



## Evaluative Comments

### BENCHMARK 6: BOARD OVERSIGHT AND GOVERNANCE

#### Indicator c:

The board has and continues to have oversight. One way the board ensures oversight is by conducting monthly pre-board meetings with the School Leader meeting more frequently than needed.

#### Please see Artifact 1:

<input type="checkbox"/> ☆ ➤ karen.bhatia	Inbox Accepted: Pre-Board Meeting @ Wed Dec 15, 2021 12:15pm - 1pm (EST) (Connie Lobdell) - Title: Pre-Board Meeting Principal L...	
<input type="checkbox"/> ☆ ➤ natalie.f.thompson	Inbox Accepted: Pre-Board Meeting @ Wed Dec 15, 2021 12:15pm - 1pm (EST) (Connie Lobdell) - Title: Pre-Board Meeting Principal Lobdell is in...	12/10/21
<input type="checkbox"/> ☆ ➤ Calendar	Inbox Conflict: Pre-Board Meeting - Event Pre-Board Meeting conflicts with an already scheduled event Nursery - Pre-K - K Parent Interviews on J...	12/10/21
<input type="checkbox"/> ☆ ➤ me	Invitation: Pre-Board Meeting @ Wed Dec 15, 2021 12:15pm - 1pm (EST) [REDACTED] - Title: Pre-Board Meeting Principal Lobdell is...	12/10/21
<input type="checkbox"/> ☆ ➤ me	Invitation: Pre-Board Meeting @ Wed Dec 15, 2021 12:15pm - 1pm (EST) [REDACTED] - Title: Pre-Board Meeting Principal Lo...	12/10/21
<input type="checkbox"/> ☆ ➤ me	Invitation: Pre-Board Meeting @ Wed Dec 15, 2021 12:15pm - 1pm (EST) [REDACTED] - Title: Pre-Board Meeting Principal L...	12/10/21
<input type="checkbox"/> ☆ ➤ me .. Jason, Natalie 12	Inbox Meet with you - for the pre-board meeting? On Thu, Dec 9, 2021 at 2:08 PM Natalie Thompson [REDACTED] wrote	12/10/21
<input type="checkbox"/> ☆ ➤ Nzingha .. Francesca 13	Inbox Board Meeting Monday, August 23rd - forward the meeting invite. Also I would like for us to block this time as a monthly recurring meeting...	10/15/21
<input type="checkbox"/> ☆ ➤ me	Invitation: Pre-Board Call @ Fri Aug 20, 2021 12:30pm - 1:30pm (EDT) [REDACTED] - Title: Pre-Board Call Principal Lobdell is ...	8/20/21
<input type="checkbox"/> ☆ ➤ me	Invitation: Pre-Board Call @ Fri Aug 20, 2021 12:30pm - 1:30pm (EDT) [REDACTED] - Title: Pre-Board Call Principal Lobdell is inviting ...	8/20/21
<input type="checkbox"/> ☆ ➤ me, Natalie 2	Inbox Invitation: Pre-Board Meeting Call @ Fri Aug 20, 2021 12:30pm - 1:30pm (EDT) [REDACTED] in the meeting invite. ...	8/20/21
<input type="checkbox"/> ☆ ➤ natalie.f.thompson	Inbox Accepted: Pre-Board Meeting Call @ Fri Aug 20, 2021 12:30pm - 1:30pm (EDT) (Connie Lobdell) - Title: Pre-Board Meeting Call When: Fri ...	8/20/21
<input type="checkbox"/> ☆ ➤ Nzingha Ewadi	Inbox Accepted: Pre-Board Meeting Call @ Fri Aug 20, 2021 12:30pm - 1:30pm (EDT) (Connie Lobdell) - Title: Pre-Board Meeting Call When: Fri A...	8/19/21
<input type="checkbox"/> ☆ ➤ me	Invitation: Pre-Board Meeting Call @ Fri Aug 20, 2021 12:30pm - 1:30pm (EDT) (newadi@mothallcs.org) - Title: Pre-Board Meeting Call When: Fri ...	8/19/21
<input type="checkbox"/> ☆ ➤ Nzingha .. Natalie 12	Inbox Board Meeting July 19, 2021 @5:30pm- Onsite - to back meetings until 3pm. Happy to speak with you then. > Let me know. >> Best, > Nat...	7/19/21



## BENCHMARK 7: ORGANIZATIONAL CAPACITY

### 1. Element: School Leadership

**Response to Indicator a:** Special Education Coordinator was hired on November 11, 2021. During the renewal process, she was onboarded approximately 3 weeks after the October 19 and 20 remote site visits.

