

# Application: Health Sciences Charter School

Maurine Falkowski - mbennettfalkowski@gmail.com  
2021-2022 Annual Report

## Summary

**ID:** 0000000084

**Last submitted:** Nov 1 2022 03:37 PM (EDT)

**Labels:** Board of Regents

## Entry 1 School Info and Cover Page

**Completed** Nov 1 2022

### [Instructions](#)

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

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

## Entry 1 School Information and Cover Page

**(New schools that were not open for instruction for the 2021-2022 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, 2022)** or you may not be assigned the correct tasks.

## BASIC INFORMATION

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**a. SCHOOL NAME**

(Select name from the drop down menu)

HEALTH SCIENCES CHARTER SCHOOL 800000065871

**a1. Popular School Name**

(No response)

**b. CHARTER AUTHORIZER (As of June 30th, 2021)**

Please select the correct authorizer as of June 30, 2022 or you may not be assigned the correct tasks.

BOARD OF REGENTS

**d. DISTRICT / CSD OF LOCATION**

BUFFALO CITY SD

**e. DATE OF INITIAL CHARTER**

7/2009

**f. DATE FIRST OPENED FOR INSTRUCTION**

8/2010

**c. School Unionized**

Is your charter school unionized?

Yes

**c. Name of Union**

Provide the name of the union:

Health Sciences Teacher Association

**c. Date Unionized**

Provide the date of unionization:

11/2017

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

MISSION STATEMENT

To provide high-school age youth with an academically challenging learning environment that prepares them to communicate effectively, think and reason critically, value diversity, engage in service learning, pursue academic excellence, obtain sustainable and quality careers in the healthcare industry and become productive and valued members of the community.

**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	<p>Year-round instruction</p> <p>Four-week summer session, Regents prep, credit recovery, service learning, internships, electives, and college courses. Schedules are developed based on individual student needs.</p>
KDE 2	<p>Exposure to the latest industry technology and laboratory techniques</p> <p>Student exposure to the latest industry technology and laboratory techniques through tours and internships with partners such as Roswell Park Cancer Institute and Hauptman Woodward Research Institute, John R. Oishei Children's Hospital, Gates Vascular Institute, University of Buffalo Medical School, Catholic Health, ECMC, and Kaleida Health facilities.</p>
KDE 3	<p>Industry-specific curriculum</p> <p>Industry partners work with administrators, teachers and the Work-based Learning staff on a regular basis to infuse the latest terminology, career pathway opportunities, and basic skills required for specific professions. The School hosts WNY STEM's annual Hand-in-Hand Program and is currently developing a Robotics Program with WNY STEM. A college-level Health Disparities course is currently offered in partnership with Trocaire College.</p>
KDE 4	<p>Dual college credit courses</p> <p>The school continues to develop partnerships with local institutions of higher education in order to expose students to college level coursework and obtain college credits while in high school, which reinforces students' understanding of the need for rigor in high school, builds confidence in pursuing college post-graduation, as well as lessens the financial burden on them once in college. All Health Sciences students participate in college visits during their junior and senior years. Health Sciences is currently working with Trocaire College, SUNY Buffalo, and Buffalo State College.</p>
KDE 5	Mentoring

	<p>CREW teams of staff members check in daily with students to provide support and guidance. Students also receive mentoring services through the school's partnership with the Buffalo Urban League. Lastly, students participating in internships have the privilege of a career mentor relationship with an industry professional.</p>
KDE 6	<p><b>Service Learning</b>  Students are required to complete 100 hours of mandatory community service prior to graduation at local hospitals, businesses and healthcare facilities as well as neighborhood cleanups around the school. Guidance and the Director of Outreach and Equity track the number of hours served.</p>
KDE 7	<p><b>Internships</b>  Students participate in internships at Catholic Health sites, Community Health Center of Buffalo, Veterans Hospital, Roswell Park Cancer Institute, the Foundry, and Oishei Children's Hospital. Students also participated in a number of programs during the school year and summer through the Buffalo Urban League and Mayor's Summer Youth Program.</p>
KDE 8	<p><b>Individual Career Guidance/Career Development Activities</b>  Students participate in career events, college visits, and career readiness programming that reinforce the need for academic achievement and expose them to multiple career opportunities available in the health sciences industry. All students participate in exploratory programs at local healthcare facilities and/or guest speakers and presentations annually. Kaleida Health, Independent Health, BlueCross/BlueShield, Roswell Park Cancer Institute, Community Health Center of Buffalo, Catholic Health SUNY at Buffalo (Doctors Back to School, Young Doctors Club and Young Dentists Club) have contributed staff time to provide teachers with in class presentations relevant to ongoing coursework. Every student develops a college and career plan and all 9th graders will complete an Introduction</p>

	to Careers class. Students will receive college credit for a Health Disparities class designed in partnership with Trocaire College this fall.
KDE 9	<p>Health and wellness</p> <p>Nutrition and personal health programming continues to grow at the school in order to increase the personal health and wellness of our community's future healthcare professionals. It is emphasized throughout all facets of classroom instruction and extracurricular offerings. The afterschool Cooking Club emphasizes preparation of fresh produce and healthy eating. In addition to nutrition, the social and mental health of the students also remains a priority, new school Social Workers and Case Managers from multiple healthcare partners are available at the school to address student needs. Partnerships such as the University of Buffalo's Dentists/Doctors Back to School, and the Doctors and Nurses Clubs address both career opportunities as well as discuss the need for a healthy lifestyle. Eye and dental exams are provided and the young professionals work with school staff to link students to additional services when appropriate.</p>
KDE 10	(No response)

**Need additional space for variables**

No

**h. SCHOOL WEB ADDRESS (URL)**

<https://www.healthsciencescharterschool.org/>

**i. Total Approved Charter Enrollment for 2021-2022 School Year (exclude Pre-K program enrollment)**

480

**j. Total Enrollment on June 30, 2022 (exclude Pre-K program enrollment)**

388

**k. Grades Served during the 2021-2022 School Year (exclude Pre-K program students)**

Check all that apply

Grades Served

9, 10, 11, 12

**l. 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 2022-2023?

No, just one site.

**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	1140 Ellicott St, Buffalo, NY 14209	716-888-4080	Buffalo	9-12	No



**m1a. Please provide the contact information for Site 1.**

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Jaime Venning	Head of School	716-888-4080		<a href="mailto:jvenning@healthscienceschartererschool.org">jvenning@healthscienceschartererschool.org</a>
Operational Leader	Jaime Venning	Head of School	716-888-4080		<a href="mailto:jvenning@healthscienceschartererschool.org">jvenning@healthscienceschartererschool.org</a>
Compliance Contact	Jaime Venning	Head of School	716-888-4080		<a href="mailto:jvenning@healthscienceschartererschool.org">jvenning@healthscienceschartererschool.org</a>
Complaint Contact	Jaime Venning	Head of School	716-888-4080		<a href="mailto:jvenning@healthscienceschartererschool.org">jvenning@healthscienceschartererschool.org</a>
DASA Coordinator	Rick Mammolitti	Assistant Principal	716-888-4080		<a href="mailto:rmammolitti@healthscienceschartererschool.org">rmammolitti@healthscienceschartererschool.org</a>
Phone Contact for After Hours Emergencies	Robert Baxter	Principal	716-888-4080		<a href="mailto:rbaxter@healthscienceschartererschool.org">rbaxter@healthscienceschartererschool.org</a>

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

Private Space

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

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

**Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2021.**

- **Fire inspection certificates must be updated annually. For the upcoming school year 2022-2023, the fire inspection certificate must be dated after July 1, 2021.**
- **If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2022.**

**Site 1 Certificate of Occupancy (COO)**

[HSCS Certificate of Occupancy.pdf](#)

**Filename:** HSCS Certificate of Occupancy.pdf **Size:** 600.9 kB

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**Site 1 Fire Inspection Report**

[Health Sciences Certificate of Fire Inspection 4.2021.pdf](#)

**Filename:** Health Sciences Certificate of Fire Inspection 4.2021.pdf **Size:** 120.9 kB

**CHARTER REVISIONS DURING THE 2021-2022 SCHOOL YEAR**

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**n1. Were there any revisions to the school’s charter during the 2021-2022 school year? (Please include approved or pending material and non-material charter revisions).**

No

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**o. Has your school's Board of Trustee's approved a budget for the 2021-2022 FY?**

Yes

**ATTESTATIONS**

**p. Individual Primarily Responsible for Submitting the Annual Report. (To write type in a phone number with an extension, please use this format: 123-456-7890-3. The dash and number 3 at the end of the phone number refers to the individual's phone extension. Do not type in the work extension or the abbreviation for it - just the dash and the extension number after the phone number).**

Name	Jaime Venning
Position	Head of School
Phone/Extension	716-888-4080
Email	<a href="mailto:jvenning@healthsciencescharterschool.org">jvenning@healthsciencescharterschool.org</a>

**p. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that our school has reviewed, understands and will comply with the employee clearance and fingerprint requirements as outlined in Entry 10 and found in the [NYSED CSO Fingerprint Clearance Oct 2019 Memo](#). Click **YES** to agree.**

**Responses Selected:**

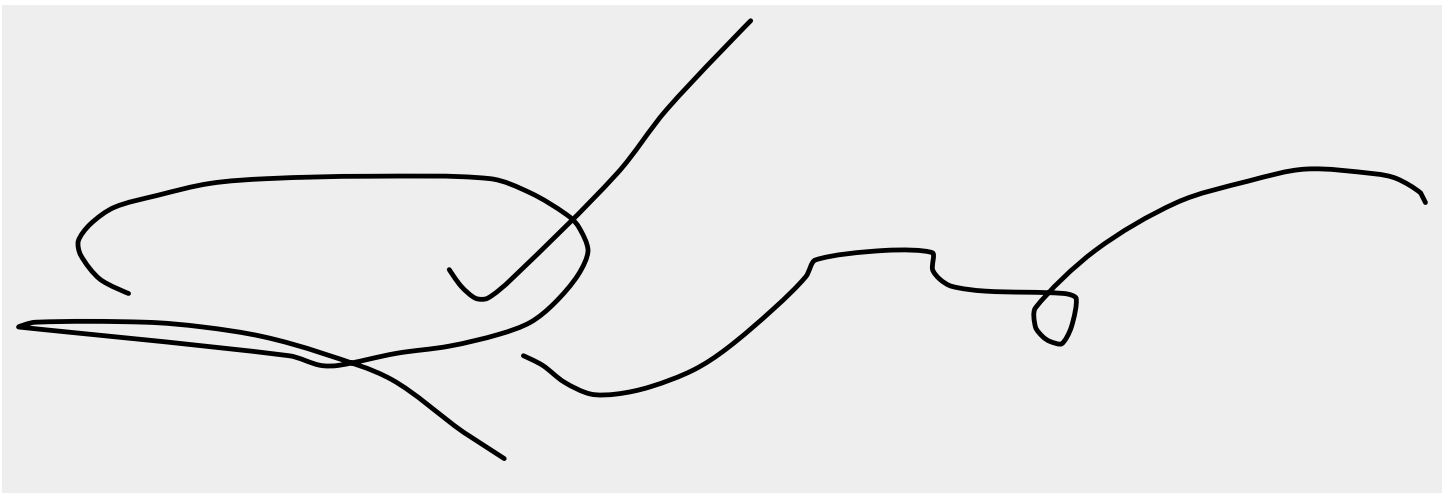
Yes

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

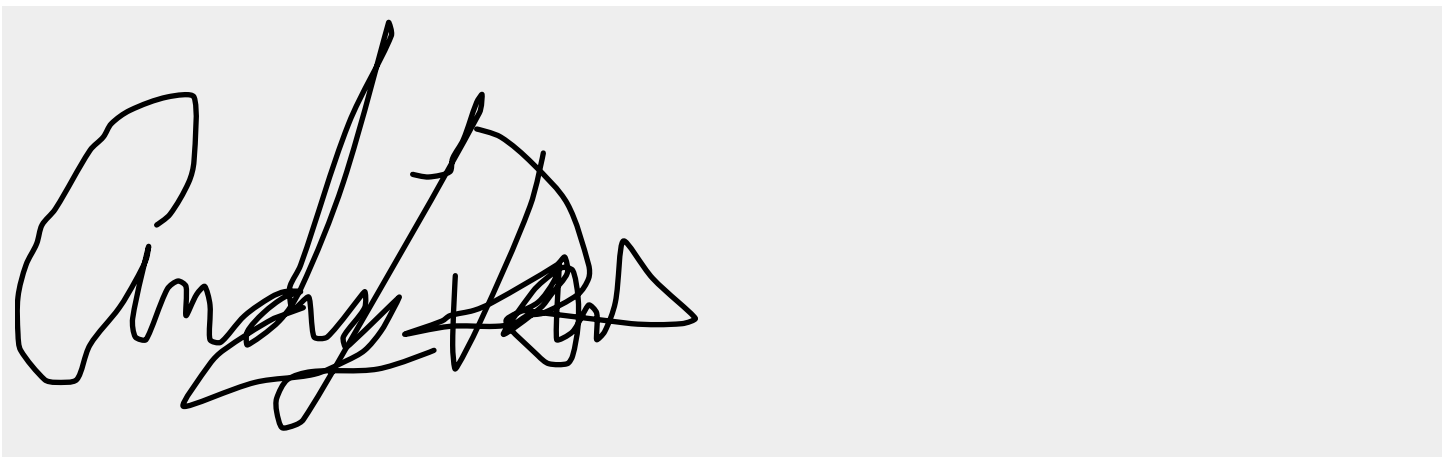
**Responses Selected:**

Yes

**Signature, Head of Charter School**

A handwritten signature in black ink on a light gray background. The signature is highly stylized and cursive, starting with a large loop on the left and ending with a long, sweeping stroke on the right.

**Signature, President of the Board of Trustees**

A handwritten signature in black ink on a light gray background. The signature is highly stylized and cursive, featuring a large initial 'A' and several overlapping loops.

**Date**

Jul 30 2022

Thank you.



## Entry 3 Progress Toward Goals

Completed Nov 1 2022

### Instructions

**Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY**

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2022**.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

## Entry 3 Progress Toward Goals

**PROGRESS TOWARD CHARTER GOALS**

**Regents, NYCDOE, and Buffalo BOE-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, 2022.

**HEALTH SCIENCES CHARTER SCHOOL 800000065871**

## 1. ACADEMIC STUDENT PERFORMANCE GOALS

### Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2022**.

#### 2021-2022 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	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	85% of students graduating will receive a NYS Regents Diploma.	Per NYSED graduation requirements, the 2021-22 graduation rate was 96%, of which 100% were Regents Diplomas.	Met	
Academic Goal 2	Student growth on NYS Regents exams will increase by 10%.	Annual Regents Exam scores in June and August.	Unable to Assess	
Academic Goal 3	Students will participate in at least four career and health equity	The Guidance staff and Director of Community and Health Equity plan and track Internships, job shadows, guest speakers,	Met	

	events.	career and health equity events completed by students.		
Academic Goal 4	Students will complete 100 hours of community service prior to graduation.	Guidance and Director of Community and Health Equity track hours.	Met	
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

**2. Do have more academic goals to add?**

No

**4. ORGANIZATION GOALS**

**For the 2021-2022 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”.**

**2021-2022 Progress Toward Attainment of Organization Goals**

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to	If not met, describe efforts
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			Assess	the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	Demonstrate continuous progress toward meeting or exceeding the NYSED Charter Benchmarks.	Graduation rate, cohort data, career readiness programming, health care events, and equity training are tracked by numerous staff members.	Met	
Org Goal 2	Continued development, implementation of, and increased student involvement in a post-COVID work-based learning program in partnership with current and new partner organizations.	Guidance and Director of Community and Health Equity track number of career events.	Met	
Org Goal 3	Further develop and host in-person freshman summer ramp-up program that assesses student proficiency levels and develops individual plans to in bridge the gap from middle to high	Student attendance, literacy assessments.	Met	



	school.			
Org Goal 4	Maintain and increase parent engagement.	CREW teacher data, back to school night attendance, health equity and cultural events.	Met	
Org Goal 5	Develop and begin implementation of school-wide racial and health equity plan.	Student completion of Health Equity course annually, staff participation in equity training, number of events hosted by the school and community partners.	Met	
Org Goal 6				
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**

**2021-2022 Progress Toward Attainment of Financial Goals**

	Financial 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.
Financial Goal 1	Provide appropriate board oversight of school finances.	Finance Committee provides a monthly report to the BOT detailing metrics for debt to asset ratio, debt service ratio, unrestricted days cash, enrollment stability, total margin and composite score.	Met	
Financial Goal 2	Continue to develop and implement internal controls for the protection of school assets.	Annually review and update all existing fiscal policies, while also developing any new ones that are deemed necessary for accounting, reporting, business, purchasing, payroll, payment of	Met	

		vendors and contractors, and all other areas of fiscal management.		
Financial Goal 3	Ensure the school continues to operate in an economically sustainable manner.	Annually complete and file an independent audit with the NYSED by November 1st of each year.	Met	
Financial Goal 4	Continue to develop a long-term fiscal sustainability plan, including the establishment of a reserve fund, and continue to consolidate debt.	Monthly reports to the board; conservative use of the school's line of credit; and, continue to research and seek grant funding and community partnerships.	Met	
Financial 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- Complete Template and Upload to Epicenter**

SUNY-authorized charter schools must download an Accountability Plan Progress Report template at [Accountability Plan Progress Report](#). After completing, SUNY-authorized charter schools must upload the document into the SUNY Epicenter system by **September 15, 2022**. SUNY CSI will forward to NYSED CSO.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

## Entry 4 - Audited Financial Statements

Completed Nov 1 2022

### Required of ALL Charter Schools

**ALL SUNY-authorized charter schools** must upload the financial statements and related documents in PDF format into the SUNY Epicenter system no later than **November 1, 2022**. SUNY CSI will forward to NYSED CSO. **SUNY-authorized charter schools** are asked to ensure that security features such as password protection are turned off.

**ALL Regents, NYCDOE, and Buffalo BOE-authorized charter schools** must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2022**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a PDF file, ensuring that security features such as password protections are removed from all school uploaded documents.

**PLEASE NOTE: This task appears as visible and optional task in the online portal until August 1 2022 but will be identified as a required task thereafter and due on November 1, 2022. This is a required task, and it is marked optional for administrative purposes only.**

### HSCS - audited FS 06

Filename: HSCS audited FS 06.30.2022 FINAL.pdf Size: 444.5 kB

## Entry 4a - Audited Financial Report Template (SUNY)

Incomplete Hidden from applicant

### Instructions - SUNY-Authorized Charter Schools ONLY

SUNY-authorized schools must download the Excel spreadsheet entitled "Audited Financial Report Template" at <http://www.newyorkcharters.org/fiscal/>. After completing, schools must upload the document into the SUNY Epicenter system no later than **November 1, 2022**. SUNY CSI will forward to NYSED CSO.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

## Entry 4b - Audited Financial Report Template (BOR/NYC/BOE)

Completed Nov 1 2022

### Instructions - Regents-Authorized Charter Schools ONLY

Regents-authorized schools must download and complete the Excel spreadsheet entitled "Audited Financial Report Template" from the online portal or the [2021-2022 Annual Reports](#) webpage. Upload the completed file in Excel format and submit by **November 1, 2022**.

**EDUCATION CORPORATIONS WITH MORE THAN ONE SCHOOL SHOULD COMPLETE THE EXCEL SPREADSHEET FOR THE EDUCATION CORPORATION AS A WHOLE, NOT FOR THE INDIVIDUAL SCHOOLS. PLEASE SUBMIT THE SAME EXCEL SPREADSHEET FOR EACH OF THE SCHOOLS.**

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

### [\*\*HSCS auditedfinancialreporttemplate-nysed - 06\*\*](#)

**Filename:** HSCS auditedfinancialreporttempla qkN9UHj.xlsx **Size:** 76.9 kB

## **Entry 4c - Additional Financial Documents**

**Completed** Nov 1 2022

**Instructions - Regents, NYCDOE and Buffalo BOE authorized schools** must upload financial documents and submit by **November 1, 2022**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a "federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold."

1. Advisory and/or Management letter
2. Federal Single Audit
3. CSP Agreed-Upon Procedure Report
4. Evidence of Required Escrow Account for each school<sup>[1]</sup>
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

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<sup>[1]</sup> Note: For BOR schools chartered or renewed after the 2017-2018 school year, the escrow account per school is \$100,000.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

### [\*\*HSCS NYSED Annual Report 11\*\*](#)

**Filename:** HSCS NYSED Annual Report 11.1.2022 HFp646i.pdf **Size:** 146.0 kB

### [\*\*HSCS Escrow account 06\*\*](#)

**Filename:** HSCS Escrow account 06.30.2022.pdf **Size:** 39.7 kB

## **Entry 4d - Financial Services Contact Information**

**Completed** Nov 1 2022

**Regents, NYCDOE, and Buffalo BOE authorized schools** should enter financial contact information directly into the form within the portal by **November 1, 2022**.

## **Form for "Financial Services Contact Information"**

### 1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Lindsey Cardella	<a href="mailto:lcardella@healthsciencecharterschool.com">lcardella@healthsciencecharterschool.com</a>	716-888-4080

### 2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Sarah Hopkins, CPA			17

### 3. If applicable, please provide contact information for the school's outsourced financial services firm.

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm
	Kirisits & Associates, CPAS, PLLC	Lisa Kirisits	1231 Delaware Avenue, Suite 6 Buffalo, NY 14209			26

## Entry 5 - Fiscal Year 2022-2023 Budget

**Completed** Nov 1 2022

**SUNY-authorized charter schools** should download the [2022-23 Budget and Quarterly Report Template and the 2022-23 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed template into Epicenter. SUNY CSI will forward to NYSED CSO. **Due November 1, 2022.**

**Regents, NYCDOE, and Buffalo BOE authorized charter schools** should upload a copy of the school's FY22 Budget using the [2022-2023 Budget Template](#) in the portal or from the Annual Report website. **Due November 1, 2022.**

The assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

## **[HSCS final-2022-2023-budget](#)**

**Filename:** HSCS final 2022 2023 budget.xlsx **Size:** 37.7 kB

## **Entry 6 - Board of Trustees Disclosure of Financial Interest Form**

**Completed** Nov 1 2022

Due on August 1, 2022, 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 2021-2022 school year must complete and sign a [Trustee Disclosure of Financial Interest Form](#). Acceptable signature formats include:

- Digitally certified PDF signature (i.e., DocuSign)
- Manual signature (1. download to print, 2. manually sign, 3. scan signed document to PDF, and 4. upload into portal)

All completed forms must be collected and uploaded in .PDF format for each individual member. **The education corporation is responsible for completing the form for trustees who left the board during the reporting year.**

Forms completed from past years will not be accepted. **Only the latest version of the form** (updated in April, 2022) is acceptable.).

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.

## **[BOT Disclosure Forms 7](#)**

**Filename:** BOT Disclosure Forms 7.28.2022.pdf **Size:** 2.3 MB

## **Entry 7 BOT Membership Table**

**Completed** Nov 1 2022

## **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 7 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.

**HEALTH SCIENCES CHARTER SCHOOL 80000065871**

**Authorizer:**

Who is the authorizer of your charter school?

