Application: Growing Up Green Charter School

Roseanne Byrum - byrum@gugcs.org
Annual Reports

Summary

ID: 0000000067
Status: Annual Report Submission
Last submitted: Oct 30 2020 02:23 PM (EDT)

Entry 1 School Info and Cover Page

Completed Oct 29 2020

Instructions

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

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

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

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

GROWING UP GREEN CHARTER SCHOOL 343000860952

a1. Popular School Name

Growing Up Green Charter chool

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

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

NEW YORK CITY CHANCELLOR OF EDUCATION

c. DISTRICT / CSD OF LOCATION

CSD #30 - QUEENS

d. DATE OF INITIAL CHARTER

1/2009

e. DATE FIRST OPENED FOR INSTRUCTION

9/2009

f. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)

MISSION STATEMENT

The Growing Up Green Charter School empowers children to be conscious, contributing members of their community through a rigorous curriculum and an engaging green culture. Graduates of GUGCS will be prepared to attend high-performing schools where their interdisciplinary academic foundation, knowledge of sustainability, and strong sense of self sets them apart as leaders of the future.

g. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)

KEY DESIGN ELEMENTS (Briefly describe each Key Design Elements (KDE) as presented in the schools approved charter. KDEs are those general aspects of the school that are innovative or unique to the school's mission and goals, are core to the school's overall design, and are critical to its success.

KDE 1	Responsive Classroom and Developmental Design Pr nc ples: Responsive Classroom and its companion social curriculum in the middle school, Developmental Designs, are fundamental and centralizing forces within the school community, and our students and staff are immersed in its tenets during all aspects of the school day. At the core of Respons e Classroom and Developmental Designs are the beliefs that children learn at their best when attention is paid to building their social and emotional competencies. GUGCS' schoolwide Responsive Classroom approach in the elementary school has established the framework for creating an environment that supports our children's social and emotional growth and empowers them to be active participants in their own learning and the learning of their peers. It accomplishes this by creating a classroom and school-wide environment with routines and universal expectations. Developmental Designs structures recognize the need for young adolescents to have autonomy, feel competent, be connected, have a voice, feel

	empowered, have fun, build relationships and feel safe. Just as with Responsive Classroom, our Developmental Designs approach in the middle school involves comprehensive classroom and school-wide practices that integrate social and academic learning.
KDE 2	Mornings Meeting and Circle of Power and Respect: The day begins in both our elementary school and middle school with a community-building tool aligned with the Responsive Classroom and Development Design Principles. These practices result in a safe and inclusive environment with engaged students where teaching and learning are strengthened. In the elementary school, the day begins with a morning meeting in all classrooms. The four components of morning meeting are a greeting, an activity, a share, and news/announcements. Morning meeting is an excellent tool to build community in classrooms, to informally assess skills in student games and activities, and to gauge the emotional state of the class before the academic day begins. In the middle school, students begin the day by engaging in a Circle of Power and Respect (“CPR”) two days per week in each Advisory. This meeting time sets the tone for the rest of the day for each student and the larger community as well. CPR is time for students to build relationships with their advisor and other students. In this community-building period, the Advisory greets each other, shares news, and allows students and teachers to get to know each other better.
KDE 3	Incorporating Green in the chool and Curriculum: Promoting a green culture and an understanding of sustainability are important components of our school’s mission. First and foremost, ‘green’ is a mindset. It is an internalization of a sustainable way of life, one in which community members are responsible for what they consume and the waste produced. It is an awareness of where goods and products come from, with an emphasis on the

	importance of local, organic production. These principles guide the social curriculum of GUGCS. Morning meeting, Circle of Power and Respect, snack, class meetings, school wide functions, Science, ED Time and Social Studies all embody a 'green,' holistic approach to living. There are also physical aspects of GUGCS that are "green." Teachers are well versed and aware of sustainability principles relevant to class discussions. Read-alouds and writing projects often focus on tenants of responsibility within a community. In classrooms, resources and supplies are shared so that students learn empathy and the value of working in groups. Individual needs are stressed, because in order to be a contributing member of a community, students need to first take care of themselves. Students are individually responsible for homework completion nightly, as well as the maintenance of personal reading logs and journals. Work is paramount at GUGCS and for no reason will students be able to leave assignments incomplete or below standard. Green is certainly an environmental mindset, but it is also a greater understanding of self-awareness and of accountability.
KDE 4	Student-Centered and Data-Driven Instruction: GUGCS' approach to instruction is both student-centered and data-driven. We expect teachers to be using assessment and data as part of their lesson planning and instructional process. In its first charter term, GUGCS successfully created a data-driven culture to support our underlying student-centered instructional philosophy. Teachers know that as a school community we view data as a foundation for talking about students' needs in a rigorous way, and that better instructional planning is the goal of incorporating data in our thinking. Our data-driven approach ensures that our student's learning needs are met and that they will ultimately achieve the school's rigorous performance standards.

	While in the elementary school, the workshop model is the primary instructional approach used by teachers, middle school teachers use multiple instructional modalities to deliver lessons based on their assessment of the most effective path toward student understanding. The commonality among all methods is that data is informing how instruction is adjusted and delivered in order to maximize learning. The instructional methodologies that are chosen will engage students in their own learning to the greatest degree. Our instructional methods serve to develop active, independent learners and highly critical thinkers by engaging students in the top levels of thinking in Bloom’s Taxonomy.
KDE 5	Response to Intervention: Since it opened, GUGCS has had a strong Response to Intervention (RtI) process in place. From the start, there has existed a process for teachers to identify struggling students through data and classroom observations and to present a student case-study to a group of colleagues at the Successful tudent Committee (SSC). The GUGCS’ RtI process is upheld by a robust support staff in both the elementary and middle school including learning specialists, intervention teachers, school counselors, a behavior coordinator, and ELL specialists. The RtI process will continue to be an important force in the new charter term to respond to the needs of struggling students.
KDE 6	A Robust Special Education Program: GUGCS has had success in recruiting and retaining students with disabilities and is on par with CSD 30. This is due, in part, to our comprehensive special education program which includes at least one Integrated Co-Teaching Classroom (ICT) on each grade, K through 5th, and one or two ICT classes per subject area (ELA, Math, Science, and Social Studies) in grades 6-8. We also have robust special education staffing model which includes a Director of Support ervices and Intervention in both the elementary and middle school and a Learning Specialist Coordinator in the elementary

	school. There are also 4 learning specialists (certified special education teachers) and a speech and language therapist in the elementary school and 2 learning specialists in the middle school. The Support Services team in each school is supported by social work and counseling staff, including the Behavior and Student Life Coordinator and Dean of Students in the elementary school and a Dean of Students and Behavior at the middle school.
KDE 7	Middle School Advisory: A unique element of our middle school curriculum is Advisory. Every morning, students meet in small cohorts of approximately 15 students to participate in advisory periods. These advisory periods are facilitated by an advisory mentor, who is a member of the GUGCS staff. The advisory mentor's role in a student's academic life is one that specifically builds the kind of trust and adult connection that have been identified as key traits of responsive and high functioning middle schools. The Advisory Periods are an important component of our school mission as we provide emotional and socials skills support in addition to strong academic classes. Advisory periods provide students formal opportunities to focus with the advisory mentor and peers on (1) social and emotional development; (2) character education and leadership and (3) their transition from elementary school to middle school (6th grade) and the transition from middle to high school (7th/8th grades).
KDE 8	(No response)
KDE 9	(No response)
KDE 10	(No response)

Need additional space for variables

No

h. SCHOOL WEB ADDRESS (URL)

www.gugcs.org

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

819

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

800

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

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5, 6, 7, 8

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

No

FACILITIES INFORMATION

m. FACILITIES

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

	Yes, 2 s tes

School Site 1 (Primary)

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	39-27 28th St. Long Island City, NY 11101	(347)642-4306	NYC CSD 30	K-5	No

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Matthew Greenberg	[redacted]		greenberg@gugcs.org
Operational Leader	Massomeh Spahr			spahr@gugcs.org
Compliance Contact	Angela Shih			shih@gugcs.org
Complaint Contact	Aris Colgan			colgan@gugcs.org
DASA Coordinator	Lauren Balterman			balterman@gugcs.org
Phone Contact for After Hours Emergencies	Matthew Greenberg			greenberg@gugcs.org

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

Private Space

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

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

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

Site 1 Certificate of Occupancy (COO)

COO1_3009344700-COO - GUG I ES.pdf

Filename: COO1_3009344700-COO - GUG I ES.pdf **Size:** 208.9 kB

Site 1 Fire Inspection Report

GUG I ES F re Inspection - Annual Report November 2020.pdf

Filename: GUG I ES F re Inspection - Annual Report November 2020.pdf **Size:** 196.7 kB

School Site 2

m2. SCHOOL SITES

Please provide information on Site 2 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 2	36-49 11th St. Long Island City, NY 11101	(347)642-4306	NYC CSD 30	6-8	Yes, 6-8

m2a. Please provide the contact information for Site 2.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Matthew Greenberg	[redacted]		greenberg@gugcs.org
Operational Leader	Massomeh Spahr			spahr@gugcs.org
Compliance Contact	Roseanne Byrum			byrum@gugcs.org
Complaint Contact	Jennifer lutak			slutak@gugcs.org
DASA Coordinator	Lauren Balterman			balterman@gugcs.org
Phone Contact for After Hours Emergencies	Matthew Greenberg			greenberg@gugcs.org

m2b. Is site 2 in public (co-located) space or in private space?

Private Space

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

m2d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 2 if located in private space in NYC or located outside of NYC .

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

Site 2 Certificate of Occupancy (COO)

m2dco_3519131418-COO - GUG I MS.pdf

Filename: m2dco_3519131418-COO - GUG I MS.pdf **Size:** 180.8 kB

Site 2 Fire Inspection Report

GUG I MS F re Inspection.pdf

Filename: GUG I MS F re Inspection.pdf **Size:** 603.0 kB

CHARTER REVISIONS DURING THE 2019-2020 SCHOOL YEAR

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

No

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

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

Yes

ATTESTATION

p. Individual Primarily Responsible for Submitting the Annual Report.

Name	Roseanne Byrum
Position	Assessment Coordinator
Phone/Extension	347-642-4306
Email	byrum@gugcs.org

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

Responses Selected:

Yes

Signature, Head of Charter School

Signature, President of the Board of Trustees

Date

Aug 2 2020

Thank you.

Entry 2 NYS School Report Card

Incomplete Hidden from pplicant

Instructions

SUNY-authorized charter schools only

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

Entry 2 NYS School Report Card Link

GROWING UP GREEN CHARTER SCHOOL 343000860952

NEW YORK STATE REPORT CARD

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

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

(No response)

Entry 3 Progress Toward Goals

Completed Oct 29 2020

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

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

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

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

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

1. ACADEMIC STUDENT PERFORMANCE GOALS

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

2019-20 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Atta nment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable

Academic Goal 1	Throughout the course of the school's next charter term, the school will show progress towards achieving 75 percent of 3rd—8th graders', who have been enrolled at the school on BEDS day for at least two consecutive years, performing at or abo e Le el 3 on the New York State ELA examination.	New York tate Test ng Program	Unable to Assess	N/A
Academic Goal 2	Each year, the school's Aggregate Performance Index on the NYS ELA exam will meet the Annual Measurable Objective set forth in the NYS NCLB accountability system.	New York tate Education Department Report Card	Unable to Assess	N/A
Academic Goal 3	Each year, 75% of all students (Grades 1-8) who were enrolled at GUGCS for at least two consecutive BEDS dates, will perform at or	FastBr dge Learning - aReading assessment	Unable to Assess	End of the year data is unavailable due to school closure. However, when a subset of students was given the aReading assessment in December 2019, 79.49% of 1st graders, 78.26% of 2nd graders and 89.80% of 4th graders were at or above grade level

	above grade level on the FastBridge Read ng test.			(if the trend continued through the year, these grades would have met the goal). 55.56% of 3rd graders and 60.32% of 5th graders were at or above grade level.
Academic Goal 4	Each year, 75% of all tested students (Grades K-5) who have been enrolled in GUGCS for at least two consecutive BEDS dates w ll perform at or above grade level on the Fountas and P nnell Benchmark Assessment System.	Fountas and P nnell Benchmark Assessment System	Unable to Assess	N/A
Academic Goal 5	Throughout the course of the school's next charter term, the school will show progress towards achieving 75 percent of 3rd—8th graders', who have been enrolled at the school on BEDS day for at least two consecutive years, performing at or abo e Le el 3 on the New York State Mathematics examination.	New York tate Test ng Program	Unable to Assess	N/A

Academic Goal 6	Each year, the school’s aggregate Performance Index on the NYS Math exam will meet the Annual Measurable Objective set forth in the NYS NCLB accountability system.	New York tate Education Department Report Card	Unable to Assess	N/A
Academic Goal 7	Each year, 75% of all students (Grades 1-8) who were enrolled at GUGCS for at least two consecutive BEDS dates, will perform at or above grade level on the FastBridge Math test.	FastBr dge Learning - aMath assessment	Unable to Assess	End of the year data is unavailable due to school closure. However, when a subset of students was given the aMath assessment in December 2019, 86.15% of 2nd graders, 75.71% of 3rd graders and 76.06% of 4th graders were at or above grade level (if the trend continued through the year, these grades would have met the goal). 70% of 1st graders and 51.56% of 5th graders were at or above grade level.
Academic Goal 8	Each year, 50% of all Grade 8 students who took integrated Algebra in Grade 8 and were enrolled in GUGCS for at least two consecutive BEDS dates, will	New York tate Regents Exam - Algebra I	Unable to Assess	N/A

	pass the Integrated Algebra I New York State Regents Exam w th at least a score of 70%.			
Academic Goal 9	Throughout the course of the school's next charter term, the school will show progress towards achieving 75 percent of 4th and 8th graders', who have been enrolled at the school on BEDS day for at least two consecutive years, performing at or abo e Le el 3 on the New York State Science examination.	4th Grade - New York tate Test ng Program 8th Grade - New York tate Regents Exam - Living Environment	Unable to Assess	N/A
Academic Goal 10	Each year, the percent of all tested students in each grade level, 3rd-8th, who perform at or abo e Le el 3 on the NYS ELA exam will be greater than the percent of all students in CSD 30 in the same tested grade who perform at or abo e Le el 3. Th s will be measured by an analysis of performance	New York tate Test ng Program	Unable to Assess	N/A

	compared to CSDs conducted by NYCDOE.			

