Lawrence Family Development & Education Fund, Inc.

Strengthening families . . .
building community . . .
through education

Annual Report
2014
MISSION STATEMENT

Strengthening families and building community through education

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A Letter from our President

On behalf of the Board of Directors, administration, staff, students and families that are served through all of Lawrence Family Development & Education Fund, Inc.’s programs, we present this Annual Report on the accomplishments of this past year. The report reflects our unwavering commitment to our mission: strengthening families and building community through education. This Annual Report covers July 1, 2013 to June 30, 2014. We continue for all of our mission-centered efforts to actively seek opportunities to disseminate our practices for an array of education offerings. This fiscal year, Lawrence Family Development & Education Fund, Inc. (LFDEF) focused on a new Five–year Strategic Plan as we prepared for the re-chartering of our Charter School, sought to leverage the national recognition of the Maria del Pilar Quintana Family Center and looked for new ways to increase our work with young adults through YouthBuild-Lawrence. The Plan, now approved by the Board of Directors, serves as a guiding document for actions for over more than five years (2014-2020) and will guide the next chapters in the organization’s history.

The LFDEF’s Strategic Plan was approved at the January and February, 2014 Board meetings of the Fund and the Charter School, respectively. The 2014-2020 goals for programs, design, accountability and oversight for YouthBuild-Lawrence focus on: 1) fiscal sustainability through diversification of its funding portfolio; 2) monitoring program and staff accountability; 3) developing efficiency with construction and sale of the housing units which YouthBuild develops; 3) expanding training programs, while assuring excellence for current DOL construction program; 4) providing services in partnership with other non-profit organizations for homeless youth and young adults, and 5) establishing a new partnership for out-of-school young adults with the Lawrence Public Schools and/or with the City of Lawrence.

The 2014-2020 goals for programs, design, accountability and oversight for the Charter School center on: 1) ensuring that the Charter School is ready for re-chartering, including all mandated Comprehensive Program Reviews (CPRs) in the areas of Special Education, Title 1, English for Learners of Other Languages and Civil Rights compliance; 2) expanding and enhancing science education through the pursuit of interdisciplinary efforts and adding a STEM Center; 3) stabilizing the Charter School’s student and program growth; 4) developing partnerships with the Lawrence Public Schools for replication of a successful charter school model, and 5) identifying new funding streams to grow the scholarship endowment fund by expanding fundraising activities as well as cultivating individual donors who support events and direct annual scholarships for charter school students’ four years of private high school.

The 2014-2020 goals for programs, design, accountability and oversight for the Maria del Pilar Quintana Family Center focus on: 1) continuing to improve programs and offerings, by leveraging competitive advantages with resource development for satellite sites through partnerships; 2) showcasing the United States Department of Justice Board of Immigration Appeals national recognition for citizenship excellence in instruction and service; 3) expanding partnerships to enhance programs by working with charter school families and with neighboring Lawrence Public Schools for family literacy efforts; 4) continuing to build instructional strength and relevance for students at the Quintana Family Center by supplementing classroom instruction with the internet and technology resources, and 5) making connections in the curriculum (speaking, writing and listening skills) for English Language Learners (ELLs) to advance along both the academic continuum and professional ladders.
A Letter from our President (continued)

The 2014-2020 goals for all of the Fund’s programs, their design, accountability and oversight across the organization include: 1) increasing the visibility of the organization and building support; 2) conducting an analysis of the architecture of the Lawrence Family Development website so that the three components of the organization (Charter School, YouthBuild, Maria del Pilar Quintana Family Center) are reflected as separate segments of the website for information and promotion; 3) building strong teams of staff in all program areas and assuring that the administration ensures consistency, integrity and longevity for the Fund, and 4) developing an increased capacity for Board development, participation and fiscal oversight.

Specifically for this past year as program highlights or as a “year in review,” YouthBuild-Lawrence concluded its nineteen-year cycle helping “high-risk” youth become “high-potential” young adults. In December 2013, YouthBuild-Lawrence launched its U.S. Department of Labor (DOL) grant award of $1.1 million, which now comprises the operation’s main source of funding and allows YouthBuild-Lawrence to serve, over the contract’s three-year timeline, 68 young people. In the spring of 2014, YouthBuild-Lawrence submitted a request for another three-year award of $1.1 million, after receiving a successful Spring 2014 DOL monitoring visit. The amount of the DOL award in 2013-14 was a budget of $550,000, and as the fiscal year ended, LFDEF, Inc. was notified that a contract renewal was granted from DOL for the same amount.

In anticipation of a future culinary arts track to complement the DOL funding for academic and construction at YouthBuild, LFDEF, Inc. received a $10,000 grant this year from the Lawrence Community Block Grant (CDBG) for a culinary arts kitchen which is now almost completely constructed. Additionally, these awards complemented financial support from: AmeriCorps ($95,000), United Way ($23,000), the Shannon Grant ($29,000) and the Walmart Foundation ($25,000). This year YouthBuild also received support from the Massachusetts Department of Elementary and Secondary Education ($190,000) and in preparation for 2015, LFDEF, Inc. and applied for grants to assist YouthBuild by filing applications to the Moseley Foundation, the Stearns Trust and the Russell Trust.

In FY’2013-14 as program highlights for the Lawrence Family Development Charter School (LFDCS), the school district again experienced a successful school year with Spring 2013 MCAS test scores, placing it once again in the top 10% of public schools in the Commonwealth of Massachusetts. By meeting the standard for adequate yearly progress, LFDCS performed as a Level 1 School. Of interest was that due to the high standards set at the School, LFDCS hit the state expectations for MCAS performance, but did not meet some of its own accountability measures in 2013-2014. For example, accountability goals were not met at the Academy for some of the students’ academic skills and accountability goals were not met with the Opening Doors program’s applications and acceptances at private high schools. Therefore the new charter school principal will focus specifically on these areas and the staff who are responsible for them. This planning will include an analysis of resources, regular monitoring meetings and required reporting by staff about data and outcomes.

This year, which was the year following the opening of the LFDCS Academy of Early Academic Preparation, LFDEF, Inc. began discussions with the Lawrence Public Schools (LPS) on ways in which its experienced educators and Response to Intervention (RTI)/English as a Second Language (ESL) services might be disseminated in early childhood education for SY’2014-15. This led to a successful application by the Lawrence Family Development and Education Fund, Inc., which is the Charter School’s Management Organization, to leverage the Charter School’s best assessment and instructional practices
A Letter from our President (continued)

as an approved Massachusetts Preferred Provider/Turnaround Operator for Massachusetts school districts in need of targeted assistance. Beginning in September 2014, the first three-year contract with the Lawrence Public Schools will open a demonstration project called Lawrence Family Public Academy. This project involves LFDCS’ sharing of staff members, including the Academy’s former Head of School and two teachers, who have been assigned to this project. Their task will be to provide targeted assistance to LPS with teacher preparation, academic skills, language acquisition and social advancement of young children.

The Charter School benefited in FY’2013-14 from entitlement grants and FY’2012-13 budget carryovers of funds from the Massachusetts Department of Elementary and Secondary Education for grant awards totaling $736,408. Into FY’2015, LFDCS will carryover $95,141 in funds from FY’2014 largely for use in the July 2014 summer programs. This year the Charter School’s programs also benefited from Foundation and other support from: Whole Foods, Essex County Community Foundation - Betty Beland Summer in Greater Lawrence, Cummings Foundation, Liberty Mutual Foundation, Harvard Pilgrim HealthCare Foundation, Merrimack Valley Workforce Investment Board, the MetroNorth Regional Employment Board and the Bank of America-William Wood Foundation (carryover from FY’2012-13) for awards totaling $103,600. The Fund and the School received support from fundraising efforts from its parents, holiday campaign, annual scholarship event and individual donors for amounts in excess of $106,027. The first of two donations from an individual donor was received in the Spring of 2014 at $55,000 for developing Teaching with Technology efforts at the Charter School. Another $20,325 in restricted gifts was given to LFDEF, Inc. for special projects of the Charter School such as its Academy playground, the proposed STEM Center and other types of designated gifts. Additionally, $9,868 was raised for the PFK Endowment Scholarship Fund which is managed by the Essex County Community Foundation. Lastly, LFDEF, Inc. developed during FY’2013-14 a solid relationship with The Furniture Trust which recycles (at no cost) from companies almost new office furniture and supplies and provides these to deserving nonprofit organizations. Through this relationship with The Furniture Trust, furnishings—amounting to more than $55,000 in value—were received by LFDEF, Inc.