Board of Regents

**1. 2021-2022 Board Member Information (Enter info for each BOT member)**

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting 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 2021-2022
1	Richard Hershberger	Richard P. Hershberger, PhD, MBA	Other	Executive, Nominating	No	2	07/01/2019	06/30/2022	11
2	Mary Farallo	[REDACTED]	Vice Chair	Executive, Nominating, Personnel	Yes	2	11/08/2021	11/08/2024	12
3	Clement Kwakye	[REDACTED]	Secretary	Executive	Yes	2	11/08/2021	11/08/2024	12



4	Joseph Winter		Treasurer	Executive, Finance, Facilities	Yes	1	04/09/2020	04/09/2023	12
5	Pratibha Bansal, MD		Trustee/Member	Academic	Yes	2	11/03/2020	11/03/2023	12
6	Alexander Collichio		Trustee/Member	Personnel	Yes	2	07/11/2022	07/11/2025	5 or less
7	Andrew Davis		Chair	Executive, Facilities	Yes	1	11/18/2021	11/18/2024	6
8	Zachary Dewey		Trustee/Member	Executive, Finance, Governance, Facilities	Yes	1	07/09/2020	07/09/2023	12
9	Danielle Evancho-Bozich		Trustee/Member	Personnel	Yes	1	07/08/2021	07/08/2024	9

**1a. Are there more than 9 members of the Board of Trustees?**

Yes

## 1b. Board Member Information

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting 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 2021-2022
10	Allyson Lowe		Trustee/Member	Executive, Academic	Yes	1	07/08/2021	07/08/2024	12
11	Francesca Mesiah		Trustee/Member	Governance	Yes	1	08/06/2021	08/06/2024	12
12	Christie Nelson		Trustee/Member	Governance	Yes	1	05/14/2020	05/14/2023	12
13	Jamie Smith		Trustee/Member	Academic	Yes	1	12/13/2018	5/12/2022	5 or less
14	Mark Trammell		Trustee/Member	Finance	No	1	01/14/2021	11/30/2021	5 or less
15	Michael Faso		Other	Finance	No	3	7/1/2021	06/30/2022	5 or less

**1c. Are there more than 15 members of the Board of Trustees?**

Yes

**1d. 2021-2022 Board Member Information**

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting 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 2021-2022
16	David Palmer		Other	Governance	No	3	7/1/2021	06/30/2022	5 or less
17	Cynthia Schwartz		Other	Facilities	No	3	7/1/2021	06/30/2022	5 or less
18									
19									
20									
21									

## 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, 2022	11
b.Total Number of Members Added During 2021-2022	4
c. Total Number of Members who Departed during 2021-2022	3
d.Total Number of members, as set in Bylaws, Resolution or Minutes	15

### 3. Number of Board meetings held during 2021-2022

13

### 4. Number of Board meetings scheduled for 2022-2023

12

### Total number of Voting Members on June 30, 2022:

11

### Total number of Voting Members added during the 2021-2022 school year:

4

**Total number of Voting Members who departed during the 2021-2022 school year:**

3

**Total Maximum Number of Voting members in 2021-2022, as set by the board in bylaws, resolution, or minutes:**

15

**Total number of Non-Voting Members on June 30, 2022:**

3

**Total number of Non-Voting Members added during the 2021-2022 school year:**

0

**Total number of Non-Voting Members who departed during the 2021-2022 school year:**

0

**Total Maximum Number of Non-Voting members in 2021-2022, as set by the board in bylaws, resolution or minutes:**

0

Thank you.

## Entry 8 Board Meeting Minutes

Completed Nov 1 2022

### Instructions - Required of Regents, NYCDOE, and Buffalo BOE Authorized Schools ONLY

Schools must upload a complete set of monthly board meeting minutes (July 2021-June 2022), which should match the number of meetings held during the 2021-2022 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 1, 2022**.

### Health Sciences 20-21 BOT Mtg

Filename: Health Sciences 20 21 BOT Mtg. Minutes.pdf Size: 2.0 MB

## Entry 9 Enrollment & Retention

Completed Nov 1 2022

### Instructions for submitting Enrollment and Retention Efforts

#### Required of ALL Charter Schools

Describe the good faith efforts the charter school has made in 2021-2022 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), 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 2022-2023.

## Entry 9 Enrollment and Retention of Special Populations

### Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2021-2022	Describe Recruitment Plans in 2022-2023
	Target met. Health Sciences continued aggressive recruitment	

<p>Economically Disadvantaged</p>	<p>efforts in 2021-22. Paid advertising via several billboards throughout the community, articles in the Challenger, and weekly social media posts also contributed to an increase in student applications. The School is also emerging as a community leader recognizing the need for education to be represented in discussions on equity and the need for increased opportunities for urban children living in poverty in Western New York. Multiple staff members participated in community forums on health and educational equity and continue to meet with local health and human service organizations to form collaborative relationships that will support the health and wellness of students and their families.</p>	<p>Continue presentations at local middle schools, utilize local radio, newspapers, and social media. Continue to conduct the STEM Sports Camp for Middle School students. Expand health equity programming.</p>
<p>English Language Learners</p>	<p>Approaching target. Continued outreach efforts and the development of strategic partnerships with Journey’s End, Hope Refugee Center, Hispanic Heritage Center, the Muslim community through local mosques, and West Buffalo Charter School have yielded many new applications for the upcoming school year. Health Sciences’ staff participated in a coalition of BOCES ELL teachers, which assists with outreach and retention. Paid advertising via several billboards throughout the target community, articles in the</p>	<p>Continue to work with community partners and middle schools with a high ELL population. Continue to recruit staff from diverse backgrounds. Continue to pursue opportunities</p>

	<p>newspaper, and weekly social media posts have also contributed to an increase in student applications. The school's new Director of Community and Health Equity has forged new relationships with multiple community groups and has also facilitated multiple outreach events addressing community wellness and health equity.</p>	<p>with local colleges to provide relevant health equity and diversity training for staff.</p>
<p>Students with Disabilities</p>	<p>Approaching target. The school made progress towards this enrollment goal upon returning to the classroom in 2021-22. Recruitment efforts were limited due to COVID-19 restrictions, however, all in-person recruitment activities included discussions about the special education services offered at the school.</p>	<p>Continue to reinforce the health equity, CREW model, individualized, and holistic services provided to all students during recruitment and community activities.</p>

**Retention Efforts Toward Meeting Targets**

	Describe Retention Efforts in 2021-2022	Describe Retention Plans in 2022-2023
	<p>Met retention target. This year there was a great focus on meeting student social-emotional needs. Two Social Workers were hired to address individual student needs. A house system that consists of two houses each with an AP, Social Worker, Guidance Counselor, and STEM or Humanities staff, was implemented in September. All</p>	



<p>Economically Disadvantaged</p>	<p>teachers met every Monday morning to review data and discuss individual student needs. A Teacher Assistant program was also new this fall. This provided students with additional in-school and after school tutoring opportunities. A partnership with the Buffalo Urban League also provided after school student supports including case management, tutoring, and daily activities. The new Health Equity initiative also focused on the needs of students and the social-emotional impact of the pandemic on our student population.</p> <p>Health Sciences implemented a CREW model that ensured daily communication and support with students from multiple sources. This model increased engagement and resulted in a 96% graduation rate, 100% of which were Regents Diplomas, and almost all the graduating seniors were economically disadvantaged.</p>	<p>Continue CREW model, and expand Work-Based Learning and health equity programming.</p>
<p>English Language Learners</p>	<p>Met retention target. The school's Spanish, Music and Art teachers coordinated culturally relevant activities and presentations to help engage ELL students in their transition to in-person instruction.</p>	<p>Continue CREW model activities focused on ELL student needs, expand Work-Based Learning and health equity programming.</p>
	<p>Met retention target. CREW teachers dedicated a great amount of time to student attendance. In order to support</p>	

Students with Disabilities	<p>these students the school added additional Integrated Co-teaching minutes to their IEPs in certain subject areas as needed, added counseling to support emotional needs and the development of coping skills, added testing and program accommodations to support students as needed, utilized TAs in classes (in addition to Gen Ed and SWAN teachers) to provide students with additional support.</p>	<p>Continue ongoing interventions and CREW supports. Provide staff with ongoing training.</p>
----------------------------	---	---

**Entry 10 - Teacher and Administrator Attrition**

Completed Nov 1 2022

**Form for "Entry 10 - Teacher and Administrator Attrition" Revised to Employee Fingerprint Requirements Attestation**

## **A. TEACH System - Employee Clearance**

Charter schools must ensure that all prospective employees<sup>[1]</sup> receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. **This includes paraprofessionals and other school personnel who are provided or assigned by the district of location, or related/contracted service providers.** After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee. For the safety of all students, charter schools must take immediate steps to terminate the employment of individuals who have been denied clearance. Once the employees have been terminated, the school must terminate the request for clearance in the TEACH system.

In the Annual Report, charter schools are asked to confirm that all employees have been cleared through the NYSED TEACH system; and, if denied clearance, confirm that the individual or employee has been removed from the TEACH system, and is not employed by the school.

<sup>[1]</sup> Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.nysed.gov/common/nysed/files/programs/charter-schools/employeefingerprintoct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

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## **B. Emergency Conditional Clearances**

### **Emergency Conditional Clearances**

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates automatically once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

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### **Attestation**

#### **Responses Selected:**

I hereby attest that the school has reviewed, understands, and will comply with these requirements.

## **Entry 11 Percent of Uncertified Teachers**

**Completed** Nov 1 2022

### **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.

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.

## **Entry 11 Uncertified Teachers**

**School Name:**

# 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, 2022)	1
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	3
Total Category A: 5 or 30% whichever is less	4.0

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

	FTE Count
i. Mathematics	0
ii. Science	0
iii. Computer Science	0
iv. Technology	0
v. Career and Technical Education	0
<b>Total Category B: not to exceed 5</b>	<b>0.0</b>

**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, 2022)	1
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	0
<b>Total Category C: not to exceed 5</b>	<b>1.0</b>

## TOTAL FTE COUNT OF UNCERTIFIED TEACHERS (Sum of Categories A, B AND C)

(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	5

## 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	12

## CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	23

## CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	40

Thank you.



## Entry 12 Organization Chart

Completed Nov 1 2022

## Instructions

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

Upload the 2021-2022 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should **not** appear on the chart.

### **Organizational Structure 2021-2022**

**Filename:** Organizational Structure 2021 2022.pdf **Size:** 295.5 kB

## Entry 13 School Calendar

**Completed** Nov 1 2022

### [Instructions for submitting School Calendar](#)

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

If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 1, 2022 submission. Charter schools must upload a final school calendar into the portal and may do so at any time but no later than **September 15, 2022**.

School calendars must meet the [minimum instructional requirements](#) as required of other public schools *"... unless the school's charter requires more instructional time than is required under the regulations."*

Board of Regents-authorized charter schools also are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month. See an example of a calendar showing the requested information. Schools are encouraged to use a calendar template and ensure there is a monthly tally of instructional days.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

### **22\_23 Academic Calendar**

**Filename:** 22 23 Academic Calendar.docx.pdf **Size:** 151.3 kB

## Entry 14 Links to Critical Documents on School Website

**Completed** Nov 1 2022

### Instructions

#### **Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 5: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy**

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. Current Annual Report (i.e., 2021-2022 Annual Report);[\[1\]](#)
2. Board meeting notices, agendas and documents;
3. New York State School Report Card;
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy **(For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)**;



5. District-wide safety plan, not a building level safety plan (as per the September 2021 [Emergency Response Plan Memo](#));
6. Authorizer-approved FOIL Policy; and
7. Subject matter list of FOIL records. (Example: See [NYSED Subject Matter List](#))

[1] Each charter school is required to make the Annual Report publicly available by August 1 and to post on their respective charter school website. Each school should post an updated and complete version to include accountability data and financial statements that are not or may not be available until after the August deadline (i.e., Repost when financials have been submitted in November.)

## **Form for Entry 14 Links to Critical Documents on School Website**

**School Name: Health Sciences Charter School**

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**Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy**

**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. Current Annual Report (i.e., 2021-2022 Annual Report)	<a href="https://www.healthsciencescharterschool.org/mon/pages/DisplayFile.aspx?itemId=26395274">https://www.healthsciencescharterschool.org/mon/pages/DisplayFile.aspx?itemId=26395274</a>
2. Board meeting notices, agendas and documents	<a href="https://www.healthsciencescharterschool.org/our_school/board_of_trustees/board_meeting_information">https://www.healthsciencescharterschool.org/our_school/board_of_trustees/board_meeting_information</a>
3. New York State School Report Card	<a href="https://data.nysed.gov/profile.php?instid=800000065871">https://data.nysed.gov/profile.php?instid=800000065871</a>
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	<a href="https://www.healthsciencescharterschool.org/mon/pages/DisplayFile.aspx?itemId=25556530">https://www.healthsciencescharterschool.org/mon/pages/DisplayFile.aspx?itemId=25556530</a> ; <a href="https://www.healthsciencescharterschool.org/mon/pages/DisplayFile.aspx?itemId=22779011">https://www.healthsciencescharterschool.org/mon/pages/DisplayFile.aspx?itemId=22779011</a>
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	<a href="https://www.healthsciencescharterschool.org/mon/pages/DisplayFile.aspx?itemId=25873843">https://www.healthsciencescharterschool.org/mon/pages/DisplayFile.aspx?itemId=25873843</a>
6. Authorizer-approved FOIL Policy	<a href="https://www.healthsciencescharterschool.org/mon/pages/DisplayFile.aspx?itemId=24179138">https://www.healthsciencescharterschool.org/mon/pages/DisplayFile.aspx?itemId=24179138</a>
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	<a href="https://www.healthsciencescharterschool.org/mon/pages/DisplayFile.aspx?itemId=24179138">https://www.healthsciencescharterschool.org/mon/pages/DisplayFile.aspx?itemId=24179138</a>

Thank you.



## Entry 15 Staff Roster

Completed Nov 1 2022

### INSTRUCTIONS

**Required of Regents and NYCDOE-authorized Charter Schools ONLY**

Please click on the MS Excel [Faculty/Staff Roster Template](#) and provide the following information for **ANY**

**and ALL** instructional and non-instructional employees.

**Use of the 2021-2022 Annual Report Faculty/Staff roster template is required. Each of the data elements, with the exception of the Notes, are required, and use of the drop-down options, when provided, is also required. Reminders:** Please use the notes section provided to add any additional information as deemed necessary. Failure to adhere to the guidelines and validations in the Staff Roster Template will result in a resubmission of a fully corrected roster.

Please note the roster should include all staff employed any point from July 1, 2021 to June 30, 2022, including those employed on June 30th.

### **[Annual Faculty Spreadsheet](#)**

**Filename:** Annual Faculty Spreadsheet .xlsx **Size:** 24.2 kB

## **Optional Additional Documents to Upload (BOR)**

**Incomplete**



Department of Fire  
195 Court Street  
Buffalo, NY 14202

**CITY OF BUFFALO**  
**BUREAU OF FIRE PREVENTION**  
65 Niagara Square, Room 321 City Hall  
Buffalo, New York 14202  
(716) 851-5707 EXT 752 FAX (716) 851-4680



Mark A. Morganti, Chief  
Bureau of Fire Prevention

April 27, 2021

**RE: Certificate of Fire Inspection for:**

**HEALTH SCIENCES CHARTER SCHOOL**  
**1140 ELLICOTT ST**  
**BUFFALO, NY 14209**

To Whom It May Concern:

An inspection was conducted at 1140 ELLICOTT 14209, by a member of the City of Buffalo Bureau of Fire Prevention.

HEALTH SCIENCES CHARTER SCHOOL was found to be in compliance with the Fire Code of New York State and Fire Ordinance of the City of Buffalo.

All mechanical systems, wiring and equipment at the structure should be inspected by a qualified, certified/licensed individual to insure proper installation, venting and operation.

Sincerely,

BUFFALO FIRE DEPARTMENT

  
MARVIN SPATES  
BUREAU OF FIRE PREVENTION

**HEALTH SCIENCES CHARTER SCHOOL**

**SINGLE AUDIT REPORTING PACKAGE**

**JUNE 30, 2022**

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June 30, 2022

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Independent Auditors' Report on Compliance for Each Major Federal Program and on Internal Control over Compliance Required by the Uniform Guidance

Schedule of Findings and Questioned Costs

## INDEPENDENT AUDITORS' REPORT

The Board of Trustees  
Health Sciences Charter School

### Report on the Audit of the Financial Statements

#### *Opinion*

We have audited the accompanying balance sheets of Health Sciences Charter School (the School) as of June 30, 2022 and 2021, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the School as of June 30, 2022 and 2021, and the changes in its net assets and cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America (GAAP).

#### *Basis for Opinion*

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the School, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### *Responsibilities of Management for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with GAAP; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for one year after the date the financial statements are issued.

#### *Auditors' Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for a reasonable period of time.

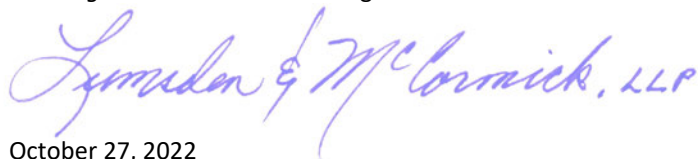
We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

#### ***Additional Information***

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS. In our opinion, the schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the financial statements as a whole.

#### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated October 27, 2022 on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.



Lyndon & McCormick, LLP

October 27, 2022



HEALTH SCIENCES CHARTER SCHOOL

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**Balance Sheets**

June 30,	2022	2021
<b>Assets</b>		
<b>Current assets:</b>		
Cash	\$ 2,694,277	\$ 3,037,331
Receivables, net (Note 2)	1,447,613	873,325
Prepaid expenses	20,080	97,811
	<u>4,161,970</u>	<u>4,008,467</u>
Property and equipment, net (Note 3)	5,960,368	5,780,210
Deposits and other assets	4,200	4,200
	<u>\$ 10,126,538</u>	<u>\$ 9,792,877</u>
<b>Liabilities and Net Assets</b>		
<b>Current liabilities:</b>		
Current portion of long-term debt (Note 5)	\$ 361,581	\$ 335,931
Accounts payable and accrued expenses	309,106	427,655
	<u>670,687</u>	<u>763,586</u>
Long-term debt (Note 5)	6,432,141	6,793,757
	<u>7,102,828</u>	<u>7,557,343</u>
<b>Net assets:</b>		
Without donor restrictions	3,013,710	2,215,534
With donor restrictions	10,000	20,000
	<u>3,023,710</u>	<u>2,235,534</u>
	<u>\$ 10,126,538</u>	<u>\$ 9,792,877</u>

HEALTH SCIENCES CHARTER SCHOOL

**Statements of Activities**

For the years ended June 30,

**2022**

2021

**Changes in net assets without donor restrictions:**

Support and revenue:

Enrollment fees:

Revenue - resident student enrollment

\$ 4,957,541 \$ 4,690,509

Revenue - students with disabilities

432,488 413,548

Contributions:

Federal awards

1,427,611 598,870

State and other awards

13,043 11,923

In-kind

15,013 -

Paycheck Protection Program (Note 10)

- 698,332

Food service

1,885 -

Other income

61,434 32,596

Net assets released from restrictions

20,000 67,630

**Total support and revenue**

**6,929,015 6,513,408**

Expenses:

Program expenses:

Regular education

3,943,783 3,319,938

Special education

267,020 309,969

Other programs

562,370 318,298

Total program expenses

4,773,173 3,948,205

Supporting services:

Management and general

1,357,666 1,171,343

**Total expenses**

**6,130,839 5,119,548**

**Change in net assets without donor restrictions**

**798,176 1,393,860**

**Changes in net assets with donor restrictions:**

Contributions - state and other awards

10,000 20,000

Net assets released from restrictions

(20,000) (67,630)

**Change in net assets with donor restrictions**

**(10,000) (47,630)**

Change in net assets

788,176 1,346,230

Net assets - beginning

2,235,534 889,304

Net assets - ending

\$ 3,023,710 \$ 2,235,534

HEALTH SCIENCES CHARTER SCHOOL

**Statement of Functional Expenses**

For the year ended June 30, 2022

	Number of positions	Regular Education	Special Education	Other Programs	Management and General	Total
Administrative personnel	15.0	\$ -	\$ -	\$ -	\$ 732,436	\$ 732,436
Instructional personnel	39.0	1,845,614	141,942	-	-	1,987,556
Non-instructional personnel	5.0	-	-	154,658	-	154,658
<b>Total salaries</b>	<b>59.0</b>	<b>1,845,614</b>	<b>141,942</b>	<b>154,658</b>	<b>732,436</b>	<b>2,874,650</b>
Salaries		1,845,614	141,942	154,658	732,436	2,874,650
Employee benefits and taxes		423,009	32,533	35,447	167,872	658,861
Retirement		94,322	7,254	7,904	37,432	146,912
Instructional consultants		1,670	8,299	-	-	9,969
Payroll processing fees		-	-	-	57,936	57,936
Classroom supplies and materials		58,453	-	-	-	58,453
Technology		197,985	-	-	-	197,985
Student activities		-	-	42,504	-	42,504
Athletics		-	-	63,335	-	63,335
Nurse supplies		-	-	1,899	-	1,899
Student testing and assessment		9,839	-	-	-	9,839
Uniforms		28,301	-	-	-	28,301
Transportation		-	-	6,420	-	6,420
Food service		-	-	162,238	-	162,238
Staff development		52,452	-	-	-	52,452
Student and teacher recruitment		-	-	-	15,612	15,612
Scholarships		-	-	10,973	-	10,973
Utilities		81,758	5,110	5,110	10,220	102,198
Occupancy		288,388	18,024	18,024	36,049	360,485
Telephone and internet		14,442	903	903	1,805	18,053
Insurance		36,822	2,301	2,301	4,603	46,027
Office expense		36,024	2,252	2,252	4,502	45,030
Professional fees		-	-	-	192,396	192,396
Interest		465,674	29,105	29,105	58,209	582,093
Other		5,255	311	311	622	6,499
		<b>3,640,008</b>	<b>248,034</b>	<b>543,384</b>	<b>1,319,694</b>	<b>5,751,120</b>
Depreciation		303,775	18,986	18,986	37,972	379,719
<b>Total</b>		<b>\$ 3,943,783</b>	<b>\$ 267,020</b>	<b>\$ 562,370</b>	<b>\$ 1,357,666</b>	<b>\$ 6,130,839</b>

See accompanying notes.

## HEALTH SCIENCES CHARTER SCHOOL

**Statement of Functional Expenses**

For the year ended June 30, 2021

	Number of positions	Regular Education	Special Education	Other Programs	Management and General	Total
Administrative personnel	12.0	\$ -	\$ -	\$ -	\$ 556,462	\$ 556,462
Instructional personnel	35.0	1,506,936	178,578	-	-	1,685,514
Non-instructional personnel	6.0	-	-	140,854	-	140,854
<b>Total salaries</b>	<b>53.0</b>	<b>1,506,936</b>	<b>178,578</b>	<b>140,854</b>	<b>556,462</b>	<b>2,382,830</b>
Salaries		1,506,936	178,578	140,854	556,462	2,382,830
Employee benefits and taxes		334,015	39,582	31,221	123,342	528,160
Retirement		60,931	7,221	5,695	22,500	96,347
Instructional consultants		-	12,582	-	-	12,582
Payroll processing fees		-	-	-	41,492	41,492
Classroom supplies and materials		22,435	-	-	-	22,435
Technology		127,645	-	-	-	127,645
Student activities		-	-	22,339	-	22,339
Athletics		-	-	17,487	-	17,487
Nurse supplies		-	-	6,313	-	6,313
Student testing and assessment		328	-	-	-	328
Uniforms		11,369	-	-	-	11,369
Transportation		-	-	273	-	273
Food service		-	-	15,760	-	15,760
Staff development		104,181	-	-	-	104,181
Student and teacher recruitment		-	-	-	14,547	14,547
Scholarships		-	-	6,350	-	6,350
Utilities		54,430	3,402	3,402	6,804	68,038
Occupancy		297,582	18,599	18,599	37,197	371,977
Telephone and internet		15,546	972	972	1,943	19,433
Insurance		-	-	-	36,795	36,795
Office expense		-	-	-	43,787	43,787
Professional fees		-	-	-	181,230	181,230
Interest		480,597	30,037	30,037	60,075	600,746
Other		-	-	-	7,175	7,175
		<b>3,015,995</b>	<b>290,973</b>	<b>299,302</b>	<b>1,133,349</b>	<b>4,739,619</b>
Depreciation		303,943	18,996	18,996	37,994	379,929
<b>Total</b>		<b>\$ 3,319,938</b>	<b>\$ 309,969</b>	<b>\$ 318,298</b>	<b>\$ 1,171,343</b>	<b>\$ 5,119,548</b>

See accompanying notes.