**Please see Artifact 2:**

11/10/21, 6:55 PM New Hire Confirmation for Tracy Helm-Barrett - klopez@motthallcs.org

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**Subject:** New Hire Confirmation for Tracy Helm-Barrett

 **DoNotReply** <DoNotReply@trinet.com> 12:03 PM (€)  
to Joanna Tsai

You are viewing an attached message. Mott Hall Charter School Mail can't verify the authenticity of attached messages.

 [TriNet Logo](#)

Information was successfully entered for the following Mott Hall Charter School new hire.

Employee Name: Tracy Helm-Barrett  
Employee ID: [REDACTED]  
Hire Date: 11-NOV-21  
Company: Mott Hall Charter School

The new employee's information will be available online on the employee's hire date. If you'd like to review information that was entered for this employee, log in to [TriNet](#). From the **Admin** view, go to **Employees Manage Employees**. Find and select the employee, then click on the following tabs to see related information:

- **Work**—Lists job-related information, such as title, compensation, service date, location, department manager/supervisor's name.

**Response to Indicator c:** Teacher retention rates and dates and meeting the needs of “all subgroups”.

The 8th grade SPED teacher resigned on 9/1/21 due to family concerns. At that point, the Director of SPED (at the time) who is a licensed Special Education teacher was asked by the school leader to support the SPED component of the class while we pursued the hiring process and she declined.

By 9/14/21 we hired a certified teacher who is an RTI specialist. She co-teaches and does SETTS. The school was out of compliance for 17 instructional days before the new hire.

**Please see Artifact 3**

DocuSign Envelope ID: [REDACTED]

**Mott Hall Charter School**

1260 Franklin Avenue  
Bronx, New York 10456

Dear Yanire Montanez,

Sep 14, 2021

I am very pleased to present the following offer of employment.

We are offering you the position of Reading Specialist with Mott Hall Charter School. If you accept our offer, your at-will employment with us will be effective 27-Sep-2021.

As a full-time Reading Specialist, you will report to Connie Lobdell or his or her designee(s). You will receive a welcome email from TriNet on your hire date. Please follow the instructions in the email to complete your onboarding paperwork in the TriNet platform on your first day of work.

**Response to Indicator c: Hiring and Retention:**

2018-2019 was 86%

2019-2020 was 82% (attrition including three non-renewals)

Two teachers were out of state and country and could not return.

One teacher did not want to return due to the rising Covid cases in the Bronx which were the highest of any borough at the time.

In preparation for a possible hybrid schedule for fall 2020, the school hired additional teaching staff to ensure there had sufficient teachers to meet the demands of the shift the pandemic created. We were fully staffed when Covid cases rose and it was evident we would have to pivot to remote learning. The school was proactive in its planning. There were two teachers in every virtual classroom implementing break-out rooms.

**ENL Services & Personnel:Subgroups**

The school **has been in compliance** with its ENL services. We hired an additional ENL teacher for the 2021-2022 school year. We have an ENL provider for each grade level.

Our 6th grade has a self-contained classroom for Social Studies and Science and a push-in for ELA.