As a FY’2013-14 “year in review” for The Maria del Pilar Quintana Family Center (MDPQFC), the Center continued to maintain high standards and access for the newcomers of Lawrence through its offering of ESL, Citizenship Preparation and Computer Literacy classes. The Maria del Pilar Quintana Family Center educated more than 500 students this year in classes for newly-arrived immigrant residents, and it also served more than 100 individuals who wished to complete the necessary courses and paperwork in order to earn United States citizenship. As the major opportunity in FY’2013-14 for the Lawrence Family Development and Education Fund, Inc.’s Maria del Pilar Quintana Family Center and after months of work on a thorough application, the Family Center leveraged its approval for citizenship education and services by the United States Board of Immigration Appeals (BIA). Due to this effort, LFDEF, Inc. applied for its first federal citizenship grant (application to USCIS) and should know the results of this application by October of 2014. As the only organization with BIA recognition in Lawrence, Massachusetts, the recognition distinguishes the Family Center for its exemplary offerings in citizenship. Nationally, there are 799 organizations with this federal distinction. This recognition from the United States Board of Immigration Appeals (BIA) gives LFDEF, Inc. permission to practice immigration law before either the Department of Homeland Security (DHS) and/or the Executive Office for Review (EOIR), including the immigration courts and the BIA. According to the BIA the achievements of the Family Center make it “worthy of recognition due to its trustworthy, free or low-cost services.” In FY’2013-14, the LFDEF, Inc.’s administrative team was awarded for the Maria del Pilar
Quintana Family Center a $25,000 award from the Stevens Foundation for the Family Center’s ESL and Citizenship Program. LFDEF, Inc. successfully wrote proposals for $10,000 in grant funds from the Community Block Grant (CDBG), received $10,000 in grant funds from the Clipper Ship Foundation and got $1,500 from the Merrimack Valley General Fund. Also this year, through Title I funding, the Family Center continued its partnership with the Lawrence Family Development Charter School by offering parents of children in the Charter School the opportunity to attend ESL and Citizenship classes. Lastly, the Family Center was also supported by a small amount of student paid fees at the time of their registration.

As the Chair of the Board, I hope after reading the highlights found here, that you will spend time reading the following pages which were prepared by the leadership team of the Fund’s programs. As we embark on yet another year of strong outcomes and responsible growth, our Board of Directors is determined to continue with the expansion of our programs at every level in order to keep up with the emergent needs of the community of Lawrence. We remain committed to our mission—strengthening families and building community through education.

Sincerely,

John C. Housianitis
Chair, Board of Directors
Our Heritage

*Lawrence Family Development and Education Fund, Inc.* was founded in 1992 by the Board of Directors of the City of Lawrence Youth Commission (LYC). Its efforts are built on the roots and hopes that launched Lawrence Futures in 1988, which was to ensure stable funding to carry out the potential and promise of that vision. Funding from the Annie E. Casey Foundation supported the initial development of programs in: youth education and career direction, empowerment of urban parents and leadership training for promising new leaders. A strong commitment to these goals, intentional planning and a belief in the capacity of new immigrants to help build a better community led to the evolution of purposeful programs and close to twenty-two years of contribution to positive change for the people of Lawrence.

*Our History...* In 1991 the board and administration of the *Lawrence Youth Commission* were urged to apply for non-profit status as a 501(c)3 IRS designated nonprofit to allow for receipt of foundation grants for promising pilot projects in community education and leadership development.

A *Career Center*, housed at the Lawrence Public Library, offered after-school programs—such as, Proyecto Alcance and Project Reach to support the goals of high school students to undertake paths to higher education. Career awareness information and life skills, along with intensive Math, English and English as a Second Language (ESL), were established to reduce the drop-out rate and increase admissions to colleges.

An *Adult Leadership Development Program (ALDP)* provided the necessary background information on management, leadership, legal and fiduciary responsibilities to prepare newcomer residents with the skills and confidence to serve as board members on local non-profit organizations. The goal of new voices, immersed in the heritage and culture of our newest immigrants, helped create a new generation of community leaders for Lawrence.

*The Parent Mobilization Project (PMP),* one of the LYC’s most ambitious endeavors, began in 1989 with workshops that “asked the right questions.” These workshops were led by a core of Latino parents who recruited and trained hundreds of other Latino parents for greater awareness of their rights and responsibilities as new Americans—particularly the right to expect quality education for the future of their children. At kitchen tables and living rooms in almost every neighborhood of Lawrence trained parents strengthened family life and built community cohesiveness and purpose…and hundreds of parents developed new confidence to attend parent-teacher conferences, sign up for ESL classes, apply for jobs and set limits and expectations for their children.

*Our Evolution...building on the past to respond to the needs of today.* The projects described above set the foundation for the Lawrence Family Development and Education Fund, Inc. (LFDEF) which was granted tax-exempt status as a 501(c)3 organization and held its inaugural meeting in February 1992 at the Lawrence Heritage State Park, for the election of the founding board members and acceptance of the organization’s first grant from Shawmut Bank (Shawmut Bank was later acquired by Fleet Bank which was acquired by Bank of America). With the possibility of attracting both private and public funds, LFDEF, Inc. set out to establish programs of the highest quality that met the needs of emerging populations in Lawrence.

*The Career Center* applied for and received AmeriCorps funding for City CORE, one of the first five AmeriCorps programs in Massachusetts that enabled young people to learn skills as they performed needed community service and earned scholarships to pursue higher education. Lessons learned from AmeriCorps and the urgent need to offer an education/workplace program for seriously at-risk youth led to the successful creation of *YouthBuild-Lawrence.*
Our Heritage (continued)

Begun in 1993, YouthBuild-Lawrence is in its nineteenth cycle, successfully preparing youth and young adults to earn a GED and learn job readiness through building homes for low-income families.

The Adult Leadership Development Program and Parent Mobilization Project now comprise LFDEF, Inc.’s Maria del Pilar Quintana Family Center.

LFDEF, Inc. staff and participants provide inspiration and motivation by addressing the pressing needs faced of newcomer families living in poverty and seeking citizenship, skill development in English as a Second Language or with computers. The ALDP and PMP projects demonstrated a community need for: a) an education for their children to attend college and achieve the American dream; b) an opportunity for them to learn English for work and support their families, and for many, to attend college themselves; and c) an opportunity for them to become United States citizens and ensure future stability.

The Board of LFDEF, Inc. saw each of these needs as central to our purpose and essential for building a better community by strengthening the lives of families in our community.

Today, the Lawrence Family Development Charter School enrolls 678 children from early Kindergarten through grade eight and connects to a founding philosophy that children who attend safe, well-functioning schools attain the skills necessary to succeed in America’s colleges and marketplace increasing the level of education for the next generation within their own family and their community. The Maria del Pilar Quintana Family Center serves more than five hundred adults including parents of our students who learn English and participate at their child’s school, attain United States citizenship to provide permanence for their children and generations to come, and participate in the civic, social and economic ownership of their community. The YouthBuild-Lawrence and AmeriCorps Programs currently serve approximately sixty-eight youth who obtain their GED and acquire skills in carpentry.

The period from 1993-1995 marked a watershed moment in LFDEF, Inc.’s history. At the state and national levels, efforts were underway to promote community service on a large scale, address the needs for citizenship education programs with vast numbers of new immigrants eligible to become new Americans and reform education due to proposals by legislators, governors, parents, and progressive educators who called for new ways to increase student achievement. Lawrence Family Development and Education Fund, Inc., with substantial achievements in program design and outcomes, moved forward to initiate programs in each of these areas, all of them involving education and the potential to “strengthen families and build community through education.”

Community Service: Building on the success of City CORE, our AmeriCorps program, LFDEF, Inc. designed a summer “YouthBuild” model, building new homes with Habitat for Humanity. The success of this venture, the great need for job training programs for at-risk youth as well as the need to increase home ownership for low-income families, led to a successful application to Housing Urban Development (HUD) to become YouthBuild-Lawrence. These programs rebuild and revitalize both young lives and neighborhoods. Annually, YouthBuild-Lawrence and AmeriCorps members earn a GED, provide hundreds of hours of service to non-profits throughout the community and build new homes in Lawrence—restoring blighted properties and neighborhoods to the local tax base and “new futures” to families.

New Americans: Understanding the needs of earlier family participants in our ALDP and PMP programs for the attainment of U.S. citizenship, LFDEF, Inc. then applied for new funding from the Massachusetts Office for Refugees and Immigrants and the New Americans Fund at the Boston Foundation. In collaboration with the Massachusetts Immigrants and Refugees Association (MIRA), the necessary training for volunteer facilitators from the Parent Mobilization Project became citizenship educators...assisting hundreds of immigrants to attain U.S. citizenship. Without facilities, classes were held in the public library, Adelante Youth Center, civic clubs and churches throughout the community. Today a beautifully-restored former convent at 404 Haverhill Street is the site of the Maria del Pilar Quintana Family Center, named for a great community leader and the first LFDEF, Inc. Board of Director’s Treasurer, provides ESL classes and citizenship preparation for hundreds of local residents as well as computer classes and ongoing support for families.

