

Application: International Leadership Charter High School

Elaine Ruiz Lopez - elopez@ilchs.org
2022-2023 Annual Report

Summary

ID: 0000000160

Status: Annual Report Submission

Entry 1 School Info and Cover Page

Completed - Aug 25 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)

INTERNATIONAL LEADERSHIP CHARTER HIGH SCHOOL 800000059326

a1. Popular School Name

International Leadership Charter High School

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 #10 - BRONX

e. Date of Approved Initial Charter

Jan 9 2006

f. Date School First Opened for Instruction

Sep 11 2006

g. Approved School Mission and Key Design Elements

(Regents, NYCDOE and Buffalo BOE authorized schools only)

N/A

h. School Website Address

www.ilchs.org

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

380

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

310

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:

12

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?

Yes, 2 sites

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	3030 Riverdale Ave. Bronx NY 10463	7185622300	NYC CSD 10	9-12	6; 9-12	6

m1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Dr. Elaine Ruiz Lopez	CEO	917-587-6407		
Operational Leader	Desiree Grand	Director of Facilities and Operations	646-938-8129		
Compliance Contact	Dr. Elaine Ruiz Lopez	CEO	917-587-6407		
Complaint Contact	Dr. Elaine Ruiz Lopez	CEO	917-587-6407		
DASA Coordinator	Edilis Gonzalez	Director of Parent Engagement	718-562-2300		
Phone Contact for After Hours Emergencies	Desiree Grand	Director of Operations	646-938-8129		

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)

[110554 322 W 231 St Final CO.pdf](#)

Filename: 110554 322 W 231 St Final CO.pdf **Size:** 60.6 kB

Site 1 Fire Inspection Report

This is required, marked optional for administrative purposes.

School Site 2

m2. SCHOOL SITES

Please provide information on Site 2 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 2	3515 Bainbridge Ave. Bronx, New York 10467	7185622300	NYC CSD 10	None	6	6

m2a. Please provide the contact information for Site 2.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	9175876407	CEO	917-587-6407		
Operational Leader	Desiree Grand	Director of Operations			
Compliance Contact	Dr. Elaine Ruiz Lopez	CEO	917-587-6407		
Complaint Contact	Dr. Elaine Ruiz Lopez	CEO	917-587-6407		
DASA Coordinator	Edilis Gonzalez	Director of Parent Engagement			
Phone Contact for After Hours Emergencies	Desiree Grand	Director of Operations	646-938-8129		

m2b. Is site 2 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 2 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.

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Site 1 Certificate of Occupancy (COO)

[thumbnail_image001.png](#)

Filename: thumbnail_image001.png **Size:** 432.4 kB

Site 2 Fire Inspection Report

This is required, marked optional for administrative purposes.

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

Separate by semi-colon (;)

Not Applicable

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.

Yes

o2. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in Maximum Approved Enrollment	We requested a revision from an enrollment of 380 down to 350.	March 1, 2021	
2				
3				
4				
5				

More revisions to add?

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	Dr. Elaine Ruiz Lopez
Position	CEO
Phone/Extension	917-587-6407
Email	elopez@ilchs.org

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

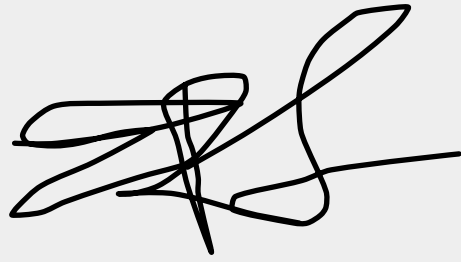
As outlined in ENTRY 10:

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, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Signature, President of the Board of Trustees

A handwritten signature in black ink, featuring a long horizontal stroke on the left that curves into a series of loops and ends with a long horizontal stroke on the right.

Date

Aug 1 2023

Thank you.





Certificate of Occupancy

CO Number:2128630-0000004

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.*

<p>A. Borough: BRONX Address: 322 WEST 231ST STREET Building Identification Number(BIN): 2128630</p>	<p>Block Number: 5712 Lot Number(s): 130 Additional Lot Number(s): Application Type: NB - NEW BUILDING</p>	<p>Full Building Certificate Type: Final Date Issued: 10/20/2022</p>
<p>This building is subject to this Building Code: 2008</p>		
<p>This Certificate of Occupancy is associated with job# 220150002-01</p>		
<p>B. Construction Classification: II-B: UNPROTECTED - NON-COMBUSTIBLE Building Occupancy Group classification: E - EDUCATIONAL Multiple Dwelling Law Classification: Not Available</p>		
<p>No.of stories: 3</p>	<p>Height in feet: 51</p>	<p>No.of dwelling units: Not Available</p>
<p>C. Fire Protection Equipment: Fire Alarm System, Fire Suppression System, Sprinkler System, Standpipe System</p>		
<p>D. Parking Spaces and Loading Berths: Open Parking Spaces: 0 Enclosed Parking Spaces: 0 Total Loading Berths: Not available</p>		
<p>E. This Certificate is issued with the following legal limitations: Restrictive Declaration: None Zoning Exhibit: 2013000250892, 2013000250893, 2013000250894, 2013000250895 BSA Calendar Number(s): None CPC Calendar Number(s): None</p>		
<p>Borough Comments:</p>		

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
Floor 1	E	197	OG	3		220150002	Final
Description of Use:	Academies and schools CLASSROOMS, INCIDENTAL USES: MULTIPURPOSE ROOM, OFFICES, VESTIBULE, RECEPTION.				Exceptions:		
Floor 1	E	4	OG	3		220150002	Final
Description of Use:	Academies and schools INCIDENTAL USES: MECHANICAL ROOM, GAS/DOM WATER ROOM, ELECTRIC ROOM, AUX FIRE PUMP ROOM, TRASH/RECYCLY ROOM, STORAGE ROOMS, CUSTODIAL ROOM				Exceptions:		
Floor 2	A-3	116	40	3		220150002	Final
Description of Use:	Cafeteria - school up to grade 12 EDU CAFETERIA (115 PERSONS) & PANTRY (1 PERSON)				Exceptions:		
Floor 2	E	147	40	3		220150002	Final
Description of Use:	Academies and schools CLASSROOMS, INCIDENTAL USES: BIOLOGY/CHEMISTRY, OFFICES, STAFF ROOM, STORAGE ROOMS, JANITOR CLOSET.				Exceptions:		
Floor 2	E	47	40	3		220150002	Final
Description of Use:	Academies and schools MEDIA ROOM (47 PERSONS)				Exceptions:		



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 3	E	227	40	3		220150002	Final
Description of Use:		Academies and schools CLASSROOMS INCIDENTAL USE: OFFICES, JANITOR CLOSET			Exceptions:		
Roof	E		100	3		220150002	Final
Description of Use:		Academies and schools MECHANICAL ROOMS (INCENDENTIAL USE)			Exceptions:		

CofO Comments: ZONING EXHIBIT I - CRFN # 2013000250892 ZONING EXHIBIT II - CRFN # 2013000250893 ZONING EXHIBIT III - CRFN # 2013000250894 ZONING EXHIBIT IV - CRFN # 2013000250895

Borough Commissioner

Commissioner