming up-August 17, 21
 - Registration has begun for a targeted 140 students in the 9th grade

Board Actions

- Directors and Officers Insurance & G&L contract
 - Motion for approval by Doreen
 - Vagnes seconded
 - contract approved
- Management Consultant contract for 8/31/19 engagement approved pending scope of work
 - Motion for approval by Doreen
 - Vagnes seconded
 - contract approved
- IT contract
 - Motion for approval by Doreen
 - Addy seconded
 - contract approved
- Contract Bus Shelter and Billboard for Student Recruitment
 - Motion for approval by Doreen
 - Addy seconded
 - contract approved
- Approval of Budget and staff plan was completed and ready for submission to SUNY CSI

Next Meeting: August 13, 2019



International Leadership Charter High School
Board of Directors Meeting
3030 Riverdale Avenue, Bronx, NY 10463
Minutes for August 13, 2019
(Meeting called to order: 6:42pm)

In Attendance: Maria Beltre, Vagnes De la Rosa, Yahaira Dominguez, Anny Rivas, Elaine Ruiz

Absent: Doreen Bermudez, Addy Rivas

Approval of Minutes

- Vagnes to collect meeting minutes for July 2019 from Yahaira who was covering for Doreen
- Vagnes to take minutes for this meeting

CEO Report

- 151 students registered: recruitment is continuing:
 - bus shelter ads are up
 - Open house and orientation coming up-August 17, 21
- CEO provided billing information from vportal
 - allocations & projections
 - reconciliation amounts
- CEO provided state education federal/state grant quarterly report
 - closed out on time
 - received \$400k to close out FY19

Board Actions

- Reviewed Electric Company proposal that is work that is left to be done for the application of permanent certificate of occupancy.
 - Cost is \$70,000 (brought down from \$79,000)
 - Procida Construction Company
 - motion to accept proposal made by Anny;
 - Yahaira seconded;
 - contract approved
- Discussed NYC Department of Parks trees situation-have to pay \$10,000 for NOT being able to plant the trees surrounding the school due to 2 bus stops that are in the locations where they should have been.
- Facilities are improved and fully cleaned, painted and all floors waxed for upcoming school year
- Need for Quarterly Academic Walkthrough and Board Visit
 - Wednesday morning; late September (Vagnes to send date)
 - SUNY Visit on November 20th

Next Meeting: September 12, 2019



**International Leadership Charter High School
Board of Directors Meeting
3030 Riverdale Avenue, Bronx, NY 10463
Minutes for October 10, 2019
(Meeting called to order: 6:24pm)**

In Attendance: Maria Beltre, Doreen Bermudez, Vagnes De la Rosa, Yahaira Dominguez, Addy Rivas, Anny Rivas, Elaine Ruiz

Approval of Minutes

-September meeting minutes were approved by Doreen; seconded by Anny

Board Chair Report

- Vagnes shared that the Academic Committee had a successful committee meeting and academic walkthrough on October 4th. Jill Shahan, from Empire Charter Consultant, was invited to attend meeting to lead board prep and conversation on governance and renewal visit.

CEO Report

- CEO reports that she spoke with Carrie Gee at SUNY CSI and they confirmed that we can hold our own renewal hearing/rally. This hearing has been scheduled for October 17th at our charter school. The announcement was shared for Charter Renewal rally and board members invited attend; if board members cannot attend, and they wish to send comments to be read at rally, please forward to Elaine.
- Reminder of charter renewal visit on November 20, 21
 - Process involves interviews with members of Leadership Team, students, teachers, parents and board members
 - Board interview on November 20th around 5:30pm
- Student Enrollment update
 - CEO asked board to review student data material. An enrollment dashboard was provided. Enrollment is at 366.

Audit Update

The audit is projected to be on time and the request for a conditional waiver is anticipated. DOCOH is at 24---an increase of 20 days vs the 4 DOCOH for previous year.

- **Next Meeting: November 14, 2019**

**International Leadership Charter High School
Board of Directors Meeting
3030 Riverdale Avenue, Bronx, NY 10463
Board Meeting Minutes
November 14, 2019**

“Charter Renewal: From Good to Great”

Agenda

11/14/19

In attendance: Dr. Elaine Ruiz Lopez, Vagnes De La Rosa, Anny Rivas, Addy Rivas, Yahaira Dominguez, Maria Garcia Beltre, Doreen Bermudez and Edilis Gonzalez

Review and Approval of October Minutes. Motion to approve made by Doreen and Yahaira seconded.