Independent Public Education: Committed to Academic Achievement for Every Child

The 1993 Education Reform Act in Massachusetts sought to bring equity to the financing of education for all children. It supported new ideas that reduced the gap in achievement between children in wealthier communities and those living in poverty. The great majority of children living in poverty were children of ethnic minority parents living in urban communities with an insufficient tax base to support many of the identified components of “better schools.” Along with establishing a foundation rate of state-mandated funding for public education, Massachusetts included the licensing of state-funded charter schools as an essential piece of education reform.
Parent members of our Parent Mobilization Project (PMP) were one of the focus groups for legislators writing
this new charter school legislation. Their articulate and passionate response to the questions of what parents
wanted for their children helped inform political leaders across the Commonwealth that parent involvement
and parent leadership in new schools could help raise the bar, particularly in urban communities. Upon
passage of the Education Reform Act and the call for charter schools, members of the Lawrence Family
Development and Education Fund, Inc.’s PMP knew this was a historic movement and asked that LFDEF,
Inc. apply for a charter school that would offer their children a real path to the American dream, would value
their language and heritage and would include parents in the plan and leadership of the school. Months of
research and writing, scores of community meetings and hundreds of parent signatures culminated into a
successful application for the Lawrence Family Development Charter School, one of the first in a group of
fifteen public charter schools in Massachusetts to open in September 1995.

Today, Lawrence Family Development Charter School (LFDCS) enrolls 678 children from early
Kindergarten through grade eight. With small classes (15-20), dual-language proficiency, attention to
data and high academic achievement and a commitment to excellence at all levels, LFDCS continues to
raise scores on standardized testing with students outperforming the local districts and significantly
outperforming students with similar demographic profiles across the Commonwealth. LFDCS is led by a
team of qualified, credentialed educators and a Board comprised of LFDCS parents, and LFDEF, Inc.
Board Members. LFDCS graduates the majority of its students to private-independent and religious-
operated rigorous secondary schools, which helps to ensure a path to higher education and a positive,
successful future.

As Lawrence Family Development Charter School (LFDCS) grew to become a school district and by Spring
2012 and 2013 with highly successful MCAS test scores, it placed in the top 10% of public schools in the
Commonwealth of Massachusetts for adequate yearly progress and its strong performance as a Level 1 School
brought it additional notoriety. Due to the high standards at the School, LFDCS hit the State
expectations for MCAS performance and then opened an Academy of Early Academic Preparation. After
that, LFDEF began discussions with the Lawrence Public Schools (LPS) on ways in which our
experienced educators and RTI/ESL services might be disseminated in early childhood education for
School Year 2014-15. This led to a 2014 application by the Lawrence Family Development and Education
Fund, Inc., which is the Charter School’s Management Organization, to use the Charter School’s best
practices and become an approved Preferred Provider/Turnaround Operator for Massachusetts school
districts in need of targeted assistance. Beginning in September 2014, the first two-year contract with the
Lawrence Public Schools will open a demonstration project called Lawrence Family Public Academy. This
project involves LFDCS’ sharing of staff members, including the Academy’s former Head of School and
two teachers, who will be assigned to this project. Their task will be to provide targeted assistance to LPS
with teacher preparation, academic skills, language acquisition and social advancement of young
children.

LFDEF, Inc. Board Leadership and Commitment to students: “Reach for the Stars”
In 2007, at the retirement of the founding school leader, the board established a scholarship endowment
fund with a plan to raise one million dollars over ten years to ensure that promising graduates had the
necessary financial assistance to meet the tuition gap between parent contribution and financial awards
of rigorous secondary schools. The PFK Scholarship Committee leads an annual fundraiser to build the
endowment, along with approving policies to transfer significant fundraising dollars to the endowment.
**Our Heritage (continued)**

*Facilities: Providing the Places and Spaces where our programs “strengthen families and build community through education”*

In 1995 two local donor gifts helped LFDEF, Inc. gain assets and momentum to create the initial cornerstone facilities of our learning community. With assistance from R. Kingman and Dean Webster, the original H. K. Webster, site of Blue Seal Feeds on West Street, was donated to LFDEF, Inc. to house the newly-approved charter school. Later that year, the estate of Oscar Hoehn, a local builder, donated the historic Orange Wheeler House to the YouthBuild-Lawrence program. Board members and local foundations helped to raise the funds necessary to transform these properties for their new use. Both properties, redesigned by architect Gary Wolf of Boston, won architectural awards and recognition for preservation and use of historic properties from the Massachusetts Historic Commission and Lawrence’s Immigrant City Archives.

In the decade and a half since LFDEF, Inc.’s beginning, the board has supported new construction at the Charter School’s Lower School site and a seven million dollar purchase and rebuild of the former St. Anne’s School and convent on Haverhill Street. Opening in 2006, this site houses the Upper School (grades 5-8) of LFDCS and the Maria del Pilar Quintana Family Center for adult education classes. In order to accommodate the charter school expansion amendment of 2011 (an increase of 20 students per year over 10 years) LFDEF, Inc. opened, in August, 2012 (under a lease agreement) the Academy of Early Academic Preparation for K-1, K-2 and Grade 1 at 10 Railroad Street for use by its Charter School.

Today, facility assets are valued at $12.5 million, which is a testimony to the commitment and leadership of the board and administration. This outcome ensures stable, safe, welcoming structures that foster LFDEF, Inc.’s mission and revitalizes its neighborhoods.
YouthBuild Lawrence

YouthBuild Lawrence is in its twentieth year of operation assisting young people complete their education and achieve economic self-sufficiency through empowerment and leadership skills, vocational training, career development, support services, post-secondary education and/or job placement in meaningful employment. Over the past year, YouthBuild-Lawrence transformed sixty-eight “high-risk” youth into “high-potential” young adults, as well as changed how YouthBuild-Lawrence delivers services to young people. Sixty-eight youth represent Cycles 18 and 19, which is the number of youth to be served under the current YouthBuild-Lawrence’s $1.1 million U.S. Department of Labor (DOL) contract. YouthBuild-Lawrence has experienced a tremendous year of growth with the development and implementation of DOL policies and procedures and a new YouthBuild-Lawrence program design. The new design embodies many elements that were incorporated into the proposed 2012 YouthBuild Academy Charter School (YBACS) application that was submitted to the Massachusetts Department of Elementary & Secondary Education (ESE). Although, the YBACS application regretfully was not recommended for chartering, its spirit and rigor is the underlying philosophy being implemented today at YouthBuild-Lawrence.

The transformation of the program design is credited to the dedicated and talented YouthBuild-Lawrence staff that consulted and acquired ideas from the students. Collectively and collaboratively, the staff worked many hours to develop and implement a design model that encourages a holistic and positive community and sets high expectations and accountability in a culture where students and staff can realize their potential. The model includes a well-rounded cross-discipline project-based learning curriculum that incorporates: core academic courses, leadership (Power Source & Urban Survival Laws), community service, career development, construction, entrepreneurship, social justice, financial responsibility, Restorative Practices, “Service Thursdays” and digital literacy. Simultaneously, the staff developed and implemented rubrics and assessment tools such as the Student Academic Achievement Plan, e-Portfolio and the Personal Success Blueprint.

Career Series & Service Learning Thursdays
This year, YouthBuild-Lawrence developed a new component of the career development curriculum which is called the “Career Series.” The series allows students to explore multiple career pathways. Career Series is a method of introducing students to various occupations within a given industry. This approach incorporates hands-on and diversified learning modalities, an introduction to industry and associated career pathways through guest speakers, industry tours, research/service projects, job shadowing, internships and post-secondary education exploration. Through this series, students are introduced to the following critical and emerging industries: Health/Human Services (Quarter 1), Information Technology (Quarter 2), Manufacturing/Construction (Quarter 3) and Hospitality, Culinary Arts and Travel & Tourism (Quarter 4). Simultaneously, YouthBuild-Lawrence integrated career curriculum while complementing YouthBuild-Lawrence’s service learning model has adopted “Service Learning Thursdays” (SLT).
YouthBuild-Lawrence (continued)

This hands-on opportunity affords students chances to explore, practice, and master work readiness skills while performing community service. Service learning prepares students with employability skills (team work, facilitation, peer supervision, project planning and cooperation) with community stakeholders. YouthBuild-Lawrence has experienced impact with Service Learning Thursdays. For example, at Windrush Farm in North Andover, which is a licensed therapeutic equine facility providing treatment to its clients, improves their personal, psychological and physical abilities, has benefited YouthBuild’s students service learning experiences. This community service venue provides YouthBuild-Lawrence students weekly opportunities to explore careers in Human Services, Animal Sciences, and Facilities Management/Building Trades. Through their job duties at Windrush Farm, the students develop valuable work readiness skills. The students’ progress is evaluated through Massachusetts Work-Based Learning Plans to assess work readiness gains. Specific job titles that are available to students serving at Windrush include: Side Walker (responsible for the safety of clients, responsible for effectively encouraging and communicating with clients), Horse Handler (responsible for the health/cleanliness of horse, also safe application of equipment), and Barn Maintenance (responsible for maintaining a clean environment, responsible for repair). The specific skills associated with the above job titles include: communication skills (verbal and non-verbal), accepting criticism, time management, occupational safety, problem solving, following directions and planning. As a result of this partnership, YouthBuild-Lawrence’s students gained an adult mentoring experience through a positive working relationship with Windrush Farm’s Facilities Manager and staff. Also, because each student demonstrates professionalism and work ethic, the Windrush Farm’s Volunteer Coordinator writes letters of recommendation for participating students.

