

School Information and Cover Page

School Name: Girls Preparatory Charter School of New York

School Leader: Anne Lackritz (K-4 Principal); Ian Rowe (5-6 Interim Principal)

School email address: alackritz@girlsprep.org; irowe@publicprep.org

Primary address: 442 East Houston Street, Room 312; New York, NY 10002

School website: [http://publicprep.org/schools/les elementary](http://publicprep.org/schools/les_elementary)
[http://publicprep.org/schools/les middle](http://publicprep.org/schools/les_middle)

School email: see above email address

Telephone: (212) 388-0241

Fax: (212) 388-1086

BEDS # 310100860866

District/CSD of Location: Community School District 1

Charter authorizer: SUNY Charter Schools Institute

Chair, Board of Trustees: Mary Claire Ryan

Date school first opened for instruction: 2005

2010-11 Enrollment: 368 students

2010-11 Grades Served: Kindergarten – 6th grade

Our signatures below attest that all of the information contained herein is truthful and accurate.

Anne Lackritz

Print Name, Head of Charter School



Signature and Date

7/12/2011

Ian Rowe

Print Name, (Interim) Head of Charter School



Signature and Date

7/12/2011

Mary Claire Ryan

Print Name, President, Board of Trustees



Signature and Date

7/22/11

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I. **New York State Report Card:** <https://www.nystart.gov/publicweb/>

II. Progress Towards Goal Achievement

Given the late release of the 2010-11 NYS state assessment data, this component of the Annual Report will be submitted separately, at a date and in a format to be determined by the State University of New York's Charter Schools Institute.

III. Financial Information

Please see Appendix C (Total Expenditures and Administrative Expenditures Per Child) for:

- **Total expenditures per pupil:** the sum of all expenditures divided by the total number of enrolled students
- **Administrative expenditures per pupil:** the sum of all general administrative salaries and other general administration expenditures divided by the total number of enrolled students.

IV. Charter Revisions

No material and/or nonmaterial revisions have been made to the school's charter during the 2010-11 school year.

V. Board of Trustees

Please see Appendix F (Disclosure of Financial Interest Form). Each board member listed below has completed the Disclosure of Financial Interest Form:

Girls Preparatory Charter School of New York Board of Trustees

Lauren Frank
Mary Mitchell
Sarah Robertson
Nicole Pullen Ross
Ian Rowe
Mary Claire Ryan

VI. Appendix A

Given the late release of the 2010-11 NYS state assessment data, this component of the Annual Report will be submitted separately, at a date and in a format to be determined by the State University of New York's Charter Schools Institute.

VII. Instructional Timetable

This table is not required for Girls Preparatory Charter School of New York, a SUNY authorized charter school. The instructional table is required only for Board of Regents authorized schools.

VIII. Appendix C: Total Expenditures and Administrative Expenditures per Child

Girls Preparatory Charter School of New York

Total Number of Enrolled Students (FTE):	367.097
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	Total Expenditures	Administrative Expenditures (excluding benefits)
Total :	\$ 5,583,971.21	\$ 648,623.38
Expenditures Per Pupil:	\$ 15,211.16	\$ 1,766.90

IX. Appendix D: Unaudited Financial Statements

Unaudited financial statements are required only from Board of Regents authorized schools. Appendix D does not apply to Girls Preparatory Charter School of New York, a SUNY authorized charter school.

X. Appendix E: FY 2012 Budget

A fiscal year 2012 budget is required from Board of Regents authorized schools only. Appendix E does not apply to Girls Preparatory Charter School of New York, a SUNY authorized charter school.

XI. Appendix F: Disclosure of Financial Interest Form

Please find below executed copies of the Disclosure of Financial Interest Form from each of the Girls Preparatory Charter School of New York Board of Trustees.