2. Do have more academic goals to add?

Yes

2019-2020 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	2019-2020 progress toward attainment of goal Met/Not Met/Unable to Assess During Due to Closure
Academic Goal 11	Each year, the percent of all tested students in each grade level, 3rd-8th, who perform at or abo e Le el 3 on the NYS Math exam w ll be greater than the percent all students in CSD 30 in the same tested grade who perform at or above Level 3. This will be measured by an analysis of performance compared to CSDs conducted by NYCDOE.	New York tate Test ng Program	Unable to Assess	N/A

Academic Goal 12	Each year, each 3rd through 8th grade-level cohort of students (i.e. students who have been enrolled at the School for at least 2 consecutive BEDS dates) will reduce by one-quarter the gap between the percent at or abo e Le el 3 on the previous year's State ELA exam and 75% at or abo e Le el 3 on the current year's NYS ELA exam. If the number of students scoring above proficiency in a grade level cohort exceeded 75 percent on the previous year's NYS ELA exam, the grade level cohort is expected to demonstrate some growth (above 75 percent) in the current year.	New York tate Test ng Program	Unable to Assess	N/A
	Each year, each 3rd through 8th grade-level cohort of students (i.e. students who have been enrolled at the School for at least 2 consecutive BEDS dates) will			

Academic Goal 13	reduce by one-quarter the gap between the average NCE score on the previous year's FastBridge Read ng exam and an NCE of 50 for the current year's FastBr dge exam by grade. If the average NCE score of a grade level cohort exceeded an NCE of 50 on the previous year's FastBr dge Read ng exam, the grade level cohort is expected to demonstrate some growth above an average NCE score of 50 in the current year.	FastBr dge Learning - aReading assessment	Unable to Assess	End of the year data is unavailable due to school closure. However, when a subset of students grades 3-5 was g en the aReading assessment in December 2019, this goal was met.
Academic Goal 14	Each grade level of students (K-5) who rema ned n the school for the entire year will show at least 3 levels of growth on the Fountas and P nnell Benchmark Assessment System between September and June of each school year.	Fountas and P nnell Benchmark Assessment System	Unable to Assess	N/A
	Each year, each 3rd through 8th grade-level cohort of students (i.e.			

	students who have been enrolled at the School for at least 2 consecutive BEDS dates) will reduce by one-quarter the gap between the percent at or abo e Le el 3 on the previous year's State Math exam and 75% at or abo e Le el 3 on the current year's NYS Math exam. If the number of students scoring above proficiency in a grade level cohort exceeded 75 percent on the previous year's NYS Math exam, the grade level cohort is expected to demonstrate some growth (above 75 percent) in the current year.			
Academic Goal 15		New York tate Test ng Program	Unable to Assess	N/A
	Each year, each 3rd through 8th grade-level cohort of students (i.e. students who have been enrolled at the School for at least 2 consecutive BEDS dates) will reduce by one-quarter the gap between the average NCE score on the previous			End of the year data is unavailable

Academic Goal 16	year’s FastBridge Math exam and an NCE of 50 for the current year’s FastBr dge exam by grade. If the average NCE score of a grade level cohort exceeded an NCE of 50 on the previous year’s FastBridge Math exam, the grade level cohort is expected to demonstrate some growth above an average NCE score of 50 in the current year.	FastBr dge Learning - aMath assessment	Unable to Assess	due to school closure. However, when a subset of students grades 3-5 was g en the aMath assessment in December 2019, this goal was met.
Academic Goal 17	Each year, the school will make AYP in Math, ELA and cience and will be deemed in “Good tand ng” on its NYSED Report Card.	New York tate Education Department Report Card	Unable to Assess	N/A
Academic Goal 18				
Academic Goal 19				
Academic Goal 20				

3. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

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

2019-2020 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	Each year, the school will have an average daily student attendance rate of at least 95%.	This will be measured by the school and reported data from an attendance tracking system such as ATS. The figure will be calculated by: sum of the total number of days absent for each child in the school total number of possible school days times (total number of students).	Met	
	Each year, 95% of all students enrolled on the last	Enrollment		

Org Goal 2	day of the school year will return the following September.	Informat on	Met	
Org Goal 3	Each year, the school will comply will all applicable laws, rules, regulat ons and contract terms including but not limited to, the New York Charter Schools Act, the New York Freedom of Information Law, the New York Open Meetings Law, the Individuals with Disabilities Education Act and the Family Educational Rights and Privacy Act.	Board Policies and Meetings	Met	
Org Goal 4	Per the 2010 amendment to the Charter chools Act, the school shall demonstrate good faith efforts to attract, retain, and meet or exceeded enrollment and retent on targets as prescribed by the Board of Regents through the tate Education of students with disabilities, English language learners,	Enrollment and Retent on Marketing	Met	

	and students who are eligible applicants for the free and reduced price lunch program			
Org Goal 5	Per the charter agreement, each year, student enrollment will be at or within 15% below full enrollment as delineated in the approved renewal application. This will be measured each year by an analysis of student enrollment figures in ATS.	Enrollment Information	Met	
Org Goal 6	Each year, the School will make progress towards meeting or surpassing the New York City averages in positive student, parent, and teacher responses in all areas of the survey including rigorous instruction, supportive environment, collaborative teachers, effective school leadership, strong family-community ties, and trust.	NYC chool urvey	Met	

Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

2019-2020 Progress Toward Attainment of Financial Goals

	F nancial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
	Each year, the School will undergo an			

F nancial Goal 1	independent financial audit that will result in an unqualified opinion and no major findings. A finding is “major” if it indicates a deliberate act of wrongdoing, reckless conduct or causes a loss of confidence in the abilities or integrity of the school or seriously jeopardizes the continued operation of the school.	Independent F nancial Audit Find ngs	Met	
F nancial Goal 2	Each year, the School will operate on a balanced budget and maintain a stable cash flow. A budget will be considered “balanced” if revenues equal or exceed expenditures.	Monthly and weekly financial statements are prepared, analyzed by the Director of F nance & Personnel and then distributed to the school admin and board of directors	Met	
F nancial Goal 3				
F nancial Goal 4				
F nancial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 3 Accountability Plan Progress Reports

Incomplete Hidden from applicant

Instructions

SUNY-Authorized Charter Schools ONLY

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

Entry 7 Disclosure of Financial Interest Form

Completed Oct 29 2020

Instructions - Multiple Uploads Permitted

Required of ALL Charter Schools by August 3

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

- **Regents, NYCDOE, and Buffalo BOE Authorized Schools:** Disclosure of Financial Interest Form
- **SUNY- Authorized Charter Schools**: Trustee Financial Disclosure Form

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

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

Anne Levonen BOT Financial Disclosure 2020

Filename: Anne Levonen BOT Financial Disclosure 2020.pdf **Size:** 248.3 kB

Kelly Russotti BOT Financial Disclosure 2020

Filename: K lly Russotti BOT Financial Disclosure 2020.pdf **Size:** 256.9 kB

Kathryn Klingenstein BOT Financial Disclosure 2020

Filename: Kathryn Klingenstein BOT Financial Dis rpuVXRH.pdf **Size:** 247.5 kB

Kate Hooker BOT Financial Disclosure 2020

Filename: Kate Hooker BOT Financial Disclosure 2020.pdf **Size:** 224.6 kB

Jeff Mueller BOT Financial Disclosure 2020

Filename: Jeff Mueller BOT Financial Disclosure 2020.pdf **Size:** 289.4 kB

Marc Greenberg BOT Financial Disclosure 2020

Filename: Marc Greenberg BOT Financial Disclosure 2020.pdf **Size:** 1.3 MB

Reid Chase BOT Financial Disclosure 2020

Filename: Reid Chase BOT Financial Disclosure 2020.pdf **Size:** 222.9 kB

Pastor Corwin Mason BOT Financial Disclosure 2020

Filename: P stor Corwin Mason BOT Financial Disc bMO3vGU.pdf **Size:** 227.5 kB

Laura Meyers BOT Financial Disclosure 2020

Filename: Laura Meyers BOT Financial Disclosure 2020.pdf **Size:** 190.3 kB

Entry 8 BOT Membership Table

Completed Oct 29 2020

Instructions

Required of All charter schools

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

Entry 8 BOT Table

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

GROWING UP GREEN CHARTER SCHOOL 343000860952

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

	Trustee Name and Email Address	Pos t on on the Board	Committ ee Affiliation s	Vot ng Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/ YYYY)	End Date of Current Term (MM/DD/ YYYY)	Board Meetings Attended During 2019-2020
1	Jeff Mueller [redacted]	Trustee/M ember	F nance Committ ee, Executive Committ ee	Yes	5	07/01/20 20	06/30/20 22	9
2	Re d Chase [redacted]	Trustee/M ember	F nance Committ ee, Executive Committ ee	Yes	5	07/01/20 20	06/30/20 22	5 or less
3	Kate Hooker [redacted]	Chair	Exectuive Committ ee, Academ c Committ ee, Board Nominati ng Committ ee	Yes	7	07/01/20 20	06/30/20 22	10
			Executive					

4	Kathryn Klingenstein [redacted]	Chair	Committee, Academic Committee, Finance Committee	Yes	3	07/01/2020	06/30/2022	10
5	Anne Levonen [redacted]	Treasurer	Finance Committee, Executive Committee	Yes	2	07/01/2020	06/30/2022	12
6	Marc Greenberg [redacted]	Trustee/Member	Exectuive Committee, Academic Committee, Board Nominating Committee	Yes	1	12/17/2019	06/30/2021	12
7	Pastor Corwin Mason [redacted]	Trustee/Member	Executive Committee	Yes	1	12/17/2019	06/30/2021	5 or less
8	Kelly Russotti [redacted]	Secretary	Executive Committee, Academic Committee, Finance Committee	Yes	1	04/21/2020	06/30/2022	7
	Laura Meyers		Academic					

9	[redacted]	Parent Rep	Committee	No	1	07/01/2020	06/30/2022	10

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

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2020	9
b.Total Number of Members Added During 2019-2020	4
c. Total Number of Members who Departed during 2019-2020	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	6

3. Number of Board meetings held during 2019-2020

13

4. Number of Board meetings scheduled for 2020-2021

12

Thank you.

Entry 9 Board Meeting Minutes

Completed Oct 29 2020

Instructions

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

2019-20 GUG I Board Minutes

Filename: 2019 20 GUG I Board Minutes.pdf **Size:** 1.3 MB

Entry 10 Enrollment & Retention

Completed Oct 29 2020

Instructions for submitting Enrollment and Retention Efforts

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

Entry 10 Enrollment and Retention of Special Populations

Instructions for Reporting Enrollment and Retention Strategies

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

GROWING UP GREEN CHARTER SCHOOL 343000860952

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2019-2020	Describe Recruitment Plans in 2020-2021
Economically Disadvantaged	Growing Up Green already has a positive presence in the community through partnerships and service learning activities. We partner with these community-based organizations, many of them serving at-risk youth/families, who recommend students to our school, spread our recruitment information/events, or allow us to present about our school to their families. Furthermore, the “green” aspects of the school are clearly described in marketing materials, presentations, and discussions with interested families. Few highlights: three recruitment events at Queens-bridge and Revenswood public housing as well as targeted school tours for parents in that community.	nce we w ll be start ng school remotely, GUG will preform more events online to recruitment events starting in the fall.
English Language Learners/Multilingual Learners	In order to recruit English Language Learners, our materials are translated, our ELL program is described, and our ELL Coordinator and teachers assist with recruitment. We also have bilingual staff to help families with the application process and these staff members participate in weekly school tours for potential families as well.	nce we w ll be start ng school remotely, GUG will perform more events online recruitment events, offered in multiple languages, starting in the fall.
	For students with special needs, the school website and recruitment materials clearly describe the school’s inclusion	We will work with our community-based organizations

Students with Disabilities	model, special education services and staffing as well as counseling supports. Furthermore, our D rector of Special Education participates in recruitment activities for our future and our incoming families.	serving students will disabilities to join recruitment events in person or online to engage with this community.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2019-2020	Describe Retention Plans in 2020-2021
Economically Disadvantaged	Growing Up Green has a diverse background of students from many economic backgrounds. We provide subsidized afterschool programming, small teacher-to-student ratio to provide extra attention to students in need as well as monthly workshops for families around math, literacy and behavioral models, to name a few for parents to solidify learning taught at school at home.	Continue to provide our families an open space to address their concerns and be involved in our community. This includes monthly parent association meetings, daily morning meetings and any other communication method (email, phone, etc).
English Language Learners/Multilingual Learners	Our ELL Coordinator and ELL teachers support limited English proficient students through immersion techniques, direct instruction, and the use of the SIOP model. GUGCS is a school where students and their families are known well by the faculty and staff and students do not fall through the cracks. We also work closely with community organizations to ensure families have the supports they need so their children can succeed.	Continue to provide our families an open space to address their concerns and be involved in our community. This includes monthly parent association meetings, daily morning meetings and any other communication method (email, phone, etc). Also utilizing the translation service and bilingual staff to accomplish this goal.
	Regarding retention, GUGCS has a track record of strong student	

Students with Disabilities	retention; any student leaving the school is primarily due to family relocation. We have achieved this success by developing a close, supportive community among students, staff and families through regular communication and events such as orientations, family workshops, conferences, celebrations and performances. Moreover, the school retains students classified with disabilities through the scope of services it offers to serve a variety of student needs. For example, GUGCS provides an ICT class on each grade and special education services, such as speech and language therapy, occupational therapy, hearing services, counseling, and physical therapy throughout the whole school.	Continue with provide all our families with the services that they need especially with IEP meetings, speech/language therapy, occupational therapy, hearing services, counseling and physical therapy.