HEALTH SCIENCES CHARTER SCHOOL

**Statements of Cash Flows**

For the years ended June 30,	2022	2021
<b>Operating activities:</b>		
Cash received from public school districts	\$ 5,382,776	\$ 4,874,905
Cash received from federal, state and other awards	883,110	455,561
Cash received from other sources	63,828	35,898
Payments to employees for services and benefits	(3,860,373)	(3,026,676)
Payments to vendors and suppliers	(1,332,758)	(1,154,993)
Interest paid	(583,794)	(603,148)
<b>Net operating activities</b>	<b>552,789</b>	<b>581,547</b>
<b>Investing activities:</b>		
Property and equipment expenditures	(559,877)	(88,875)
<b>Financing activities:</b>		
Payments on long-term debt	(335,966)	(273,358)
<b>Net change in cash</b>	<b>(343,054)</b>	<b>219,314</b>
Cash - beginning	3,037,331	2,818,017
Cash - ending	\$ 2,694,277	\$ 3,037,331

## Notes to Financial Statements

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### 1. Summary of Significant Accounting Policies:

#### Organization and Purpose:

Health Sciences Charter School (the School) was established in 2009 to operate a charter school in the City of Buffalo, New York (the City) pursuant to its Charter Agreement with the Board of Regents of the University of the State of New York. The School is chartered through 2024 in grades 9 through 12.

#### Cash:

Cash in financial institutions potentially subjects the School to concentrations of credit risk since it may exceed insured limits at various times throughout the year. The School complies with a requirement to hold no less than \$100,000 in an escrow account to pay for dissolution costs, should it occur.

#### Property and Equipment:

Property and equipment is stated at cost net of accumulated depreciation. Depreciation is provided using the straight-line method over estimated useful asset lives. Maintenance and repairs are charged to operations as incurred; significant improvements are capitalized.

#### Revenue Recognition:

##### Enrollment Fees:

Enrollment fees are received from the public-school districts in which the student resides. The amount received each year from the resident district is generally the product of the approved operating expense per pupil and the full-time equivalent enrollment of the students in the School residing in that district. The respective districts also reimburse the School for special education services based on approved applicable rates for the services provided. Revenues are recognized over the period services are provided. The School generally invoices the resident district bimonthly and payment is due in 30 days. Enrollment fees received in advance are deferred and recognized when earned. The School's enrollment fees are received primarily from the Buffalo Board of Education (the District).

#### Contributions:

Contributions are reported at fair value at the date the pledge or award is received. Contributions are recorded as restricted support if they are received with donor stipulations that limit their use. When a donor restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions. Contributions received with donor-imposed restrictions that are met in the same reporting period are shown as support without donor restrictions.

Conditional contributions, primarily government awards, are recognized as revenue when the School meets requirements in compliance with specific agreements. When applicable, amounts received before the required conditions are met are reported as refundable advances on the accompanying balance sheets. These conditional contributions are subject to compliance and financial audits by the funding sources. Management believes no significant adjustments are necessary to recognized amounts.

In-kind contributions represent donated commodities for the food service program which would typically be purchased if not contributed. These goods are recognized as revenue and expense at estimated fair value when received.

#### Receivables:

Receivables are stated at the amounts management expects to collect from outstanding balances. Balances that are still outstanding after management has used reasonable collection efforts are written off. An allowance for doubtful accounts is considered unnecessary by management because all significant amounts deemed uncollectible are written off each year.

#### Net Assets With Donor Restrictions:

Net assets with donor restrictions at June 30, 2022 are available for Robotics Club. At June 30, 2021, they were available for compensation costs of certain positions intended to support student programs.

#### Income Taxes:

The School is a 501(c)(3) corporation exempt from taxation under §501(a) of the Internal Revenue Code.

### Subsequent Events:

Management has evaluated events and transactions for potential recognition or disclosure through October 27, 2022, the date the financial statements were available to be issued.

### Use of Estimates:

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates.

### Functional Expense Allocation:

The School's costs of providing its various programs and activities have been summarized on a functional basis in the statements of functional expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited. These costs include salaries and benefits, which are allocated based on estimates of time and effort, and depreciation, interest, insurance, and occupancy and related which are allocated based on management's estimate of program benefit.

### Reclassifications:

The 2021 financial statements have been reclassified to conform to the presentation adopted for 2022.

### 2. Receivables:

	2022	2021
Enrollment fees	\$ 586,587	\$ 579,334
Contributions	861,026	293,482
Other	-	509
	<u>\$ 1,447,613</u>	<u>\$ 873,325</u>

Enrollment fees receivable at June 30, 2022 and 2021 include amounts withheld by the District for disputed rates of special education services provided by the School from 2008 through 2018 (Note 9).

### 3. Property and Equipment:

	2022	2021
Land	\$ 152,520	\$ 152,520
Buildings and improvements	9,113,377	8,678,791
Equipment	1,601,845	1,476,554
	<u>10,867,742</u>	10,307,865
Less accumulated depreciation	4,907,374	4,527,655
	<u>\$ 5,960,368</u>	<u>\$ 5,780,210</u>

### 4. Short-Term Borrowings:

The School has available a \$450,000 bank demand line of credit for working capital financing. The line requires monthly interest payments at prime plus 1.0%. The line is secured by certain assets, is subject to the usual terms and conditions applied by the bank for working capital financing and is annually reviewed and renewed. There were no amounts outstanding at June 30, 2022 and 2021.

### 5. Long-Term Debt:

	2022	2021
Capital lease obligation, monthly payments ranging from \$20,000 to \$64,850 including imputed interest at 9.00%, due July 2037 (Note 6).	\$ 5,662,076	\$ 5,808,190
Mortgage note payable, monthly payments of \$6,090 including interest at prime plus 2.75%, estimated balloon payment of \$472,000 due December 2023, secured by related assets.	532,957	572,750
Mortgage note payable, monthly payments of \$7,771 including interest at prime plus 2.75%, estimated balloon payment of \$29,000 due December 2023, secured by related assets.	152,602	234,032
Bank note payable, monthly payments of \$5,719 plus interest at prime plus 1%, estimated balloon payment of \$349,000 due December 2023, secured by related assets.	446,087	514,716
	<u>6,793,722</u>	7,129,688
Less current portion	361,581	335,931
	<u>\$ 6,432,141</u>	<u>\$ 6,793,757</u>

Aggregate maturities of long-term debt subsequent to June 30, 2022 are:

2023	\$ 361,581
2024	1,113,975
2025	196,513
2026	214,947
2027	285,915
Thereafter	<u>4,620,791</u>
	<u>\$ 6,793,722</u>

The bank note payable includes a restrictive covenant relative to debt service coverage.

**6. Lease Obligation:**

In 2011, the School entered into a series of purchase, lease, and sublease contracts with a developer to acquire and renovate the School, and currently subleases the premises from the developer under an absolute triple net lease. The lease obligations and related assets have been capitalized for financial reporting purposes. Consequently, land, building and improvements include gross capitalized leased assets totaling \$5,942,832. Amortization of leased assets included in depreciation expense was \$237,713 in 2022 and 2021, and net book value of leased assets was \$3,327,990 and \$3,565,703 at June 30, 2022 and 2021.

The capital lease term extends through July 2036, with four successive five-year renewal options and a fifth renewal period of three years and seven months. The agreement contains a buyout provision whereby the School may terminate the lease any time after July 31, 2016 in consideration of payment of the remaining balance on the mortgage note payable and any other amounts due the landlord, plus a buyout provision. The buyout provision is based on a fixed schedule starting at \$1,860,931, with an annual escalation clause of 2.5%.

Future minimum annual rentals to be paid for the capital lease are:

2023	\$	617,760
2024		617,760
2025		617,760
2026		617,760
2027		617,760
Thereafter		<u>7,174,560</u>
	\$	<u>10,263,360</u>
Amounts representing interest		<u>4,601,284</u>
Net liability (Note 5)	\$	<u>5,662,076</u>

**7. Retirement Plan:**

The School has a tax-deferred annuity plan qualified under §403(b) of the Internal Revenue Code covering essentially all employees (as defined). The plan requires certain minimum employer contributions based on salaries and employee deferrals. Expenses related to the plan for the years ended June 30, 2022 and 2021 were \$146,912 and \$96,347.

**8. Financial Assets Available for Operations:**

The School obtains financial assets generally through enrollment fees and contributions. The financial assets are acquired throughout the year to help meet the School’s cash needs for general expenditures. If necessary, the School also has access to a \$450,000 bank demand line of credit (Note 4).

The School’s financial assets available within one year of the balance sheet date to meet cash needs for general expenditures consist of the following at June 30:

	<u>2022</u>	<u>2021</u>
Cash	\$ 2,594,277	\$ 2,937,331
Receivables	<u>1,447,613</u>	<u>873,325</u>
	<u>\$ 4,041,890</u>	<u>\$ 3,810,656</u>

**9. Contingency:**

In 2019, an audit by the Office of the New York State Comptroller determined the District had provided incorrect special education rates for over a decade. As a result, there is a dispute with the rate used for aid that passes through the District to the School for special education services. The District recouped approximately \$569,000 in special education aid in the 2019-20 and 2020-21 school years through a reduction in the District’s payments for enrollment fees earned by the School.

To recover amounts withheld and pursuant to guidance, the School has submitted a State intercept to the New York State Education Department Commissioner and is following all administrative procedures to resolve the matter. Management believes the School will be successful in challenging the District’s recoupment of funds through the State administrative procedure, and all amounts withheld per above have been recognized as enrollment fees receivable at June 30, 2022 and 2021 in the accompanying financial statements (Note 2).

**10. Risks and Uncertainties due to COVID-19:**

On January 31, 2020, the United States Secretary of Health and Human Services (HHS) declared a public health emergency related to the global spread of coronavirus COVID-19, and a pandemic was declared by the World Health Organization in February 2020. Efforts to fight the widespread disease included limiting or closing many businesses and schools and resulted in a severe disruption of operations for many organizations.

During the 2020-21 school year, the School provided hybrid in-person and remote instruction models in compliance with all government safety mandates, returning to in-person learning in the 2021-22 school year. Consequently, enrollment fees and revenue for the years ended June 30, 2022 and 2021 were not reduced.



In June 2020, the School received a loan of \$698,332 from the Small Business Administration (SBA) under the Paycheck Protection Program of the Coronavirus Aid, Relief and Economic Security (CARES) Act in response to the pandemic. The loan was forgiven in June 2021 and recognized as revenue in the accompanying 2021 statement of activities.

The full extent of the impact of COVID-19 on the School's operational and financial performance will continue to depend on further developments, including the duration and spread of the outbreak, and its impact on schools, including its students and families, employees, and vendors, all of which cannot be predicted.

HEALTH SCIENCES CHARTER SCHOOL

**Additional Information**  
**Schedule of Expenditures of Federal Awards**

For the year ended June 30, 2022

Federal Grantor/Pass-Through Grantor/Program Title	Assistance Listing Number	Grantor Number	Expenditures
<u>U.S. Department of Education:</u>			
Passed through New York State Education Department:			
Title I Grants to Local Educational Agencies	84.010	0021-22-4665	\$ 239,359
Title I Grants to Local Educational Agencies	84.010	0021-21-4665	5,595
Supporting Effective Instruction State Grants	84.367	0147-22-4665	28,428
Student Support and Academic Enrichment Program	84.424	0204-22-4665	16,061
Education Stabilization Fund:			
Elementary and Secondary School Emergency Relief Fund	84.425D	5891-21-4665	444,775 <sup>1</sup>
American Rescue Plan Elementary and Secondary School Emergency Relief Fund	84.425U	5880-21-4665	490,070 <sup>1</sup>
Total U.S. Department of Education			1,224,288
<u>U.S. Department of Agriculture:</u>			
Passed through New York State Education Department:			
Child Nutrition Cluster:			
School Breakfast Program	10.553	N/A	20,587 <sup>2</sup>
National School Lunch Program	10.555	N/A	164,581 <sup>2</sup>
			185,168
Pandemic EBT Administrative Costs	10.649	N/A	601
Passed through New York State Office of General Services:			
Child Nutrition Cluster:			
National School Lunch Program	10.555	N/A	15,013 <sup>2</sup>
Total U.S. Department of Agriculture			200,782
<u>Federal Communications Commission</u>			
Emergency Connectivity Fund Program	32.009	N/A	17,554
Total Expenditures of Federal Awards			\$ 1,442,624

<sup>1</sup> Total Education Stabilization Fund - \$934,845

<sup>2</sup> Total Child Nutrition Cluster - \$200,181

**Notes to Schedule of Expenditures of Federal Awards**

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**1. Summary of Significant Accounting Policies:**

**Basis of Presentation:**

The accompanying schedule of expenditures of federal awards presents the activity of all federal award programs administered by Health Sciences Charter School (the School), an entity as defined in Note 1 to the School’s financial statements. Federal awards received directly from federal agencies, as well as federal awards passed through from other governmental agencies, are included on the schedule of expenditures of federal awards.

**Basis of Accounting:**

The amounts reported as federal expenditures generally were obtained from the appropriate federal financial reports for the applicable programs and periods. The amounts reported in these federal financial reports are prepared from records maintained for each program, which are periodically reconciled with the School’s financial reporting system. The federal expenditures are recorded on the accrual basis.

**Indirect Costs:**

The School does not use the 10% de minimis indirect cost rate permitted by the Uniform Guidance.

**Non-Monetary Federal Program:**

The School is the recipient of a federal award program that does not result in cash receipts or disbursements, termed “non-monetary program.” During the year ended June 30, 2022, the School used \$15,013 worth of commodities under the National School Lunch Program (Assistance Listing Number 10.555).

**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

The Board of Trustees  
Health Sciences Charter School

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Health Sciences Charter School (the School) which comprise the balance sheet as of June 30, 2022, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements and have issued our report thereon dated October 27, 2022.

**Report on Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the School's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

**Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in blue ink that reads "Lyman & McCormick, LLP". The signature is written in a cursive style with a large, stylized 'L' and 'M'.

October 27, 2022

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

The Board of Trustees  
Health Sciences Charter School

**Report on Compliance for Each Major Federal Program**

***Opinion on Each Major Federal Program***

We have audited Health Sciences Charter School's (the School) compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the School's major federal programs for the year ended June 30, 2022. The School's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the School complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2022.

***Basis for Opinion on Each Major Federal Program***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the School and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the School's compliance with the compliance requirements referred to above.

***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the School's federal programs.

### ***Auditors' Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the School's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the School's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the School's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the School's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

### **Report on Internal Control Over Compliance**

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

*Symons & McCormick, LLP*

October 27, 2022



**Schedule of Findings and Questioned Costs**

For the year ended June 30, 2022

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**Section I. Summary of Auditors' Results**

Financial Statements

Type of auditors' report issued: *Unmodified*

Internal control over financial reporting:

- Material weakness(es) identified? No
- Significant deficiency(ies) identified? None reported

Noncompliance material to financial statements noted? No

Federal Awards

Internal control over major programs:

- Material weakness(es) identified? No
- Significant deficiency(ies) identified? None reported

Type of auditors' report issued on compliance for major programs: *Unmodified*

Any audit findings disclosed that are required to be reported in accordance with section 2 CFR 200.516(a)? No

Identification of major programs:

Name of Federal Program or Cluster	Assistance Listing Number	Amount
Education Stabilization Fund	84.425	\$ <u>934,845</u>

Dollar threshold used to distinguish between type A and type B programs: \$750,000

Auditee qualified as low-risk auditee? No

**Section II. Financial Statement Findings**

No matters were reported.

**Section III. Federal Award Findings and Questioned Costs**

No matters were reported.



## Annual Financial Statement Audit Report

for Board of Regents Authorized Charter Schools

<b>School Name:</b>	<b>Health Sciences Charter School</b>
<b>Date (Report is due Nov. 1):</b>	<b>November 1, 2022</b>
<b>Primary District of Location (If NYC select NYC DOE):</b>	<b>Buffalo City School District</b>
<b>If located in NYC DOE select CSD:</b>	<b>-</b>
<b>School Fiscal Contact Name:</b>	<b>Angel Beiter</b>
<b>School Fiscal Contact Email:</b>	[REDACTED]
<b>School Fiscal Contact Phone:</b>	[REDACTED]
<b>School Audit Firm Name:</b>	<b>Lumsden McCormick LLP</b>
<b>School Audit Contact Name:</b>	<b>Sarah Hopkins</b>
<b>School Audit Contact Email:</b>	[REDACTED]
<b>School Audit Contact Phone:</b>	[REDACTED]
<b>Audit Period:</b>	<b>2021-22</b>
<b>Prior Year:</b>	<b>2020-21</b>

**The following items are required to be included:**

- 1.) The independent auditor's report on financial statements and notes.
- 2.) Excel template file containing the Financial Position, Statement of Activities, Cash Flow and Functional Expenses worksheets.
- 3.) Reports on internal controls over financial reporting and on compliance.

The additional items listed below should be included if applicable. Please explain the reason(s) if the items are not included. Examples might include: a written management letter was not issued; the school did not expend federal funds in excess of the Single Audit Threshold of \$750,000; the management letter response will be submitted by the following date (should be no later than 30 days from the submission of the report); etc.

Item	If not included, state the reason(s) below (if not applicable fill in N/A):
Management Letter	
Management Letter Response	
Form 990	
Federal Single Audit (A-133)	
Corrective Action Plan	

**Health Sciences Charter School**  
**Statement of Financial Position**  
**as of June 30**

	<u>2022</u>	<u>2021</u>
<b><u>CURRENT ASSETS</u></b>		
Cash and cash equivalents	\$ 2,694,277	\$ 3,037,331
Grants and contracts receivable	1,447,613	873,325
Accounts receivables	-	-
Prepaid Expenses	20,080	97,811
Contributions and other receivables	-	-
Other current assets	-	-
<b>TOTAL CURRENT ASSETS</b>	<u>4,161,970</u>	<u>4,008,467</u>
<b><u>NON-CURRENT ASSETS</u></b>		
Property, Building and Equipment, net	\$ 5,960,368	\$ 5,780,210
Restricted Cash	-	-
Security Deposits	4,200	4,200
Other Non-Current Assets	-	-
<b>TOTAL NON-CURRENT ASSETS</b>	<u>5,964,568</u>	<u>5,784,410</u>
<b>TOTAL ASSETS</b>	<u><b>10,126,538</b></u>	<u><b>9,792,877</b></u>
<b><u>CURRENT LIABILITIES</u></b>		
Accounts payable and accrued expenses	\$ 309,106	\$ 427,655
Accrued payroll, payroll taxes and benefits	-	-
Current Portion of Loan Payable	361,581	335,931
Due to Related Parties	-	-
Refundable Advances	-	-
Deferred Revenue	-	-
Other Current Liabilities	-	-
<b>TOTAL CURRENT LIABILITIES</b>	<u>670,687</u>	<u>763,586</u>
<b><u>LONG-TERM LIABILITIES</u></b>		
Loan Payable; Due in More than One Year	\$ 6,432,141	\$ 6,793,757
Deferred Rent	-	-
Due to Related Party	-	-
Other Long-Term Liabilities	-	-
<b>TOTAL LONG-TERM LIABILITIES</b>	<u>6,432,141</u>	<u>6,793,757</u>
<b>TOTAL LIABILITIES</b>	<u>7,102,828</u>	<u>7,557,343</u>
<b><u>NET ASSETS</u></b>		
Unrestricted	\$ 3,013,710	\$ 2,215,534
Temporarily restricted	10,000	20,000
Permanently restricted	-	-
<b>TOTAL NET ASSETS</b>	<u>3,023,710</u>	<u>2,235,534</u>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<u><b>10,126,538</b></u>	<u><b>9,792,877</b></u>

**Health Sciences Charter School**  
**Statement of Activities**  
**as of June 30**

	2022			2021
	Unrestricted	Temporarily Restricted	Total	Total
<b>OPERATING REVENUE</b>				
State and Local Per Pupil Revenue - Reg. Ed	\$ 4,957,541	\$ -	\$ 4,957,541	\$ 4,690,509
State and Local Per Pupil Revenue - SPED	432,488	-	432,488	413,548
State and Local Per Pupil Facilities Revenue	-	-	-	-
Federal Grants	1,410,057	-	1,410,057	1,282,083
State and City Grants	13,043	-	13,043	11,923
Other Operating Income	-	-	-	-
Food Service/Child Nutrition Program	1,885	-	1,885	15,119
<b>TOTAL OPERATING REVENUE</b>	<b>6,815,014</b>	<b>-</b>	<b>6,815,014</b>	<b>6,413,182</b>
<b>EXPENSES</b>				
Program Services				
Regular Education	\$ 3,907,759	\$ -	\$ 3,907,759	\$ 3,330,138
Special Education	264,768	-	264,768	308,997
Other Programs	545,105	-	545,105	311,013
Total Program Services	4,717,632	-	4,717,632	3,950,148
Management and general	1,398,194	-	1,398,194	1,169,400
Fundraising	-	-	-	-
<b>TOTAL EXPENSES</b>	<b>6,115,826</b>	<b>-</b>	<b>6,115,826</b>	<b>5,119,548</b>
<b>SURPLUS / (DEFICIT) FROM OPERATIONS</b>	<b>699,188</b>	<b>-</b>	<b>699,188</b>	<b>1,293,634</b>
<b>SUPPORT AND OTHER REVENUE</b>				
Interest and Other Income	\$ -	\$ -	\$ -	\$ -
Contributions and Grants	-	10,000	10,000	20,000
Fundraising Support	-	-	-	-
Investments	-	-	-	-
Donated Services	-	-	-	-
Other Support and Revenue	78,988	-	78,988	32,596
<b>TOTAL SUPPORT AND OTHER REVENUE</b>	<b>78,988</b>	<b>10,000</b>	<b>88,988</b>	<b>52,596</b>
<b>Net Assets Released from Restrictions / Loss on Disposal of Assets</b>	<b>\$ 20,000</b>	<b>\$ (20,000)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CHANGE IN NET ASSETS</b>	<b>798,176</b>	<b>(10,000)</b>	<b>788,176</b>	<b>1,346,230</b>
<b>NET ASSETS - BEGINNING OF YEAR</b>	<b>\$ 2,215,534</b>	<b>\$ 20,000</b>	<b>\$ 2,235,534</b>	<b>\$ 889,304</b>
<b>PRIOR YEAR/PERIOD ADJUSTMENTS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET ASSETS - END OF YEAR</b>	<b>\$ 3,013,710</b>	<b>\$ 10,000</b>	<b>\$ 3,023,710</b>	<b>\$ 2,235,534</b>