Disclosure of Financial Interest by a New York Charter School Board of Trustees Member

**GIRLS PREPARATORY CHARTER SCHOOL OF NEW YORK
Annual Report 2010-11**

**Note: This Disclosure is a public record, but asterisked data fields will be redacted.*

1. **Trustee Name (print)** Lauren Frank
2. **Charter School Name** Girls Preparatory Charter School of New York
3. **Charter Authorizer Entity** SUNY Charter Schools Institute
4. **Home Address*** [REDACTED] New York, NY 10065
5. **Business Address*** [REDACTED]
6. **Daytime Phone*** [REDACTED]
7. **E-Mail Address*** [REDACTED]
8. List all positions held on board (e.g., chair, treasurer, parent representative)
Director

9. Is the trustee an employee of the school? ☐ Yes ☒ No

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

10. Is the trustee an employee or agent of the management company or institutional partner of the charter school? ☐ Yes ☒ No

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

11. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Question 2-4 above, 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)	Name of person holding interest or engaging in transaction and relationship to yourself
None	None	None	None

12. 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 school and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write **None**.

Organization conducting business with the school	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 and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None	None	None	None	None

Signature

Date

7/13/2011

Disclosure of Financial Interest by a New York Charter School Board of Trustees Member

**GIRLS PREPARATORY CHARTER SCHOOL OF NEW YORK
Annual Report 2010-11**

**Note: This Disclosure is a public record, but asterisked data fields will be redacted.*

1. Trustee Name (print) Mary Mitchell
2. Charter School Name Girls Preparatory Charter School of New York
3. Charter Authorizer Entity SUNY Charter Schools Institute
4. Home Address* [REDACTED] New York, NY 10002-1178
5. Business Address* [REDACTED] New York, NY 10012
6. Daytime Phone [REDACTED]
7. E-Mail Address* [REDACTED]
8. List all positions held on board (e.g., chair, treasurer, parent representative)
Vice Chair

9. Is the trustee an employee of the school? ☐ Yes ☒ No

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

10. Is the trustee an employee or agent of the management company or institutional partner of the charter school? ☐ Yes ☒ No

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

Appendix F: Disclosure of Financial Interest Form

11. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Question 2-4 above, 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)	Name of person holding interest or engaging in transaction and relationship to yourself
None	None	None	None

12. 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 school and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write **None**.

Organization conducting business with the school	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 and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None	None	None	None	None

Please note: As the Senior Vice President of Marketing for Scholastic Education, every public school in the U.S. is a current or potential customer. However, I have never attempted to sell anything to Girls Preparatory Charter School of New York. I have only made donations.

Signature

Date

7/13/11

Appendix F: Disclosure of Financial Interest Form

Disclosure of Financial Interest by a New York Charter School Board of Trustees Member

GIRLS PREPARATORY CHARTER SCHOOL OF NEW YORK
Annual Report 2010-11

**Note: This Disclosure is a public record, but asterisked data fields will be redacted.*

1. Trustee Name (print) Sarah Robertson
2. Charter School Name Girls Preparatory Charter School of New York
3. Charter Authorizer Entity SUNY Charter Schools Institute
4. Home Address* [REDACTED] Brooklyn, NY 11201
5. Business Address* n/a
6. Daytime Phone* [REDACTED]
7. E-Mail Address [REDACTED]
8. List all positions held on board (e.g., chair, treasurer, parent representative)
Director

9. Is the trustee an employee of the school? Yes ☒ No

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

10. Is the trustee an employee or agent of the management company or institutional partner of the charter school? Yes ☒ No

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

Appendix F: Disclosure of Financial Interest Form

11. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Question 2-4 above, 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)	Name of person holding interest or engaging in transaction and relationship to yourself
None	None	None	None

12. 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 school and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write **None**.

Organization conducting business with the school	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 and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None	None	None	None	None

Signature

Date

7/21/11

Disclosure of Financial Interest by a New York Charter School Board of Trustees Member

**GIRLS PREPARATORY CHARTER SCHOOL OF NEW YORK
Annual Report 2010-11**

**Note: This Disclosure is a public record, but asterisked data fields will be redacted.*

1. **Trustee Name (print)** Nicole Pullen Ross
2. **Charter School Name** Girls Preparatory Charter School of New York
3. **Charter Authorizer Entity** SUNY Charter Schools Institute
4. **Home Address*** _____
5. **Business Address*** _____ Philadelphia, PA 19103
6. **Daytime Phone*** _____
7. **E-Mail Address*** _____
8. **List all positions held on board (e.g., chair, treasurer, parent representative)**
Treasurer

9. Is the trustee an employee of the school? ☐ Yes ☒ No

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

10. Is the trustee an employee or agent of the management company or institutional partner of the charter school? ☐ Yes ☒ No

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

11. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Question 2-4 above, 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)	Name of person holding interest or engaging in transaction and relationship to yourself
None	None	None	None

12. 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 school and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write **None**.