Construction

Consistent with YouthBuild-Lawrence’s new program model, the construction team designed and constructed four training stations consisting of: a roof section for siding and shingle exercises, a full size wall framing display, a fastener display and a scale model wall framing display. The team introduced additional academic and career path areas related to construction including: reading of blueprints, layout and design, energy star standards, landscaping, demolition, painting, trim work, interior and exterior finishing, small home repairs and drafting of job estimations. Furthermore, students receive OSHA 10-hour, HBI Pre-Apprentice Construction Training (PACT) and National Center for Construction Education & Resources (NCCER) trainings. Additionally, YouthBuild students who are 18 years or older and Lawrence residents are eligible to receive training to obtain a Massachusetts De-Leading License funded in part by the City of Lawrence through the Department of US Housing & Urban Development (HUD) and managed through the City of Lawrence Office of Community Development (OCD).
Concurrently, students practice newly attained construction skills and demonstrate mastery of core competencies while constructing a new four bedroom residential home located at 165 West Street. Thus far, the construction team has completed 100% interior rough framing, 70% exterior framing, rough framed front and rear porch doors and completed roof shingles and soffit and fascia boards. Lawrence Family Development & Education Fund, Inc. accepted an offer and entered into a Purchase & Sales Agreement for 189 West Street in the amount of $189,000.

On April 1, 2014, YouthBuild-Lawrence received recognition from Mayor Daniel Rivera on the Mayors’ Day of Recognition for National Service. Mayor Rivera honored YouthBuild-Lawrence AmeriCorps members as valuable community assets for their efforts combatting poverty and homelessness by developing underutilized city-owned vacant lots, constructing affordable housing and completing countless hours of community service. Also in April 2014, YouthBuild-Lawrence was invited to participate in the Furniture Trust Eco-Challenge. The Eco-Challenge is a design/build competition sponsored by The Furniture Trust that supplies used and discarded corporate office furniture to various non-profit organizations to be transformed, re-used or re-purposed in a creative and environmentally sensitive way. On April 10th Team YouthBuild-Lawrence presented its entry to a jury including architects, carpenters, project managers and other construction related professionals in Boston, MA. YBL took the trophy and $1,000 prize money for “The Most Creative Product” of the show.

AmeriCorps
YouthBuild-Lawrence affords its young people the opportunity to develop self-esteem and clarify their values on which to build a successful and industrious life through civic engagement and community service opportunities. For the past eleven years, YouthBuild-Lawrence has been an AmeriCorps members’ host site to approximately 350 AmeriCorps members who have collectively participated in over 200,000 hours of community service. YouthBuild-Lawrence AmeriCorps members annually participate in national service days to benefit the City of Lawrence such as: 9/11 Remembrance Day,
Spicket River Clean-Up, Make A Difference Day, Martin Luther King Day, AmeriCorps Week, Arbor/Earth Day, Global Youth Day/Comcast Cares Day, Youth Recognition Day and National Night Out. YouthBuild-Lawrence AmeriCorps members have established community service partnerships including: Essex Art Center, Lawrence Heritage State Park, Lawrence Senior Center, New England Veteran’s Liberty House, Bread & Roses Labor Day Heritage Festival, Lawrence Family Development Charter School, Foster Kids of the Merrimack Valley, Lawrence History Center, Habitat for Humanity, MSPCA/Nevis Farm Project, Daybreak Shelter, Lazarus House, Groundwork Lawrence, Lawrence Methuen Community Coalition, Windrush Farm, General Donovan Neighborhood Association, South Lawrence East School, 180 Shoppe & Café and the Carpenters Local 7 and the New England Carpenters Training Center (NECTC) in a community- labor partnership on the Stone Soup Project.

**Partnerships**

YouthBuild-Lawrence maintains ongoing positive relationships with current partners and actively strives to cultivate new partnerships. YouthBuild-Lawrence staff, students, graduates and partners have expanded their networks providing exposure in the following areas: academic and soft skills development, counseling, career pathways, post-secondary education, industry-recognized licensures, apprenticeships, internships and employment opportunities for participants while enrolled in YouthBuild and as they transition upon completion of the program cycle. YouthBuild-Lawrence and the Charles Hope Companies launched the “Internship-to-Hire Opportunity.” Through this program, a YouthBuild-Lawrence graduate was placed at the Charles Hope Companies as an intern. The purpose of the “Internship-to-Hire Opportunity” is to offer an alternative hiring method to local businesses. This program lowers the hiring risk to employers and provides a company the ability to evaluate a job applicant prior to committing to hire. The “Internship-to-Hire Opportunity” is advantageous to the YouthBuild graduates because they are provided with the opportunity to prove themselves to potential employers. The goal of the program is to develop a win-win partnership where both parties’ needs are being met. This model also received national recognition by the U.S. Department of Labor, and YouthBuild-Lawrence staff members were invited to present the model as a “Best Practice” at the DOL Regional Peer-to-Peer Conference in Boston, MA.

YouthBuild-Lawrence established and maintains several new partnerships with post-secondary and certificate-credentialing institutes. YouthBuild-Lawrence students met with representatives and/or visited United Technical Institute (UTI), Lawrence Training School (LTS), Northern Essex Community College (NECC), Electrology Institute of New England (EINE), Middlesex Community College (MCC), Cambridge College and U-MASS, Job Corps, Plumbers and Gas Fitters Local 12 Training Center in Boston, MA, Greater Lowell Technical School Graphic Communications Department and AmeriCorps NCCC (National Civilian Community Corps).
YouthBuild-Lawrence (continued)

Additionally, to ensure that participants are able to afford post-secondary training, YouthBuild-Lawrence staff offers participants assistance with identifying federal loan approved institutions and filling out the Free Application Federal Student Aid (FAFSA).

As part of YouthBuild-Lawrence’s career development component, participants are required to research several career pathways and participate in at least one Job Shadow Day. Once students identify and research a career they want to pursue, they are matched up with a professional to spend a day shadowing at their place of employment. During this process, students are able to practice communication, listening, personal presentation and interviewing skills. The following businesses provided participants the opportunity to job shadow: Polartech, Lawrence Fire Department, Smith Motors, MAACO, Andover Veterinarian Hospital, Butcher Boy and RM Technologies. YouthBuild-Lawrence staff develops new employer/agency partnerships. YBL was invited and attended the Merrimack Valley Central Labor Council Meeting and was given the opportunity to discuss the YB program and network with numerous potential employment prospects. Other business partnerships that were developed include Enviro staffing, RM Technologies, Polartech, ValleyWorks Career Center and Lawrence Staffing Agency. These partners offer various opportunities to YB participants regarding post-graduation job placements.

In the area of other services, YouthBuild-Lawrence with Blue Skies Wellness, Inc., signed a Memorandum of Understanding (MOU) with YouthBuild-Lawrence. Blue Skies Wellness is a 501(c)3 non-profit bullying prevention agency that is committed to ending school violence, specifically bullying, by providing a myriad of services to victims, families of victims, aggressors, school systems, youth-based recreational clubs, and other agencies. Blue Skies Wellness services include consulting, referring, educating, advocating, supporting, providing training, and tracking the progress of our efforts. Blue Skies Wellness provides onsite counseling, life coaching and mentoring to YouthBuild participants in conjunction with the YouthBuild-Lawrence staff team. Greater Lawrence Vocational Technical High School (GLVT) invited YouthBuild-Lawrence to be a partner in their grant application to the Massachusetts Clean Energy Center (MassCEC) created by the Green Jobs Act of 2008. MassCEC is dedicated to accelerating the success of clean energy technologies, companies and projects in the Commonwealth—while creating high-quality jobs and long-term economic growth for the people of Massachusetts. If successful, GLVT will use the grant funding to develop a Solar Photovoltaic Summer Pilot Program. The program will allow four YouthBuild-Lawrence students the opportunity to obtain professional development and vocational training in the installation of photovoltaic panels on three types of venues: 1) residential slanted roof, 2) commercial or institutional flat roof, and 3) solar farm ground array. Sovereign Bank also provided three 1.5 hour workshops to all YBL students and covered the following subject matter: basic banking, understanding credit, financial budgeting and opening a bank account and opened several no fee accounts for interested participants.