There was a brief CEO Report and debrief to the Board on facilities and fiscal priorities. The progress being made toward obtaining the Permanent Certificate of Occupancy was briefly discussed. The GC, architects and expeditors have made great strides in completing the DOB filings and the electrical work in Janitors closet was brought to a close. There are just a few inspections and submission of drawings to obtain the C of O. In the meantime, our TCO is being renewed every 45-90 days.

There was a conversation about Board Member Recruitment, Governance & Attendance as a few trustees are having challenges attending meetings. The board agreed that there will be follow-up with new potential board member and the review and submission of her materials in December. Ms. Lozada scheduled to meet Board in January for an immediate appointment to fill an existing board seat.

The focus for this Board meeting turned to the preparation for SUNY CSI renewal visit on 11/20 and 11/21. All documents submitted to SUNY CSI on

time by August 14, 2019 and subsequent data requests were addressed by Paul vom Eigen.

Paul was asked to make a presentation to faculty during the Fall Professional Development Retreat on our achievement data.

In preparation of the pending renewal visit, the remainder of the Board meeting there was a targeted review and discussion regarding

APPR

SUNY Accountability Benchmarks

Governance

Fiscal Policy Review

Review of SUNY Accountability Benchmarks

& APPR

Governance & Attendance

Board Meeting adjourned at 8:15 PM



International Leadership High School

Board of Trustees Meeting Minutes

Wednesday, January 22, 2020

Attendees: Vagnes De La Rosa, Maria Beltre, Anny Rivas, Addy Rivas, Natalie M. Lozada, Yahaira Dominguez, and Dr. Elaine Ruiz Lopez.

Absence: Doreen Bermudez

Meeting called to order at 6:37 PM

- Reviewed and approved November's minutes.
- Board chair welcomed Natalie Lozada. Ms. Lozada introduced herself and provided a brief summary of her professional background.

CEO Report covered the following:

- Bond call with treasurer and financial associate.
- Loan covenants and the importance of annual call with the investors.
- The school administration went from 4 days of cash on hand to 24 days.
- Enrollment goals and action plan for 2020-21 school year.
- Management Consultant report.

Board treasurer provided a brief **school finance report** explaining that finances are on track and meeting the covenants. CEO debriefed to the Board, Degant's concerns regarding payments being made after the fiscal year, and how it will affect the accounts payable. However, Jim Ford recommended to push back.

SUNY CSI Charter Renewal Update

- CEO will receive an update on the status of the renewal the 1st week of February.
- Hearing will be held on March 10th at 9am at the SUNY Building.

Board Member Recruitment, Governance & Attendance

- Reviewed proposed new meeting dates, and approved changes.
- Natalie Lozada expressed her interest on being part of the board, availability, and provided additional information regarding her professional experience.
- BoT reviewed Natalie's resume, voted, and welcomed her to the Board.

Meeting concluded at 7:40 PM



International Leadership High School

Board of Trustees Meeting Minutes

Wednesday, February 12, 2020

Attendees: Vagnes De La Rosa, Maria Beltre, Anny Rivas, Addy Rivas, Natalie M. Lozada, Yahaira Dominguez, and Dr. Elaine Ruiz Lopez
Absent: Doreen Bermudez

Meeting called to order at 6:53 PM

- Board chair reviewed and approved the minutes from January.
- There was a motion made to approve the minutes made by Anny and seconded by Addy.
- Board chair informed the BoT that Doreen Bermudez will no longer be part of the board, and provided a copy of the thank you letter that was sent out to Doreen for her years of service as a BoT.

CEO Report covered the following:

- SUNY CSI renewal report was not available on the date that it was promised. The CEO reached out to them and was promised to receive it by Wednesday, February 12, 2020, by 5 pm. However, nothing was received and the Board was unable to review at this meeting. Once, the CEO receives the report it must be reviewed, and submit a response by Monday, February 24, 2020. I must be reviewed for factual corrections and an in-depth review.
- The CEO indicated the meeting with SUNY CSI Board of Trustees for the renewal vote is scheduled for March 11, 2020.