Entry 12 Percent of Uncertified Teachers

Completed Oct 29 2020

Instructions

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

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

Entry 12 Uncertified Teachers

School Name: **GROWING UP GREEN CHARTER SCHOOL 343000860952**

Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	24
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	2
Total Category A: 5 or 30% whichever is less	26.0

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

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

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

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

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

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

	FTE Count
Total Category D	31

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	49

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	80

Thank you.

Entry 13 Organization Chart

Completed Oct 29 2020

Instructions

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

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

OrgChart 19-20 NYSED

Filename: OrgChart 19 20 NYSED.pdf **Size:** 57.0 kB

Entry 14 School Calendar

Completed Oct 29 2020

Instructions for submitting School Calendar

Required of ALL Charter Schools

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

School calendars must meet the minimum instructional requirements adopted by the Board of Regents in 2018.

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

GUG Calendar 2020-2021

Filename: GUG Calendar 2020 2021.pdf **Size:** 148.6 kB

Entry 15 Links to Critical Documents on School Website

Completed Oct 29 2020

Instructions

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

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

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

Form for Entry 15 Links to Critical Documents on School Website

School Name: Growing Up Green Charter School

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

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

	Link to Documents
1. Most Recent Annual Report (i.e., 2018-19)	https://www.gugcs.org/apps/pages/index.jsp?dir=NYSED%20Annual%20Reports/GUG%20I/2018-2019&uREC_ID=209356&type=d&termREC_ID=&pREC_ID=409549
2. Most Recent Board Meeting Notice and Related Agenda Item Documents	https://www.gugcs.org/apps/pages/index.jsp?uREC_ID=209358&type=d
2a. Webcast of Board Meetings (per Governor's Executive Order)	https://www.gugcs.org/apps/pages/index.jsp?dir=COVID%2019%20Board%20Meetings%20Transcriptions%20and%20Recordings&uREC_ID=209358&type=d

3. Link to NYS School Report Card	https://www.gugcs.org/apps/pages/index.jsp?uREC_ID=209356&type=d&termREC_ID=&pREC_ID=860859
4. Most Recent Lottery Notice Announcing Lottery	https://www.gugcs.org/apps/news/show_news.jsp?REC_ID=633839&id=0
5. Authorizer-Approved DASA Policy	https://www.gugcs.org/ourpages/auto/2016/8/25/37426112/2019-2020%20GUGCS%20ES%20Family%20Handbook.pdf
6. District-wide afety Plan	https://www.gugcs.org/apps/pages/index.jsp?uREC_ID=209356&type=d&termREC_ID=&pREC_ID=860864
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	https://www.gugcs.org/ourpages/auto/2016/8/25/37426112/2019-2020%20GUGCS%20ES%20Family%20Handbook.pdf
7. Authorizer-Approved FOIL Policy	https://www.gugcs.org/apps/pages/index.jsp?uREC_ID=209356&type=d&termREC_ID=&pREC_ID=860895
8. Subject matter list of FOIL records	https://www.gugcs.org/apps/pages/index.jsp?uREC_ID=209356&type=d&termREC_ID=&pREC_ID=860895
9. Link to School Reopening Plan	https://www.gugcs.org/apps/pages/index.jsp?dir=GUGCS%20Reopening%20Plan&uREC_ID=209356&type=d&pREC_ID=409549

Thank you.

Entry 16 COVID 19 Related Information

Completed Oct 29 2020

Instructions

Required of ALL charter schools

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

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

Entry 16 COVID 19 Related Information

School Name: Growing Up Green Charter School

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

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

	Number of students enrolled in school on the last day instruction was provided within physical school facilities	Number of students attending instruction on the last day instruction was provided within physical school facilities	Number of students participating in virtual programming on the last day such programming was offered for the 2019-20 school year
	805	535	563

Table 2: 2019-2020 Assessments and Grade Participation

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

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

	Title													cipating Students
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	

		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
Tota l															0

Entry 17 Staff Roster - NEW TASK For Regents Schools Only

Incomplete Hidden from applicant

INSTRUCTIONS - NEW TASK FOR REGENTS-AUTHORIZED CHARTER SCHOOLS

Please provide the full name of **ANY and ALL** instructional and non-instructional employees and their respective positions/titles, and employment start dates in the charter school by clicking on the MS Excel file link to the Staff Roster.

DocuSign Envelope ID: 7EFFC8C0-F0DA-461A-91EF-2242BE082421

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Anne Levonen

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Growing Up Green I and II

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Trustee

2. Are you an employee of any school operated by the education corporation? ____**Yes** _x_**No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

n/a

3. Are you related, by blood or marriage, to any person employed by the school?

no

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

n/a

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

no

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

n/a

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

no

DocuSign Envelope ID: 7EFFC8C0-F0DA-461A-91EF-2242BE082421

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

n/a

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

____**Yes** ____**No**

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

n/a

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	**Nature of financial interest/transaction**	**Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)**	**Name of person holding interest or engaging in transaction and relationship to you**
none *Please write "None" if applicable. Do not leave this space blank.*			

DocuSign Envelope ID: 7EFFC8C0-F0DA-461A-91EF-2242BE082421

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None**."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
none *Please write "None" if applicable. Do not leave this space blank.*				

DocuSigned by:
Anne Levonen
E50A0B02A9B40C...

6/17/2020

Signature Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

[redacted]

DocuSign Envelope ID: 7EFFC8C0-F0DA-461A-91EF-2242BE082421

DocuSign Envelope ID: A117EBFF-BCBD-4286-8D67-50956054A99A

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Kelly Russotti

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

GUGS

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Secretary

2. Are you an employee of any school operated by the education corporation? ____**Yes** _X_**No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

NA

3. Are you related, by blood or marriage, to any person employed by the school?

No

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

NA

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

No

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

NA

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

DocuSign Envelope ID: A117EBFF-BCBD-4286-8D67-50956054A99A

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

NA

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

____**Yes** _X_**No**

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

NA

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	**Nature of financial interest/transaction**	**Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)**	**Name of person holding interest or engaging in transaction and relationship to you**
NA *Please write "None" if applicable. Do not leave this space blank.*			

DocuSign Envelope ID: A117EBFF-BCBD-4286-8D67-50956054A99A

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None**."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
NA *Please write "None" if applicable. Do not leave this space blank.*				

DocuSigned by:
Kelly Russotti
DF79AEEB249D486...
Signature

7/13/2020
Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

[redacted]

DocuSign Envelope ID: A117EBFF-BCBD-4286-8D67-50956054A99A

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Kathryn Klingenstein

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Growing Up Green Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

   Co-Chairperson
   Vice Chairperson Trustee

2. Are you an employee of any school operated by the education corporation?
   ___ **Yes** _✓_ **No**

   If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?
   no

   If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?
   no

   If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?
   no

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

____**Yes** ✓ **No**

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

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	**Nature of financial interest/transaction**	**Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)**	**Name of person holding interest or engaging in transaction and relationship to you**
Please write "None" if applicable. Do not leave this space blank. None			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None.**"

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
Please write "None" if applicable. Do not leave this space blank. None				

Kathryn Klyuta 6/16/20

Signature Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

[redacted]

DocuSign Envelope ID: 6F810515-42D9-4EF3-8A05-3790BD3F9780

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Katherine Hooker

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Growing Up Green Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Co-Chair of the Board

2. Are you an employee of any school operated by the education corporation? ____**Yes** _X_**No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

N/A

3. Are you related, by blood or marriage, to any person employed by the school?

No

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

N/A

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

no

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

N/A

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

DocuSign Envelope ID: 6F810515-42D9-4EF3-8A05-3790BD3F9780

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

N/A

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

____**Yes** _X_**No**

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

N/A

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	**Nature of financial interest/transaction**	**Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)**	**Name of person holding interest or engaging in transaction and relationship to you**
None *Please write "None" if applicable. Do not leave this space blank.*			

DocuSign Envelope ID: 6F810515-42D9-4EF3-8A05-3790BD3F9780

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None**."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None *Please write "None" if applicable. Do not leave this space blank.*				

DocuSigned by:
Kate Hooker
263C6BB3B2244F2...
Signature

6/18/2020
Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

[redacted]

DocuSign Envelope ID: 6F810515-42D9-4EF3-8A05-3790BD3F9780

DocuSign Envelope ID: 5C440F7F-B6C4-45DA-A40C-517F5C24346E

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:
jeff mueller

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):
growing up green charter school

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).
board chair

2. Are you an employee of any school operated by the education corporation? **____Yes ____No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?
no

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?
no

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?
no

DocuSign Envelope ID: 5C440F7F-B6C4-45DA-A40C-517F5C24346E

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

____Yes ____No

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

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	**Nature of financial interest/transaction**	**Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)**	**Name of person holding interest or engaging in transaction and relationship to you**
Please write "None" if applicable. Do not leave this space blank.			

DocuSign Envelope ID: 5C440F7F-B6C4-45DA-A40C-517F5C24346E

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None**."

Organization conducting business with the school(s)	**Nature of business conducted**	**Approximate value of the business conducted**	**Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest**	**Steps taken to avoid conflict of interest**
Please write "None" if applicable. Do not leave this space blank.				

_____ _____

Signature Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

[redacted]

DocuSign Envelope ID: 5C440F7F-B6C4-45DA-A40C-517F5C24346E

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:
MARC L. GREENBERG

Name of Charter School Education Corporation (the Charter School Name if the charter school is the only school operated by the education corporation):
GROWING UP GREEN

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

   BOARD MEMBER

2. Are you an employee of any school operated by the education corporation?
   ____Yes ___✓No

   If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

   N/A

3. Are you related, by blood or marriage, to any person employed by the school?
   YES

   If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.
   I AM THE COUSIN OF THE SCHOOL FOUNDER
   I WOULD HOPE HE WOULD BENEFIT FROM MY GOOD ADVICE

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

   If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

   NO

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

   SEE #3

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

SEE #3

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

____**Yes** ✓ **No**

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

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
Please write "None" if applicable. Do not leave this space blank. NONE	NONE	N/A	N/A

8. Identify each individual, business, corporation, union association, firm partnership, franchise holding company, joint-stock company, business or rea estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/o your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None**."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None	N/A	N/A	N/A	N/A

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

Mara L Greenberg 7-17-20

Signature Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

[redacted]

DocuSign Envelope ID: 09170964-D494-4E8A-A780-4D88B94CA6C5

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Reid Chase

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Growing Up Green

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Treasurer

2. Are you an employee of any school operated by the education corporation? ____**Yes** _X_**No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

NA

3. Are you related, by blood or marriage, to any person employed by the school?

NO

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

NA

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

No

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

NA

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

DocuSign Envelope ID: 09170964-D494-4E8A-A780-4D88B94CA6C5

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

NA

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

____**Yes** ____**No** (X)

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

NA

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	**Nature of financial interest/transaction**	**Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)**	**Name of person holding interest or engaging in transaction and relationship to you**
None *Please write "None" if applicable. Do not leave this space blank.*			

DocuSign Envelope ID: 09170964-D494-4E8A-A780-4D88B94CA6C5

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None**."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None *Please write "None" if applicable. Do not leave this space blank.*				

DocuSigned by:
Reid Chase
5E175BA3057B4C5...

Signature

6/18/2020

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

[redacted]

DocuSign Envelope ID: 09170964-D494-4E8A-A780-4D88B94CA6C5

DocuSign Envelope ID: AE9FE965-8388-430D-981A-F260759A0C68

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Rev Corwin Mason

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Growing Up Green Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board Member

2. Are you an employee of any school operated by the education corporation?
____**Yes** ___X___**No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

No

3. Are you related, by blood or marriage, to any person employed by the school?

No

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

No

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

DocuSign Envelope ID: AE9FE965-8388-430D-981A-F260759A0C68

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.
None

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

____**Yes** ___X___**No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.
None

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	**Nature of financial interest/transaction**	**Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)**	**Name of person holding interest or engaging in transaction and relationship to you**
None *Please write "None" if applicable. Do not leave this space blank.*			

DocuSign Envelope ID: AE9FE965-8388-430D-981A-F260759A0C68

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None**."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None *Please write "None" if applicable. Do not leave this space blank.*				

DocuSigned by:
Pastor Corwin Mason
5BF3E01A883A400...
Signature

7/8/2020
Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

[redacted]

DocuSign Envelope ID: AE9FE965-8388-430D-981A-F260759A0C68

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Laura Meyers

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Growing Up Green Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Parent Representative

2. Are you an employee of any school operated by the education corporation? ____**Yes** __X__**No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

Yes, I am the biological mother of a student enrolled in the school.

My daughter does not directly benefit from my participation on the Board.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No.

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

____**Yes** ___X_**No**

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

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	**Nature of financial interest/transaction**	**Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)**	**Name of person holding interest or engaging in transaction and relationship to you**
NONE *Please write "None" if applicable. Do not leave this space blank.*			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None**."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
NONE				

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

L. Meyers
Laura Meyers Jul 31, 2020 15:49 EDT)

July 31, 2020

Signature Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

[redacted]

GROWING UP GREEN CHARTER SCHOOL BOARD MEETING

Board Meeting Date: Tuesday, July 16th, 2019

Location: Growing Up Green Elementary Charter School Long Island City

Commencement Time: 7pm

In person: Kate McGrath, Kathryn Klingenstein, Kate Hooker, Laura Meyers
Video Conference: Matthew Greenberg, Nabiha Yusufali, Anita Amoh, Ann Levonen, Erin Acosta, Aris Colgan, Nancy Wong, Marc Greenberg

Kate Hooker made a motion to call the Growing Up Green I Charter School Board Meeting to order Kathryn Klingenstein seconded the motion.

Staffing Update

Aris Colgan gave a staffing update. We hired Temeka Osbourse as our new Assistant School Leader. She comes to us with many years of experience as a director of support services as well as staff development. She is very excited to join the GUG community. We are almost completely staffed for next year.

Financials Policies and Procedures Manual

Anita Amoh and Kate McGrath went over the Financial Policies and Procedures (PFF) manual. The material changes are an addendum regarding electronic payment for reimbursements as well as the check signing authority, we have increased the threshold in the previous FPP. We have added Massomeh Spahr Senior Director of Ops to GUG II as a signer. We have also added information regarding a petty cash policy. We will have petty cash funds available at all schools. We have updated some titles as well.

The Board decided to review the updated FPP so that can vote on it at the next board meeting.