Professional Staff Development
YouthBuild-Lawrence will continue to accomplish its objectives through classroom teachings, career counseling, leadership development and construction training as outlined in our DOL contract. To ensure effective program development and success, YouthBuild-Lawrence staff were required to participate in the following professional development opportunities: a 3-day YouthBuild YB USA Instructional Leadership Institute, Massachusetts YouthBuild Coalition Learning Academies, a MA Workforce Alliance Conference, a Walmart grant-funded Regional Pathways to Credentials and Careers staff development, YouthBuild-Lawrence Black-Out Fridays, allowing staff project based curriculum
YouthBuild-Lawrence (continued)

development and teambuilding, YouthBuild Community of Practice DOL webinars and trainings including: Program Planning and Comprehensive Response to New High School Equivalency Test, Implementing a Career Pathway Approach, Construction Certification Training HBI PACT, NCCER, MIS Training, Planning for Placement, Guidance on Allowable Construction Credential and Transition, 3rd Year Transition and Follow-up and a DOL YouthBuild Peer-to-Peer Training in Boston, June 11-12, 2014.

Student Outcomes from DOL Project
On December 19, 2013, YouthBuild-Lawrence graduated 25 young people from Cycle 18, DOL Cohort I out of 35 youth enrolled. Sixteen students earned a GED, twenty-five students received HBI Pre-Apprentice Construction Training (PACT) certification, 23 students showed an educational functional level gain in numeracy/literacy, 7 students received a Massachusetts De-Leading state license, 8 graduates obtained full-time unsubsidized employment, 2 graduates obtained subsidized employment, 3 graduates are pursuing post-secondary education or certified credentialing and there was zero recidivism. On March 3, 2014, YouthBuild-Lawrence enrolled 33 young people to conclude DOL enrollment under the current grant. At this time, 13 students are scheduled to take the HiSET and another 10 students are ready to register, 20 students showed an educational functional level gain in numeracy/literacy and 7 students received a Massachusetts De-Leading state license. Simultaneously, all students are working toward the HBI PACT certification, career development and community service hours. Cycle 19 graduation is scheduled for December 18th.

Post-Graduation Progress
YouthBuild-Lawrence is committed to assisting graduates and participants to meet individual needs to achieve program and personal goals related to DOL positive outcomes. YouthBuild-Lawrence’s career development and post-graduate service department is implementing new policies and procedures and develops a post-graduation transition plan with each student that is consistent with DOL contract obligations. YouthBuild-Lawrence maintains consistent follow-up services to graduates via in-person, phone, texts and email. Participants received one-on-one job search assistance, information regarding job fairs, opportunities to participate in subsidized employment and post-secondary information. Participants also received coaching regarding job retention.

Significant Academic Change
In December 2013, the Massachusetts Department of Elementary & Secondary Education (ESE) adopted the HiSET as the new Massachusetts official equivalence high school diploma exam. Because the HiSET is new to ESE and Adult Basic Education (ABE) providers, it is unclear what, if any, effect the HiSET exam will have on the projected YBL academic performance.
**Lawrence Family Development Charter School**

**Strategic Planning**
FY’2013-14 was Lawrence Family Development Charter School’s (LFDCS) nineteenth year operating as a Commonwealth public charter school. This year centered on **Strategic Planning** as the Charter School prepared for a re-chartering submission, established goals and priorities for 2014-2020 and actively sought opportunities to disseminate best practices as a Level 1 public school district. The goals from Strategic Planning committed to: maintaining our focus on mission and pledge to family engagement, measuring the academic performance of our students, and strengthening our administrative infrastructure by carefully monitoring growth and financial resources. LFDCS analyzed its staffing needs, did succession planning, hosted professional development sessions and expanded external partnerships for interdisciplinary instructional practices in science, technology, engineering and math. As LFDCS now transitions from Massachusetts Curriculum Frameworks to the national Common Core standards, it will continue to demonstrate strong student performance with responsive support services for all students.

**The Conditions for School Effectiveness**
This year as LFDCS did planning and preparation of the re-chartering document, it considered **The Conditions for School Effectiveness (CSEs)** which articulate what schools need to have in place to educate students. The Conditions for School Effectiveness was voted into regulation by the Massachusetts Board of Elementary and Secondary Education in 2010. These now become the “scorecard” as LFDCS assesses plans and builds upon a strong performance as one out of fifteen of the first Massachusetts public charter schools. As the Strategic Planning process was executed by the Lawrence Family Development and Education Fund, Inc., which is the Management Organization for the Charter School, a keen focus was on the Charter School’s strength with community and parent engagement, RTI instructional techniques, student progress-monitoring and success with English language learners. The Conditions for School Effectiveness mandates the strategic use of resources and adequate budget authority, so LFDCS critically assessed opportunities and challenges with financial resources and systems. Lawrence Family Development Charter School also celebrated its success as a Commonwealth charter school that was initially chartered and then re-chartered three times (a total of four charters). To complement Strategic Planning LFDEF, Inc. engaged with a consultant to assist with five-year budget planning. The school also benefitted from generous donations of equipment and furniture from The Furniture Trust to refurbish segments of its campuses at no cost.

**Preferred Provider/Turnaround Operator**
As part of the planning process and in the year following the opening of the Academy of Early Academic Preparation, Lawrence Family Development Charter School began discussions with the Lawrence Public Schools (LPS) on ways in which our experienced educators and ESL services might be disseminated. This led to an application by the Charter School’s Management Organization, Lawrence Family Development and Education Fund, Inc., to become an approved **Preferred Provider/Turnaround Operator** for Massachusetts school districts in need of targeted assistance. Beginning in September 2014, the first two-year contract with the Lawrence Public Schools will open a demonstration project called **Lawrence Family Public Academy**. This project will involve LFDCS’ sharing of staff members, including the Academy’s former Head of School and two teachers who will be assigned to this project. Their task will be to provide targeted assistance to LPS with teacher preparation, academic skills, language acquisition and social advancement of young children.
Effective School Leadership/Principal’s Staffing Authority
In FY’2013-14, the Charter School’s Founder, who served these past two-years as Principal, continued to demonstrate the power of partnerships with parents and with the community. Ms. Patricia Karl (now retired) led the School’s growing student population (657 for SY’14) as we once again celebrated recognition of LFDCS as a Level One School for MCAS achievement. To prepare for the Principal’s replacement for July 2014, a Search Committee spent almost one year recruiting, screening and selecting the new K-8 Principal. The new principal, Dr. Susan Earabino, who hails from the Lawrence Public Schools, will be charged with: LDFCS’ continued and planned expansion, supporting a new Head of School of the Academy for Early Academy Preparation, expanding efforts in the area of Teaching with Technology, leading full adoption of the Common Core standards and expanding STEM efforts. She will also work on supporting and expanding the beyond-the-school-day and high school transition programs, and defining with the Head of Science the curriculum and potential of the Lawrence Family Development Charter School’s STEM Center which encompasses new projects in science and nutrition. In addition to these staff changes and appointments of several new teachers, the Superintendent in the Summer of 2013 appointed Dr. Judith Marley as Director of Special Projects and New Initiatives. She is charged with more deliberately bridging grant projects between the Superintendent’s Office and the instructional areas. Also appointed this year was a new Special Education Director, Ms. Janis Brodeur, who was selected from the LFDCS faculty.

Alignment of curriculum/Effective instruction /Student assessment/Tiered instruction and adequate learning time
LFDCS expanded its Response to Intervention (RTI) model this year and appointed two teachers to Co-Chair all instructional interventions. For RTI support, LFDCS once again hosted Saturday Academy which provided twelve weeks of small group instruction in ELA, Math and Science for all Tier III students in grades 3-8. These interventions reduced Tier III students to less than 3.8% of the School’s total enrollment for the GMADE and 4.7% of the School’s total enrollment for the GRADE. LFDCS expanded the goals and number of students served in Summer Academy by providing a Summer Enrichment component integrating ELA, Math and Science. As confirmed in test score levels, all curriculum alignment, assessment and instruction were carefully planned, with curriculum content approved by the Curriculum Committee and monitored through the School’s extensive Teacher Induction &Mentoring Programs.

Professional development and structures for collaboration
This year LFDCS’ teachers grew in effectiveness through in-house sponsored professional development sessions, reflection on professional readings, teacher-led workshops and tuition reimbursement for pursuit of advanced degrees. Teachers gathered this year for reflection and sharing on monthly Book Talk sessions which next year will move to a focus on Personalized Learning and Teaching with Technology. The school year began with Teachers21 providing training for all teachers on assembly of a plan to meet the requirements of the Massachusetts New Teacher Evaluation System. The Charter School also hosted specialized training on the Woodcock Johnson Assessments, did sessions to build capacity assessing social skills development and offered onsite Sheltered English Immersion (SEI) training to assist our teachers to earn the Sheltered English Immersion endorsement in which twenty-three (23) LFDCS staff members successfully completed. LFDCS continued its stellar work with higher education community partners who brought additional learning and enrichment opportunities to our students while supporting growth and achievement. Our partners include: Phillips Academy, Andover, Pingree School and The Governor’s Academy (for summer enrichment and readiness for high school admissions) and
extensive partnerships in the sciences (NECC, University of Massachusetts-Lowell, Museum of Science) and outdoor environmental exploration (Quarrybrook Learning Center). Its partnership with Converse allowed eighth graders to work with engineers designing possible prototypes of new sneaker designs for Converse’s consideration.