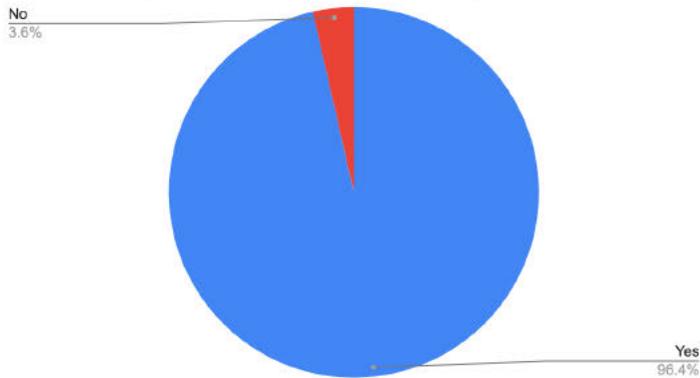
Our 7th grade has a self-contained classroom for Social Studies and ELA and a push-in for math.

Our 8th grade has a push-in for ELA and Science. We exceed our mandated minutes.

Our current Intent to Return survey indicates 96,00 if staff will be returning. A trend that has been consistent under the current School Leader.

**Please see Artifact 4:**

Count of Do you intent to return for school year 2022-2023



**Mandated Counseling:**

Our outside provider was not able to return for the 2021-2022 school year. Due to the difficulty finding another outside agency, our Social Worker was asked to provide mandated services which began on November 15, 2022. In addition in February, the board confirmed another licensed school counselor who is also supporting mandated counseling.

**Please see Artifact 5:**



**Mott Hall Charter School**  
1260 Franklin Avenue  
Bronx, New York 10456

February 7th, 2022

Toya Woods



*Via email*

**RE: OFFER OF EMPLOYMENT**

Dear Toya Woods

I am very pleased to offer you the position of **Licensed School Guidance Counselor** with Mott Hall Charter School (hereinafter, "the School"). If you accept our offer, your at-will employment with the School will be effective pending fingerprint clearance.

As a full-time **Licensed School Counselor**, you will report to Connie Lobdell or their designee(s). On or before your hire date, you will receive a welcome email from TriNet, please follow its instructions to complete your onboarding tasks by the end of your first day of work.

## BENCHMARK 9: ENROLLMENT, RECRUITMENT, AND RETENTION

**Response to indicator a & b:** MHCS is currently at ELLs at 15% compared to the district of location up **+4%** from 2019-2020. The school is trending in the right direction.

## BENCHMARK 10: LEGAL COMPLIANCE:

### **Response to indicator a:**

The school went through a transition when the Director of Operations for 2019-2020 had to leave because she was working out of New Hampshire. Although a transition plan was put in place, due to the many disruptions during the year and lack of access to campus we came across several challenges locating documents and updates on reports that were due. The Annual Report was uploaded to the portal.

The school had been in the process of vetting several potential candidates and was finally able to find our current Director of Operations.

**Please see Artifact 6 & 7**

# Application: Mott Hall Charter School

Suzanne Trice - strice@motthallcs.org  
2020-2021 Annual Report

## Summary

**ID:** 0000000147

**Status:** Annual Report Submission

**Last submitted:** Jul 19 2021 07:57 PM (UTC)

## Entry 1 School Info and Cover Page

Completed - Aug 7 2021

### [Instructions](#)

#### **Required of ALL Charter Schools**

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

## Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2020-2021 school year are not required to complete or submit an annual report this year).

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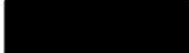


**Mott Hall Charter School**  
1260 Franklin Avenue  
Bronx, New York 10456

January 28<sup>th</sup>, 2022

*Via email*

Yvette Colon



## **RE: OFFER OF EMPLOYMENT**

Dear Yvette Colon,

I am very pleased to offer you the position of **Director of Operations** with Mott Hall Charter School (hereinafter, "the School"). If you accept our offer, your at-will employment with the School will be effective pending fingerprint clearance.

As a full-time **Director of Operations**, you will report to Connie Lobdell or their designee(s). On or before your hire date, you will receive a welcome email from TriNet, please follow its instructions to complete your onboarding tasks by the end of your first day of work.

### **Response to indicator f: Soliciting teacher and staff feedback**

**Please see Artifact 7:**

[Teacher Survey 2019-2020](#)

[Virtual Student Survey 2019-2020](#)

Count of How do you want to return to work Mott Hall Charter School in the fall? \*\*Note if Hybrid: Smaller classes for social...