Board Member Recruitment, Governance & Attendance

- The CEO informed the Board of SUNY CSI's expectations for setting the number of trustees. The number for Board members should be set up at 7 although the preferred number of members should be 8.
- CEO presented her Third Quarter Goals and priorities to the Board. Among the goals discussed, Dr. Lopez is convening a committee that will include the Fund Development consultant and members of an advisory board to launch a Capital campaign to expand the school facility for expansion in order to build space capacity to increase enrollment numbers. The CEO will work with the Board and parent community to coordinate a GALA event for October 2021 in celebration of the school's 15th anniversary.
- Parent advisory council has been raising money at the CEO's request to assist a scholars in need.

Meeting concluded at 7:50 PM

International Leadership High School

Board of Trustees Meeting Minutes

Thursday, March 26, 2020

Attendees: Vagnes De La Rosa, Maria Beltre, Anny Rivas, Natalie M. Lozada, Yahaira Dominguez, Edilis Gonzalez and Dr. Elaine Ruiz Lopez.

Meeting called to order at 6:20 PM

- The Board of Trustees congratulated the CEO for the diligence and leading our charter school to a third term charter renewal. The SUNY CSI Board of Trustees unanimously voted for a five-year renewal. Meryl Tisch personally recognized Dr. Elaine Ruiz Lopez for her integrity and principled position of keeping our charter school safe.
- The discussed the extension of School closure until April 20th, 2020.
- School will not re-open on March 30th, 2020, as previously scheduled.
- The importance of strategizing and developing an online education plan.

CEO Report covered the following:

- Resources were provided to all families regarding Food pantry options that are available in the community.
- CEO will evaluate all extenuating circumstances for the possibility of school closure if necessary beyond April 20th. If there is an extension through Executive Order by Governor then this is what should be followed.

Additional Information

- CEO will be hosting a Zoom meeting with Senior class of 2020 to discuss Social isolation and Stress Management.
- Speech & Language therapy, as well as, Counseling services will be provided to students remotely.
- Conference with SUNY CSI will be held on March 31st, 2020.

Finance

- The school conducted a deep sanitizing of entire building that totaled \$5K.
- As an incentive Schoology agreed to bill us in July 2020.

Meeting concluded at 6:52 PM

International Leadership High School

Board of Trustees Meeting Minutes

April 22, 2020

Attendees: Vagnes De La Rosa, Maria Beltre, Anny Rivas, Addy Rivas, Natalie M. Lozada, Yahaira Dominguez, and Dr. Elaine Ruiz Lopez.

Meeting called to order at 6:10 PM

- Board reviewed and approved the minutes from March. Anny made a motion that was seconded by Yahaira.

CEO Report covered the following:

- Review of the following documents:
 - Lottery Outcome and Application Admissions Summary
 - Class of 2020 College Acceptances
 - Distance Learning and Challenges: Review of Weekly Data on Student Participation
 - Financial Board Report & Dashboard Summary—Reflecting expenses post school closure
 - Press Release Draft for US NEWS & WORLD Report recognition
 - Distance learning & Educational Continuity Plan
 - Updated NYS Governor’s Executive Order
- School Finances

Annual Budget 2020-21 will be sent to Board treasurer for review once it is completed by ASNY and reviewed by CEO. It was clarified that the Budget will remain flat and no increase on the Per Pupil allocation budget. This will have some implications for salary increases.

There was a brief discussion about the SBA for PPA and it was agreed that this should be pursued.
- CEO shared the long-term plan and logistics for the educational continuity for distance learning through May 15th, 2020. The Board was advised that there was a strong possibility that the plan would need to be extended through June 30, 2020.

Governance and Operations

- The Annual Letter of Intent to Return will be issued in May. Employment renewal letters for staff and faculty will be sent out virtually.
 - There will be a freeze on salaries for faculty and operations staff for the next school year given the fact that the Per Pupil is not going to be increased due to NYS Budget cuts that will impact education and charter schools specifically.
-

-
- Suspended Laws and relaxed statewide restrictions that would allow for virtual meetings and conducting business, until the Pandemic is over. SUNY CSI has held weekly webinars that have covered topics related to School Finances, Policies, Governance and Open Meetings law and board meetings during pandemic. There was a recommendation made for Boards to review By-Laws to ensure that there is language that allows for meetings to be conducted virtually.
 - BOT must submit financial disclosures and submit on time with signature.
 - Review and approval of Annual Budget will be conducted at the next meeting.