**Health Sciences Charter School  
Statement of Cash Flows**

**as of June 30**

	<u>2022</u>	<u>2021</u>
<b>CASH FLOWS - OPERATING ACTIVITIES</b>		
Increase (decrease) in net assets	\$ -	\$ -
Revenues from School Districts	5,382,776	4,874,905
Accounts Receivable	-	-
Due from School Districts	-	-
Depreciation	-	-
Grants Receivable	-	-
Due from NYS	-	-
Grant revenues	883,110	455,561
Prepaid Expenses	-	-
Accounts Payable	(1,332,758)	(1,154,993)
Accrued Expenses	(3,860,373)	(3,026,676)
Accrued Liabilities	-	-
Contributions and fund-raising activities	-	-
Miscellaneous sources	63,828	35,898
Deferred Revenue	-	-
Interest payments	(583,794)	(603,148)
Other	-	-
Other	-	-
<b>NET CASH PROVIDED FROM OPERATING ACTIVITIES</b>	<b>\$ 552,789</b>	<b>\$ 581,547</b>
<b>CASH FLOWS - INVESTING ACTIVITIES</b>	<b>\$</b>	<b>\$</b>
Purchase of equipment	(559,877)	(88,875)
Other	-	-
<b>NET CASH PROVIDED FROM INVESTING ACTIVITIES</b>	<b>\$ (559,877)</b>	<b>\$ (88,875)</b>
<b>CASH FLOWS - FINANCING ACTIVITIES</b>	<b>\$</b>	<b>\$</b>
Principal payments on long-term debt	(335,966)	(273,358)
Other	-	-
<b>NET CASH PROVIDED FROM FINANCING ACTIVITIES</b>	<b>\$ (335,966)</b>	<b>\$ (273,358)</b>
<b>NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS</b>	<b>\$ (343,054)</b>	<b>\$ 219,314</b>
Cash at beginning of year	3,037,331	2,818,017
<b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>	<b>\$ 2,694,277</b>	<b>\$ 3,037,331</b>

**Health Sciences Charter School  
Statement of Functional Expenses  
as of June 30**

		2022							2021	
No. of Positions	Program Services				Supporting Services			Total		
	Regular Education	Special Education	Other Education	Total	Fundraising	Management and General	Total			
	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Personnel Services Costs										
Administrative Staff Personnel	15.00	-	-	-	-	-	732,436	732,436	732,436	556,462
Instructional Personnel	39.00	1,845,614	141,942	-	1,987,556	-	-	-	1,987,556	1,685,514
Non-Instructional Personnel	5.00	-	-	154,658	154,658	-	-	-	154,658	140,854
Total Salaries and Staff	59.00	1,845,614	141,942	154,658	2,142,214	-	732,436	732,436	2,874,650	2,382,830
Fringe Benefits & Payroll Taxes		423,009	32,533	35,447	490,989	-	167,872	167,872	658,861	528,160
Retirement		94,322	7,254	7,904	109,480	-	37,432	37,432	146,912	96,347
Management Company Fees		-	-	-	-	-	-	-	-	-
Legal Service		-	-	-	-	-	5,981	5,981	5,981	67,105
Accounting / Audit Services		-	-	-	-	-	112,290	112,290	112,290	114,125
Other Purchased / Professional / Consulting Services		1,670	8,299	-	9,969	-	132,061	132,061	142,030	54,074
Building and Land Rent / Lease		754,062	47,129	47,129	848,320	-	94,258	94,258	942,578	256,016
Repairs & Maintenance		-	-	-	-	-	-	-	-	115,961
Insurance		36,822	2,301	2,301	41,424	-	4,603	4,603	46,027	36,795
Utilities		96,200	6,013	6,013	108,226	-	12,025	12,025	120,251	68,038
Supplies / Materials		58,453	-	-	58,453	-	-	-	58,453	22,435
Equipment / Furnishings		-	-	-	-	-	-	-	-	-
Staff Development		52,452	-	-	52,452	-	-	-	52,452	104,181
Marketing / Recruitment		-	-	-	-	-	15,612	15,612	15,612	14,547
Technology		197,985	-	-	197,985	-	-	-	197,985	147,079
Food Service		-	-	-	-	-	-	-	-	15,760
Student Services		38,140	-	272,356	310,496	-	-	-	310,496	64,458
Office Expense		36,024	2,252	2,252	40,528	-	4,502	4,502	45,030	43,787
Depreciation		303,775	18,986	18,986	341,747	-	37,972	37,972	379,719	379,929
OTHER		5,255	311	311	5,877	-	622	622	6,499	607,921
<b>Total Expenses</b>		<b>\$ 3,943,783</b>	<b>\$ 267,020</b>	<b>\$ 547,357</b>	<b>\$ 4,758,160</b>	<b>\$ -</b>	<b>\$ 1,357,666</b>	<b>\$ 1,357,666</b>	<b>\$ 6,115,826</b>	<b>\$ 5,119,548</b>

# New York State Education Department

## Request for Proposals to Establish Charter Schools Authorized by the Board of Regents

### 2022-2023 Budget & Cash Flow Template

#### General Instructions and Notes for New Application Budgets and Cash Flows Templates

1	Complete ALL SIX columns in <b>BLUE</b>
2	Enter information into the <b>GRAY</b> cells
3	Cells containing <b>RED</b> triangles in the upper right corner in columns B through G contain guidance on that particular item
4	School district per-pupil tuition information is located on the State Aid website at <a href="https://stateaid.nysed.gov/charter/">https://stateaid.nysed.gov/charter/</a> . Rows may be inserted in the worksheet to accommodate additional districts if necessary.
5	The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, please reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

**HEALTH SCIENCES CHARTER SCHOOL**

**PROJECTED BUDGET FOR 2022-2023**

PROJECTED BUDGET FOR 2022-2023							Assumptions
July 1, 2022 to June 30, 2023							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	7,083,722	409,900	230,000	-	20,100	7,743,722	
Total Expenses	4,238,559	330,355	811,903	-	1,759,693	7,140,510	
Net Income	2,845,163	79,545	(581,903)	-	(1,739,593)	603,212	
Actual Student Enrollment	425	33					
Total Paid Student Enrollment	-	-					
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
<b>REVENUE</b>							
<b>REVENUES FROM STATE SOURCES</b>							
Per Pupil Revenue							
District of Location	CY Per Pupil Rate						
School District 2 (Enter Name)	\$13,417.00	5,683,588	-	-	-	5,683,588	425 students
School District 3 (Enter Name)		-	-	-	-	-	
School District 4 (Enter Name)		-	-	-	-	-	
School District 5 (Enter Name)		-	-	-	-	-	
		5,683,588	-	-	-	5,683,588	
Special Education Revenue		-	358,800	-	-	358,800	24 @ 0.9 level of funding and 9 @ 1.65
Grants							
Stimulus		-	-	-	-	-	
Other		-	-	-	-	-	
Other State Revenue		-	-	-	-	-	
<b>TOTAL REVENUE FROM STATE SOURCES</b>		5,683,588	358,800	-	-	6,042,388	
<b>REVENUE FROM FEDERAL FUNDING</b>							
IDEA Special Needs		-	51,100	-	-	51,100	
Title I		220,000	-	-	-	220,000	
Title Funding - Other		24,000	-	-	-	24,000	
School Food Service (Free Lunch)		17,000	-	-	-	17,000	
Grants							
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	
Other		1,114,134	-	-	-	1,114,134	ESSER Funds
Other Federal Revenue		-	-	-	-	-	
<b>TOTAL REVENUE FROM FEDERAL SOURCES</b>		1,375,134	51,100	-	-	1,426,234	
<b>LOCAL and OTHER REVENUE</b>							
Contributions and Donations, Fundraising		-	-	-	-	-	
Erate Reimbursement		-	-	-	-	-	
Interest Income, Earnings on Investments,		-	-	-	20,100	20,100	
NYC-DYCD (Department of Youth and Community Developmt.)		-	-	-	-	-	
Food Service (Income from meals)		-	-	230,000	-	230,000	
Text Book		-	-	-	-	-	
Other Local Revenue		25,000	-	-	-	25,000	
<b>TOTAL REVENUE FROM LOCAL and OTHER SOURCES</b>		25,000	-	230,000	20,100	275,100	
<b>TOTAL REVENUE</b>		7,083,722	409,900	230,000	-	20,100	7,743,722
<b>EXPENSES</b>							
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>							
Executive Management	No. of Positions						
Instructional Management	1.00	-	-	-	122,130	122,130	
Deans, Directors & Coordinators	3.00	275,560	-	-	-	275,560	
CFO / Director of Finance	3.00	-	-	67,280	161,530	228,810	
Operation / Business Manager	-	-	-	-	-	-	
Administrative Staff	1.00	-	-	-	75,160	75,160	
	3.00	-	-	-	128,500	128,500	
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>11</b>	<b>275,560</b>	<b>-</b>	<b>67,280</b>	<b>487,320</b>	<b>830,160</b>	
<b>INSTRUCTIONAL PERSONNEL COSTS</b>							
Teachers - Regular	39.00	1,852,315	-	-	-	1,852,315	
Teachers - SPED	4.00	-	202,650	-	-	202,650	
Substitute Teachers	-	-	-	-	-	-	
Teaching Assistants	-	-	-	-	-	-	
Specialty Teachers	-	-	-	-	-	-	
Aides	-	-	-	-	-	-	

List exact titles and staff FTE's ( Full time equivalent)



**HEALTH SCIENCES CHARTER SCHOOL**

**PROJECTED BUDGET FOR 2022-2023**

PROJECTED BUDGET FOR 2022-2023							Assumptions
July 1, 2022 to June 30, 2023							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.							
		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue		7,083,722	409,900	230,000	-	20,100	7,743,722
Total Expenses		4,238,559	330,355	811,903	-	1,759,693	7,140,510
Net Income		2,845,163	79,545	(581,903)	-	(1,739,593)	603,212
Actual Student Enrollment		425	33				
Total Paid Student Enrollment		-	-				
		PROGRAM SERVICES			SUPPORT SERVICES		
		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Therapists & Counselors	4.00	-	-	174,930	-	-	174,930
Other	-	86,210	-	63,000	-	-	149,210
<b>TOTAL INSTRUCTIONAL</b>	<b>47</b>	<b>1,938,525</b>	<b>202,650</b>	<b>237,930</b>	<b>-</b>	<b>-</b>	<b>2,379,105</b>
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>							
Nurse	-	-	-	-	-	-	-
Librarian	-	-	-	-	-	-	-
Custodian	5.00	-	-	-	-	171,600	171,600
Security	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>TOTAL NON-INSTRUCTIONAL</b>	<b>5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>171,600</b>	<b>171,600</b>
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>	<b>63</b>	<b>2,214,085</b>	<b>202,650</b>	<b>305,210</b>	<b>-</b>	<b>658,920</b>	<b>3,380,865</b>
<b>PAYROLL TAXES AND BENEFITS</b>							
Payroll Taxes		232,812	21,309	32,093	-	69,286	355,500
Fringe / Employee Benefits		247,285	22,633	34,088	-	73,593	377,600
Retirement / Pension		121,940	11,161	16,809	-	36,290	186,200
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>		<b>602,038</b>	<b>55,103</b>	<b>82,990</b>	<b>-</b>	<b>179,169</b>	<b>919,300</b>
<b>TOTAL PERSONNEL SERVICE COSTS</b>		<b>2,816,123</b>	<b>257,753</b>	<b>388,200</b>	<b>-</b>	<b>838,089</b>	<b>4,300,165</b>
<b>CONTRACTED SERVICES</b>							
Accounting / Audit		-	-	-	-	142,200	142,200
Legal		-	-	-	-	28,100	28,100
Management Company Fee		-	-	-	-	-	-
Nurse Services		-	-	-	-	-	-
Food Service / School Lunch		-	-	235,000	-	-	235,000
Payroll Services		-	-	-	-	63,700	63,700
Special Ed Services		-	10,000	-	-	-	10,000
Titlement Services (i.e. Title I)		-	-	-	-	-	-
Other Purchased / Professional / Consulting		15,500	-	-	-	84,300	99,800
<b>TOTAL CONTRACTED SERVICES</b>		<b>15,500</b>	<b>10,000</b>	<b>235,000</b>	<b>-</b>	<b>318,300</b>	<b>578,800</b>
<b>SCHOOL OPERATIONS</b>							
Board Expenses		-	-	-	-	1,000	1,000
Classroom / Teaching Supplies & Materials		65,400	-	-	-	-	65,400
Special Ed Supplies & Materials		-	-	-	-	-	-
Textbooks / Workbooks		-	-	-	-	-	-
Supplies & Materials other		2,800	-	-	-	-	2,800
Equipment / Furniture		-	-	-	-	-	-
Telephone		20,960	1,310	1,310	-	2,620	26,200
Technology		134,600	-	-	-	-	134,600
Student Testing & Assessment		2,000	-	-	-	-	2,000
Field Trips		22,700	-	-	-	-	22,700
Transportation (student)		26,600	-	-	-	-	26,600
Student Services - other		45,500	-	-	-	-	45,500
Office Expense		8,800	550	550	-	1,100	11,000
Staff Development		61,400	-	-	-	-	61,400
Staff Recruitment		44,300	-	-	-	-	44,300
Student Recruitment / Marketing		-	-	-	-	-	-
School Meals / Lunch		-	-	-	-	-	-
Travel (Staff)		-	-	-	-	-	-
Fundraising		-	-	-	-	-	-
Other		-	-	126,100	-	75,400	201,500
<b>TOTAL SCHOOL OPERATIONS</b>		<b>435,060</b>	<b>1,860</b>	<b>127,960</b>	<b>-</b>	<b>80,120</b>	<b>645,000</b>
<b>FACILITY OPERATION &amp; MAINTENANCE</b>							
Insurance		90,006	5,625	5,625	-	11,251	112,508

**HEALTH SCIENCES CHARTER SCHOOL**

**PROJECTED BUDGET FOR 2022-2023**

PROJECTED BUDGET FOR 2022-2023							Assumptions
July 1, 2022 to June 30, 2023							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	7,083,722	409,900	230,000	-	20,100	7,743,722	
Total Expenses	4,238,559	330,355	811,903	-	1,759,693	7,140,510	
Net Income	2,845,163	79,545	(581,903)	-	(1,739,593)	603,212	
Actual Student Enrollment	425	33					
Total Paid Student Enrollment	-	-					
	PROGRAM SERVICES			SUPPORT SERVICES			
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Janitorial	-	-	-	-	13,500	13,500	
Building and Land Rent / Lease	466,510	29,157	29,157	-	58,314	583,137	
Repairs & Maintenance	-	-	-	-	388,200	388,200	
Equipment / Furniture	-	-	-	-	-	-	
Security	-	-	-	-	-	-	
Utilities	73,760	4,610	4,610	-	9,220	92,200	
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	<b>630,276</b>	<b>39,392</b>	<b>39,392</b>	<b>-</b>	<b>480,485</b>	<b>1,189,545</b>	
DEPRECIATION & AMORTIZATION	341,600	21,350	21,350	-	42,700	427,000	
DISSOLUTION ESCROW & RESERVES / CONTIGENCY	-	-	-	-	-	-	placed under Cash Flow Adjustment in the renewal application.
<b>TOTAL EXPENSES</b>	<b>4,238,559</b>	<b>330,355</b>	<b>811,903</b>	<b>-</b>	<b>1,759,693</b>	<b>7,140,510</b>	
<b>NET INCOME</b>	<b>2,845,163</b>	<b>79,545</b>	<b>(581,903)</b>	<b>-</b>	<b>(1,739,593)</b>	<b>603,212</b>	
<b>ENROLLMENT - *School Districts Are Linked To Above Entries*</b>	<b>REGULAR EDUCATION</b>	<b>SPECIAL EDUCATION</b>	<b>TOTAL ENROLLED</b>				
District of Location	414	33	447				
West Seneca	3		3				
Cheek-Sloan	2		2				
Cleve-Hill	2		2				
Frontier, Ken-Ton, Cheek-Maryvale	4		4				
<b>TOTAL ENROLLMENT</b>	<b>425</b>	<b>33</b>	<b>458</b>				
<b>REVENUE PER PUPIL</b>	<b>16,668</b>	<b>12,421</b>	<b>502</b>				
<b>EXPENSES PER PUPIL</b>	<b>9,973</b>	<b>10,011</b>	<b>1,773</b>				



FOR INQUIRIES CALL: NOT FOR PROFIT WESTERN NY  
(716) 848-7355

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HEALTH SCIENCES CHARTER SCHOOL  
ESCROW ACCOUNT  
1140 ELLICOTT ST  
BUFFALO NY 14209-1934

<b>ACCOUNT TYPE</b>	
M&T ADVANCED BUSINESS CHECKING	
<b>ACCOUNT NUMBER</b>	<b>STATEMENT PERIOD</b>
[REDACTED]	06/01/22 - 06/30/22
<b>BEGINNING BALANCE</b>	\$99,993.40
<b>DEPOSITS &amp; CREDITS</b>	0.00
<b>LESS CHECKS &amp; DEBITS</b>	0.00
<b>LESS SERVICE CHARGES</b>	2.00
<b>ENDING BALANCE</b>	\$99,991.40

**ACCOUNT ACTIVITY**

POSTING DATE	TRANSACTION DESCRIPTION	DEPOSITS & OTHER CREDITS (+)	WITHDRAWALS & OTHER DEBITS (-)	DAILY BALANCE
06/01/2022	BEGINNING BALANCE			\$99,993.40
06/08/2022	SERVICE CHARGE FOR ACCOUNT 000009855084100		\$2.00	99,991.40
	NUMBER OF DEPOSITS/CHECKS PAID	0	0	

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Richard P. Hershberger, PhD MBA

**Name of Charter School Education Corporation:**

Health Sciences Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board Member, Chair

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

n/a

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

n/a

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

n/a

5. 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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

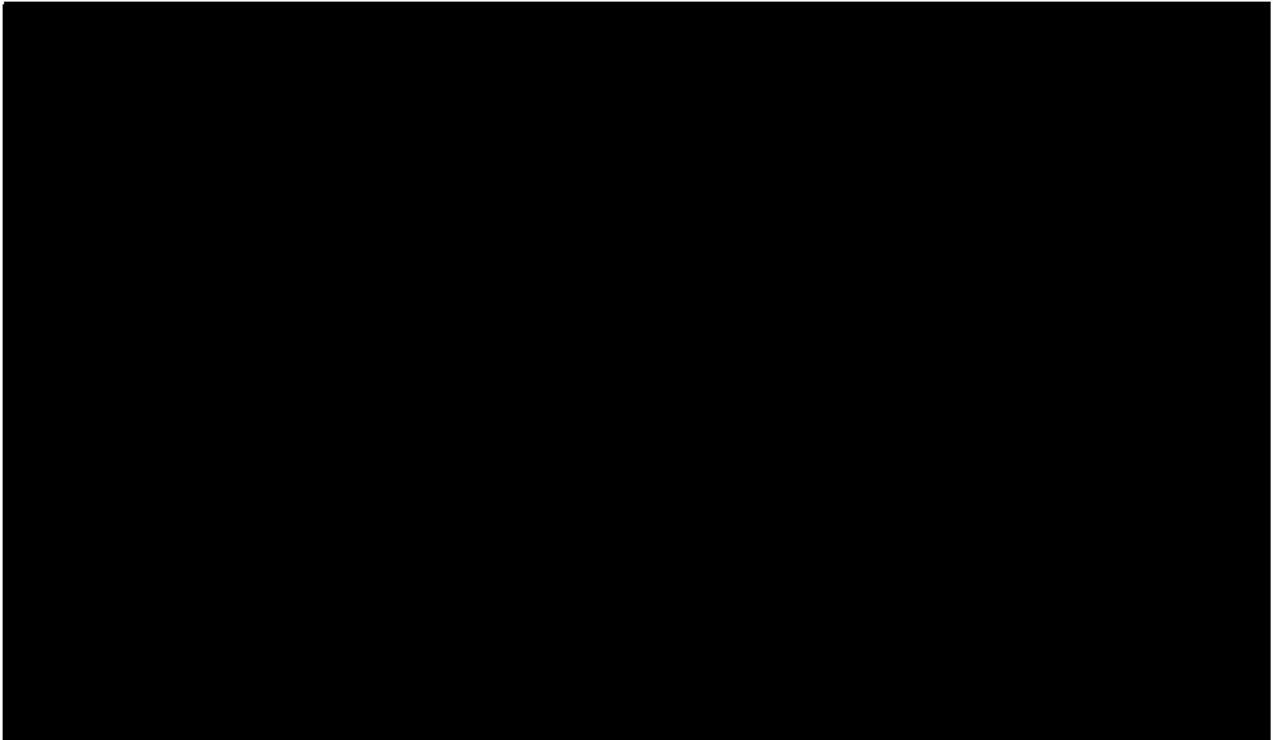
<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

7. 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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**None**

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>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</b>	<b>Steps taken to avoid conflict of interest</b>

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Richard P. Hensinger                      6/9/22  
**Signature**    **Date**

- Acceptable signature formats include:
- Digitally certified PDF signature
  - Print form, manually sign, scan to PDF



**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Mary Farallo

**Name of Charter School Education Corporation:**

Health Sciences Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

n/a

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

n/a

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

n/a

5. 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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

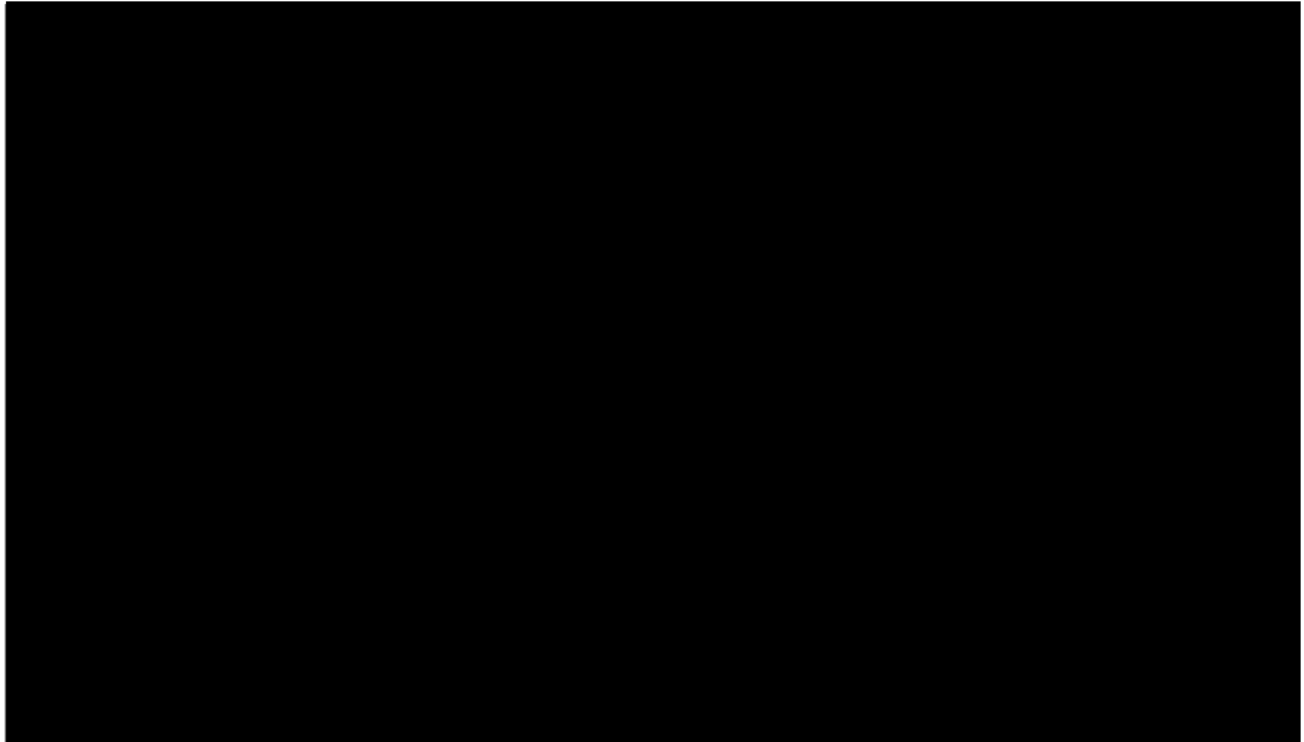
<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