Financials

We don't have a June report ready for financials as we are trying to close out the year. We will have final numbers in August.

Kate Hooker moved to adjourn the meeting, Kathryn Klingenstein seconded her motion.

GROWING UP GREEN CHARTER SCHOOL BOARD MEETING

Board Meeting Date: Tuesday, August 20th, 2019

Location: Growing Up Green Elementary Charter School Long Island City

Commencement Time: 7pm

In person: Kate McGrath (General Counsel and HR Director for GUGCS), Kathryn Klingenstein (Board Trustee), Kate Hooker (Board Secretary), Laura Meyers (Board Parent Representative), Ann Levonen (Board Trustee), Nabiha Yusufali (Executive Assistant & Special Project Coordinator at GUGCS), Anita Amoh (Director of Finance at GUGCS), Matthew Greenberg (Founder & Executive Director at GUGCS), Erin Acosta (Director of Engagement at GUGCS), Nancy Wong (School Leader at GUGCS II), Aris Colgan (School Leader at GUGCS I)
Video Conference: Pastor Corwin Mason (Board Trustee in process), Marc Greenberg (Board Trustee in process), Moriska Selby (Assistant School Leader at GUGCS II)

Kate Hooker motioned to commence the Board of Trustees meeting for Growing Up Green I Charter School, Kathryn Klingenstein seconded the motion, and Anne Levonen was in agreement.

Previous Month's Board Meeting Minutes

Kate Hooker motioned to approve July's Board Minutes, Kathryn Klingenstein seconded the motion, and Ann Levonen agreed.

Financials

Anita Amoh went through the financials for Growing Up Green I. The final stages of the audit is ongoing, and all is going well so far.The projected numbers for 2018-2019 are better than anticipated, and we made an overall surplus. The SpEd per pupil funding we received was higher than anticipated, our Title 2 funding came in lower due to adjustments, IDA revenue was better than expected, and family contributions were better than expected. Benefit costs were lower than expected, and 401K costs were lower than anticipated. We were over budget on team building and professional services, classroom expenditure, facilities, technologies costs came in higher due to implementation of Power School.

The current fiscal year is the 2019 - 2020 school year. The numbers we are looking at are through July. We are projecting numbers to be on budget. We are only six weeks into the year and we haven't had too many expenses.

Kathryn Klingenstein asked about how much interest is our surplus money making and what can be done with the money.

Matthew Greenberg said that right now it is sitting in the bank and gaining very little interest. This year we can work towards having a conservative approach to investing the money. Citi is interested in working with us, but because of poor customer service, we may change our banker to JPMorgan.

New Business

Matthew Greenberg introduced Pastor Corwin Scott Mason to the Board as a potential Board Member. Pastor Mason spoke about himself: he is originally from North Carolina, he moved here in 1989, he is married and has two kids, and he is now the Senior Pastor at Community Church of Astoria. Pastor Mason was heavily involved in Youth Ministry and believes it is necessary to make sure our children to get a good education. He has been doing research on our schools and is very interested in the work we do. He is interested in doing something positive in the community. He is a friend and reference from Bishop Taylor, someone Matthew Greenberg has known and trusted for many years.

Executive Director/School Leader's Report

Aris Colgan spoke about the first week of opening meetings at GUG I starting yesterday. We are currently fully staffed in classroom teachers but are looking for one science maternity leave teacher and one ENL teacher, but we have some very positive candidates.

We started off the opening meetings with introductions, talk about benefits, talk about places and spaces. We will be giving the teachers time to design their classrooms, learn about our mission, core values, sustainability, responsive classroom role plays and content area focus groups. We have added four male staff members and have a good amout of diversity across all of our new hires.

Old Business - FPP (Financial Processes and Procedures) Manual

Kate McGrath spoke about the Financial Processes and Procedures Manual. It is a document we have elected to put in place. Per the charter we are audited every year by an outside auditor and the FPP speaks to the rules we set for ourselves and the vendors that help us with finances. There have been minor updates to the FPP. The majority of the edits were titles. We have also added in some procedures into the language.

Ann Levonen had some questions about the FPP document. She was wondering why we are not insured at a higher rate. Anita Amoh answered that the FDIC has a limit for how much can be insured in bank accounts, which is 250K. Kate McGrath mentioned that we have, however, increased our overall insurance for the school through private insurance.

Ann Levonen was also wondering about reviewing the bank statements that are mentioned in the FPP. Currently, the Board Finance Committee (Jeff Mueller and Reid Chase) reviews them every month, but in the future, Nabiha Yusufali will send them to the whole Board via email before Board Meetings.

Motion to approve FPP was set forth by Kate Hooker, Kathryn Klingenstein seconded the motion, all other voting Board Members members in attendance approved the motion.

Fundraising Report

Erin Acosta went through our Fundraising Report. We are asking for a contribution from our families. Last year 46% of our students families made a contribution. 56% of families are on free and reduced lunch. We raised in total $94,000 in family contributions. Some families were able to get their contribution matched from their employers. In January we had a Read-a-thon, it raised $25,000. We also had a few grants, and overall fundraised $120,000.

This year we are asking our Board once again for a $2,000 give/get. Erin would like to know how she can support the Board with their fundraising. We would like to build a community of friends and supporters. Incredible things happen in the classrooms and we would like people to know about it.

We are fundraising as Friends of Growing Up Green, which is our umbrella account. As a Board, we can then decide how the money is shared.

We are planning a Board Cocktail party in October, an event where the Board can invite anyone they think that can donate to our cause.

Erin Acosta would like to know what is it about our school that the Board feels really resonates with them, and Erin will help them build a campaign around it. It can be around sustainability, and what are we doing with the kids now so that we can have a better tomorrow

Kathryn Klingenstein said that she appreciates how we educate students and give them the tools they need to be leaders of a sustainable future, and she appreciates our social justice based education. Laura Meyers mentioned how we are engaging, empowering and energizing in the most diverse borough and students students put their work into the context of the world.

Erin took the Board's ideas and will put together an online page for donations and put a campaign together. Erin can have a campaign together for them by September 3rd, 2019 and put information about the cocktail party together in more detail for October. This will roll into our giving Tuesday campaign, and then the last Saturday in April is Sustainability Day

Laura Meyers spoke about having a PTO representative to join board meetings in future. Erin Acosta agreed and suggested that once the school year gets going, we reach out to the PTO & remind them of future board meetings.

Board Member Bios

Kate McGrath spoke to the Board about how we would like to have very simple and short bios about them for our website. This will be a mechanism for the Board to have more visibility within the community it serves, and for our families to get to know our Board Members better. We can circulate the information to the Board via email after our meeting, and the Board agreed that they can send their updated bios to Nabiha Yusufali before the next Board Meeting.

Laura Myers wanted to touch on a few items. She wanted to advocate for crossing guards. She is worried about the corner of 40th Ave. She mentioned that they have not replaced the crossed guard on 39th ave and she was wondering if we have considered parent volunteers. The Board felt parent volunteers were not the solution. Erin Acosta mentioned that the NYPD is currently hiring for the positions, and that we should encourage parents who are interested to apply for the position. Erin Acosta will share the information with Laura about the job application process.

Laura was also wondering on how we can increase in school leader visibility, advocating coffee with Aris Colgan, different type of event with Leaders, as well as a clear mechanism for understanding the structure of the school.

Erin Acosta told Laura that we are going to be having coffees with school leaders, and Kate McGrath said that we will be happy to post a org chart on our website to help families understand our structures.

Erin Acosta is also going to share with the Board a calendar of events for families for events the whole year. It is almost complete. Board Members can pick a couple events throughout the year to attend, and a few of the events are right before Board Meetings to make it more convenient for Board Members to attend.

Kate Hooker made a motion to adjourn the Growing Up Green I Board Meeting, Kathryn Kliengenstein seconded the motion and Anne Levonen was also in agreement.

GROWING UP GREEN CHARTER SCHOOL BOARD MEETING

Board Meeting Date: Wednesday, September 25th, 2019

Location: Growing Up Green Elementary Charter School Long Island City

Commencement Time: 7pm

In person: Jeff Mueller (Board Chair) Kate McGrath (General Counsel and HR Director for GUGCS), Laura Meyers (Growing Up Green I Board Parent Representative), Ann Levonen (Board Trustee), Pastor Corwin Scott Mason (Board Trustee in process), Nabiha Yusufali (Executive Assistant & Special Project Coordinator at GUGCS), Matthew Greenberg (Founder & Executive Director at GUGCS), Aris Colgan (School Leader at GUGCS I), Jenn Slutak (School Leader at GUGCS Middle School I), Steve Viola (Assistant School Leader at GUGCS MS I), Jana Ford (Math Coordinator GUGCS MS I), Kayla Roby Math Coordinator GUGCS ES I, Lauren Balterman (Director of Counseling), Adnan Vadyk (Finance Manager for Charter School Business Management Inc)

Video Conference: Marc Greenberg (Board Trustee in process), Kate Hooker (Board Secretary), Moriska Selby (Assistant School Leader at GUGCS II), Nancy Wong (School Leader at GUGCS II), Erin Acosta (Director of Engagement at GUGCS), Shadiatu Moustapha (GUG II Parent Rep in process)

Jeff Mueller motioned to commence the Board of Trustees meeting for Growing Up Green I Charter School, Ann Levonen seconded the motion, and Kate Hooker was in agreement.

Previous Month's Board Meeting Minutes

Ann Levonen motioned to approve August's Board Minutes, Jeff Mueller seconded the motion, and Kate Hooker agreed.

Introductions

Jeff Mueller introduced Shadiatu Moustapha, Pastor Corwin Scott Mason, and Marc Greenberg to the Board. Pastor Mason and Marc Greenberg are candidates for Growing Up Green I and II Board of Trustees, and Dr Shadiatu Moustapha is a candidate for the Growing Up Green II Parent Representative for the Board of Trustees.

Pastor Corwin Mason introduced himself as the head Pastor at the Community Church of Astoria. He originally came to New York from North Carolina to pursue music, but eventually started work as a Youth Minister. He became very passionate about the work he did with children and youth, and is excited about working with Growing Up Green.

Marc Greenberg introduced himself. His work for the past 35 years has been with homelessness. He was unable to visit in person because tomorrow he will be staying overnight at City Hall Park with a group of people so they can experience what homlessness can feel like. He is excited about the theme of the school and would love for the school to commit itself as an entity to address climate change.

Dr Shadiatu Moustapha introduced herself. Her daughter has been at the Growing Up Green II for 2 years. Her daughter has an IEP and the school has done a lot of good for her daughter. Dr Moustapha has her doctorate as a nurse practitioner. She wants to fight for the community and our school. She knows that with the support of the Board of Trustees that those who need to hear us will hear us, and is excited about the work that she could do.

Board Member Nominations

Jeff Mueller made a motion to nominate Marc Greenberg and Pastor Mason to the Growing Up Green to Growing Up Green Board of Trustees. Ann Levonen seconded and Kate Hooker agreed.

Jeff Mueller made a motion to nominate Dr Shadiatu Moustapha to the Growing Up Green as the Growing Up Green II Parent Representative. Ann Levonen seconded and Kate Hooker agreed.

Financials

Adnan Vadyk introduced himself as a Finance Manager for Charter School Business Management Inc. Himself and Kamilah O'brien will be taking over for Anita Amoh's (Director of Finance) position while Anita is on maternity leave.

Adnan went through the financials for Growing Up Green I. The Special Education per pupil funding we received was higher than anticipated, our Title 2 funding came in lower due to adjustments, IDA revenue was better than expected, and family contributions were better than expected. Benefit costs were lower than expected, and 401K costs were lower than anticipated. We were over budget on team building and professional services, classroom expenditure, facilities, technologies costs came in higher due to implementation of Power School.

The current fiscal year is the 2019 - 2020 school year. The numbers we are looking at are through August. We are projecting numbers to be on budget. It is early in the year and we haven't had too many expenses. We are currently projected to end the year at a surplus.

Matthew Greenberg mentioned that Anita Amoh started doing some work with meeting bankers from Chase with the intention of hopefully moving our banking and assets from Citi to Chase before she went on Maternity Leave. She will continue to work on this after she comes back from Maternity Leave, but we will then bring all information to the Board and discuss investments.

State Exam Data

Roseanne Bynum, Assessment Coordinator at Growing Up Green Middle School, Angela Shih, Assessment Coordinator at Growing Up Green I Elementary School, and Brian Martin, Assessment Coordinator at Growing Up Green II presented State Test data from the 2018-2019 school year..

Roseanne Bynum and Angela Shih I gave highlights for state exam data. This year they noticed:

- GUG I (3-8) grew 4.6% in ELA proficiency from 2018 to 2019, while New York City and New York State grew just 0.7% and 0.2% respectively during that time.
- GUG I (3-7) grew 8.1% in Math proficiency from 2018 to 2019, while New York City and New York State grew just 2.9% and 2.2% respectively during that time.
- GUG I (3-8) outperformed the City and State in every grade in ELA proficiency, and in all but 1 grade in Math proficiency.
- Every demographic group at GUG I grew at least 2% in proficiency on the ELA State Exam from 2018 to 2019.

Their plan for this year:
For GUG I ES

- Using interim assessment data earlier to provide interventions for students that are on the cusp
- More rigorous monitoring of effectiveness of interventions
- Vertical alignment in planning meetings
- Targeting constructed response across subject areas

FOR GUG I MS

- Gathering additional data to gain insight into the factors causing discrepancy in the performance between students of color and white students.
- Using the data collected, GUG I MS will create an action plan for the coming year.
- Continuing the writing initiative they began last year.

Brain Martin gave highlights for State Test data at Growing Up Green II. This year they noticed:

- Students across all testing grades grew 6% in ELA proficiency from 2018-2019 while New York City and New York State .7% and .2% respectively during that time.
- Testing grade students that have attended GUGCS II at least two year achieved 50% proficiency on the ELA state test.