Additional information provided by CEO

- The school's distance learning platform "Schoology" is being monitored by the instructional leadership team and data analyst. Both for student participation and for performance.
- Information regarding resources for family wellness, testing sites and food pantry locations are being distributed to families within the school's community.
- CEO has begun meeting with Seniors on a weekly basis to discuss their concerns re their end of quarter requirements, their Prom and Graduation. She expressed concerns about their morale and Senior check-ins for each class is being conducted by counselor and college prep advisor.
- A General discussion led by Elaine on the Pandemic's peak and direct impact on the board, students and parents as well as members of leadership team, who were uniquely affected with disease, hospitalization and deaths of relatives. Wellness and resilience training being explored for the leadership team and faculty. Leading in the time of a pandemic crisis has had a great impact on all being felt by all. Elaine shared that priorities have shifted and work has expanded to providing emotional support, counseling and guidance to team members.
- As of this meeting, the Prom and graduation have not been cancelled. However, it is anticipated that Lincoln Center will cancel the June 12th Prom.
- Vagnes inquired about Diploma distribution in the event that Graduation is cancelled. CEO replied that if Graduation is cancelled Diplomas will be mailed out to students.
- Meeting concluded at 7:20 PM.



**International Leadership Charter High School
Board Meeting Minutes
Via Zoom
May 13, 2020
(Meeting called to order: 6:35pm)**

In Attendance:

Maria Beltre, Vagnes De La Rosa, Natalie Lozada, Addy Rivas, Anny Rivas, Dr. Elaine Ruiz Lopez

Absent: Yahaira Dominguez

Board Business:

Approval of Minutes

CEO Report

- College Virtual Decision Day
 - On May 14 there was a successful celebration of our seniors and their accomplishments. This was covered by the New York 1 and streamlined online and all weekend.
 - Most senior scholars have made their decision as to which college they are attending
- Social Emotional Support: Counselors checking in on Seniors
 - Reviewed articles on social distancing and depression among student body. Many families impacted by COVID 19
 - Challenge of getting some students up on time at the beginning of day and improving their participation
- Re-entry Plans are due to our authorizer on or before June 30, 2020
At this time the plans include 4 Phases over a period of 6-9 Month period
The first Phase is a Staggard schedule for half days by grade and continued Distance Learning at minimum two days per week for each grade. This will require a facilities and classroom assessment and collapsing of classrooms to meet the requirements of student desks 6 ft apart. The start date has not yet been established.
- Strategic Reopening Operational Plan
 - Preparing and meeting with Leadership Team. Update provided at June meeting

Class of 2020 Graduation

Planning and negotiating a socially distant graduation at the CMSV.

Lincoln Center cancelled the prom however willing to hold the prom in mid-August pending update guidance from NYS Governor's Re-Opening plan.

- Reopening operational and program plan
 - Preparing ideas with team; will update at June meeting

- CEO successfully secured the SBA PPA loan on May 13 in the amount of \$368,000
 - Condition for loan becoming a grant is the charter school's commitment not to terminate anyone during this current fiscal year
 - Funds must be used during current fiscal year for payroll and other operational expenses.
- Finance Report
 - Quarter 3 Report was presented and reviewed.

Board Actions

- Finance Report
 - Anny made motion for approval
 - Natalie seconded

Next meeting June 10, 2020

International Leadership Charter High School

Board Meeting Minutes

June 10, 2020

Attendees: Vagnes De La Rosa, Maria Beltre, Anny Rivas, Addy Rivas, Natalie M. Lozada, Yahaira Domínguez and Dr. Elaine Ruiz Lopez.

Zoom Meeting Called to order at 6:30 PM.

There was a review and approval of the May 2020 Board Minutes.
Motion to approve made by Mr. De La Rosa and seconded by Addy.

There was a brief follow-up discussion on the extension of the SBA loan and forgiveness process. SBA Loan Acknowledgement that the provisions of the allowed expenditures for the loan in the amount of 368K, were discussed. There was further recognition that there are several conditions for this Loan becoming a grant. One of the conditions includes, the charter school's commitment not to terminate anyone during this current fiscal year. In addition, Natalie reported that the timeline for the expenditure of the funds must be for payroll and other operational expenses has been extended.