7. 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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**None**

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>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</b>	<b>Steps taken to avoid conflict of interest</b>

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MFerrallo 6/9/22  
**Signature** **Date**

Acceptable signature formats include:

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- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Dr. Clement Kwakye

**Name of Charter School Education Corporation:**

Health Sciences Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board Member , Secretary

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

n/a

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

n/a

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

n/a

5. 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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>



7. 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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**None**

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>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</b>	<b>Steps taken to avoid conflict of interest</b>

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Dr. Aemaf Kwakye 6/9/2022  
**Signature** **Date**

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*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Joseph Winter

**Name of Charter School Education Corporation:**

Health Sciences Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board Member , Treasurer

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

n/a

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

n/a

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

n/a

5. 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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

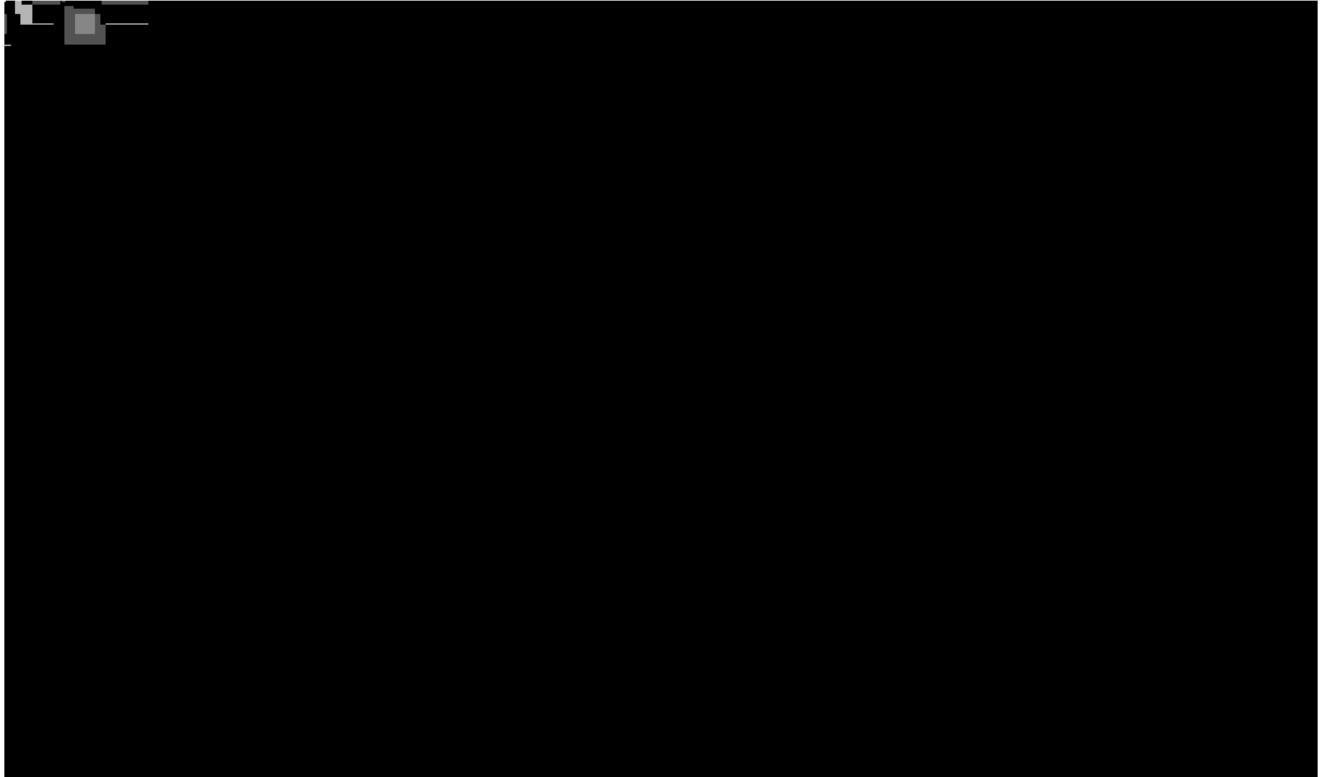
<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

7. 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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**None**

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>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</b>	<b>Steps taken to avoid conflict of interest</b>

*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. The personal contact information provided below will be redacted.*



**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_  
*[Handwritten signature]* *4/9/22*

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Pratibha Bansal

**Name of Charter School Education Corporation:**

Health Sciences Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

n/a

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

n/a



4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

n/a

5. 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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

7. 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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**None**

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>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</b>	<b>Steps taken to avoid conflict of interest</b>

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Pratibha Bansal 4/9/22  
**Signature** **Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Alexander Collichio, Esq. SPHR

**Name of Charter School Education Corporation:**

Health Sciences Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

n/a

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

n/a

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

n/a

5. 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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

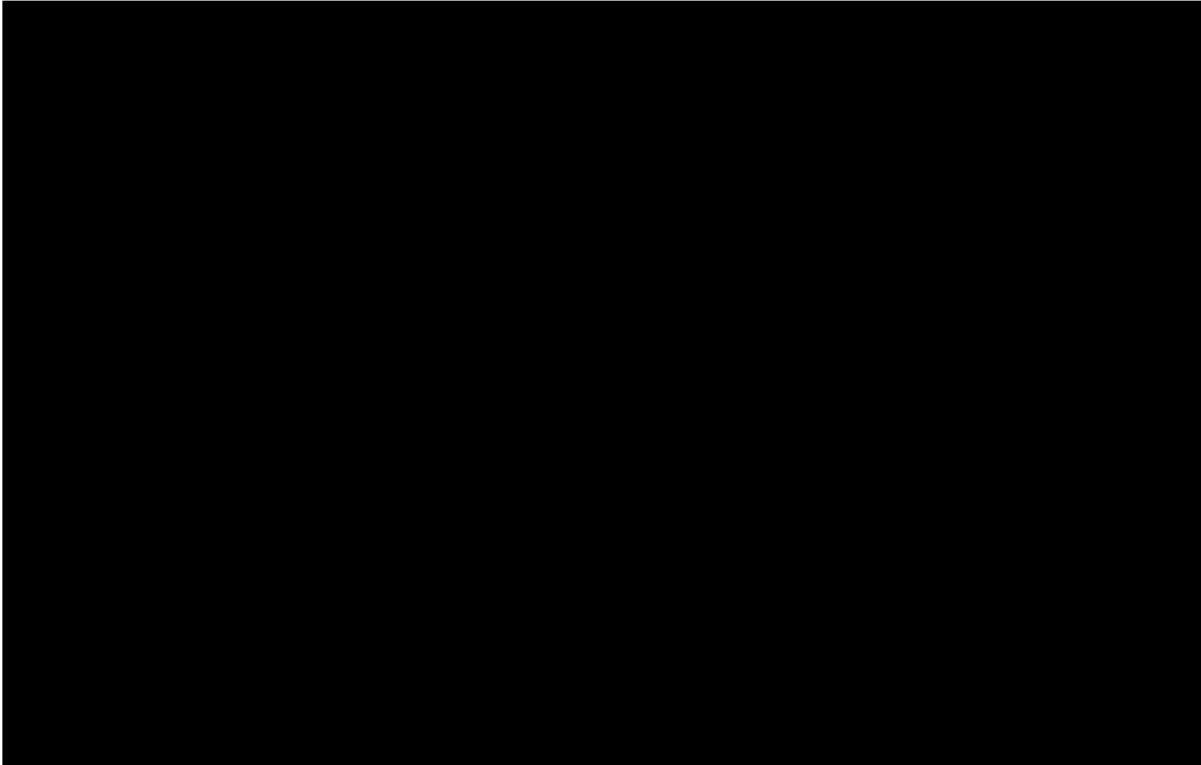
7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**None**

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>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</b>	<b>Steps taken to avoid conflict of interest</b>



*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. The personal contact information provided below will be redacted.*



Alexander Colvidin 6/9/22  
**Signature** **Date**

Acceptable signature formats include:

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- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Andrew Davis

**Name of Charter School Education Corporation:**

Health Sciences Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board Member , *Chair*

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

n/a

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

n/a

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

n/a

5. 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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

7. 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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**None**

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>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</b>	<b>Steps taken to avoid conflict of interest</b>



**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Christie Nelson

**Name of Charter School Education Corporation:**

Health Sciences Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

n/a

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

n/a

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

n/a

5. 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



6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

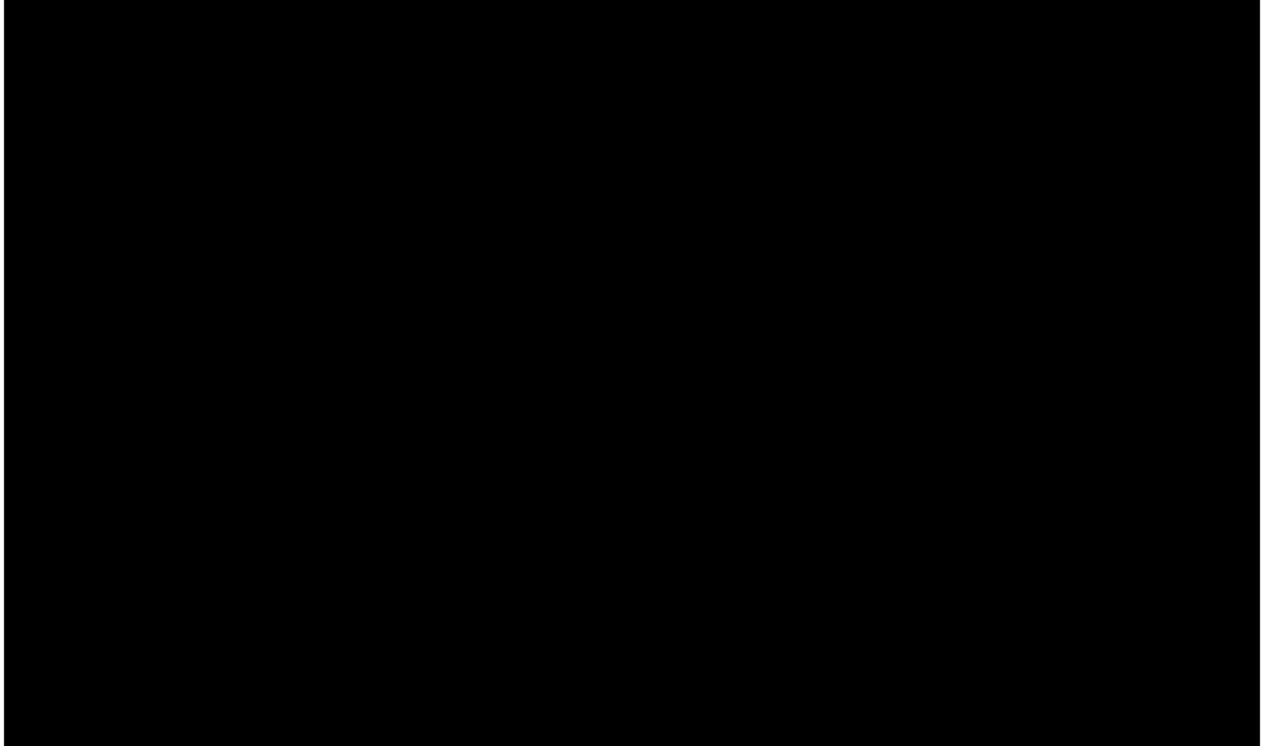
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

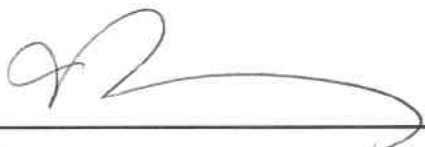
7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

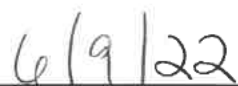
**None**

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

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\_\_\_\_\_  
**Signature**

  
\_\_\_\_\_  
**Date**

Acceptable signature formats include:

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*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Francesca Mesiah

**Name of Charter School Education Corporation:**

Health Sciences Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).  
Board Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

n/a

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

n/a

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

n/a

5. 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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

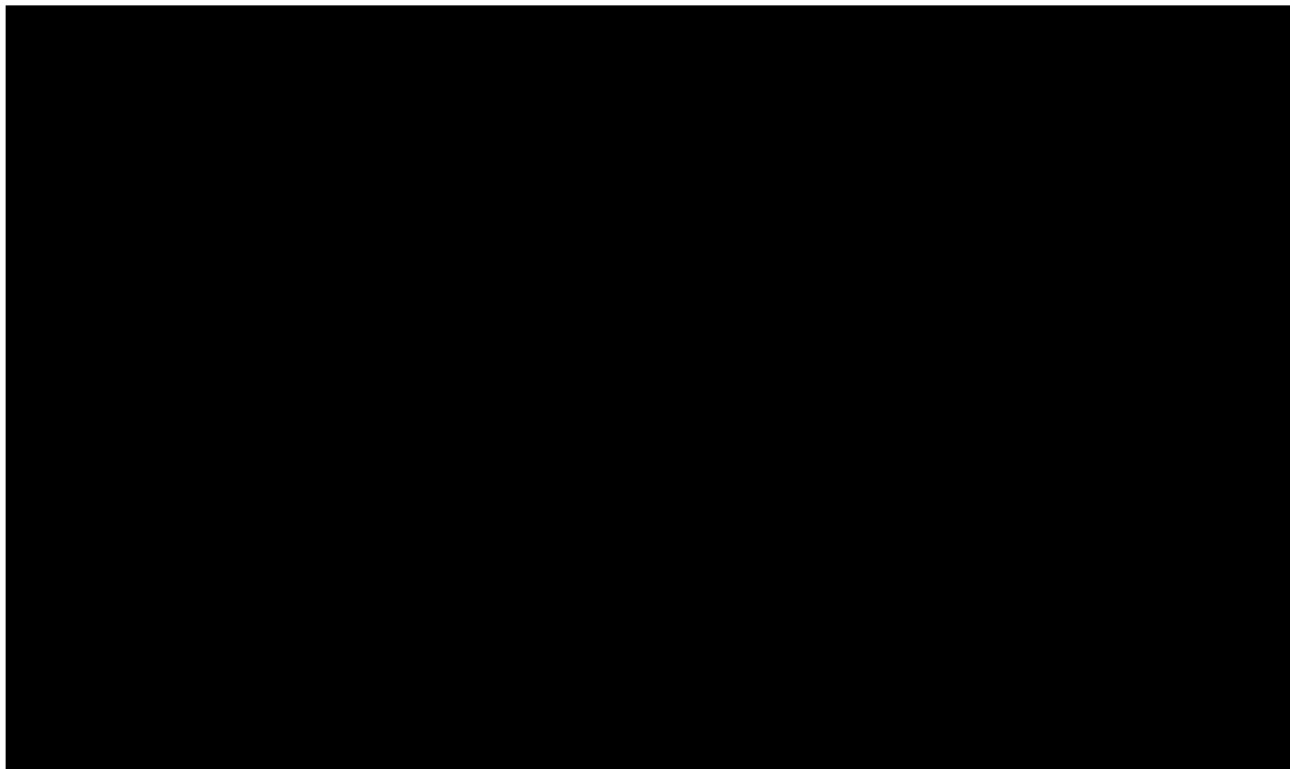
<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

7. 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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**None**

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>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</b>	<b>Steps taken to avoid conflict of interest</b>

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\_\_\_\_\_  
**Signature**

  
\_\_\_\_\_  
**Date**

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*last revised 04/2022*



**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Allyson-Lowe

**Name of Charter School Education Corporation:**

Health Sciences Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board Member, Vice-Chair

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

n/a

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

n/a

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

n/a

5. 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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

7. 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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**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

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Allyson Lane 6/9/22  
**Signature** **Date**

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- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Zachary Dewey

**Name of Charter School Education Corporation:**

Health Sciences Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board Member, Secretary

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

n/a

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

n/a

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

n/a

5. 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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

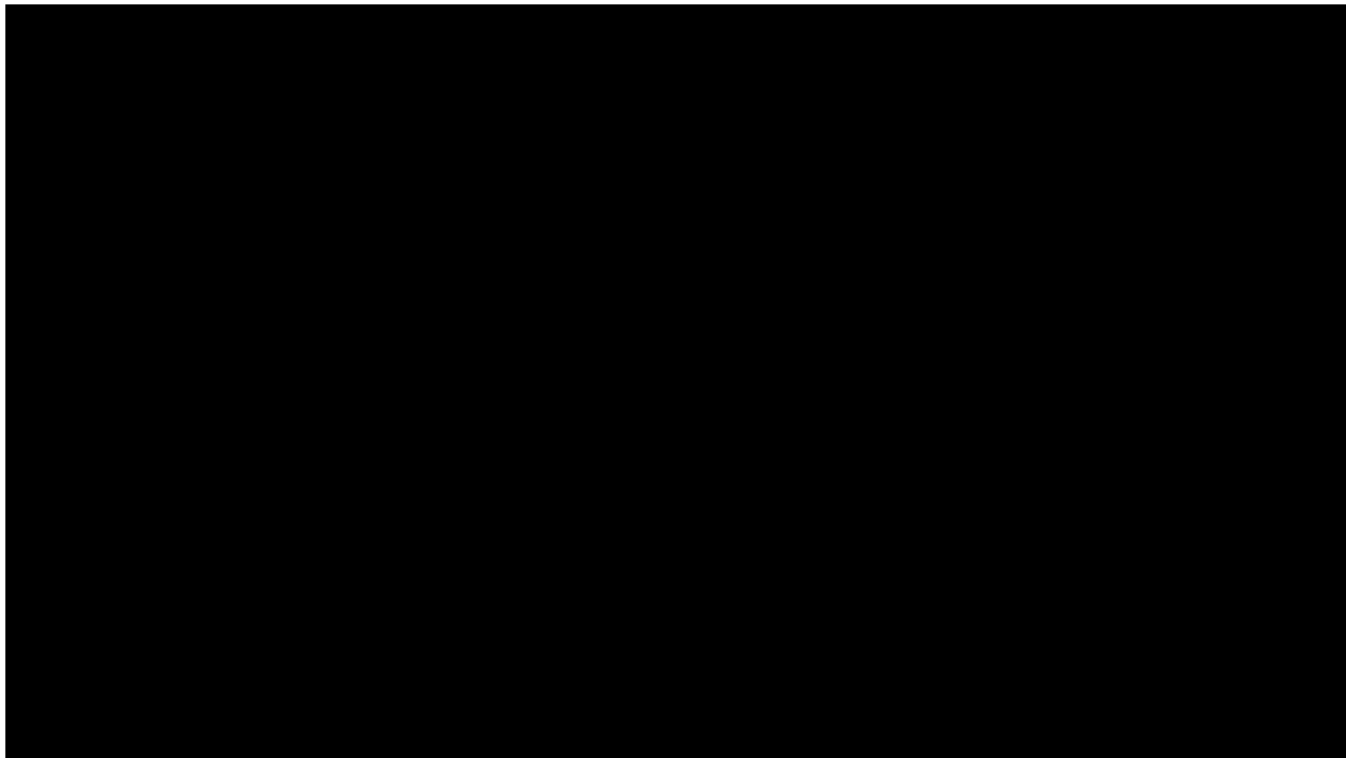


7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**None**

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>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</b>	<b>Steps taken to avoid conflict of interest</b>

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**Signature**

  
**Date**

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*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Danielle Evanchow-Bozich

**Name of Charter School Education Corporation:**

Health Sciences Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

n/a

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

n/a

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

n/a

5. 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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

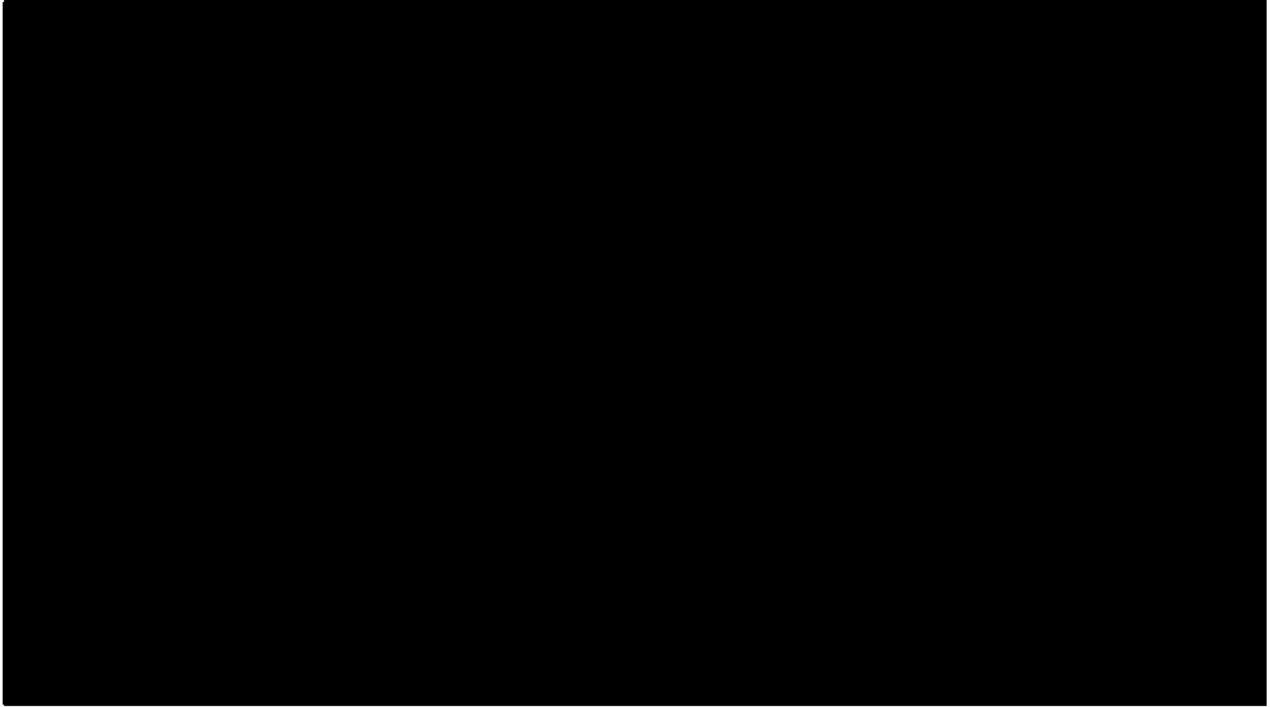
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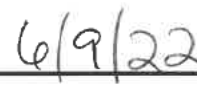
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**None**

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>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</b>	<b>Steps taken to avoid conflict of interest</b>

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\_\_\_\_\_  
**Signature** **Date**

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*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Jamie Smith

**Name of Charter School Education Corporation:**

Health Sciences Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

n/a

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

n/a



4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

n/a

5. 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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