- Students that have attended GUGCS II for at least two years have increased their proficiency in math.
- Black, Hispanic, Students with Disabilities, English Language Learners, and Economically Disadvantaged Students, had a greater proficiency of the ELA State Test than New York City, New York State, and District 28
- Hispanic, Students with Disabilities, and English Language Learner Students had a greater proficiency on the Math State Test than New York City, State, and District 2

Their plan for this year:

- Departmentalize 5th grade
- Hired reading specialist to join Support Services Team
- Focused increase on math instruction
- Host frequent meetings about student performance data to identify and address areas of need particularly in ELA and Math
- Emphasize Teacher Development
- Facilitate Family workshops around state tests and curriculum

School Leaders Highlights

Jenn Slutak and Steve Viola gave some highlights from the year so far:

- 150/270 kids invited came for Alumni Homecoming
- In our building 15/18 staff came back
- We are focusing on developing the teachers we have
- We participated in the Global Climate Strike
- Sports teams are underway
- Brooklyn Boat works
- Founded a Gay Straight Alliance this year

Aris Colgan and Temeka Osbourne gave some highlights from the year so far:

- Our main focus this year is teacher development
- We have our coaching assignments and have started working with everyone with observations and one on one meetings
- We had a very successful Curriculum Night with State Senator Gianaris visiting
- We have implemented a New Teacher Institute for new teachers where we train and give differentiated professional development. Associate teachers are going to teach lessons, meet with families and write report cards so that they can develop their skills
- Diversity and Equity: it is a goal for us for our teachers to know about all our students and embrace the differences they have

Laura Meyers

Laura spoke about her profession as a Licensed Clinical Social worker, and that it is Suicide Prevention Month, and encouraged the team to reach out to her if they need any resources, or if they now someone who needs resources
She then spoke about PTO Leadership tentatively attending the November Board Meeting. GUG II PTA will join a Board Meeting when we're in the Jamaica campus.

Laura Meyers then spoke about how the school reflects Queens deeply. The school is doing a lot of work thinking about social determinantes. She knows that the school respond to the Climate Strike, but Laura is promoting that idea that there is a lot more communication to parents about all the work we do. Parents would like to know about the staff and promote the great work we are doing. The more parents hear from us it mitigates any anxiety and gives us more information.
Aris Colgan responded and thanked Lauren for her comments, and spoke about how she can perhaps start sending out a newsletter to parents in the future. Jenn Slutak spoke about how they do a weekly newsletter at the Middle School, and she can share that format to Aris, and perhaps Aris can use that as a template for her future newsletters.

Anne Levonen made a motion to adjourn the Growing Up Green I Board of Trustees Meeting, Kate Hooker seconded and Jeff Mueller agreed.

GROWING UP GREEN CHARTER SCHOOL BOARD MEETING

Board Meeting Date: Tuesday, October 15th, 2019

Location: Growing Up Green Elementary Charter School Long Island City

Commencement Time: 7pm

In person: Kate McGrath (General Counsel and HR Director for GUGCS), Laura Meyers (Growing Up Green I Board Parent Representative), Ann Levonen (Board Trustee), Pastor Corwin Scott Mason (Board Trustee in process), Nabiha Yusufali (Executive Assistant Special Project Coordinator at GUGCS), Matthew Greenberg (Founder Executive Director at GUGCS), Lauren Balterman (Director of Counseling), Erin Acosta (Director of Engagement at GUGCS), Kate Hooker (Board Secretary)

Video Conference: Marc Greenberg (Board Trustee in process), Shadiatu Moustapha (GUG II Parent Rep), Kathryn Klingenstein (Board Vicechair), Reverend Patrick Young (Board Advisor), Adnan Vadyk (Finance Manager for Charter School Business Management Inc), Kamilah O'Brien (Senior Finance Manager for Charter School Business Management Inc), Jeff Mueller (Board Chair)

Jeff Mueller motioned to commence the Board of Trustees meeting for Growing Up Green I Charter School, Ann Levonen seconded the motion, and all agreed.

Previous Month's Board Meeting Minutes

Ann Levonen motioned to approve September's Board Minutes, Jeff Mueller seconded the motion, and Kate Hooker agreed.

Introductions

Matthew Greenberg introduced two guests to the Board Meeting. One guest is Reverend Patrick Young. We are hoping to have him as an advisor to the Board and Growing Up Green Charter Schools. We also would like to have Reverend Young's help with our 6th Grade Expansion and his help when thinking about the communities we serve.

The next guest Matthew introduced is Peter Davis. Peter works for Ernst and Young. He and his wife are involved in many charities. He often thinks of the quality of education children receive in New York City and is excited to join the Board in the near future.

Financials

Adnan Vadyk introduced himself as a Finance Manager for Charter School Business Management Inc. He and Kamilah O'brien are taking over for Anita Amoh's (Director of Finance) position while Anita is on maternity leave.

Adnan went through the financials for Growing Up Green I. The Special Education per pupil funding we received was higher than anticipated, our Title 2 funding came in lower due to adjustments, IDA revenue was

better than expected, and family contributions were better than expected. Benefit costs were lower than expected, and 401K costs were lower than anticipated. We were over budget on team building and professional services, classroom expenditure, facilities, technologies costs came in higher due to implementation of Power School.

Audit Summary

Reid Chase, Jeff Mueller and Matthew Greenberg spoke last week with our outside Auditors. These auditors determine whether we are making appropriate financial decisions. There are no issues with proficiencies and design, fraud or suspected fraud, compliance or non-compliance issues. They will provide an Audit Report Letter that the Finance Committee signs off on that they can disseminate to the rest of the Board.

GROWING UP GREEN CHARTER SCHOOL BOARD MEETING

Board Meeting Date: Tuesday, November 19th, 2019

Location: Growing Up Green Elementary Charter School Long Island City

Commencement Time: 7pm

In person: Aris Colgan (School Leader at GUGCS I), Laura Meyers (Growing Up Green I Board Parent Representative), Ann Levonen (Board Trustee), Nabiha Yusufali (Executive Assistant Special Project Coordinator at GUGCS), Matthew Greenberg (Founder Executive Director at GUGCS), Erin Acosta (Director of Engagement at GUGCS), Kathryn Klingenstein (Board Vicechair),

Video Conference: Marc Greenberg (Board Trustee in process), Shadiatu Moustapha (GUG II Parent Rep), Adnan Vadyk (Finance Manager for Charter School Business Management Inc), Jeff Mueller (Board Chair), Kate McGrath (General Counsel and HR Director for GUGCS)

Commencement

Jeff Mueller motioned to commence the Board of Trustees meeting for Growing Up Green I Charter School, Ann Levonen seconded the motion, and all agreed.

Previous Month's Board Meeting Minutes

Anne Levonen asked that the Board receive meeting minutes and bank reconciliations a week before the Board meeting, which the school agreed to do for future meetings.

Kathryn Klingenstein motioned to approve October's Board Minutes with a few edits, Ann Levonen seconded the motion, and all agreed.

Financials

Adnan went through the financials for Growing Up Green I. The Special Education per pupil funding we received was higher than anticipated, our Title 2 funding came in lower due to adjustments, IDA revenue was better than expected, and family contributions were better than expected. Benefit costs were lower than expected, and 401K costs were lower than anticipated. We were over budget on team building and professional services, classroom expenditure, facilities, technologies costs came in higher due to implementation of Power School.

Additional Board Members

Kelly Rusotti and Peter Davis are two prospective Board Members. Kelly visited last week. She is a lawyer by trade. She worked at Success Academy with Kate McGrath for a few years. She is very excited in helping out in any way she can, especially with advocacy.

Peter Davis was here at the last Board Meeting. He works for Ernst and Young. He has a great deal of experience in government, business and finance. Peter will help in many different ways, including raising money.

Kathryn Klingenstein moved to nominate Kelly Rusotti to the Growing Up Green Board of Trustees, Anne Levonen seconded, and all were in favor.

Anne Levonen nominated Peter Davis to the Growing Up Green Board of Trustees, Kathryn Klingenstein seconded, and all were in favor.

Fundraiser

Erin Acosta spoke about our fundraiser on October 23rd, 2019, our first of many Board fundraisers. There are quite a few other fundraising campaigns coming up: Read-a-Thon, Giving Tuesday and the end of year giving campaign.

Ann Levonen asked how we are working to engage alumni.

Erin spoke about how we had a very successful homecoming at the Middle School and are looking to have a “Springcoming” as well. We are hoping to be able to reach out to alumni that way. We are also having a Parent-to-Parent event and will be inviting alumni parents to come back for that. We are hoping to cultivate that alumni relationship with the whole family.
We can also think about having a “Junior Board” of alumni in 2020-2021. We have a fundraising committee of PTO leadership and school leadership that meets and discusses our fundraising plans.

GROWING UP GREEN CHARTER SCHOOL BOARD MEETING

Board Meeting Date: Tuesday, December 17th, 2019

Location: Growing Up Green Elementary Charter School Long Island City

Commencement Time: 7pm

In person: Nabiha Yusufali (Executive Assistant Special Project Coordinator at GUGCS),

Video Conference: Shadiatu Moustapha (GUG II Parent Rep), Adnan Vadyk (Finance Manager for Charter School Business Management Inc), Jeff Mueller (Board Chair), Kate McGrath (General Counsel and HR Director for GUGCS), Matthew Greenberg (Founder Executive Director at GUGCS), Kathryn Klingenstein (Board Vicechair), Anne Levonen (Board Trustee), Kate Hooker (Board Secretary)

Commencement

Jeff Mueller motioned to commence the Board of Trustees meeting for Growing Up Green I Charter School, Kate Hooker seconded the motion, and all agreed.

Previous Month's Board Meeting Minutes

Jeff Mueller motioned to approve November's Board Minutes, Kate Hooker seconded the motion, and all agreed.

Kate Hooker motioned to make a slight change in the September Board minutes. Jeff Mueller was left out of the roster of staff, but he was at the meeting. Anne Levonen seconded the month, and all agreed.

Financials

Adnan Vadyk went through the financials for Growing Up Green I. The Special Education per pupil funding we received was higher than anticipated, our Title 2 funding came in lower due to adjustments. We are holding enrollment at a lower number than budgeted Benefit costs were lower than expected, and 401K costs were lower than anticipated. We were over budget on team building and professional services, classroom expenditure, facilities, technologies costs came in higher due to implementation of Power School.

GROWING UP GREEN CHARTER SCHOOL BOARD MEETING

Board Meeting Date: Tuesday, January 21st, 2020

Location: Growing Up Green Middle Charter School Long Island City

Commencement Time: 7pm

In person: Kate Hooker (Board Secretary) Pastor Corwin Mason (Board Trustee), Kelly Rusotti (Board Trustee in process), Jenn Slutak (School Leader at Growing Up Green Middle School), Matthew Greenberg (Founder and Executive Director for Growing Up Green Charter Schools), Laura Meyers (Board Parent Representative for Growing Up Green I), Nabiha Yusufali (Executive Assistant to Matthew Greenberg and Special Project Coordinator at Growing Up Green Charter Schools), Erin Acosta (Director of Development at Growing Up Green Charter Schools), Stephanie Meyer (Growing Up Green I PTO Co-President)

Video Conference: Adnan Vadyk (Finance Manager for Charter School Business Management Inc), Jeff Mueller (Board Chair), Kathryn Klingenstein (Board Vicechair), Anne Levonen (Board Trustee), Marc Greenberg (Board Trustee)

Commencement

Jeff Mueller voted to open the meeting, Anne Levonen seconded the motion, all were in favor.

Previous Month's Board Meeting Minutes

Kate Hooker motioned to approve the January Board Minutes, Kathryn seconded the motion, all in favor.

Kate Hooker motioned to approve the Special Board Meeting Minutes, Kathryn seconded the motion, all were in favor.

Financials

Adnan Vadyk went through the financials for Growing Up Green I. The Special Education per pupil funding we received was higher than anticipated, our Title 2 funding came in lower due to adjustments. We are holding enrollment at a lower number than budgeted. Benefit costs were lower than expected, and 401K costs were lower than anticipated. We were over budget on team building and professional services, classroom expenditure, facilities, and technologies costs came in higher due to implementation of Power School.

Department Of Education Succession Plan

Matthew Greenberg spoke about the Succession Plan that was sent to the Board Members earlier this week. This is an ask from the Department of Education. Kate Hooker motioned to approve the Succession Plan that was presented, Marc Greenberg seconded the motion. all approved.

School Leader Update

Jenn Slutak, School Leader at Growing Up Green Middle School, gave an update. This is her 11th year with Growing Up Green. She helped Matthew start the school. Erin Acosta and Jenn Slutak hosted an event last week where they invited alumni families back to speak to current families. Current families had opportunities to ask about the experiences they all had. For Regents week the middle school had 20 9th graders visit us. The middle school is doing a production of Aladdin the Musical. The production will be in the first few weeks of June. National History Day is on Friday, January 24th from 9am - 11am. Students will be judged and go to the city-wide competition. Usually one student goes to state. The Readathon is around the corner, we are trying to have 100% participation in the school and have every student raise $5. We also have an after school club with Brooklyn Boat Works where students are building a boat that will set sail in Spring.

Fundraising Update

Erin Acosta gave an update on Fundraising. We are thinking of doing a second Board-sponsored fundraising event sometime in May.

Angel Sponsors

- https://friendsofgugcs.networkforgood.com/projects/90554-angel-sponsors-for-2020-read-a-thon
- Please share the link with family and friends
- Read-a-thon supports “Active Learning”: field trips overnights
- Support students who are unable to find sponsors on their own
- School’s goal is 100% participation
- At least $25K at GUG I; $5K at GUG II (first Read-a-thon)
- Literacy Month events to support the Read-a-thon:
  - Book Drive
  - MS Book Fair
  - 1/24 Family Literacy Night - GUG I ES
  - 1/25 Winter Family Game Day - GUG II
  - Readers Make Leaders events
  - MS “drop everything read” day

Giving Tuesday End of Year Campaign

- Giving Tuesday Facebook Total: $7,205
    - GUG I families: $4,875
    - GUG II families: $50
    - Friends of GUG (School Board)
        - Credited to the Board: $575
        - Anonymous: $95
- End of Year donations
    - Tom Selby

Family Contributions Update

- GUG I Family Contribution Update
    - Whole school: $44,207
        - 215 students (27%)
        - Giving Tuesday going to GUG I: $4,875 (Added to total above)
- GUG II Family Contribution Update
    - Whole School: $4,830
        - 82 students

GROWING UP GREEN CHARTER SCHOOL BOARD MEETING

Board Meeting Date: Tuesday, February 11th, 2020

Location: Growing Up Green Charter School Long Island City

Commencement Time: 7pm

In person: Matthew Greenberg (Founder and Executive Director for Growing Up Green Charter Schools), Erin Acosta (Director of Development at Growing Up Green Charter Schools), Nabiha Yusufali (Executive Assistant to Matthew Greenberg and Special Projects Coordinator at Growing Up Green Charter Schools), Anne Levonen (Board Trustee)

Video Conference: Kate McGrath (General Counsel and Director of Human Resources at Growing Up Green Charter Schools), Adnan Vadyk (Finance Manager for Charter School Business Management Inc), Marc Greenberg (Board Trustee), Reverend Corwin Mason (Board Trustee), Kate Hooker (Board Secretary), Kelly Russotti (Board Trustee)

Commencement

Anne Levonen voted to open the meeting, Kate Hooker seconded the motion, all were in favor.