There was a brief review of the Annual Budget for the 2021 Fiscal Year. Our Board Treasurer, Anny Rivas made a motion to approve the Annual Budget that was previously reviewed and approved by the finance committee in May. Natalie, seconded the motion. The budget was unanimously approved by the Board.

There was a brief review of the Audit Engagement Letter with Mengel, Metzger and Barr. There was a motion made by Anny and seconded by Natalie to proceed with the Financial Audit for FY 2019. There was a motion made by Anny to approve the budget and seconded by Natalie.

There was a brief written summary provided regarding the meeting that was attended by the Board Chair, our CEO and legal counsel, Matt Del Forte, with Ralph Rossi at SUNY in matter concerning a parent complaint to SEQUA which SUNY determined was a moot point and no longer an issue. There was also a discussion at this meeting about a concern lodged by a staff member during our renewal on March 11th and was raised by SUNY on the very day that all charter schools had to be closed down on March 18th due to the pandemic. Apparently, staff member Jennifer Nagourney representing our former authorizer at the NYCDOE is deeply concerned about our charter school's approach to delivering Physical Education which was approved by NYSED and previous authorizer since 2011. It was noted that this was not an issue for past 9 years. We were renewed three times prior, to include our recent renewal by SUNY CSI on March 11th, with the same alternate approach implementing TKD in the Junior and

Senior years for double the credit that the NYSED requires, reflected in our Academic Program Course and Credit Accumulation Chart. Our legal counsel Matt Delforte is reviewing the matter and advising our charter school on how to proceed and whether an official waiver will be pursued.

CEO Report

CEO reported that we were still awaiting further guidance from the NYS Governor's Office on the restrictions for our Graduation Ceremony that is still on the calendar for Friday, June 26, 2020.

CEO reported that there our charter school was invited to apply for the AECN Grant to support potential plans for expansion to middle school. Several remote meetings have taken place with the Kitamba group and a budget was being finalized for submission with the application. This application process had a short turn around time. It is anticipated that the application will be submitted before the end of June 2020. There will be follow-up and further discussion about this opportunity in the July meeting.

CEO reported on the evolving strategic reopening plans and is awaiting more guidance from the NYS Governor's office and SUNY for the official date for submission which is anticipated for some time at end of July/early August. A draft of the reopening plan was provided in writing and briefly discussed and developed. The plan includes a hybrid model for in person and remote learning and staggered schedules and morning/afternoon sessions. The classrooms will be collapsed for 6 Ft social distancing and all PPE supplies have been ordered.

Next Board Meeting: July 8, 2020




International Leadership Charter High School 2020-2021 SCHOOL-WIDE CALENDAR

SEPTEMBER	14	First Day of School for 9 th Grade
	21	First Day of School for 10 th Grade
	22	First Day of School for 11 th Grade
	23	First Day of School for 12 th Grade
OCTOBER	9	Progress Reports Mailed Home
	12	Columbus Day: School Closed
NOVEMBER	2-6	Assessment Week
	6	Professional Development: School Closed
	11	ILCHS Veteran's Day Observance: School Closed
	13	Report Cards #1 Mailed Home
	17	9th Grade Parent Teacher Conference 5-7 pm (Doors Close at 6:15pm)
	18	9th Grade Parent Teacher Conference 3-4:30 pm
	19	10th Grade Parent Teacher Conference 5-7pm (Doors Close at 6:15pm)
	25	Student Gratitude Luncheon
	26	Thanksgiving Break: School Closed
	27	Thanksgiving Break: School Closed
30	Classes Resume for All Grades	
DECEMBER	3	11th & 12th Grade Parent Teacher Conference 5-7pm (Doors Close at 6:15pm)
	15	Progress Reports # 2 Mailed Home
	17	Winter Recess Begins; School Closed
JANUARY	4	Classes resume for all grades
	18	Martin Luther King Jr. Day Observed: School Closed
	20	Report Card #2 Mailed Home
	26	9th Grade Parent Teacher Conference 5-7 pm (Doors Close at 6:15pm)
	27	9th Grade Parent Teacher Conference 3-4:30 pm
	28	10th Grade Parent Teacher Conference 5-7pm (Doors Close at 6:15pm)
BLACK HISTORY MONTH AND DR. MARTIN LUTHER KING CELEBRATION		
FEBURARY	3	11th & 12th Grade Parent Teacher Conference 5-7pm (Doors Close at 6:15pm)
	12	Chinese New Year
	15	President's Day: School Closed
	17	100 Days of School Celebration
	24	Dominican Republic Independence Day
	26	Progress Reports # 3 Mailed Home
MARCH	17-19	Senior Class Trip
	26	Professional Development: School Closed
	22-26	Assessment Week