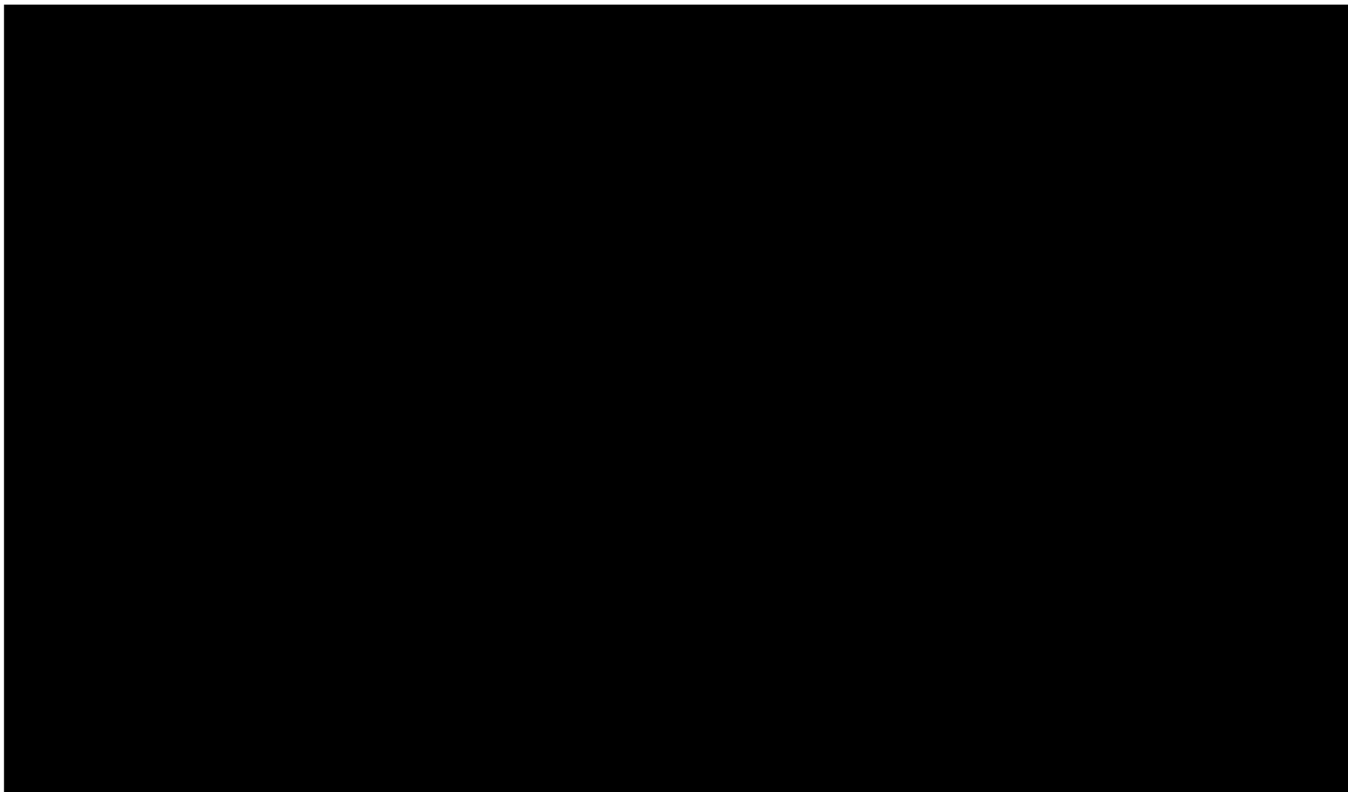
<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

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**None**

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>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</b>	<b>Steps taken to avoid conflict of interest</b>

*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. The personal contact information provided below will be redacted.*



Dr. J. Smith 6/9/22  
**Signature** **Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Mark Trammel

**Name of Charter School Education Corporation:**

Health Sciences Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

n/a

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

n/a

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

n/a

5. 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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

7. 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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**None**

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>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</b>	<b>Steps taken to avoid conflict of interest</b>





## Health Sciences Charter School Board Meeting Minutes

**Date:** July 8, 2021  
**Location/Time:** Health Sciences Charter School - 7:00 a.m. to 8:30 a.m.

Topic	Discussion	Action
Call to Order	Dr. Hershberger called the meeting to order	
Public Comment	None	
Finance Report	<p>Ms. Beiter and Kirisits reported:</p> <ul style="list-style-type: none"> <li>• PPE loan forgiveness was approved on June 2</li> <li>• 2020-2021 Intercept Funds from BPS have been approved and are in process</li> <li>• Finance Committee is researching refinancing options for 1140 Ellicott and 1291 Main Street, which will be a 3–5-month process</li> <li>• Balance sheet and current ratios are trending positive</li> <li>• Low enrollment has been offset with reduced staffing</li> </ul>	<p>Kirsits &amp; Associates is leading the refinancing strategies with the Finance Committee</p> <p>Mr. Kwakye moved acceptance; Ms. Nelson seconded (all approved)</p>
New Board Members	The NYSED has approved Dr. Allyson Lowe and Danielle Bozich to be seated on the Board of Trustees	Ms. Farallo moved acceptance for Dr. Lowe and Ms. Bozich to be seated on the board; Mr. Collichio seconded (all approved)
Consent Agenda Items (Distributed via email)	<ul style="list-style-type: none"> <li>• June Board Meeting Minutes - 6.10.2021</li> <li>• Academic Committee Meeting Minutes - 5.6.2021</li> <li>• Finance Committee Minutes - 6.2.2021</li> <li>• Financial Statements and Narrative</li> <li>• June Grant Report</li> <li>• RFP - Kitchen Equipment Modification &amp; Installation</li> <li>• Technology Policy Revisions - Policies 3100, 3110, and 7210</li> </ul>	Mr. Dewey moved acceptance; Mr. Collichio seconded (all approved)
Discussion Item	<p><b>Board Retreat</b> - Dr. Hershberger will survey the board regarding two morning sessions to host the board retreat in early August; location TBD. Said dates will replace the scheduled August board meeting</p> <p><b>Annual Report</b> - the annual report, due August 1, is in process and will be circulated for input</p> <p><b>CSO Site Visit</b> - Overall, the site visit report was positive; ELL numbers remain a concern</p>	<p>Ms. Mannes will send a Doodle Poll to identify dates for the August board retreat that ensures a quorum</p> <p>Board retreat agenda will include finalizing the board goals for 2021-2022</p> <p>Administration will continue aggressive recruitment strategies to enroll ELL students</p>
Hires/Resolutions	Mr. Venning reported three resignations (ELA, Physical Education, and Science teachers)	None





**Health Sciences Charter School  
Board Meeting Minutes**

**Date:** August 6, 2021  
**Location/Time:** Health Sciences Charter School- 7:00 a.m. to 8:30 a.m.

Topic	Discussion	Action
<b>Call to Order</b>	Dr. Hershberger called the meeting to order.	
<b>Public Comment</b>	None	
<b>Finance Report</b>	Ms. Beiter and Ms. Kirisits reported: <ul style="list-style-type: none"> <li>• Balance sheet and current ratios remain strong</li> <li>• Budget numbers are trending favorably</li> <li>• Enrollment is still down but has been offset with reduced staffing</li> <li>• Pending grants continue to be monitored</li> </ul>	Dr. Lowe moved acceptance; Ms. Farallo seconded (all approved)
<b>New Board Members</b>	Francesca Messiah has completed the process of becoming a voting member of the Board. All necessary documentation has been reviewed by the State and Ms. Messiah is approved to be seated moving forward.	Ms. Farallo moved acceptance; Ms. Nelson seconded (all approved)
<b>Consent Agenda Items (Distributed via email)</b>	<ul style="list-style-type: none"> <li>• July Board Meeting Minutes – 7.8.2021</li> <li>• Academic Meeting Minutes – 6.3.2021</li> <li>• Finance Committee Minutes – 7.7.2021</li> <li>• Financial Statements and Narrative</li> <li>• July Grant Report</li> <li>• Policy Revision – 3000 (Dignity for All Students Act); 3500 (Admissions and Enrollment)</li> <li>• HSTA CBA July 1, 2021 – June 30, 2024 –Mr. Venning shared changes made from the previous contract.</li> <li>• 2021-2022 Academic Calendar</li> </ul>	Mr. Kwakye moved acceptance; Mr. Winter seconded (all approved)
<b>Discussion Item</b>	<b>Board Retreat</b> - Dr. Hershberger discussed that the annual retreat will continue following this meeting and will be broken into two sessions with part 2 continuing on September 9 <sup>th</sup> following the regular monthly meeting.	No action needed.

<b>Hires/Resolutions</b> 7	<p>Mr. Venning reported the hiring of several staff, which include a Teaching Assistant, an AIS Social Studies teacher, an AIS Math teacher, an AIS Literacy/ELA teacher, a Special Education teacher, a Physical Education teacher, a Literacy Coach, a Science Teacher, a Spanish teacher and two Social Workers. There were title changes made for two existing employees.</p> <p>Mr. Venning also reported the resignations of two Science teachers, a Business teacher, a Special Education teacher, a Math teacher, a Long-term Substitute and a Guidance Secretary.</p>	<p>Mr. Dewey moved acceptance; Ms. Bozich seconded (all approved)</p>
<b>Principal Update</b>	<p>Mr. Baxter reported a general update:</p> <ul style="list-style-type: none"> <li>• There are many changes currently happening within the school in preparing to open to full capacity of students next month</li> <li>• Room changes and rearranging of the building has made for available academic learning space.</li> <li>• Administration continues to push students to become informed regarding the Covid19 vaccination.</li> </ul>	<p>Mr. Baxter will work with administration to create a strategy in advocating for vaccinations for students while attempting to create a location to also vaccinate those students' immediate household members. Updates will be discuss as they progress.</p>
<b>Head of School Update</b>	<p>Mr. Venning reported a general update:</p> <ul style="list-style-type: none"> <li>• Many changes have occurred in regards to staffing and vacant positions continue to be filled.</li> <li>• Continuing to create and implement course offerings such as CPR, personal training and a variety of "off campus" experiences for seniors.</li> <li>• There will be no state wide guidance regarding the reopening of schools come September in regards to safety measures due to Covid19. It will become the individual schools' discretion. All safety protocols such as social distancing, staggered class changes, and mask mandates will remain in effect at all times. Screening of all individuals upon entering the building will remain in effect.</li> <li>• Covid19 testing remains voluntary at the schools' discretion whether it will be mandated or conducted. Administration has applied to voluntarily participate in testing protocols through the ECDOH.</li> </ul>	<p>Mr. Venning will continue to give updates on new hires and additional supports as they arise.</p> <p>Dr. Hershberger has requested that administration create a list of courses that are currently being offered through the partnership with Trocaire College along with options of what may come in the future through the partnership.</p> <p>Updates will be brought to the Board and discussed as they are received from the ECDOH regarding Covid19 testing protocols.</p>
<b>Executive Session</b>	<p>Personnel Matter</p>	<p>Ms. Farallo moved acceptance. Mr. Dewey seconded (all approved)</p> <p>Mr. Winter moved acceptance to exit the executive session. Dr. Bansal seconded (all approved)</p>
<b>Adjournment</b>	<p>Dr. Hershberger called for the meeting to adjourn.</p>	<p>Dr. Hershberger moved to adjourn; Ms. Farallo seconded. (all approved)</p>

**Next Meeting: September 9, 2021 @ 7:00 a.m. at Health Sciences Charter School**

<b>In Attendance:</b>	<b>7-8-21</b>	<b>8-6-21</b>	<b>9-9-21</b>	<b>10-14-21</b>	<b>11-11-21</b>	<b>12-9-21</b>	<b>1-13-22</b>	<b>2-10-22</b>	<b>3-10-22</b>	<b>4-14-22</b>	<b>5-12-22</b>	<b>6-9-22</b>
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Dr. Pratibha Bansal	x	x										
Linda Capers-Wheeler												
Alexander Collichio	x	x										
Mike Faso (emeritus)												
Dr. Rick Hershberger	x	x										
Mary Farallo	x	x										
Clem Kwakye	x	x										
David Palmer (emeritus)												
Cynthia Schwartz (emeritus)												
Dr. Jamie Smith		x										
Mark Trammel	x											
Joseph Winter	x	x										
Christie Nelson	x	x										
Zachary Dewey	x	x										
Danielle Bozich		x										
Dr. Allyson Lowe	x	x										
Francesca Mesiah		x										
<b>Resignations</b>												
<b>Guests:</b>	<b>7-8-21</b>	<b>8-6-21</b>	<b>9-9-21</b>	<b>10-14-21</b>	<b>11-11-21</b>	<b>12-9-21</b>	<b>1-13-22</b>	<b>2-10-22</b>	<b>3-10-22</b>	<b>4-14-22</b>	<b>5-12-22</b>	<b>6-9-22</b>
Jan Barrett	x	x										
Robert Baxter	x	x										
Karen Burhans												
Lisa Kirisits	x											
Jaime Venning	x	x										
Lindsey Mannes	x	x										
Richard Mammoliti		x										
Nichole Walls		x										
Angel Beiter	x	x										
Maurine Falkowski		x										

**Health Sciences Charter School  
Board Meeting Minutes**

**Date:** August 20, 2021  
**Location/Time:** Health Sciences Charter School - 7:00 a.m. to 8:00 a.m.

Topic	Discussion	Action
<b>Call to Order</b>	Dr. Hershberger called the meeting to order.	
<b>Public Comment</b>	None	
<b>Executive Session</b>	Dr. Hershberger motioned the board to move into an executive session to discuss and compare refinancing schemes between Bank 1 and Bank 2.	Ms. Farallo moved acceptance; Mr. Winter seconded (all approved)  The Finance Committee recommends the continuation of the underwriting process. Dr. Kwakye moved acceptance; Mr. Trammel seconded (all approved)  Dr. Hershberger motioned to move out of an executive session, Dr Lowe seconded; all approved
<b>Adjournment</b>	Dr. Hershberger called for the meeting to adjourn.	Dr. Hershberger moved to adjourn; Dr. Lowe seconded. (all approved)

**Next Meeting: September 9, 2021 @ 7:00 a.m. at Health Sciences Charter School**

In Attendance:	7-8-21	8-6-21	8-20-21	9-9-21	10-14-21	11-11-21	12-9-21	1-13-22	2-10-22	3-10-22	4-14-22	5-12-22	6-9-22
Dr. Pratibha Bansal	x	x	x										
Daquielle Bozich		x											
Alexander Collichio	x	x											
Zachary Dewey	x	x	x										
Mary Farallo	x	x	x										
Mike Faso (emeritus)													
Dr. Rick Hershberger	x	x	x										
Dr. Clement Kwakye	x	x	x										
Dr. Allyson Lowe	x	x	x										
Francesca Mesiah		x	x										
Christie Nelson	x	x	x										
David Palmer (emeritus)													
Cynthia Schwartz (emeritus)													
Dr. Jamie Smith		x											
Mark Trammel	x		x										
Joseph Winter	x	x	x										



<b>Guests:</b>	<b>7-8-21</b>	<b>8-6-21</b>	<b>8-20-21</b>	<b>9-9-21</b>	<b>10-14-21</b>	<b>11-11-21</b>	<b>12-9-21</b>	<b>1-13-22</b>	<b>2-10-22</b>	<b>3-10-22</b>	<b>4-14-22</b>	<b>5-12-22</b>	<b>6-9-22</b>
Jan Barrett <sup>0</sup>	x	x	excused										
Robert Baxter	x	x	excused										
Karen Burhans													
Lisa Kirisits	x		x										
Jaime Venning	x	x	x										
Lindsey Mannes	x	x	x										
Richard Mammoliti		x											
Nichole Walls		x											
Angel Beiter	x	x											
Maurine Falkowski		x											

**Health Sciences Charter School**  
Board Meeting Minutes

**Date:** September 9, 2021  
**Location/Time:** Health Sciences Charter School - 7:00 a.m. to 8:30 a.m.

Topic	Discussion	Action
Call to Order	Dr. Hershberger called the meeting to order	
Public Comment	None	
Treasurer's Report (Ms. Kirisits)	<ol style="list-style-type: none"> <li>1. Refinancing is in process with Northwest Savings Bank; the appraiser has been selected; anticipated closing in late October</li> <li>2. Financial Statements / Narrative remain positive; \$698K PPE loan has been forgiven and added as income in June; current ratio is positive; off to a good start with a healthy balance sheet</li> </ol>	<ol style="list-style-type: none"> <li>1. Mr. Venning will provide the requested enrollment and charter renewal information to the Northwest Savings Bank</li> <li>2. Board recognized and thanked Ms. Kirisits and the Finance Committee for their good work</li> </ol> <p>Dr. Kwayke moved acceptance of the Treasurer's report; Ms. Mesiah seconded (all approved)</p>
Prospective Board Member	Dr. Hershberger welcomed Andrew L. Davis, COO of ECMCC as a prospective board member. Andy informed the board members of his interest and told a bit about himself and his family.	<p>Mr. Collichio spoke well of Mr. Davis, a former colleague, and moved acceptance of him as a prospective board member, pending NYSED approval; Mr. Dewey seconded (all approved)</p> <p>Ms. Barrett will facilitate the required NYSED paperwork with Mr. Davis</p>
Discussion Items (Dr. Hershberger)	<ol style="list-style-type: none"> <li>1. 2021-2022 Board/School Goals</li> <li>2. By-Laws Revision (Annual Meeting Date)</li> <li>3. Committee Leadership               <ol style="list-style-type: none"> <li>a. Finance (Mr. Winter)</li> <li>b. Academic (Dr. Lowe)</li> <li>c. Personnel (Ms. Farallo)</li> </ol> </li> <li>4. Workgroups               <ol style="list-style-type: none"> <li>a. 1291 / Health Equity</li> <li>b. Development</li> <li>c. Engagement</li> <li>d. Work-Based Learning</li> </ol> </li> </ol>	<ol style="list-style-type: none"> <li>1. Dr. Hershberger will send the 2021-2022 school goals for board review and comment; a vote will take place at the October board meeting</li> <li>2. Dr. Hershberger will amend the by-laws to state the annual meeting of the board will take place in May, school goals will be presented and voted on in June, along with the election of board officers; the vote on the amended by-laws will take place at the October board meeting</li> <li>3. Ms. Bozich will join the Personnel Committee and Mr. Dewey the Finance Committee; Ms. Mannes will add their names to the committee database</li> <li>4. Workgroup Leadership is in process; Dr. Kwayke has agreed to chair the Work-Based Learning Workgroup, and Ms. Mesiah will join the Engagement Workgroup. Mr. Baxter will reach out to Ms. Ebony to assess her interest in joining as well. To date, Dr. Bansal, Ms. Nelson, Mr. Winter, Ms. Schwartz will partake in the 1291 / Health Equity Workgroup. Dr. Hershberger with Ms. Barrett will create a charter for each committee and workgroup</li> </ol>





**Health Sciences Charter School**  
Board Meeting Minutes

**Date:** October 14, 2021  
**Location/Time:** Health Sciences Charter School - 7:00 a.m. to 8:30 a.m.

Topic	Discussion	Action
Call to Order	Dr. Hershberger called the meeting to order	
Public Comment	None	
Treasurer's Report (Ms. Beiter)	<ol style="list-style-type: none"> <li>1. School applied for Elementary and Secondary School Emergency Relief (ESSER) Funds; while approved, funding is in process.</li> <li>2. Annual Audit was performed and Auditors have indicated no material weaknesses</li> <li>3. Financial Statements remain strong; current ratio is positive; and cash is ahead of budget. BPS remains behind in payments and states is due to staffing issues.</li> <li>4. Refinancing with Northwest Bank is not moving forward. The Finance Committee is exploring options with potential funding sources and appraisal companies.</li> </ol>	Ms. Mesiah moved acceptance of the Treasurer's report; Mr. Dewey seconded (all approved)
Mission Moment (Mr. Venning)	<ol style="list-style-type: none"> <li>1. 16 students received college credit last year.</li> <li>2. 100 percent of students in the Junior class took the PSAT's and attended an in-school college fair.</li> <li>3. Esports (Video gaming) has become a new Varsity sport, per Section 6 classification.</li> </ol>	No action required
Discussion Items (Dr. Hershberger)	<ol style="list-style-type: none"> <li>1. 2021-2022 Board/School Goals</li> <li>2. By-Laws Revision (Annual Meeting Date)</li> <li>3. Standing Board Committees               <ol style="list-style-type: none"> <li>a. Finance (Mr. Winter)</li> <li>b. Academic (Dr. Lowe)</li> <li>c. Personnel (Ms. Farallo)</li> <li>d. Governance (Mr. Dewey)</li> </ol> </li> <li>4. Committee Assignments / Workgroups – Ms. Barrett presented a draft for discussion document regarding standing committees and workgroups that include participation of select board members and administrators.</li> </ol>	<p>School goals, by-law revisions, and committee/workgroup assignments has been tabled for further discussion at the November board meeting.</p> <p>Election of officers will take place at the November board meeting.</p>
Consent Agenda (Dr. Hershberger)	<ol style="list-style-type: none"> <li>1. Consent Agenda (Distributed via email)               <ol style="list-style-type: none"> <li>a. September Board Meeting Minutes – 9.9.21</li> </ol> </li> </ol>	Ms. Mannes will facilitate the Admission and Enrollment Policy be added to the school's website.