Previous Month's Board Meeting Minutes

Kate Hooker motioned to approve the February Board Minutes, Anne seconded the motion, all in favor.

Financials

Adnan Vadyk went through the financials for Growing Up Green I. The Special Education per pupil funding we received was higher than anticipated, our Title 2 funding came in lower due to adjustments. We are holding enrollment at a lower number than budgeted. Benefit costs were lower than expected, and 401K costs were lower than anticipated. We were over budget on team building and professional services, classroom expenditure, facilities, and technologies costs came in higher due to implementation of Power School.

Matthew Greenberg spoke about how we are expected to receive a higher increase in our per pupil for next year. Also, our enrollment numbers this year are lower than anticipated, but we will be taking a more conservative number in the budget for the future. Also, we will make sure to take payroll tax into consideration because that came in higher than expected.

Announcements

Matthew Greenberg had a few announcements for the Board. Board meetings for the rest of the school year will be at Growing Up Green I Elementary School. Presentations from the Growing Up Green Charter Schools leadership will be on the agenda for the rest of the year.

Next month we thought it would be a great opportunity to go through best practices for Board Meetings. Cliff Schnieder from Cohen Schneider Law, P.C. will be leading the workshop alongside Kate McGrath.

Kelly Russotti Board membership has been approved by the SED, we are waiting on the DOE to approve her as well.

New Business

Kate McGrath spoke about some corrective distributions that have come through for the 401K audit. This was a correction made for people who were underfunded for employer match, but in total it was de minimis. We have changed our process going forward and will be looking at total comp and not salary.

Matthew reached out to Franklin Headley from Voice Charter School and asked if he could speak to his Board Chair. Voice Charter School is known to have excellent Board practices. Matthew and his Board Chair, Marc Cohen, had a great conversation where they discussed best practices. We have asked to pay their Board a visit to see how they conduct.

Kate moved to adjourned GUG I Board meeting

GROWING UP GREEN I CHARTER SCHOOL BOARD MEETING

Board Meeting Date: Tuesday, March 17th, 2020

Location: https://zoom.us/j/273191334

Commencement Time: 7pm

In attendance: Matthew Greenberg (Founder and Executive Director for Growing Up Green Charter Schools), Erin Acosta (Director of Development at Growing Up Green Charter Schools), Nabiha Yusufali (Executive Assistant to Matthew Greenberg and Special Projects Coordinator at Growing Up Green Charter Schools), Anne Levonen (Board Trustee), Kate McGrath (General Counsel and Director of Human Resources at Growing Up Green Charter Schools), Anita Amoh (Director of Finance at Growing Up Green Charter School), Marc Greenberg (Board Trustee), Kate Hooker (Board Secretary), Kelly Russotti (Board Trustee), Reid Chase (Board Trustee), Kathryn Klingenstein (Board Vicechair), Jeff Mueller (Board Chair), Aris Colgan (School Leader at Growing Up Green I Charter School), Jenn Slutak (School Leader at Growing Up Green I Middle School, Steve Viola (Assistant School Leader at Growing Up Green I Middle School), Nancy Wong (School Leader at Growing Up Green II), Lauren Balterman (Director of Counseling Services at Growing Up Green Charter School)

Commencement

Jeff Mueller moved to open the meeting for Growing Up Green I Charter School.

Previous Month's Board Meeting Minutes

Kathryn Klingenstein motioned to approve the March Board Minutes, Anne Levonen seconded the motion, all were in favor.

Financials

Anita Amoh went through financials for Growing Up Green I Charter School. For State Grants we are projected to be under budget due to lower enrollment numbers compared to what we had in the budget. For SpEd we also projected to be lower than we had anticipated in the budget. For Federal Grants, we are looking to be under, this is due to the Title I allocations which were lower than we had anticipated in the budget. For our contributions line we are projected to be over budget because this year we've done really well in our fundraising efforts. For instructional staff we are looking to be under budget. For non-instructional staff we are looking to be under budget as well, mainly due to savings from maternity leaves. For incentives we are projecting to be over due to staff taking on additional roles while we had some vacancies. For benefits we are looking to be under due to savings from the new benefits primes that were introduced this year. For professional services we are projected to be over budget due

to a number of factors, mainly our payroll service fees which were higher than we had anticipated in the budget, and also our substitute services which were higher than we had anticipated in the budget. For professional development we are looking to be under. For staff and student recruitment we are looking to be under. For miscellaneous expenses we are looking to be over budget because of unexpected fines that the school had to deal with this year. For depreciation expenses we are looking to save. Bottom line, we are looking to have a net income.

COVID-19 - Growing Up Green's Response

Kate McGrath started the discussion of Growing Up Green's Response to COVID-19. She spoke of the legal ramifications of the schools closing and the guidance from the state and our authorizers. She walked the Board through the executive order that Governor Cuomo signed last week. She spoke about conversations that GUGCS has been talking to David Frank from SED and his counterpart at SUNY about the guidance they have given us. Our authorizers have been saying that we should be documenting our efforts during this time. In the event that there's any kind of pushback from the State or any districts about us getting our per pupil funding, they want us to be able to show all of the efforts we took to remain in the business of educating students during this time. She spoke about the SpEd student support teams at all three schools and the fact that they are doing their very best to keep making sure our students keep receiving these services during this time.

Erin Acosta then spoke about family engagement for COVID-19. There are DOE Grab and Go sites all around the city for families who need School Food, families are being directed to go to the site closest to their home. They are also going to turn some of the schools into childcare centers for workers who cannot work remotely. Our middle school is adjacent to Our Children, a food bank, so the middle school did a mini food drive and dropped it off to Our Children on Friday afternoon. On Friday we were able to send home about 20 students that afternoon with a laptop and a charger for the laptop ChromeBooks so that they can work from home and we are now surveying the families, and have sent emails out to families at all 3 campuses.

Aris Colgan then spoke about her plan for remote learning at Growing Up Green I Elementary School. We will be using Google Classroom as our platform to share remote learning with students. Through Google Classroom students have access to one classroom, and multiple teachers have access to that classroom, including Learning Specialists, ENL teachers and Specials teachers. Support Services is still providing SETTs to any of our mandated students through differentiated learning through the Google Classroom platform. We've also made a bank of social emotional resources for families to use. Our Deans are also offering weekly check-ins where students can log into a video conference and for staff, we're going to hold weekly staff meetings.

Jenn Slutak then spoke about her plan for remote learning at Growing Up Green I Middle School. The middle school actually already uses Google Classroom for much of their learning, so the students should be able to access and complete their work easily.

Fundraising Update

Erin Acosta gave an update on the Read-a-Thon and fundraising efforts. With the help of our Friends of Growing Up Green Angel Campaign, we raised a total of $36,135 for the Read-a-Thon. GUG II raised $5,000 and GUG I raised $31,000. The Friends of Growing up Green online campaign that raised $2,120.

GROWING UP GREEN CHARTER SCHOOLS SPECIAL BOARD MEETING

Board Meeting Date: April 9th, 2020

Location:

https://us04web.zoom.us/j/296127395?pwd=aExmUklVYkg0ajZWanR6WWc4N2FJZz09

Password: 470107

Commencement Time: 12pm

In attendance: Matthew Greenberg (Founder and Executive Director for Growing Up Green Charter Schools), Nabiha Yusufali (Executive Assistant to Matthew Greenberg and Special Projects Coordinator at Growing Up Green Charter Schools), Anne Levonen (Board Trustee), Kate McGrath (General Counsel and Director of Human Resources at Growing Up Green Charter Schools), Anita Amoh (Director of Finance at Growing Up Green Charter School), Marc Greenberg (Board Trustee), Kate Hooker (Board Secretary), Kelly Russotti (Board Trustee (in progress for GUG I), Reid Chase (Board Trustee), Kathryn Klingenstein (Board Vicechair), Jeff Mueller (Board Chair), Dr Shadiatu Moutapha (Parent Representative for Growing Up Green Charter Schools II), Peter Davis (Board Member in progress)

Commencement

Jeff Mueller moved to open the Special Board Meeting for Growing Up Green Charter Schools.

SBA Paycheck Protection Program (PPP) Loan

Anita Amoh went through background information about the SBA Paycheck Protection Program (PPP) Loan. She spoke about some reasons as to why Growing Up Green Charter Schools could apply, including the possibility of the City withholding funds from the schools in July based on not completing 180 days of school this year due to the crisis as well as the fact that there is uncertainty surrounding what next school year's funding will be. Charter School funding could take a hit if the state tax receipts are not what the State's budget office expects, this would trigger less funding for public schools and possibly translate to less funding for Charter Schools, which would require legislative action to be taken in order to reduce our funding.

Kate Hooker spoke about some reasons why she thinks that it may not make sense for Growing Up Green to apply, including that the proceeds have to be used during the eight week period after they are received.

Ann Levonen asked whether it makes sense just to apply and see what happens. Kate Hooker replied back that there are certifications within the loan that say the company needs the loan that we would have to sign.

Peter Davis spoke about his work with Ernst and Young and the work he has been doing in helping many companies apply to the loan. He mentioned how there will be another iteration of this loan at the end of the summer that Growing Up Green could apply for, since we will have more clarity in funding by then.

Reid Chase and Jeff Mueller spoke about the fact that when the Finance Committee met yesterday, they were in different minds about applying for the loan, but now that the Board has had this discussion, they feel that there is no need to apply for the loan now, and can instead apply when the second iteration of the loan comes out at the end of summer when we have more clarity from the State as to what our funding will be.

Kelly Russotti - Growing Up Green I Charter School Board Member

Kate McGrath spoke about the fact that due to the Public Assemblies law and the fact that a Board Member was video conferencing in the Board Meeting that Kelly Russotti was voted in for, the DOE has asked that the Board revote and resign a resolution for admission into the Growing Up Green I Board.

Kathryn Klingenstein put forward the motion to accept Kelly Russotti as a Board Member for Growing Up Green I Charter School, Anne Levonen seconded, all were in favor.

GROWING UP GREEN I CHARTER SCHOOL BOARD MEETING

Board Meeting Date: Tuesday, April 21st, 2020

Location:

https://us04web.zoom.us/j/446058084?pwd=SDNCVmhVL0JWWnl0bEwwNDhSYjhkZz09

Commencement Time: 7pm

In attendance: Matthew Greenberg (Founder and Executive Director for Growing Up Green Charter Schools), Erin Acosta (Director of Development at Growing Up Green Charter Schools), Nabiha Yusufali (Executive Assistant to Matthew Greenberg and Special Projects Coordinator at Growing Up Green Charter Schools), Anne Levonen (Board Trustee), Kate McGrath (General Counsel and Director of Human Resources at Growing Up Green Charter Schools), Anita Amoh (Director of Finance at Growing Up Green Charter School), Marc Greenberg (Board Trustee), Kate Hooker (Board Secretary), Kelly Russotti (Board Trustee), Reid Chase (Board Trustee), Kathryn Klingenstein (Board Vicechair), Jeff Mueller (Board Chair), Nancy Wong (School Leader at Growing Up Green II Charter School), Steve Viola (Assistant School Leader at Growing Up Green I Middle School), Lauren Balterman (Director of Counseling Services at Growing Up Green Charter School), Laura Meyers (Parent Rep at Growing Up Green I Charter School), Cliff Schneider (Cohen Schneider Law, PC), Ken Cerini (Cerini Associates, LLP)

Commencement

Jeff Mueller moved to open the meeting for Growing Up Green I Charter School.

Previous Month's Board Meeting Minutes Special Board Meeting Minutes

Reid Chase motioned to approve the April Board Minutes, Anne Levonen seconded the motion, all were in favor.

Kathryn Klingenstein motioned to approve the Special Board Meeting Minutes, Reid Chase seconded the motion, all were in favor.

401K Audit – Ken Cerini (Cerini Associates, LLP)

Ken Cerini from Cerini Associates, LLP presented to the Board the 401K Audit that his company did. They did an audit of our pension plan. They conducted our audit in accordance with the Department of Labor's limited scope approval.

The auditors did not note any material weaknesses in the internal control environment. The auditors had the following findings and recommendations/resolutions:

- Finding #1: The auditors noted that meetings of Plan Trustees are not being maintained. Recommendation: The auditors recommend that minutes be promptly prepared and retained for meetings of Plan Trustees. Anita Amoh noted that this recommendation had been adopted internally.
- Finding #2: The auditors noted that during fiscal year 2019 the Plan Sponsor was not maintaining employee deferral change forms in the employee personnel file. Resolution: We noted that beginning fiscal year 2020 this issue has been addressed and procedures have been put in place to make sure employees complete deferral change forms and forms are placed in the personnel file. Kate McGrath confirmed that this resolution was currently in place.