**International Leadership Charter High School
2020-2021 SCHOOL-WIDE CALENDAR**

2020-2021 SCHOOL-WIDE CALENDAR		
APRIL	1	Spring Recess: School Closed
	12	Classes Resume
	20	9th Grade Parent Teacher Conference 5-7pm (Doors Close at 6:15pm)
	21	9 th Grade Parent Teacher Conference 3-4:30pm
	22	10th Grade Parent Teacher Conference 5-7pm (Doors Close at 6:15pm)
MAY	5	11th & 12th Grade Parent Teacher Conference 5-7pm (Doors Close at 6:15pm)
	10	Progress Reports # 4 Mailed Home
	31	Memorial Day Observed: School Closed
JUNE	25	12th Grade Graduation Ceremony Class of 2021 

Certificate of Occupancy

CO Number: 220150002T021

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

A.	Borough: Bronx	Block Number: 05712	Certificate Type: Temporary
	Address: 322 WEST 231ST STREET	Lot Number(s): 133	Effective Date: 02/27/2020
	Building Identification Number (BIN): 2128630	Building Type: New	Expiration Date: 05/27/2020
This building is subject to this Building Code: 2008 Code			
<i>For zoning lot metes & bounds, please see BISWeb.</i>			
B.	Construction classification: 2-B	(2014/2008 Code)	
	Building Occupancy Group classification: E	(2014/2008 Code)	
	Multiple Dwelling Law Classification: None		
	No. of stories: 3	Height in feet: 51	No. of dwelling units: 0
C.	Fire Protection Equipment: Standpipe system, Fire alarm system, Sprinkler system, Fire Suppression system		
D.	Type and number of open spaces: None associated with this filing.		
E.	This Certificate is issued with the following legal limitations: None		
Outstanding requirements for obtaining Final Certificate of Occupancy:			
There are 12 outstanding requirements. Please refer to BISWeb for further detail.			
Borough Comments:			
OK TO RENEW TCO FOR 90 DAYS			



Borough Commissioner



Commissioner

Certificate of Occupancy

CO Number: 220150002T021

Permissible Use and Occupancy						
All Building Code occupancy group designations below are 2008 designations.						
Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code occupancy group	Dwelling or Rooming Units	Zoning use group	Description of use
001 001 4		OG	E		3	INCIDENTAL USES: MECHANICAL ROOM, GAS/DOM WATER ROOM, ELECTRIC ROOM, AUX FIRE PUMP ROOM, TRASH/RECYCLY ROOM, STORAGE ROOMS, CUSTODIAL ROOM
001 001 197		OG	E		3	CLASSROOMS, INCIDENTAL USES: MULTIPURPOSE ROOM, OFFICES, VESTIBULE, RECEPTION.
002 002 116		40	A-3		3, 3	CAFETERIA, PANTRY
002 002 183		40	E		3, 3	CLASSROOMS, INCIDENTAL USES: BIOLOGY/CHEMISTRY, OFFICES, STAFF ROOM, STORAGE ROOMS, JANITOR CLOSET.
003 003 227		40	E		3	CLASSROOMS INCIDENTAL USE: OFFICES, JANITOR CLOSET
ROF		100	E		3, 3	MECHANICAL ROOMS (INCENDENTIAL USE)
ZONING EXHIBIT I - CRFN # 2013000250892 ZONING EXHIBIT II - CRFN # 2013000250893 ZONING EXHIBIT III - CRFN # 2013000250894 ZONING EXHIBIT IV - CRFN # 2013000250895						
END OF SECTION						



Borough Commissioner



Commissioner

END OF DOCUMENT