Organization conducting business with the school	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 and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None	None	None	None	None



Signature

7/13/11

Date

Disclosure of Financial Interest by a New York Charter School Board of Trustees Member

**GIRLS PREPARATORY CHARTER SCHOOL OF NEW YORK
Annual Report 2010-11**

**Note: This Disclosure is a public record, but asterisked data fields will be redacted.*

1. **Trustee Name (print)** Ian Rowe
2. **Charter School Name** Girls Preparatory Charter School of New York
3. **Charter Authorizer Entity** SUNY Charter Schools Institute
4. **Home Address*** [REDACTED] New York, NY 10025
5. **Business Address*** [REDACTED] New York, NY 10007
6. **Daytime Phone*** [REDACTED]
7. **E-Mail Address*** [REDACTED]
8. List all positions held on board (e.g., chair, treasurer, parent representative)
Director

9. Is the trustee an employee of the school? ☐ Yes ☒ No

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

10. Is the trustee an employee or agent of the management company or institutional partner of the charter school? ☒ Yes ☐ No

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

I am the CEO of Public Prep, the charter management organization of Girls Preparatory Charter School of New York. I ensure that our school operates in fulfillment of its mission as spelled out in our charter and in compliance with charter school law. I lead strategic planning and policymaking; review financials and help craft long-term financial planning and projections which are ultimately approved by each school's Board of Trustees; am proactive in building a group of individual, foundation, and corporate financial supporters who regularly donate money to Public Prep and provide other resources to help implement and sustain educational programming; and oversee and evaluate our schools' principals. I have been employed since August 2010 and receive an annual salary of \$250,000.

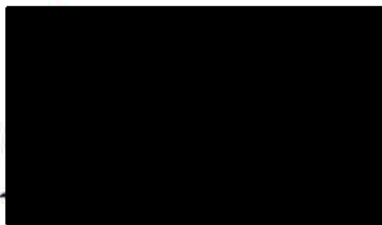
- 11.** Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Question 2-4 above, 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)	Name of person holding interest or engaging in transaction and relationship to yourself
<i>None</i>	<i>None</i>	<i>None</i>	<i>None</i>

- 12.** 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 school **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write **None**.

Organization conducting business with the school	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 and the nature of the interest	Steps Taken to Avoid Conflict of Interest
<i>Public Preparatory Network, Inc.</i>	<i>Management and support services</i>	<i>\$250,000</i>	<i>Ian Rowe</i>	<i>Recusal from votes that pertain to business between the school and Public Prep.</i>

Signature



Date

JULY 12, 2011

Disclosure of Financial Interest by a New York Charter School Board of Trustees Member

**GIRLS PREPARATORY CHARTER SCHOOL OF NEW YORK
Annual Report 2010-11**

**Note: This Disclosure is a public record, but asterisked data fields will be redacted.*

1. **Trustee Name (print)** Mary Claire Ryan
2. **Charter School Name** Girls Preparatory Charter School of New York
3. **Charter Authorizer Entity** SUNY Charter Schools Institute
4. **Home Address*** [REDACTED] New York, NY 10009
5. **Business Address*** [REDACTED] Washington DC 20017
6. **Daytime Phone*** [REDACTED]
7. **E-Mail Address*** [REDACTED]
8. List all positions held on board (e.g., chair, treasurer, parent representative)
Chair

9. Is the trustee an employee of the school? ☐ Yes ☒ No

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

10. Is the trustee an employee or agent of the management company or institutional partner of the charter school? ☐ Yes ☒ No

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

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Organization conducting business with the school	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 and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None	None	None	None	None


 Signature

7/22/11
 Date