Lawrence Family Development Charter School also launched new efforts in engineering with the Boston Society of Civil Engineers, the Metro North Regional Employment Board and the Merrimack Valley Workforce Investment Board. Lastly, its excellent engineering and science efforts were affirmed this year when the LFDCS Head of Science, Ms. Stephanie Cross, was awarded the national Discover-E Award for the engineering partnerships and rigor which add to LFDCS’ high standards.

**Effective district systems for school support and intervention and Family/School engagement**

Areas of School and Family Engagement continue as most significant to Lawrence Family Development Charter School’s mission and accomplishments this year. LFDCS added to the current program “Right from the Start” (parent involvement which begins in the early grades) new efforts such as Raised Bed Gardens, “Cooking without Heat” in Summer School, a Summer “Food Fiesta,” Family Movie Night, a play at a local high school, an animated “Food Play” nutrition presentation and Family Math Nights. Many of LFDCS’ eighth graders transitioned to impressive private high schools with supplementary program support from the Cummings Foundation ($100,000 awarded over four years) and the Liberty Mutual Foundation grant ($40,000 awarded over two years) as well as through a record-breaking amount of scholarship dollars raised this year through fundraising from individual donors. LFDCS’ “friend-making” included Good News Breakfasts and Luncheons and After Hours Socials. The Charter School District showcased its best practices at a Legislative Breakfast, did Lawrence Public Schools’ Professional Development events and hosted a day-long conference held for members of the Massachusetts Charter School Association.

As LFDCS closed FY’2013-14, it is with great pride that its maintains its direct impact on its own students as it has for nineteen years as a Commonwealth public charter school and now moves into an additional aspect of its work which is dissemination. Lawrence Family Development Charter School’s past and present efforts show that it not only sustains but also grows its successes.

**Mission and Key Design Elements**

LFDCS, in its 19 years of existence, has maintained the philosophy of its founders through the Key Design elements through which it operates its charter and sets its accountability goals. The mission of Lawrence Family Development Charter School from its founding is: strong families, working in partnership with the school as advocates for academic achievement, will create an environment where every child has the opportunity to acquire the foundation skills and habits of mind that foster life-long learning, citizenship participation and personal fulfillment. The governance structure exemplifies the mission of the school by ensuring that the board make-up consistently has parents involved at every level of the school including its governance structure.
Key design elements for LFDCS are:

1. **Parent Engagement** - Parent are engaged as “advocates for their children” as an essential element of our history.
2. **Dual Language** - LFDCS designs its school with a dual-language mission to respond to the wish of the founding parents that their language and culture would be taught.
3. **Effective Teaching is Key** - LFDCS hires certified teachers in required fields who also hold high expectations for all students. LFDCS supports effective teaching through grade-level planning and school-wide lesson plan templates using standards-based instruction. Instructional delivery is organized in grade-level units and lesson plans which are tiered to meet the needs of all students.
4. **Partnerships** - LFDCS recognizes and utilizes community partners which bring additional learning, enrichment and opportunities to our students, and LFDCS is consistent in inviting partners who support growth and achievement.
5. **Governance and Leadership Structure** - Governance supports the vision and mission of LFDCS. A thirteen-member board, comprised of six members of LFDEF, Inc., the Management Organization, six parent members and the parent chair of the School Site Council (ex officio), meet regularly at monthly board meetings about all aspects of curriculum, programs, student academic growth and any need for new policies.

The key evidence of how LFDCS implemented these design elements was demonstrated in FY’2013-14 by:

- **Parent satisfaction**, cultivated and evaluated through use of annual parent surveys and parent participation at School Site Council and Special Education PAC meetings (evenings) and morning coffees which provide important ways in which parents can be involved with the school.
- **Parents worked in partnership for academic achievement** this past year in new Title Three workshops, an Engineering Celebration, Family Write Nights and the High School and Science Fairs and 100% of parents participated in report card conferences.
- **Parents obtained citizenship attainment and personal fulfillment** and took advantage at no cost to themselves (due to Title One support for fees) ESL and Citizenship classes at the Maria del Pilar Quintana Family Center (over 450 adult learners, including parents, improved literacy skills over the past year).
- **Two teachers were appointment to Co-chair the RTI process to assure foundational skills and fully integrate ESL and Special Education staff into the RTI process**. This interdepartmental effort fine-tuned academic interventions for Tier III students in the Summer and Saturday Academies which provide, beyond-the-school-day, specialized instruction resulting in academic progress for students in grades 1-7.
- **Professional development** for staff this past year assured the foundational skills for students which included Sheltered English Immersion (SEI) endorsement workshops attracting 23 teachers, while Teacher Orientation and Mentoring focused on the new Teacher Evaluation tool and Social Skills support and assessment for young children.
- **Partnerships infused the STEM curriculum**—such as, NECC, Mechanical and Civil Engineering Societies, UMass Lowell, Quarrybrook and the Museum of Science— which further developed applied learning and interdisciplinary practices.
For the past eighteen years, the Maria del Pilar Quintana Family Center (MdPQFC) continues to provide educational services and civic readiness to thousands of immigrants from the city of Lawrence and its surrounding communities. Currently, the Center is assisting well over 500 individuals seeking ESL, Citizenship and Computer Skills classes. Our schedule is designed to accommodate the needs of new and returning students.

The Quintana Center offers assistance with the filing of Immigration forms—such as, but not limited to, N-400, N-600, I-912, I-90, AR-11—for individuals seeking Naturalization process, Green Card renewal, Fee Waivers, and Change of Address. The Quintana Center also schedules appointments for United States Citizenship and Immigration Services (USCIS) using the Info-Pass system for individuals seeking information regarding their filed applications. Other services consist of US Passport and Selective Service applications, translations and referrals to legal counseling.

For FY’2013-14 the Quintana Center registered 513 students seeking to improve their literacy skills as well as their social responsibilities and community engagement. All classes are held Tuesday, Wednesday and Thursday, and the schedule consists of 18 English as a Second Language (ESL) classes ranging from Level I beginner to Level III intermediate. To keep students engaged and motivated, Spelling Bee contests are held twice a year for ESL and citizenship students. Weeks before the event takes place, students gather in clusters practicing their spelling and vocabulary skills with each other. The winners and runner-ups of the contests are given ribbons, medals and certificates for their participation. The MdPQFC offers Basic Computer Skills classes targeting students in need of learning how to use the keyboard, Microsoft Word, Excel and PowerPoint. The students also explore the internet, and Microsoft Outlook. Citizenship classes are held three times a year, incorporating Reading & Writing vocabulary, Civics & US history. Current registration fees for the Quintana Center services are as follows: $75 for ESL and Computer Skills and $50 for Citizenship classes. Registration fees are per class per term. Charter School parents’ registration remained the same this year which is $50 per term per class.

Mr. Roy Davis, USCIS Community Relations Officer, District 1, MA, ME, NH, RI, visits the Quintana Center twice a year and conducts an USCIS training with the students. During his visit, Mr. Davis explains the content of the N-400 and 100 Civic Questions. He also analyzes the USCIS naturalization interview. This visit allows the students to ask questions regarding the “do’s” and “don’ts” of an interview. Also this year, USCIS provided training regarding Supporting Immigrants and Refugees Families and Building and Maintaining a Comprehensive Adult Citizenship Education Program—a free two-day seminar for Adult Educators and Program Administrators.

In March 2014, Ms. Sandra Cepeda, Manager of Center Programs and Ms. Cindy Colón, Office Assistant, participated alongside other agencies at the Wetherbee School Community Fair. Quintana Center class schedules, fliers and CNAP information was provided to the general public with information on how to apply for citizenship of the United States. All information and educational materials gathered at trainings and workshops are shared with the ESL and Citizenship teachers to improve the center’s services. During the year, the staff of the Quintana center participated in many mandated trainings, meetings, and workshops regarding adult education and pathways to citizenship.
Maria del Pilar Quintana Family Center (continued)

After many years of preparation and trainings, an application filed for BIA (Board of Immigration Appeals) was finally approved by EOIR (Executive Office for Immigration Reviews) on July 10, 2013. Full Recognition to LFDEF, Inc. (Lawrence Family Development & Education Fund) and partial Accreditation was granted to Sandra Cepeda, Manager of Family Center Programs.

For the next three years, the Quintana Center Program Manager is considered a qualified non-lawyer who is able to represent aliens on behalf of LFDEF, Inc. which is a recognized organization.

“Recognition” gives a non-profit organization in the United States permission to practice immigration law before either the Department of Homeland Security (DHS) and/or the Executive Office for Review (EOIR), which includes the immigration courts and the BIA.