Financials

Anita Amoh went through financials for Growing Up Green I Charter School. For State Grants we are projected to be under budget due to lower enrollment numbers compared to what we had in the budget. For SpEd we also projected to be lower than we had anticipated in the budget. For Federal Grants, we are looking to be under, this is due to the Title I allocations which were lower than we had anticipated in the budget. For our contributions line we are projected to be over budget because this year we've done really well in our fundraising efforts. For instructional staff we are looking to be under budget. For non-instructional staff we are looking to be under budget as well, mainly due to savings from maternity leaves. For incentives we are projecting to be over due to staff taking on additional roles while we had some vacancies. For benefits we are looking to be under due to savings from the new benefits primes that were introduced this year. For professional services we are projected to be over budget due to a number of factors, mainly our payroll service fees which were higher than we had anticipated in the budget, and also our substitute services which were higher than we had anticipated in the budget. For professional development we are looking to be under. For staff and student recruitment we are looking to be under. For miscellaneous expenses we are looking to be over budget because of unexpected fines that the school had to deal with this year. For depreciation expenses we are looking to save. Bottom line, we are looking to have a net income.

Jeff Mueller had a few questions regarding the cost of ADP. Kate McGrath spoke about how this summer the school is doing an evaluation of ADP and have asked some brokers who the school is using for our other insurance policies to put together a proposal for us to move away from ADP.

High School Acceptance News – Steve Viola

Steve Viola spoke about the high schools Growing Up Green Middle School students have been accepted into, and shared this list with the Board:

CUNY Earth Day Program – Erin Acosta

Growing Up Green Middle School was on CUNY TV. Erin Acosta shared the clip with the Board.

https://tv.cuny.edu/show/simplyscience/PR2009199

GROWING UP GREEN I CHARTER SCHOOL BOARD MEETING

Board Meeting Date: Tuesday, May 19th, 2020

Location:

https://us04web.zoom.us/j/446058084?pwd=SDNCVmhVL0JWWnl0bEwwNDhSYjhkZz09

Commencement Time: 7pm

In attendance: Matthew Greenberg (Founder and Executive Director for Growing Up Green Charter Schools), Erin Acosta (Director of Development at Growing Up Green Charter Schools), Nabiha Yusufali (Executive Assistant to Matthew Greenberg and Special Projects Coordinator at Growing Up Green Charter Schools), Anne Levonen (Board Trustee), Kate McGrath (General Counsel and Director of Human Resources at Growing Up Green Charter Schools), Anita Amoh (Director of Finance at Growing Up Green Charter School), Marc Greenberg (Board Trustee), Kate Hooker (Board Secretary), Kelly Russotti (Board Trustee), Kathryn Klingenstein (Board Vicechair), Jeff Mueller (Board Chair), Nancy Wong (School Leader at Growing Up Green II Charter School), Laura Meyers (Parent Rep at Growing Up Green I Charter School)

Commencement

Kate Hooker moved to open the meeting for Growing Up Green I Charter School. Anne Levonen seconded the motion, all were in favor.

Previous Month's Board Meeting Minutes Special Board Meeting Minutes

Jeff Mueller motioned to approve the April Board Minutes, Anne Levonen asked that a revision be made to the portion of the minutes that addressed recommendations from the 401K auditor and be presented to the Board at the next Board meeting.

Financials

Anita Amoh went through financials for Growing Up Green I Charter School. For State Grants we are projected to be under budget due to lower enrollment numbers compared to what we had in the budget. For SpEd we also projected to be lower than we had anticipated in the budget. For Federal Grants, we are looking to be under, this is due to the Title I allocations which were lower than we had anticipated in the budget. For our contributions line we are projected to be over budget because this year we've done really well in our fundraising efforts. For instructional staff we are looking to be under budget. For non-instructional staff we are looking to be under budget as well, mainly due to savings from maternity leaves. For incentives we are projecting to be over due to staff taking on additional roles while we had some vacancies. For benefits we are looking to be under due to savings from the new benefits primes

that were introduced this year. For professional services we are projected to be over budget due to a number of factors, mainly our payroll service fees which were higher than we had anticipated in the budget, and also our substitute services which were higher than we had anticipated in the budget. For professional development we are looking to be under. For staff and student recruitment we are looking to be under. For miscellaneous expenses we are looking to be over budget because of unexpected fines that the school had to deal with this year. For depreciation expenses we are looking to save. Bottom line, we are looking to have a net income.

Board Resolution to Apply for PPP Small Business Loan

Marc Greenberg moved to motion the Growing Up Green I Board resolution to apply for the PPP Loan. Kelly Russotti seconded, Kate Hooker, Kathryn Klingenstein, Anne Levonen and Jeff Mueller all approved.

GROWING UP GREEN I CHARTER SCHOOL BOARD MEETING

Board Meeting Date: Tuesday, June 16th, 2020

Location:

https://us04web.zoom.us/j/446058084?pwd=SDNCVmhVL0JWWnl0bEwwNDhSYjhkZz09

Commencement Time: 7pm

In attendance: Matthew Greenberg (Founder and Executive Director for Growing Up Green Charter Schools), Erin Acosta (Director of Development at Growing Up Green Charter Schools), Nabiha Yusufali (Executive Assistant to Matthew Greenberg and Recruitment Associate at Growing Up Green Charter Schools), Reid Chase (Board Treasurer), Anne Levonen (Board Trustee), Kate McGrath (General Counsel and Director of Human Resources at Growing Up Green Charter Schools), Anita Amoh (Director of Finance at Growing Up Green Charter School), Marc Greenberg (Board Trustee), Kate Hooker (Board Secretary), Kelly Russotti (Board Trustee), Kathryn Klingenstein (Board Vicechair), Jeff Mueller (Board Chair), Aris Colgan (School Leader at Growing Up Green I Elementary School)l, Jennifer Slutak (School Leader at Growing Up Green I Middle School) Nancy Wong (School Leader at Growing Up Green II Elementary School), Laura Meyers (Parent Rep at Growing Up Green I Charter School)

Commencement

Jeff Mueller opened the meeting for Growing Up Green I Charter School.

Previous Month's Board Meeting Minutes

Reid Chase motioned to approve the April Board Minutes and May Board Minutes. Kathryn seconded. All were in favor.

Financials, 20-21 Budget and PPP Update

Anita Amoh and Anne Levonen spoke about the Growing Up Green I 20-21 Budget. Anne Levonen made a motion to approve the budget, Jeff Mueller seconded, all were in favor.

Anita Amoh gave an update on the PPP Loan.

Fundraising Update

Erin Acosta updated the Board on the fundraising that was done throughout the 19-20 school year, and the plan for next year.

School Leader Update

School Leaders from each school gave an update on the ending of the school year.

Parent Rep Update

Laura Meyers, Paren Rep from Growing Up Green I, gave an update on the end of the school year.

Board Elections

Jeff Mueller motioned to nominate Kate Hooker and Kathryn Klingenstein as Board Co-Chairs for a two year term with GUGCS. Reid Chase seconded the motion, all were in favor.

Kate Hooker motioned to nominate Anne Levonen as Treasurer for a two year term with GUGCS, Kathryn Klingenstein seconded, all were in favor.

Kathryn Klingenstein motioned to nominate Kelly Russotti as Secretary for a two year term with GUGCS, this was seconded by Kate Hooker, all were in favor.

Board Fundraising

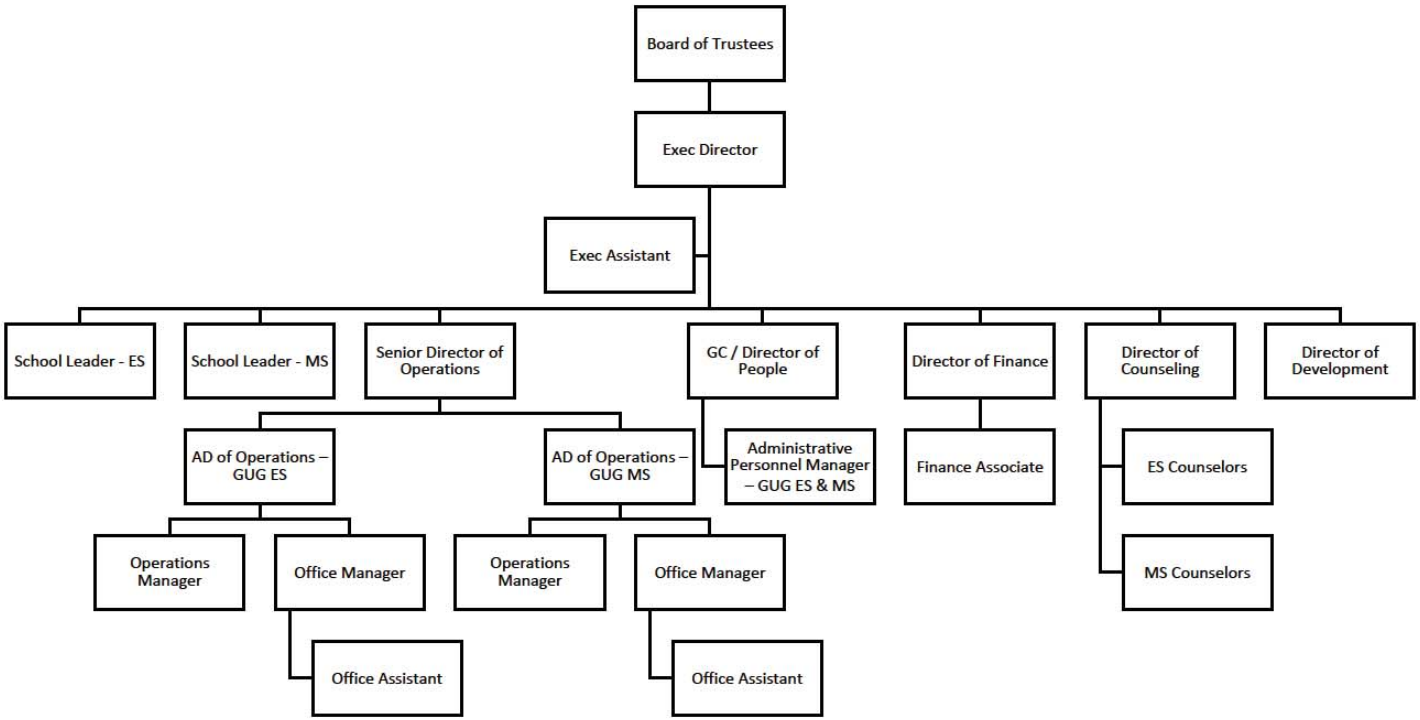
The Board spoke about a Give/Get that they could work on together. They also asked the school to provide a list of opportunities for how they can help out.