**Health Sciences Charter School**  
Board Meeting Minutes

**Date:** November 18, 2021  
**Location/Time:** Health Sciences Charter School - 7:00 a.m. to 8:30 a.m.

Topic	Discussion	Action
<b>Call to Order</b>	Dr. Hershberger called the meeting to order	
<b>Public Comment</b>	None	
<b>Treasurer's Report (Ms. Beiter)</b>	<ol style="list-style-type: none"> <li>1. School applied for Elementary and Secondary School Emergency Relief (ESSER) Funds; while approved, funding is in process and it is expected to see an increase in revenue due to these funds.</li> <li>2. Financial Statements remain strong; current ratio is positive; and cash remains ahead of budget. BPS continues to behind in payments and states it is due to staffing issues; they remain confident this will soon improve.</li> <li>3. Finance Committee is facilitating the refinancing of debt including exploring options and completing paperwork with potential financial institutions and appraisal companies.</li> </ol>	Mr. Dewey moved acceptance of the Treasurer's report; Dr. Lowe seconded (all approved)
<b>Welcome New Board Member</b>	With approval from the NYSED, the board voted to seat Mr. Andrew Davis as a member of the Board of Trustees.	Mr. Winter moved acceptance for Mr. Davis to be seated on the board; Ms. Farallo seconded (all approved). Welcome, Andrew!
<b>Resignation of Board Member</b>	Mark Trammel has voluntarily resigned his seat on the Board effective November 30, 2021.	Mr. Winter moved acceptance, with regret, for the resignation of Mr. Trammel; Ms. Nelson seconded (all approved). The Board wished Mark well in his new position in Rochester.
<b>Election of Officers</b>	A single slate of officers was presented for the 2021-2022 school year. The returning officers include: Dr. Richard Hershberger, President; Mary Farallo, Vice President; and Joseph Winter, Treasurer. A new officer nomination includes: Zachary Dewey, Secretary.	Dr. Lowe moved acceptance of the proposed slate; Ms. Mesiah seconded (all approved)
<b>Mission Moment</b>	Ms. Kate McGillicuddy, Social Studies Teacher, presented an informative overview of the Moderns Classroom Project that she has been certified in. Basically, it is a new method of educating students with a blend of video and in person content. This approach is content, skill based, and dependent on each lesson taught daily. A mastery check list takes place at the end of each lesson. It is self-paced and allows all students to learn from any location they may be at on any given day. She is already seeing improvements in	Board recognized and thanked Ms. McGillicuddy for her contributions to the school



	relationships with students and content mastery. Other teachers are in the process of being training and will soon begin to implement it in their classrooms on an individual basis.	
<b>Discussion Items (Dr. Hershberger)</b>	<ol style="list-style-type: none"> <li>2021-2022 Board/School Goals</li> <li>By-Laws Revision (Annual Meeting Date)</li> <li>Conversations are taking place with higher ed partners regarding utilizing the school for evening programming.</li> <li>Committee Assignments / Workgroups - Dr. Hershberger re-shared Ms. Barrett's original presentation of a draft for discussion document regarding standing committees and workgroups that include participation of select board members and administrators.</li> </ol>	<p>School goals, by-law revisions, and committee/workgroup assignments has been tabled to the December board meeting.</p> <p>Committees and workgroup assignments, including leadership, will be finalized at the December board meeting.</p>
<b>Consent Agenda (Dr. Hershberger)</b>	<ol style="list-style-type: none"> <li>Consent Agenda (Distributed via email) <ol style="list-style-type: none"> <li>October Board Meeting Minutes - 10.14.21</li> <li>Finance Committee Minutes - 10.6.21</li> <li>Academic Committee Minutes - 10.7.21</li> <li>Copy Machine Contract</li> <li>Hero Act</li> <li>Financial Statements and Narrative</li> <li>October Grant Report</li> </ol> </li> </ol>	Ms. Farallo moved acceptance; Mr. Kwakye seconded (all approved)
<b>Principal Update (Mr. Baxter)</b>	<ol style="list-style-type: none"> <li>Athletic Update - Due to the unforeseen repairs needed, there is no access to the gymnasium in the near future resulting in Winter sports (Wrestling, Basketball, Indoor Track, and Cheer) struggling to find practice space and also causing transportation issues. The Varsity Boys Football team won the Class B Championship game and will play in the final four in Syracuse.</li> <li>STEM Curriculum – Students are mandated to take Math and Science courses throughout their four years. In addition to those currently offered, new courses are being added.</li> </ol>	<p>Mr. Baxter and the administration team are looking into transportation opportunities to assist students in getting to practice until the gymnasium becomes usable.</p> <p>The Board will research ideas regarding how best to honor Coach Tyree Parker for his incredible commitment to student athletes on the field and in the classroom.</p>
<b>Head of School Update (Mr. Venning)</b>	<ol style="list-style-type: none"> <li>New Hires / Resolutions - as presented.</li> <li>Gym Roof Repairs – Mr. Venning was previously authorized to spend up to \$250,000 for required repairs; Repairs began the week of October 25<sup>th</sup> but existing issues caused a pause in progress and further repairs are being discussed before continuing the process.</li> </ol>	Mr. Venning will update the Board with a new estimate once roof repairs are further discussed/calculated and the process can be continued.
<b>Adjournment</b>	Dr. Hershberger called for adjournment	Mr. Winter moved acceptance; Ms. Farallo seconded (all approved)

**Next Meeting: December 9, 2021 @ 7:00 a.m. at Health Sciences Charter School**

<b>In Attendance:</b>	<b>7-8-21</b>	<b>8-6-21</b>	<b>8-20-21</b>	<b>9-9-21</b>	<b>10-14-21</b>	<b>11-18-21</b>	<b>12-9-21</b>	<b>1-13-22</b>	<b>2-10-22</b>	<b>3-10-22</b>	<b>4-14-22</b>	<b>5-12-22</b>	<b>6-9-22</b>
Dr. Pratibha Bansal	x	x	x	x	x	x							

Danielle Bozich		x		x	x	x							
Alexander Collichio	x	x		x	x	x							
Andrew Davis						x							
Zachary Dewey	x	x	x	x	x	x							
Mary Farallo	x	x	x	x		x							
Mike Faso (emeritus)													
Dr. Rick Hershberger	x	x	x	x	x	x							
Dr. Clement Kwakye	x	x	x	x		x							
Dr. Allyson Lowe	x	x	x		x	x							
Francesca Mesiah		x	x	x	x	x							
Christie Nelson	x	x	x	x	x	x							
David Palmer (emeritus)													
Cynthia Schwartz (emeritus)													
Dr. Jamie Smith		x											
Mark Trammel	x		x			Resigned							
Joseph Winter	x	x	x	x	x	x							
<b>Guests:</b>	<b>7-8-21</b>	<b>8-6-21</b>	<b>8-20-21</b>	<b>9-9-21</b>	<b>10-14-21</b>	<b>11-18-21</b>	<b>12-9-21</b>	<b>1-13-22</b>	<b>2-10-22</b>	<b>3-10-22</b>	<b>4-14-22</b>	<b>5-12-22</b>	<b>6-9-22</b>
Jan Barrett	x	x	excused	x	x	x							
Robert Baxter	x	x	excused	x	x	x							
Lisa Kirisits	x		x	x		x							
Jaime Venning	x	x	x	x	x	x							
Lindsey Mannes	x	x	x		x	x							
Richard Mammoliti		x											
Nichole Walls		x			x								
Angel Beiter	x	x			x	x							
Maurine Falkowski		x											
Kate McGuilicuddy						x							

**Health Sciences Charter School**  
Board Meeting Minutes

**Date:** December 9, 2021  
**Location/Time:** Health Sciences Charter School - 7:00 a.m. to 8:30 a.m.

Topic	Discussion	Action
Call to Order	Dr. Hershberger called the meeting to order	
Public Comment	None	
Treasurer's Report (Ms. Kirisits)	<ol style="list-style-type: none"> <li>1. Financial Statements remain strong; healthy balance sheet; current ratio is positive; and cash remains trending ahead of budget. Nothing unusual this fiscal year thus far.</li> <li>2. Finance Committee continues to facilitate the refinancing of debt including exploring options and completing paperwork with potential financial institutions and appraisal companies.</li> </ol>	Ms. Farallo moved acceptance of the Treasurer's report; Dr. Bansal seconded (all approved)
Mission Moment	Mr. Venning announced that Coach Ty Parker received an award for being "Regional Coach of the Year". The Varsity football team currently holds rank of being the #1 small school in NYS. Several colleges are currently scouting senior athletes at this time.	The Board expressed their gratitude for Coach Ty and continues to discuss a plan to celebrate his successes in the near future.
Consent Agenda (Dr. Hershberger)	<ol style="list-style-type: none"> <li>1. Consent Agenda (Distributed via email)               <ol style="list-style-type: none"> <li>a. November Board Meeting Minutes - 11.18.21</li> <li>b. Finance Committee Minutes - 11.3.21</li> <li>c. Academic Committee Minutes - 11.4.21</li> <li>d. Personnel Committee Minutes - 10.26.21</li> <li>e. Financial Statements and Narrative</li> <li>f. November Grant Report</li> </ol> </li> </ol>	Mr. Winter moved acceptance; Ms. Bozich seconded (all approved)
Discussion Items (Dr. Hershberger)	Board Committees and Workgroups Proposal - Dr. Hershberger requests final input and/or corrections to his proposed document. He requests volunteer efforts for different committees and any expertise that will guide the different workgroups to be successful. Chairs of each committee should start rallying their teams to work toward sustaining the goals set for that committee.	Committees and workgroup assignments, including leadership, are in the final stages of discussion and the final document will be brought to the January board meeting.
Principal Update (Mr. Baxter)	<ol style="list-style-type: none"> <li>1. Vaccinations - A school-wide virtual meeting took place to address Covid19 concerns, questions and prevention methods. The positivity rate remains very low at the school.</li> <li>2. Academics – Students remain engaged in the classroom and have expressed they feel a sense of comfort and family within the school. Interim Testing will take place this year. This testing acts as a "practice Regents" exam and provides teachers with</li> </ol>	The Board will inquire within their individual workplaces regarding methods/approaches that would be useful in getting students and their families vaccinated while attempting to increase vaccination accessibility on the school campus with mobile units.

	data and feedback whether or not their daily curriculum and teaching methods need adjustments. Regents exams are a requirement this school year.	Mr. Baxter will provide the Board will updates and results of interim testing once completed.
<b>Head of School Update (Mr. Venning)</b>	<ol style="list-style-type: none"> <li>1. New Hires / Resolutions - as presented.</li> <li>2. General Update – <ul style="list-style-type: none"> <li>• Mr. Venning updated the Board with a new estimate for roof repairs and the repair process will continue.</li> <li>• There has been a recent spike in Covid19 cases within the school but rates remain very low at this time.</li> <li>• The Board was reminded of the upcoming holiday drive and welcomed participation through the event as it continues to be one of the most exciting times for the students.</li> <li>• An additional HSCS Alumni was welcomed as a full time teaching assistant.</li> </ul> </li> </ol>	Mr. Venning will continue to update the Board on Covid19 concerns and statistics.
<b>Executive Session</b>	Discussion of a student situation.	<p>Mr. Winter moved acceptance to move into Executive Session; Mr. Kwakye seconded. (all approved)</p> <p>Ms. Farallo moved to come out of Executive Session; Ms. Bozich seconded. (all approved)</p>
<b>Adjournment</b>	Dr. Hershberger called for adjournment	Mr. Kwakye moved acceptance; Ms. Farallo seconded (all approved)

**Next Meeting: January 13, 2022 @ 7:00 a.m. at Health Sciences Charter School**

<b>In Attendance:</b>	<b>7-8-21</b>	<b>8-6-21</b>	<b>8-20-21</b>	<b>9-9-21</b>	<b>10-14-21</b>	<b>11-18-21</b>	<b>12-9-21</b>	<b>1-13-22</b>	<b>2-10-22</b>	<b>3-10-22</b>	<b>4-14-22</b>	<b>5-12-22</b>	<b>6-9-22</b>
Dr. Pratibha Bansal	x	x	x	x	x	x	x						
Danielle Bozich		x		x	x	x	x						
Alexander Collichio	x	x		x	x	x							
Andrew Davis						x	x						
Zachary Dewey	x	x	x	x	x	x	excused						
Mary Farallo	x	x	x	x		x	x						
Mike Faso (emeritus)													
Dr. Rick Hershberger	x	x	x	x	x	x	x						
Dr. Clement Kwakye	x	x	x	x		x	x						
Dr. Allyson Lowe	x	x	x		x	x	x						
Francesca Mesiah		x	x	x	x	x	x						
Christie Nelson	x	x	x	x	x	x	x						
David Palmer (emeritus)													
Cynthia Schwartz (emeritus)													
Dr. Jamie Smith		x											
Mark Trammel	x		x			Resigned							
Joseph Winter	x	x	x	x	x	x	x						

Guests:	7-8-21	8-6-21	8-20-21	9-9-21	10-14-21	11-18-21	12-9-21	1-13-22	2-10-22	3-10-22	4-14-22	5-12-22	6-9-22
Jan Barrett	x	x	excused	x	x	x	x						
Robert Baxter	x	x	excused	x	x	x	x						
Lisa Kirisits	x		x	x		x	x						
Jaime Venning	x	x	x	x	x	x	x						
Lindsey Mannes	x	x	x		x	x	x						
Richard Mammoliti		x											
Nichole Walls		x			x								
Angel Beiter	x	x			x	x							
Maurine Falkowski		x											
Kate McGuilicuddy						x							

**Health Sciences Charter School**  
Board Meeting Minutes

**Date:** January 13, 2022  
**Location/Time:** Health Sciences Charter School - 7:00 a.m. to 8:30 a.m.

Topic	Discussion	Action
<b>Call to Order</b>	Dr. Hershberger called the meeting to order.	
<b>Public Comment</b>	None	
<b>Treasurer's Report (Ms. Kirisits)</b>	<ol style="list-style-type: none"> <li>1. Financial Statements remain strong; balance sheet remains strong; current ratio is positive; and cash remains trending ahead of budget.</li> <li>2. ARP grant that was previously submitted to the State was returned and has since been resubmitted.</li> </ol>	Mr. Winter moved acceptance of the Treasurer's report; Mr. Kwakye seconded (all approved)
<b>Mission Moment</b>	Mr. Venning discussed the success of the holiday drive for students and families. He noted this type of event is not the norm and does not take place at other schools. Also, feedback from students was overwhelmingly grateful. Mr. Venning thanked Board members who took part in the event.	Board expressed gratitude to the staff who go above and beyond in making the annual holiday drive a successful and joyful event.
<b>PLC Presentation</b>	<p>Mr. Baxter introduced School Social Worker's, Ms. Nailor and Mr. Pettway. They discussed the emerging evidence that the pandemic has negatively affected academic growth, widening pre-existing disparities. Further, nearly all students have experienced some trauma-challenges to their mental health and well-being. Thus, they are developing proactive systems and training around coping mechanisms. Their doors are open to all students and they are meeting one-on-one as often as needed.</p> <p>In addition, prior to Covid, the school developed a concept of curriculum known as Social Emotional Learning (SEL) that is implemented by the social workers. The faculty has also received professional development on the methodology that helps students better comprehend their emotions. These learned behaviors are then used to help students make positive, responsible decisions, create frameworks to achieve their goals, and build relationships with others.</p>	Board thanked Ms. Nailor and Mr. Pettway for their informative presentation and invited them to keep them abreast of their successes and challenges throughout the school year.
<b>Consent Agenda (Dr. Hershberger)</b>	<ol style="list-style-type: none"> <li>1. Consent Agenda (Distributed via email) <ul style="list-style-type: none"> <li>• December Board Meeting Minutes - 12.9.21</li> <li>• Academic Committee Minutes - 11.4.21</li> </ul> </li> </ol>	Ms. Farallo moved acceptance; Ms. Nelson seconded (all approved)



Dr. Pratibha Bansal	x	x	x	x	x	x	x	x						
Danielle Bozich		x		x	x	x	x	x						
Alexander Collichio	x	x		x	x	x		Excused						
Andrew Davis						x	x	x						
Zachary Dewey	x	x	x	x	x	x	excused	x						
Mary Farallo	x	x	x	x		x	x	x						
Mike Faso (emeritus)														
Dr. Rick Hershberger	x	x	x	x	x	x	x	x						
Dr. Clement Kwakye	x	x	x	x		x	x	x						
Dr. Allyson Lowe	x	x	x		x	x	x	x						
Francesca Mesiah		x	x	x	x	x	x	x						
Christie Nelson	x	x	x	x	x	x	x	x						
David Palmer (emeritus)														
Cynthia Schwartz (emeritus)								x						
Dr. Jamie Smith		x												
Mark Trammel	x		x			Resigned								
Joseph Winter	x	x	x	x	x	x	x	x						
<b>Guests:</b>	<b>7-8-21</b>	<b>8-6-21</b>	<b>8-20-21</b>	<b>9-9-21</b>	<b>10-14-21</b>	<b>11-18-21</b>	<b>12-9-21</b>	<b>1-13-22</b>	<b>2-10-22</b>	<b>3-10-22</b>	<b>4-14-22</b>	<b>5-12-22</b>	<b>6-9-22</b>	
Jan Barrett	x	x	excused	x	x	x	x	x						
Robert Baxter	x	x	excused	x	x	x	x	x						
Lisa Kirisits	x		x	x		x	x	x						
Jaime Venning	x	x	x	x	x	x	x	x						
Lindsey Mannes	x	x	x		x	x	x	x						
Richard Mammoliti		x												
Nichole Walls		x			x									
Angel Beiter	x	x			x	x		x						
Maurine Falkowski		x												
Kate McGuilicuddy						x								
Coleman Pettway									x					
Ayrell Nailor									x					



**Health Sciences Charter School**  
Board Meeting Minutes

**Date:** February 10, 2022  
**Location/Time:** Zoom Meeting - 7:00 a.m. to 8:30 a.m.

Topic	Discussion	Action
Call to Order	Dr. Hershberger called the meeting to order.	
Public Comment	None	
Treasurer's Report (Ms. Kirisits)	<ol style="list-style-type: none"> <li>1. Financial statements and balance sheet remain strong; current ratio is positive; and cash is trending ahead of budget.</li> <li>2. Enrollment is trending below budget, due to 18 FTE students not attending due to COVID. Outside of that, enrollment remains stable and retention is high.</li> <li>3. The Finance Committee, with Kirisits and Associates, continues to explore refinancing options.</li> </ol>	Mr. Winter moved acceptance of the Treasurer's report; Dr. Kwakye seconded (all approved)
Mission Moment	<p>Mr. Venning reported:</p> <ul style="list-style-type: none"> <li>• The positive culture in the school is at an all-time high, which is contributing to professional satisfaction, morale, and student learning.</li> <li>• Metrics are being implemented to increase student achievement and for those struggling with learning loss.</li> <li>• Academics are permeating every aspect of the school. This is a continuous process that is shaping the vision of learning into the school culture. More than ever, students are extremely engaged in class and focused on their grades.</li> </ul>	
PLC Presentation	<p>Isaiah Gary, Director of Community and Health Equity, briefed the board on his new position and its intended positive impact on students. He is working closely with the school's leadership team to ensure there is a consistent and clear message of the school's mission and vision of health equity and is actively addressing the delivery of services that address the social determinants of health.</p> <p>An overview of his work includes taking the lead with healthcare stakeholder groups interested in creating training opportunities that lead to certificate programs and/or college credit (e.g. LPN/CNA) for students and family members. In addition, he acts as "central referral" for students regarding health and wellness activities, including:</p>	<p>Board thanked Mr. Gary for his informative presentation.</p> <p>As appropriate, individual board members are encouraged to reach out to Mr. Gary to assist him with navigating vaccine barriers and to also identify service learning and/or Internship opportunities within their organizations.</p>

	<ul style="list-style-type: none"> <li>• Flu Shot Clinic</li> <li>• Back to School Night – organizations attended and discussed different areas of content including mental health, STD's, Cancer, Healthy eating etc.</li> <li>• HIV Awareness Program – that will train students to become trainers within their communities</li> <li>• Day-of-Service (anticipated in May)</li> </ul> <p>He also requested support from the board regarding guest speakers for the Health Disparities Class. Also, he welcomed board assistance with outreach to students and families with regards to pushing through vaccination barriers.</p>	
<b>Consent Agenda (Dr. Hershberger)</b>	<p>Consent Agenda (Distributed via email)</p> <ul style="list-style-type: none"> <li>• January Board Meeting Minutes – 1.13.22</li> <li>• Policy Revision – 5230 Background Checks/Pre-Employment Screenings; 5500 Severance; 5510 Non-Harassment; 5700 Communicable Diseases; 5800 Weapons</li> <li>• Academic Committee Minutes – 1.11.22</li> <li>• Finance Committee Minutes – 1.5.22</li> <li>• Financial Statements and Narrative</li> <li>• January Grant Report</li> <li>• New Hires and Resignations</li> </ul>	Mr. Winter moved acceptance; Mr. Collichio seconded (all approved)
<b>Discussion Items (Dr. Hershberger)</b>	Proposed By-Laws Revision - Dr. Hershberger has been meeting with Mr. Dewey to assess the needed changes.	Dr. Hershberger and Mr. Dewey are assessing the required changes. .
<b>Principal Update (Mr. Baxter)</b>	<ol style="list-style-type: none"> <li>1. <b>Black History Month</b> - The school is in the midst of celebrating the histories, stories, and voices of Black people via a series of programs and events. Select faculty have decorated their classroom doors, black people have been uplifted in the curriculum, and students have been inspired and empowered to embrace and celebrate their heritage. An all-school event has been scheduled for later in the month.</li> <li>2. <b>Student Recruitment</b> - Efforts are underway which include a Charter School Fair to take place in March, community billboards, paid Facebook ads, feeder school visits, and other social media remain a high priority.</li> <li>3. <b>Regents Exams</b> – Unclear at this time if Regents Exams will take place this year. However, the school remains steadfast in preparing students using the tools below: <ul style="list-style-type: none"> <li>• The Modern Classroom Model of teaching that blends online learning with in-person learning is helping students work at their own pace and not fall behind.</li> </ul> </li> </ol>	Mr. Baxter and Ms. Mannes will continue to update the Board on upcoming events each month.

	<ul style="list-style-type: none"> <li>• Interims, which act as a practice for Regents Exams are in process.</li> <li>• IReady Diagnostics is a program that assists in diagnosing students' current abilities and areas of struggle to allow extra preparatory guidance prior to Regents Exams.</li> </ul>	
Head of School Update (Mr. Venning)	<ul style="list-style-type: none"> <li>• Covid19 cases have been decreasing.</li> <li>• Buffalo has not secured a "test to stay" company yet but there is a potential provider being reviewed.</li> <li>• School continues to follow safety measures such as masking and social distancing, to keep Covid19 cases at a minimum.</li> <li>• The Department of Health performed a walk-through of the premises; no finding were identified.</li> <li>• Gym repairs are on hold due to weather barriers. Once the temperature increases, repairs will continue.</li> <li>• Attendance rates have become challenging, due to illness and quarantining requirements. Targeted interventions with families are underway for those low-attendance students.</li> </ul>	Mr. Venning will continue updating the Board on Covid19 concerns and statistics.
Executive Session	None	No Action Required
Adjournment	Dr. Hershberger called for adjournment	Ms. Mesiah moved acceptance; Ms. Farallo seconded (all approved)

Next Meeting: March 10, 2022 @ 7:00 a.m. will again be virtual.

In Attendance:	7-8-21	8-6-21	8-20-21	9-9-21	10-14-21	11-18-21	12-9-21	1-13-22	2-10-22	3-10-22	4-14-22	5-12-22	6-9-22
Dr. Pratibha Bansal	x	x	x	x	x	x	x	x	x				
Danielle Bozich		x		x	x	x	x	x	x				
Alexander Collichio	x	x		x	x	x		Excused	x				
Andrew Davis						x	x	x	x				
Zachary Dewey	x	x	x	x	x	x	excused	x	x				
Mary Farallo	x	x	x	x		x	x	x	x				
Mike Faso (emeritus)													
Dr. Rick Hershberger	x	x	x	x	x	x	x	x	x				
Dr. Clement Kwakye	x	x	x	x		x	x	x	x				
Dr. Allyson Lowe	x	x	x		x	x	x	x	x				
Francesca Mesiah		x	x	x	x	x	x	x	x				
Christie Nelson	x	x	x	x	x	x	x	x	x				
David Palmer (emeritus)													
Cynthia Schwartz (emeritus)								x					
Dr. Jamie Smith		x							x				
Mark Trammel	x		x			Resigned							
Joseph Winter	x	x	x	x	x	x	x	x	x				

Guests:	7-8-21	8-6-21	8-20-21	9-9-21	10-14-21	11-18-21	12-9-21	1-13-22	2-10-22	3-10-22	4-14-22	5-12-22	6-9-22
Jan Barrett	x	x	excused	x	x	x	x	x	x				
Robert Baxter	x	x	excused	x	x	x	x	x	x				
Lisa Kirisits	x		x	x		x	x	x	x				
Jaime Venning	x	x	x	x	x	x	x	x	x				
Lindsey Mannes	x	x	x		x	x	x	x	x				
Richard Mammoliti		x											
Nichole Walls		x			x								
Angel Beiter	x	x			x	x		x					
Maurine Falkowski		x											
Kate McGuillicuddy						x							
Coleman Pettway								x					
Ayrell Nailor								x					
Isaiah Gary									x				

**Health Sciences Charter School**  
Board Meeting Minutes

**Date:** March 10, 2022  
**Location/Time:** Zoom Meeting - 7:00 a.m. to 8:30 a.m.

Topic	Discussion	Action
Call to Order	Dr. Hershberger called the meeting to order.	
Public Comment	None	
Treasurer's Report (Ms. Beiter)	<ol style="list-style-type: none"> <li>1. Financial statements and balance sheet remain strong; cash is trending ahead of budget.</li> <li>2. Receivables running high due to ESSER grants.</li> <li>3. Finance Committee, with Kirisits and Associates, continues to explore refinancing options.</li> </ol>	Mr. Winter moved acceptance of the Treasurer's report; Dr. Lowe seconded (all approved)
Mission Moment	Mr. Venning introduced Ms. Lourdes Machuca-James, Spanish teacher, who received the March teacher-of-the-month by her peers. She shared her sense of pride working at the school and is looking forward to making a difference in the Buffalo community. She spoke to her teaching methods which focus on "hands-on" activities. Keeping the students engaged and allowing them to have "fun" while learning is her main focus. Her professional goal is to awaken students love of foreign language.	Board welcomed Ms. Machuca-James to the school and applauded her innovative teaching methods and ideas she uses with students.
Consent Agenda (Dr. Hershberger)	Consent Agenda (Distributed via email) <ul style="list-style-type: none"> <li>• February Board Meeting Minutes - 2.10.22</li> <li>• Academic Committee Minutes - 2.8.22</li> <li>• Personnel Committee Minutes - 11.23.21</li> <li>• Finance Committee Minutes - 2.2.22</li> <li>• Financial Statements and Narrative</li> <li>• February Grant Report</li> <li>• Open Enrollment / ESC Benefit Plan Designs</li> </ul>	Approval includes the approval of ESC's Benefit Plan for the upcoming year.  Mr. Davis moved acceptance; Mr. Dewey seconded (all approved)

<b>Principal Update (Mr. Baxter)</b>	<ul style="list-style-type: none"> <li>Academic Committee is researching IReady data on ELA and Math literacy and graduation rates.</li> <li>Students are receiving after-school tutoring, as needed</li> <li>Parent surveys are being distributed and also available when parents are on campus</li> <li>Efforts are underway to expand donor support for scholarships awarded at the Senior Dinner</li> <li>Unfortunately, the Boys' varsity basketball team was defeated in the sectional finals at Buffalo State College</li> </ul>	<p>Mr. Baxter and Ms. Mannes will continue to update the Board on upcoming events each month.</p> <p>Congratulations to the Boys' varsity basketball team on again winning their division this year!</p>
<b>Head of School (Mr. Venning)</b>	<ul style="list-style-type: none"> <li>Recruitment efforts are underway with targeted outreach to ELL students, local billboards, paid advertisement, social media, school tours etc.</li> <li>Current enrollment numbers are strong for all grade levels</li> <li>Internships and summer programming are returning</li> <li>Mid-year Site Review is scheduled for May 3-4 with Susan Gibbons representing the Charter School Office; a one-hour session with the board will be scheduled at a time tbd</li> <li>Covid numbers remain low</li> <li>Gym repairs have been on pause, due to the weather. Anticipate they will begin again in the coming week</li> <li>Open House is scheduled for March 24 from 5:00-7:00 pm at the school</li> </ul>	<p>Ms. Mannes will distribute a doodle poll in order to schedule the one-hour meeting with the board and Ms. Gibbons.</p> <p>Board members are welcome to attend the Open House and informally speak to parents and students.</p>
<b>Executive Session</b>	<ul style="list-style-type: none"> <li>None</li> </ul>	No action required.
<b>Adjournment</b>	Dr. Hershberger called for adjournment	Mr. Winter moved acceptance; Ms. Farallo seconded (all approved)

Next Meeting: April 14, 2022 @ 7:00 a.m. will again be virtual.