Throughout the years, the Quintana Center has maintained a strong and positive relationship with the Phillips Academy “Project Voice” program. This group of young students meets once a week for one hour with the ESL and Citizenship students. During that hour, the students are able to engage in simple conversations and review and practice English grammar and civics vocabulary.

This year the City of Lawrence awarded the Quintana Center $10,000 from the CDBG (Community Development Block Grant) program. This award entitled eleven students from the City of Lawrence to participate in classes free of charge. Other sources of funding in FY’2013-14 include the Massachusetts Department of Elementary and Secondary Education Title 1 Program, The Stevens Foundations, Merrimack Valley General Fund and the Clipper Ship Foundation.
On June 12, 2014, the Quintana Center celebrated its 18th Completion Ceremony at the Lawrence Family Development Charter School Gymnasium. Two hundred twenty-nine students graduated from ESL, Citizenship and Computer Skills classes. To celebrate this event, the Quintana Center invited as special guest speakers, Lawrence Family Development and Education Fund, Inc.’s, Executive Director, Mr. Ralph L. Carrero, Massachusetts State Representative, Mr. Frank Moran and two-term Lawrence School Member and Candidate for State Senate, Mr. Pavel Payano. Other guests were, Dr. Judith Marley, Director of New Initiatives and Special Projects and LFDCS Principal, Ms. Patricia Karl (retired June 2014). To show gratitude to students, Ms. Karl thanked students for donating to Mision Joven Dominica Project. Every year, Ms. Karl visits the Dominican Republic and with the donated dollars and school supplies she is able help the poorest towns and neighborhoods build new schools and small houses.

As the Quintana Family Center looks to the next fiscal year, it has over 795 individuals waiting to enter classes. Level 1 ESL (English as a Second Language) classes in the evening reaches capacity and future candidates are placed back on the waiting list. Students in need of immediate placement are referred to other community agencies for more immediate services.
Patricia Foley Karl Scholarship Funds

The PFK Scholarship Funds were established in 2007 upon the retirement of the first Executive Director of LFDEF, Inc. and the LFDCS’ founder. The intent of both the endowment fund and the direct scholarship fund is to support opportunities for LFDCS graduates accepted for admission at private secondary schools.

**PFK Scholarship Endowment Fund**

The year, the PFK Scholarship Endowment Fund raised $9,868, which was a strong performance as compared to the year before, where no contributions were collected. The Endowment Fund is invested at Essex County Community Foundation (ECCF) where contributions and investments help it to grow annually with an initial goal of raising in ten years $1,000,000. During the past year, the fund grew to $297,005.13 through June 30, 2014. The PFK Scholarship Committee recognized that establishing an endowment would provide for future generations of students. LFDCS has a sizable percentage of each current graduating class earning acceptances at private independent and private religious-based schools where the gap in financial aid to tuition was too great for parents. It became evident that we needed to raise scholarship dollars for today as well as for tomorrow.

**PFK Direct Scholarship Fund**

The PFK Direct Scholarship Fund raised scholarship dollars for the graduating Class of 2014 in many different ways—among them the School Site Council sold raffle tickets for a hand-made picnic table and sponsored a Yankee Candle fundraiser which earned $16,793. During the past year the Parent Liaison took the leadership role for these efforts and the Frank Eccles Scholarship fund (student contributions on sports jersey days/jeans days). With great fan interest in area teams—Red Sox, Patriots, Celtics and Bruins—these days were fun and helped raise a total of $7,355.

Holiday donations added $6,375 to this year’s total, and the “Meet Our Scholars…Who Reach for the Stars” annual fundraiser brought into the scholarship fund $40,004. This event, held under the tent at The Lanam Club in Andover and co-chaired by LFDEF, Inc. board members, Pati Fernandez and Kretcha Roldan, drew 130 guests to a festive event on a perfect May evening. The event sought sponsors to help underwrite the cost of the evening and create broader awareness in the business community. Conlon Products, Juliet and Fred Nagle, RM Technologies, Shaheen Brothers, Paul and Anna Grace Holloway and a number of small local businesses helped make event sponsorship a success. Students from the Class of 2014 were on hand to greet guests, as student speakers shared their stories of academic success and perseverance. This preceded bidding on more than 40 silent and live auction items.

New scholarships were created in the past year by individual donors who contributed significantly large gifts totaling $35,500.

The year-long work of the scholarship committee is celebrated each graduation. This year’s very successful Class of 2014 earned approximately $1.3 million (four year totals) of financial aid and scholarships.
3rd Annual
Meet Our Scholars . . .

Who Reach for the Stars

Under the Tent at The Lanam Club
Thursday, May 15, 2014
5:30-7:30 pm
# Financials – Fiscal Year 14 Budget (7/1/13 to 6/30/14, unaudited)

## Revenue and Support

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<th>Description</th>
<th>Actual</th>
<th>Budget - Original</th>
<th>Variance - Original</th>
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## Expenditures

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<td><strong>Uniforms</strong></td>
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<td>Budget - Original</td>
<td>Variance - Original</td>
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<td>-------------------</td>
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<td>Total EXPENDITURES</td>
<td>2,571,661.22</td>
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<td>24,338.78</td>
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</tbody>
</table>

TOTAL REVENUE OVER (UNDER) EXPENDITURES
(124,480.90) (24,000.00) (100,480.90)
# Financials – FY15 Budget (7/1/14 to 6/30/15)

## REVENUE AND SUPPORT

<table>
<thead>
<tr>
<th>Revenue</th>
<th>Budget</th>
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<tbody>
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<td>Grant Income</td>
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<td>Participant Fees</td>
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<td>Contributions</td>
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<td>Management Fees</td>
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<td>Rental Income</td>
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<td><strong>Total Revenue</strong></td>
<td><strong>2,238,154</strong></td>
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## EXPENDITURES

<table>
<thead>
<tr>
<th>Expenses</th>
<th>Budget</th>
</tr>
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<tbody>
<tr>
<td>Salaries and Wages-Staff</td>
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<tr>
<td>Salaries and Wages-Part.</td>
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<tr>
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<tr>
<td>HP Medical Ins.-Staff</td>
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<tr>
<td>Delta Dental Ins-Staff</td>
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<td>Disability/Life Ins.-Staff</td>
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<tr>
<td>Pension Plan Expense-Staff</td>
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<tr>
<td>Stipends Expense</td>
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<tr>
<td>Contracted Services</td>
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<td>Secretarial Services</td>
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<td>Security Services</td>
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<tr>
<td>Training and Development-Staff</td>
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<tr>
<td>Training and Dev.-Part.</td>
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<td>Travel and Mileage</td>
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<td>Food and Lodging</td>
<td>22,000</td>
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<tr>
<td>Dues, Subscriptions and Books</td>
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<tr>
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<tr>
<td>Other Supplies and Equipment</td>
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</tr>
<tr>
<td>Postage</td>
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<tr>
<td>Expense</td>
<td>Budget</td>
</tr>
<tr>
<td>---------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>Board and Meeting Expenses</td>
<td>2,000</td>
</tr>
<tr>
<td>Advertising</td>
<td>3,500</td>
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<tr>
<td>Bank/Investment Charges</td>
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<tr>
<td>Telephone and Fax Expense</td>
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<tr>
<td>Utilities Expense</td>
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<tr>
<td>Rent/Service Fees Expense</td>
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<td>Insurance</td>
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<td>Computer Supplies and Maint.</td>
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<td>Building Supplies and Maintenance</td>
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<td>Fuel</td>
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<tr>
<td>Vehicle Repair and Maintenance</td>
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<tr>
<td>Equipment and Tools</td>
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<td>Accounting Fees</td>
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<td>Legal Fees</td>
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<tr>
<td>Depr. Exp.-Bldg. Improvements</td>
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<td>Depreciation Exp-Furn.&amp; Fixtures</td>
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<tr>
<td>Depreciation Exp-Automobiles</td>
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<td>Interest Expense</td>
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<td><strong>Total Expenses</strong></td>
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<td><strong>SURPLUS/DEFICIT</strong></td>
<td><strong>(149,473)</strong></td>
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# Fundraising Reports

## Lawrence Family Development Charter School

<table>
<thead>
<tr>
<th>FUNDRAISING CATEGORIES</th>
<th>TOTAL RAISED BY CATEGORY IN FY’2013-2014</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Foundation support from</strong> Whole Foods, Essex County Community Foundation - Betty Beland Summer in Greater Lawrence, Cummings Foundation, Liberty Mutual Foundation, Harvard Pilgrim HealthCare Foundation, Merrimack Valley WIB &amp; MetroNorth REB, Bank of America-William Wood Foundation (FY13 award:$75,000 with operating expenses of $35,000 carried into FY14)</td>
<td>$103,600</td>
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<tr>
<td><strong>Fundraising by parents, annual scholarship event and individual donors</strong> (Support from the Fund or to the Charter School)</td>
<td>$106,250</td>
</tr>
<tr>
<td><strong>Fundraising for the Endowment at ECCF</strong></td>
<td>$9,868</td>
</tr>
<tr>
<td><strong>The Furniture Trust recycled office furniture and supplies</strong></td>
<td>$55,000+ for items’ estimated value</td>
</tr>
<tr>
<td><strong>Massachusetts Department of Elementary and Secondary Education – Entitlement Grants</strong></td>
<td>$736,408 ($95,141 carried to FY15)</td>
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</tbody>
</table>