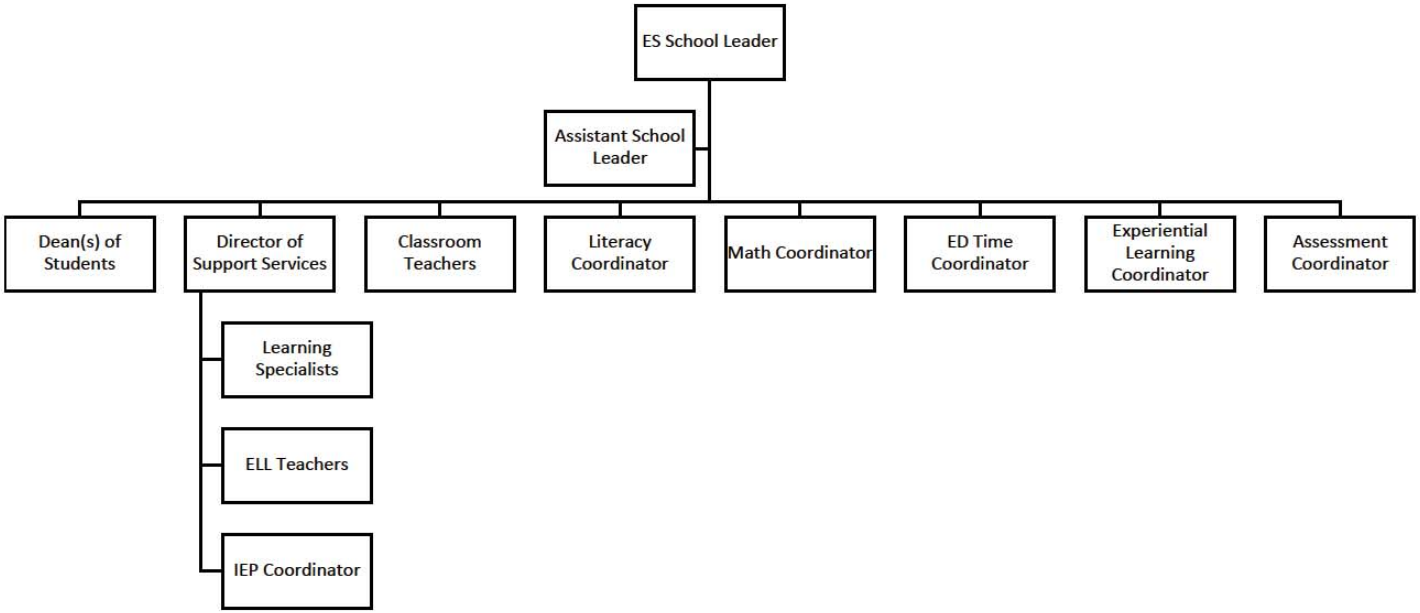
Board Committees

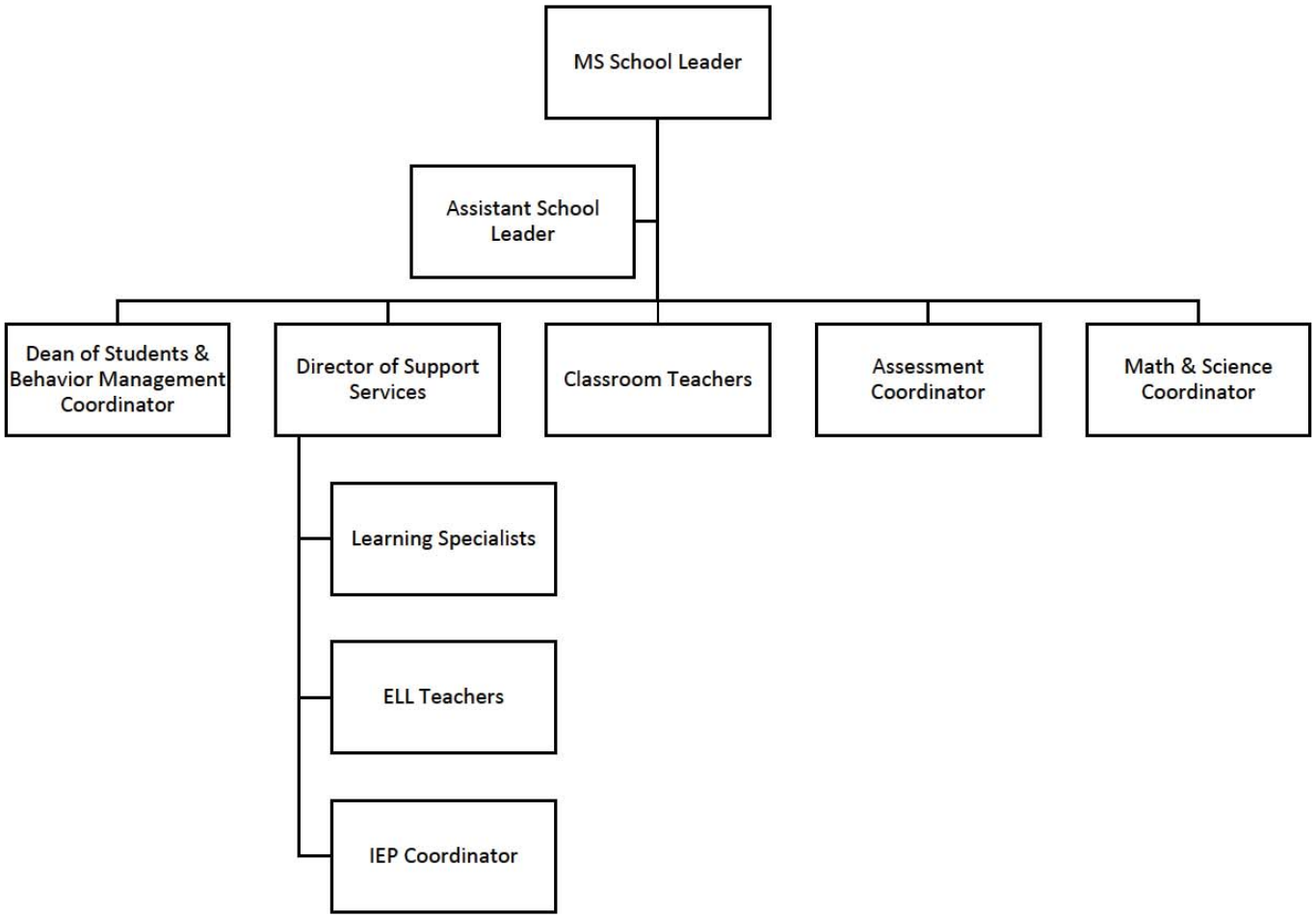
Three committees have been proposed to the Board, the Social Emotional and Academic Data Committee, Legal/Real Estate Finance Fundraising Committee and the Mentor Board Member for Onboarding New Members Board Nominating Committee. The Board will be selecting a committee they would like to participate in and come back to speak about it next month. Laura Meyers also spoke about talking about Racial Equity within the committees, and suggested the Board do something with that.

Sublease Agreement for the Riis Center

Kate McGrath spoke about a sublease agreement between Friends Of Growing Up Green and Growing Up Green for the MS use of the gymnasium at the Riis Center.
Marc Greenberg motioned to approve to adopt the resolution approving the Sublease Agreement for the Riis Center, Jeff Mueller seconded, Anne Levonen abstained, all others were in favor.


Board of Trustees
Exec Director
Exec Assistant
School Leader - ES
School Leader - MS
Senior Director of Operations
GC / Director of People
Director of Finance
Director of Counseling
Director of Development
AD of Operations – GUG ES
AD of Operations – GUG MS
Administrative Personnel Manager – GUG ES & MS
Finance Associate
ES Counselors
MS Counselors
Operations Manager
Office Manager
Operations Manager
Office Manager
Office Assistant
Office Assistant


ES School Leader
Assistant School Leader
Dean(s) of Students
Director of Support Services
Classroom Teachers
Literacy Coordinator
Math Coordinator
ED Time Coordinator
Experiential Learning Coordinator
Assessment Coordinator
Learning Specialists
ELL Teachers
IEP Coordinator


MS School Leader
Assistant School Leader
Dean of Students & Behavior Management Coordinator
Director of Support Services
Classroom Teachers
Assessment Coordinator
Math & Science Coordinator
Learning Specialists
ELL Teachers
IEP Coordinator

Growing Up Green Charter Schools Calendar 2020-2021

August 2020

S	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

17th- 31st Summer PD (all staff)

September 2020

S	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

1st – 4th Summer PD (all staff)
7th Labor Day
8th First Day of School
28th Yom Kippur

October 2020

S	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

12th Indigenous Peoples' Day
8th & 9th MS Family Conferences

November 2020

S	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

3rd Election Day (Staff PD Day)
11th Veterans Day Observed
23rd & 24th ES Family Conferences
25th - 27th Thanksgiving Break

December 2020

S	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

23rd Winter Carnival 1pm Dismissal
24th – 31st Winter Recess

January 2021

S	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

1st Winter Recess
18th MLK Day
28th & 29th MS Family Conferences

February 2021

S	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

12th – Lunar New Year
15th – 19th Midwinter Recess

March 2021

S	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

11th & 12th ES Family Conferences
29th -31st Spring Recess

April 2021

S	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

1st – 2nd Spring Recess
20th – 22nd ELA State Testing (3rd – 8th)
29th & 30th MS Family Conferences

May 2021

S	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

4th – 6th Math State Testing (3rd – 8th)
13th – Eid al-Fitr
25th - 4th Science Performance State Testing (4th)
28th & 31st Memorial Day

June 2021

S	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

7th Science Written State Testing (4th)
23rd 1pm Dismissal
24th 8th Grade Graduation 1pm Dismissal
25th Last Day of School 1pm Dismissal

July 2021

S	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Key	No School for Students	1pm Dismissal	Elementary Conferences - 1pm dismissal Middle School Conferences - 1pm dismissal

Rev 9.12.2020

Subject to Change

FIRE DEPARTMENT

9 METROTECH CENTER BROOKLYN, N.Y. 11201-3857

BUREAU OF FIRE PREVENTION

Public Buildings Unit

DATE: 07.13.2020.

	PREMISES
Growing Up Green Charter School 36-49 11th Street Queens NY 11101	Growing Up Green Charter School 36-49 11th Street Queens NY 11101

To Whom It May Concern:

The New York City Fire Department ("FDNY"), Bureau of Fire Prevention, Public Buildings Unit conducted an inspection of the above-referenced premises on **02.03.2020.**

XXX The inspection did not reveal any violations that FDNY's Public Buildings Unit is authorized to inspect and enforce.

_____ The inspection resulted in issuance of violations of the Fire Code or other laws, rules or regulations that FDNY's Public Buildings Unit is authorized to inspect and enforce.

_____ As of XXXXXX documents were submitted to FDNY as proof of correction, and such correction was deemed acceptable to FDNY

_____ The inspection, and a review of premises records, has disclosed that the premises may not be in compliance with the lawful occupancy established by the New York City Department of Buildings.

This letter shall not be construed to be a permit for, or an approval of the premises. FDNY does not certify that the premises is free from any violation for which it has not inspected, in accordance with its standard inspection protocols. This letter shall not prevent FDNY from inspecting the premises at a later date, requiring the correction of any deficiencies its finds at the premises, and/or issuing violations against the premises for conditions that do not comply with the Fire Code or other laws, rules or regulations.

Examined by: _____

Tomasz Korbas, Supervising Inspector, PBU

FIRE DEPARTMENT

9 METROTECH CENTER BROOKLYN, N.Y. 11201-3857

BUREAU OF FIRE PREVENTION

Public Buildings Unit

DATE: 10.20.2020.

	PREMISES
Growing Up Green Charter School 39-27 29th Street Queens NY 11101	Growing Up Green Charter School 39-27 29th Street Queens NY 11101

To Whom It May Concern:

The New York City Fire Department ("FDNY"), Bureau of Fire Prevention, Public Buildings Unit conducted an inspection of the above-referenced premises on **10.19.2020.**

_____ The inspection did not reveal any violations that FDNY's Public Buildings Unit is authorized to inspect and enforce.

XXX The inspection resulted in issuance of violations of the Fire Code or other laws, rules or regulations that FDNY's Public Buildings Unit is authorized to inspect and enforce.
Note: Violation Order E633874 issued.

_____ As of XXXXXX documents were submitted to FDNY as proof of correction, and such correction was deemed acceptable to FDNY

_____ The inspection, and a review of premises records, has disclosed that the premises may not be in compliance with the lawful occupancy established by the New York City Department of Buildings.

This letter shall not be construed to be a permit for, or an approval of the premises. FDNY does not certify that the premises is free from any violation for which it has not inspected, in accordance with its standard inspection protocols. This letter shall not prevent FDNY from inspecting the premises at a later date, requiring the correction of any deficiencies its finds at the premises, and/or issuing violations against the premises for conditions that do not comply with the Fire Code or other laws, rules or regulations.

Examined by: _____

Tomasz Korbas, Supervising Inspector, PBU

Form 54-C (Rev. 4/62)—80M-601036(62) 114

DEPARTMENT OF BUILDINGS

BOROUGH OF QUEENS, THE CITY OF NEW YORK

Date 6/29/73 No. Q 185473

CERTIFICATE OF OCCUPANCY

NO CHANGES OF USE OR OCCUPANCY NOT CONSISTENT WITH THIS CERTIFICATE SHALL BE MADE UNLESS FIRST APPROVED BY THE BOROUGH SUPERINTENDENT

This certificate supersedes C. O. No.

THIS CERTIFIES that the ~~new~~—altered ~~existing~~—building—premises located at 11-01/11-09 37 Avenue Block 352 Lot 1

That the zoning lot and premises above referred to are situated, bounded and described as follows:

BEGINNING at a point on the Northeast ~~corner~~ distant feet from the corner formed by the intersection of 37 Avenue and 11 Street

running thence N. 465.42 feet; thence E. 185.21 feet;
thence S. 365.34 W 50.06 feet; thence S.10008 W. 135.15 feet;
running thence feet; thence feet;

to the point or place of beginning, conforms substantially to the approved plans and specifications, and to the requirements of the Building Code, the Zoning Resolution and all other laws and ordinances, and of the rules of the Board of Standards and Appeals, applicable to a building of its class and kind at the time the permit was issued; and

CERTIFIES FURTHER that, any provisions of Section 646F of the New York Charter have been complied with as certified by a report of the Fire Commissioner to the Borough Superintendent.

~~New~~ or Alt. No. 984/71

Occupancy classification— G (new Code) . Height 2 stories, --- feet.
Construction classification— IIC (new code)
Date of completion— 6/14/73 . Located in M1-1 Zoning District.
at time of issuance of permit.

This certificate is issued subject to the limitations hereinafter specified and to the following resolutions of the Board of Standards and Appeals: and The City Planning Commission: (Calendar numbers to be inserted here)

PERMISSIBLE USE AND OCCUPANCY

Off-Street Parking Spaces

Off-Street Loading Berths

STORY	LIVE LOADS Lbs. per Sq. Ft.	PERSONS ACCOMMODATED	USE
[redacted]			

THIS CERTIFICATE OF OCCUPANCY MUST BE POSTED WITHIN THE BUILDING IN ACCORDANCE WITH THE RULES OF THE DEPARTMENT PROMULGATED MARCH 31ST, 1967.

H. Siegmann
Borough Superintendent

OFFICE COPY—DEPARTMENT OF BUILDINGS

PERMISSIBLE USE AND OCCUPANCY (continued)

STORY	LIVE LOADS Lbs. per Sq. Ft.	PERSONS ACCOMMODATED	USE

Borough Superintendent

Form 54-C (Rev. 4/62)—80M-601036(62) 114

DEPARTMENT OF BUILDINGS

BOROUGH OF QUEENS **, THE CITY OF NEW YORK**

Date 10/27/67 No. 170961

CERTIFICATE OF OCCUPANCY

NO CHANGES OF USE OR OCCUPANCY NOT CONSISTENT WITH THIS CERTIFICATE SHALL BE MADE UNLESS FIRST APPROVED BY THE BOROUGH SUPERINTENDENT

This certificate supersedes C. O. No.

THIS CERTIFIES that the ~~xxx~~—altered—~~existing~~—building—premises located at 39-27 28th Street Block 398 Lot 1,37, 38,39

That the zoning lot and premises above referred to are situated, bounded and described as follows:

BEGINNING at a point on the North side of 40th Ave distant 0 feet East from the corner formed by the intersection of 40th Ave and 28th St

running thence E 347.35 feet; thence E 100 feet;
thence S 147.16 feet; thence E 100.11 feet;
running thence S 200.19 feet; thence W 200.21 feet;

to the point or place of beginning, conforms substantially to the approved plans and specifications, and to the requirements of the Building Code, the Zoning Resolution and all other laws and ordinances, and of the rules of the Board of Standards and Appeals, applicable to a building of its class and kind at the time the permit was issued; and

CERTIFIES FURTHER that, any provisions of Section 646F of the New York Charter have been complied with as certified by a report of the Fire Commissioner to the Borough Superintendent.

~~XXX~~ or Alt. No.— Alt 452/64 Construction classification— Fireproof
Occupancy classification— Public . Height 2 & Bsmt stories, 31 feet.
Date of completion— 11/21/66 . Located in M 1-3 Zoning District.
at time of issuance of permit.

This certificate is issued subject to the limitations hereinafter specified and to the following resolutions of the Board of Standards and Appeals: BZ 1110-64 Bul #25, Vol. L. (Calendar numbers to be inserted here)
and The City Planning Commission:

PERMISSIBLE USE AND OCCUPANCY

Off-Street Parking Spaces

Off-Street Loading Berths

STORY	LIVE LOADS Lbs. per Sq. Ft.	PERSONS ACCOMMODATED	USE
[redacted]			

H. Irving Sigman

Borough Superintendent

OFFICE COPY—DEPARTMENT OF BUILDINGS

PERMISSIBLE USE AND OCCUPANCY (continued)

STORY	LIVE LOADS Lbs. per Sq. Ft.	PERSONS ACCOMMODATED	USE

Borough Superintendent