## YouthBuild-Lawrence

<table>
<thead>
<tr>
<th>FUNDRAISING CATEGORIES</th>
<th>TOTAL RAISED BY CATEGORY IN FY’2013-2014</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Foundation support from</strong> AmeriCorps, United Way, Shannon Grant, Walmart Foundation</td>
<td>$172,000</td>
</tr>
<tr>
<td><strong>Department of Labor (DOL) grant award for construction, academic and career awareness</strong> $1.1 million Lawrence (3-year timeline, awarded 2012 - $550,000 for FY’14)</td>
<td>$550,000</td>
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<tr>
<td><strong>Lawrence Community Block Grant (CDBG) for a culinary arts kitchen</strong></td>
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</tr>
<tr>
<td><strong>Massachusetts Department of Elementary and Secondary Education</strong></td>
<td>$190,000</td>
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</table>

## Maria del Pilar Quintana Family Center

<table>
<thead>
<tr>
<th>FUNDRAISING CATEGORIES</th>
<th>TOTAL RAISED BY CATEGORY IN FY’2013-2014</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Foundation support from</strong> Stevens Foundation, Clipper Ship Foundation, Merrimack Valley General Fund</td>
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</tr>
<tr>
<td><strong>Lawrence Community Block Grant (CDBG)</strong></td>
<td>$10,000</td>
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</table>
Contributors (Foundations, Friends, Family Donors)

Rafael Abislaiman  
Alexandra Adams  
Alekel Foundation  
Andover Group Fund  
Andover Inn  
Elizabeth Allen  
The Alma Fund  
Margaret & Frank Anderson  
The Andover Inn  
Apex Computers  
Courtney & Jim  
Archambeault  
Julie & John Ardini  
Julie Bernardin  
Raquel Bauman  
Stephanie & Michael Cole  
Central Catholic High School  
China Blossom  
Christopher Creek Winery  
The City of Lawrence-CDBG  
Conlon Products, Inc.  
Denise & Larry Conlon  
Matt Conlon  
Lisa Conran  
Richard & Maryellen Consoli  
Converse  
Eduardo Crespo  
Stephanie Cross  
Justine & Robert Croteau  
Ethel Cruz  
Tomasa Cruz  
Haydee Cuadrado  
Cummings Foundation  
Stephen Curran  
Zori Davitdovich  
DeJesus Associates  
Brian DePena  
Marcos Devers  
Dalia Diaz & Alberto Suris  
John & Carol Dickson  
Diverse Dimensions Inc.  
Sheila Doherty  
Kathleen Dolan  
Sudha Dharmaraj  
Donnelly's, Inc.  
Linda Douglas  
Helen Eccles  
Isabel Eccles  
Eladio Auto Repair, Inc.  
Elder Services of the MV  
Enriquez Estates Winery  
Mary Espaillat  
Carlos Espedez  
Essex County Comm. Found.  
Jennifer Fanning  
Dr. Wanda Febo-Cuello  
Larry & Kathy Feltz  
Pati Fernandez  
Catherine Foley  
Genevieve Foley  
Vincent & Jeanne Foley  
Joanne Fournier  
Brenda Fuentes  
Kristen Furman  
Patricia Gaj  
David George  
Ira Gold  
Dorothy & Edward Gorrie  
Chris & Martha Grant  
Great NH Restaurants  
Ellen & Michael Guerin  
Rafael Guzman  
Marie & George Habib  
Harvard Pilgrim Health Care  
Heidi Hayes  
Anne Hemmer  
Patricia Hemmer  
Kevin Herlihy  
David Hildt  
Paul & Anna Grace Holloway  
John Housianitis  
Joanny Jaime  
Jackson Lumber & Millwork  
Barbara Jensen  
Jocelyn's Restaurant  
Johnny's Seeds  
Russell & Patricia Karl  
Mark Keane  
Mary Claire Kennedy  
Richard & Dorothy Kenrick  
Krystal Ballroom  
Christine Kuzmitski  
Benjamin & Jane Lacy  
R. C. Lafond Agency  
Fr. Joaquin Lally  
Marc Laplante  
Ted & Connie Lapres Fund  
Valbona Lavdari  
Christine & Bill Lavoie  
Law. Downtown Parking Assoc.  
Lawrence General Hospital  
LFDCS School Site Council  
LFDEF, Inc.  
Alan & Carol LeBovidge  
R. John & Lillian Levesque  
Liberty Mutual Foundation  
LifeTouch  
Susan & Robert Lloyd  
Henry's Pizza  
Susan & Herbert Lynch  
Susan Lyons  
April Lykskowsky  
Mann Estates  
Elizabeth Marley  
Judith & Stephen Marley  
Jeff Marques  
Martin’s Flowers  
Kathy Mason  
MA Dept. of Early Education and Care  
MA Dept. of Elementary and Secondary Education  
James Massman  
Kate McCabe  
Mary McCabe, Esq.  
Daniel McLaughlin  
William McSweeney  
Ana Medina  
Isabel Melendez  
Gladys Mencia  
Mendez Flowerloons  
Merrimack Valley Gen. Fund  
Merrimack Valley Golf Club  
Merrimack Valley WIB  
MetroNorth REB  
General Mills  
Cynthia Mohr  
Gina Moody  
Frank Moran  
Katherine Moran  
Mike Morris  
Marc Moschetto  
Moseley Foundation  
Morris, Rossi & Hayes  
Museum of Science  
Northern Essex Community College  
Notre Dame Cristo Rey High School  
Diane O'Donnell  
Fred & Juliet Nagle  
Michael Nahill  
June Paquette  
Katie Pasciucco  
Jonathan Payson  
Julio Pentino  
People’s United Bank  
Beatrice Perez  
Yokasta Perez  
Phillips Academy-Andover  
Mary Piterak  
Pizza King  
Maureen Pollard  
Prelude  
The Pringle Foundation  
Pro AV Systems  
Richard Purinton  
Pilar Quintana  
Quarrybrook Outdoor Learning  
RM Technologies  
Renaissance Golf Club  
Lou Ricci  
Ricoh  
Peter & Martha Rodrigues  
Kretcha Roldan  
Laurence Rossi  
RPI Apex  
Russell Trust  
Anthony Sapienza  
Kimberly Sapienza  
Saturday Night Limited  
Tony Schumann  
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Sovereign Bank  
Gregory Spurr  
Steams Trust  
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US Dept. of Labor  
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White Street Paint & Wallpaper, Inc.  
Whole Foods Market  
William Wood Foundation  
Sam Williamson  
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YouthBuild-Lawrence  
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LAWRENCE FAMILY DEVELOPMENT & EDUCATION FUND, INC.

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YouthBuild Program Director: Peter Kamberelis
Director of Special Projects & New Initiatives: Judith Marley, EdD
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Coordinator of Career Counseling & Placement: Lisa Coy
Case Manager: Blaine Gann
Program Operations Coordinator: Zulma Liriano
Math & Science Academic Educator: Carl Vogel/ Han Cho
ELA, Social Studies & Writing Academic Educator: William Brown/Dorothy Pirrello, Maggie Coll
Construction Manager: Greg Earl
Construction Supervisor: Domingo Corona
AmeriCorps Program Coordinator: Cathleen Jaffarian
Full Time AmeriCorps Member: Rebecca Lawrence
Teacher Assistant
Full Time AmeriCorps Member: Russell Hodge
Carpentry/Construction Assistant Trainer
Full Time AmeriCorps Member: Myungwoo Lee

MARIA DEL PILAR QUINTANA FAMILY CENTER
Manager, Family Center: Sandy Cepeda
Office Assistant, Family Center: Cindy Colon

LAWRENCE FAMILY DEVELOPMENT CHARTER SCHOOL
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Principal: Patricia F. Karl
Special Education Director: Janis Brodeur
Head of Academy for Early Academic Preparation: Lisa Conran
Head of Lower School: Jennifer Fanning
Head of Upper School/Title 1 Coordinator: Stephanie Cole
Director Food Services: Mary Claire Kennedy
After-School/Summer School Coordinator: David Hildt
Business Manager: Mary Durkin
LAWRENCE FAMILY DEVELOPMENT & EDUCATION FUND, INC.

ADMINISTRATIVE OFFICES:
34 West Street, Lawrence, MA 01841
www.lfdcs.org
Tel: (978) 689-9863 x123 * Fax: (978) 689-8133

ORANGE WHEELER/YOUTH PROGRAMS: (978) 681-0548

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