In Attendance:	7-8-21	8-6-21	8-20-21	9-9-21	10-14-21	11-18-21	12-9-21	1-13-22	2-10-22	3-10-22	4-14-22	5-12-22	6-9-22
Dr. Pratibha Bansal	x	x	x	x	x	x	x	x	x	x			
Danielle Bozich		x		x	x	x	x	x	x	x			
Alexander Collichio	x	x		x	x	x		Excused	x				
Andrew Davis						x	x	x	x	x			
Zachary Dewey	x	x	x	x	x	x	excused	x	x	x			
Mary Farallo	x	x	x	x		x	x	x	x	x			
Mike Faso (emeritus)													
Dr. Rick Hershberger	x	x	x	x	x	x	x	x	x	x			
Dr. Clement Kwakye	x	x	x	x		x	x	x	x	x			

Dr. Allyson Lowe	x	x	x		x	x	x	x	x	x			
Francesca Mesiah		x	x	x	x	x	x	x	x	x			
Christie Nelson	x	x	x	x	x	x	x	x	x				
David Palmer (emeritus)													
Cynthia Schwartz (emeritus)								x					
Dr. Jamie Smith		x							x				
Mark Trammel	x		x			Resigned							
Joseph Winter	x	x	x	x	x	x	x	x	x	x			
<b>Guests:</b>	<b>7-8-21</b>	<b>8-6-21</b>	<b>8-20-21</b>	<b>9-9-21</b>	<b>10-14-21</b>	<b>11-18-21</b>	<b>12-9-21</b>	<b>1-13-22</b>	<b>2-10-22</b>	<b>3-10-22</b>	<b>4-14-22</b>	<b>5-12-22</b>	<b>6-9-22</b>
Jan Barrett	x	x	excused	x	x	x	x	x	x	x			
Robert Baxter	x	x	excused	x	x	x	x	x	x	x			
Lisa Kirisits	x		x	x		x	x	x	x				
Jaime Venning	x	x	x	x	x	x	x	x	x	x			
Lindsey Mannes	x	x	x		x	x	x	x	x	x			
Richard Mammoliti		x											
Nichole Walls		x			x								
Angel Beiter	x	x			x	x		x		x			
Maurine Falkowski		x											
Kate McGillicuddy						x							
Coleman Pettway								x					
Ayrell Nailor								x					
Isaiah Gary									x				
Lourdes Machuca-James										x			

**Health Sciences Charter School**  
Board Meeting Minutes

**Date:** April 14, 2022  
**Location/Time:** Zoom Meeting - 7:00 a.m. to 8:30 a.m.

Topic	Discussion	Action
Call to Order	Dr. Hershberger called the meeting to order.	
Public Comment	None	
Treasurer's Report (Ms. Beiter)	<ol style="list-style-type: none"> <li>1. Financial statements and balance sheet remain strong; cash continues trending ahead of budget.</li> <li>2. BPS tuition billing invoice from April 1<sup>st</sup> was resubmitted due to delayed payment remittance.</li> <li>3. Finance Committee, with Kirisits and Associates, continues to explore refinancing options.</li> </ol>	Dr. Lowe moved acceptance of the Treasurer's report; Mr. Dewey seconded (all approved)
Mission Moment	Mr. Venning reported Regents exam preparation and graduation planning is underway. The morale and excitement of students is at a maximum while they look forward to the end of the year events (e.g. such as Prom, Senior Awards Dinner and graduation).	<p>Board expressed their appreciation for all involved who continue to make these events a true success.</p> <p>Mr. Venning extended an invitation to the Board to attend these events.</p>
Consent Agenda (Dr. Hershberger)	Consent Agenda (Distributed via email) <ul style="list-style-type: none"> <li>• March Board Meeting Minutes - 3.10.22</li> <li>• Academic Committee Minutes - 3.8.22</li> <li>• Personnel Committee Minutes - 2.22.22</li> <li>• Finance Committee Minutes - 3.2.22</li> <li>• Consolidated Finance Policy</li> <li>• Form 990 - Tax Revenue Report</li> <li>• Network Upgrades RFP</li> <li>• Financial Statements and Narrative</li> <li>• March Grant Report</li> <li>• Resignations/Terminations</li> <li>• Leave Request for ELA Teacher</li> </ul>	Mr. Collichio moved acceptance; Mr. Winter seconded (all approved)





Mike Faso (emeritus)													
Dr. Rick Hershberger	x	x	x	x	x	x	x	x	x	x	x		
Dr. Clement Kwakye	x	x	x	x		x	x	x	x	x	x		
Dr. Allyson Lowe	x	x	x		x	x	x	x	x	x	x		
Francesca Mesiah		x	x	x	x	x	x	x	x	x	x		
Christie Nelson	x	x	x	x	x	x	x	x	x	x	x		
David Palmer (emeritus)													
Cynthia Schwartz (emeritus)								x				x	
Dr. Jamie Smith		x							x				
Mark Trammel	x		x			Resigned							
Joseph Winter	x	x	x	x	x	x	x	x	x	x	x		
<b>Guests:</b>	<b>7-8-21</b>	<b>8-6-21</b>	<b>8-20-21</b>	<b>9-9-21</b>	<b>10-14-21</b>	<b>11-18-21</b>	<b>12-9-21</b>	<b>1-13-22</b>	<b>2-10-22</b>	<b>3-10-22</b>	<b>4-14-22</b>	<b>5-12-22</b>	<b>6-9-22</b>
Jan Barrett	x	x	excused	x	x	x	x	x	x	x	x		
Robert Baxter	x	x	excused	x	x	x	x	x	x	x	x	excused	
Lisa Kirisits	x		x	x		x	x	x	x				
Jaime Venning	x	x	x	x	x	x	x	x	x	x	x		
Lindsey Mannes	x	x	x		x	x	x	x	x	x	x		
Richard Mammoliti		x											
Nichole Walls		x			x								
Angel Beiter	x	x			x	x		x		x	x		
Maurine Falkowski		x											
Kate McGillicuddy						x							
Coleman Pettway								x					
Ayrell Nailor								x					
Isaiah Gary									x				
Lourdes Machuca-James										x			

**Health Sciences Charter School**  
Board Meeting Minutes

**Date:** May 12, 2022  
**Location/Time:** Zoom Meeting - 7:00 a.m. to 8:30 a.m.

Topic	Discussion	Action
Call to Order	Mr. Winter called the meeting to order	
Public Comment	None	
Treasurer's Report (Ms. Beiter)	<ol style="list-style-type: none"> <li>1. Financial statements and balance sheet remain strong; cash continues trending ahead of budget due to low enrollment.</li> <li>2. Finance Committee, with Kirisits and Associates, is working on the 2022-2023 budget which will be presented at the annual meeting in June.</li> <li>3. Finance Committee, with Kirisits and Associates, continues to explore refinancing options to consolidate debt.</li> </ol>	Mr. Dewey moved acceptance of the Treasurer's report; Ms. Nelson seconded (all approved)
Mission Moment	Assistant Principal, Mr. Mammoliti, reported on teacher and staff appreciation activities that took place May 2-6. He emphasized the importance of celebrating both teachers and staff as a whole team and encouraged them to "find their passion" in order to become successful educators and influencers on students.	Board expressed appreciation for teachers and staff and thanked them for their outstanding efforts on behalf of student successes
Consent Agenda (Dr. Hershberger)	Consent Agenda (Distributed via email) <ul style="list-style-type: none"> <li>• April Board Meeting Minutes - 4.14.22</li> <li>• Finance Committee Minutes - 4.6.22</li> <li>• Financial Statements and Narrative</li> <li>• April Grant Report</li> <li>• New Hires/Resignations/Terminations</li> <li>• Strategic Plan</li> </ul>	The strategic plan will be reviewed at the annual board meeting in June and voted on at the July meeting  Dr. Lowe moved acceptance; Mr. Dewey seconded (all approved)
Resignation of Board Member	Dr. Jamie Smith notified Dr. Hershberger that her work commitments keep her from continuing as a board member.	Dr. Lowe moved acceptance, with regret, for the resignation of Dr. Smith; Ms. Mesiah seconded (all approved).  The Board wishes her well and extends appreciation for her service to the school and its students

<p><b>Discussion Items</b></p>	<p>Mr. Dewey, Chair, Governance Committee, confirmed the following individuals have agreed to fill the officer positions for the 2022-2023 school year: Andrew Davis, President; Mary Farallo, Vice President; Joseph Winter, Treasurer; Clement Kwakye, Secretary.</p> <p>Mr. Venning, Ms. Schwartz, and Mr. Baxter met with Michael Johnson, Director of Government and Community Relations at Roswell, to determine his interest in becoming a board member. He indicated his interest. Thus, he will meet with the Executive Committee as part of the process.</p>	<p>The 2022-2023 slate of officers will be voted on at the June meeting</p> <p>Mr. Winter moved acceptance of Mr. Johnson as a prospective board member, pending NYSED approval; Ms. Farallo seconded (all approved)</p> <p>Ms. Mannes will schedule a meeting for Mr. Winter to meet with the Executive Committee</p> <p>Ms. Barrett will facilitate the required NYSED paperwork with Mr. Johnson</p>
<p><b>Principal Update (Mr. Baxter)</b></p>	<ul style="list-style-type: none"> <li>• <b>Section 6 Athletics</b> - Based on the Section's decision to classify the school as Class A rather than Class B, an appeal has been submitted to the league and NYS.</li> <li>• <b>Europe Student Trip</b> - Ms. Soules presented a PPT with regards to 18 students and three chaperones potentially traveling, via EF Tours, to Europe in 2023. Updates regarding pricing, proposed itinerary, student benefits etc. will be forthcoming at future board meetings.</li> <li>• Mr. Fuentes and Ms. Rath, recent teachers-of-the-month, introduced themselves. Mr. Fuentes, ELL teacher, is fluent in several languages and finds purpose in helping students learn through different language barriers. Ms. Rath, Guidance Counselor, stated that building relationships and forming bonds with students is her driving force and #1 priority.</li> </ul>	<p>Mr. Baxter will keep the board informed of the appeal process</p> <p>Board requested they be included in future updates and information regarding the potential trip and fundraising opportunities</p> <p>Board congratulated and thanked both teachers</p>
<p><b>Head of School Update (Mr. Venning)</b></p>	<ul style="list-style-type: none"> <li>• Susan Gibbons conducted a two-day site review on behalf of the Charter School Office which included a one-hour meeting with the board. She remains positive about the school and is open to learning more regarding its potential growth to include lower grades levels (e.g. 5-8), expanding the campus via a 1291 project, and new and emerging relationships with higher education. She is impressed with our use of ARP funds and remains concerned with ELL enrollment.</li> <li>• Current application numbers are at a historic high for 2022-2023 school year for all grade levels.</li> <li>• Gymnasium roof repairs are complete. A final report from the company is forthcoming.</li> <li>• As the senior awards dinner and graduation approach, it is important for both events to include board participation.</li> </ul>	<p>Charter School Office will provide a written summary of the site visit in the coming months</p> <p>School is aggressively moving forward to finalize pending enrollment applications at all grade levels</p>
<p><b>Executive Session</b></p>	<p>None</p>	<p>No action required</p>





**Health Sciences Charter School**  
Annual Board Meeting Minutes

**Date:** June 9, 2022  
**Location/Time:** Saturn Club (977 Delaware Avenue Buffalo, NY 14209) - 7:00 to 10:00 a.m.

Topic	Discussion	Action
<b>Welcome / Call to Order</b>	Dr. Hershberger welcomed board members and staff to the annual meeting.	
<b>Agenda Review</b>	Mr. Venning thanked the board for their role in developing a 2022-2023 strategy with defined goals for the coming year, what is required to meet these goals, and to develop a clear plan for how these plans can be put into practice.	Mr. Venning, with members of the administration will present relevant data for discussion throughout the meeting.
<b>Leadership Transition</b>	Dr. Hershberger thanked the board for the opportunity to lead the school. Based upon his recent move out-of-town, he is offering his resignation from the board effective immediately. He intends to remain a member of the Academic Committee.	Dr. Bansal moved acceptance, with regret, for the resignation of Dr. Hershberger; Ms. Farallo seconded (all approved). The Board thanked Dr. Hershberger for his unwavering support of the school and is delighted that he will remain on the Academic Committee.
<b>Election of Officers (Mr. Dewey)</b>	Mr. Dewey, on behalf of the Governance Committee, presented the 2022-2023 slate of officers. They are Andrew Davis, President; Allyson Lowe, Vice President; Joseph Winter, Treasurer; Zachary Dewey, Secretary.	Ms. Farallo moved acceptance of the 2022-2023 Officers; Mr. Collichio seconded (all approved)
<b>Consent Agenda (Mr. Davis)</b>	Mr. Davis thanked the board for their support and presented the Consent Agenda (Distributed via email) for discussion. <ul style="list-style-type: none"> <li>• May Board Meeting Minutes - 5.12.22</li> <li>• Academic Committee Minutes - 5.10.22, 6.2.22</li> <li>• Personnel Committee Minutes - 3.22.22</li> <li>• Finance Committee Minutes - 5.11.22</li> <li>• Financial Statements and Narrative</li> <li>• May Grant Report</li> <li>• Technology Policy Revision - 3100</li> <li>• Employee Recognition Bonus</li> <li>• Revised By-Laws (per Susan Gibbons)</li> <li>• 2022-2023 Academic Calendar</li> </ul>	Mr. Dewey moved acceptance; Ms. Mesiah (all approved)  Mr. Dewey will execute the revised by-laws. Ms. Mannes will send the final version to the Board and Ms. Gibbons in the Charter School Office.
<b>Treasurer's Report (Mr. Winter)</b>	<ol style="list-style-type: none"> <li>1. Financial statements and balance sheet remain strong;</li> <li>2. 2022-2023 budget is in process and predicated on enrollment of 425 students;</li> <li>3. Finance Committee continues to explore refinancing strategies through various forms of public and private financing and will continue to update the board of their findings.</li> </ol>	Mr. Collichio moved acceptance of the Treasurer's Report; Dr. Lowe seconded (all approved)

<p><b>Strategic Plan and Board Goals (Mr. Venning)</b></p>	<p>A draft 2022-2023 strategic plan was presented for discussion. Upon further discussion and approval at the July board meeting, its intent is to focus the board on effective governance processes and the school's administration on operational leadership practices.</p> <p>In addition to the board goals, ELL recruitment strategies require aggressive and creative outreach to reach the target populations.</p>	<p>The strategic plan and board goals for 2022-2023 will be voted on at the July board meeting.</p> <p>Board committees will set individual goals that focus on the strategic plan and NYSED benchmarks.</p> <p>ELL strategies will be ongoing and reported at monthly meetings.</p>
<p><b>Middle School (Mr. Baxter)</b></p>	<p>In order to lay the foundation for a potential addition of grades 5-8 to the school's charter, Mr. Baxter presented the school's rationale and work plan as a first step in building a case within the renewal process to the Board of Regents. Moving forward, additional input will be sought from the Student Support Staff, Parents, Community members and board committees. It was noted that in addition, the school must improve their ELL numbers.</p>	<p>Ongoing research and data collection will be reported as needed to the board and relevant board committees.</p> <p>Schedule community meetings to assess interest among potential parents.</p> <p>Build a middle school financial model and curriculum.</p>
<p><b>Academic Update (Ms. Officer)</b></p>	<p>An informative and quality data dashboard was presented by Ms. Officer that highlighted comparative academic performance, Regents exams, graduation rates, PSA/SAT testing, and interim assessments for the 2021-2022 school year. These visualizations demonstrated the multitude of moving parts that impact student success and Benchmark 1 and 9 with regards to overall outcomes and performance. In addition this data demonstrates that Health Sciences cohort data is comparable to and often better than BPS and local K-12 Charters.</p> <p>She also presented on the "iReady" program which is testing that helps determine students' math and reading skill levels and identifies individual areas of strengths and weaknesses.</p>	<p>Consensus of the board is for Ms. Officer to continue to provide monthly dashboard data in person or as an attachment to the board packet.</p>
<p><b>Work-Based Learning (Mr. Gary)</b></p>	<p>Moving forward, Health Sciences is committed to the development and implementation of a robust WBL initiative with community partners that enables students to see firsthand how classroom instruction connects to the world of work and future career opportunities. Components include designing and implementing the initiative with a priority placed on equity; creating a WBL Community Advisory Committee; using data to continuously learn, adapt, and improve; building a culture that fosters relationships, trust, and respect among students and WBL sites; and customizing the student relationship, based on interest and readiness.</p>	<p>Mr. Gary will connect with individual board members to discuss representation from their organizations to serve on a newly formed WBL Community Advisory Committee and/or to identify internship or service-learning opportunities available to students within their organizations.</p>
<p><b>1291 Main Street (Mr. Venning)</b></p>	<p>The 1291 Committee, chaired by Ms. Schwartz, remains active and is a high-priority for the school. Outreach to architects and engineers from partner organizations is in process. The Finance Committee is actively pursuing refinancing strategies while developing a RFP for a developer able to lead a public private partnership on behalf of the school. Ms.</p>	<p>Schedule a 1291 Committee with community and board members in July 2022</p> <p>Schedule a joint meeting with the 1291 and Finance Committees in July 2022</p>



	Barrett and Ms. Falkowski are leading a C Education and Wellness initiative that would provide programming and potential funding within a restored 1291 initiative.	Identify individuals to serve on a newly formed Education and Wellness Initiative; Schedule first meeting in July
<b>Final Comments (Mr. Davis)</b>	Mr. Davis thanked the board and staff for their informative presentations. He noted that in addition to his leadership on the Board, he would like to launch a Community Advisory Committee to work on specific issues or challenges; provide guidance that helps staff solve day-to-day problems be available to mentor a student or staff member, as needed; and offers a forum for school and community partners and business supporters to support the school in fundraising etc.  Mr. Davis again thanked Dr. Hershberger for his leadership and wished him well in his future endeavors.	Provide names to Mr. Davis of individuals you deem to be good candidates to serve on the BOT and/or a newly formed Community Advisory Committee (yet to be named).
<b>Adjournment</b>	Mr. Davis called for the meeting to be adjourned.	Mr. Dewey moved acceptance; Ms. Nelson seconded (all approved)

Next Meeting: July 14, 2022 @ 7:00 a.m. (will be virtual via Zoom)

In Attendance:	7-8-21	8-6-21	8-20-21	9-9-21	10-14-21	11-18-21	12-9-21	1-13-22	2-10-22	3-10-22	4-14-22	5-12-22	6-9-22
Dr. Pratibha Bansal	x	x	x	x	x	x	x	x	x	x	x	x	x
Danielle Bozich		x		x	x	x	x	x	x	x	excused	x	excused
Alexander Collichio	x	x		x	x			excused	x		x		x
Andrew Davis						x	x	x	x	x	x		x
Zachary Dewey	x	x	x	x	x	x	excused	x	x	x	x	x	x
Mary Farallo	x	x	x	x		x	x	x	x	x	x	x	x
Mike Faso (emeritus)													
Dr. Rick Hershberger	x	x	x	x	x	x	x	x	x	x	x	excused	Resigned
Dr. Clement Kwakye	x	x	x	x		x	x	x	x	x	x	x	x
Dr. Allyson Lowe	x	x	x		x	x	x	x	x	x	x	x	x
Francesca Mesiah		x	x	x	x	x	x	x	x	x	x	x	x
Christie Nelson	x	x	x	x	x	x	x	x	x		x	x	x
David Palmer (emeritus)													
Cynthia Schwartz (emeritus)								x			x		
Dr. Jamie Smith		x							x			Resigned	
Mark Trammel	x		x			Resigned							
Joseph Winter	x	x	x	x	x	x	x	x	x	x	x	x	x
<b>Guests:</b>	<b>7-8-21</b>	<b>8-6-21</b>	<b>8-20-21</b>	<b>9-9-21</b>	<b>10-14-21</b>	<b>11-18-21</b>	<b>12-9-21</b>	<b>1-13-22</b>	<b>2-10-22</b>	<b>3-10-22</b>	<b>4-14-22</b>	<b>5-12-22</b>	<b>6-9-22</b>
Jan Barrett	x	x	excused	x	x	x	x	x	x	x	x	excused	x
Robert Baxter	x	x	excused	x	x	x	x	x	x	x	excused	x	x



November 1, 2022

New York State Education Department  
Charter School Office

Re: Health Sciences Charter School

Dear New York State Education Department representative:

Below pertains to Entry 4c – Additional Financial Documents:

- Advisory and/or Management letter – *not applicable, no management letter issued*
- Federal Single Audit – included with audited financial statements
- CSP Agreed-Upon Procedure Report - *not applicable*
- Evidence of Required Escrow Account for each school - *attached*
- Corrective Action Plan for Audit Findings and Management Letter Recommendations - *not applicable, no management letter issued*

Very truly yours,

*Angel Beiter*

Angel Beiter, CPA  
Principal

# HEALTH SCIENCES CHARTER SCHOOL | 2022-2023 CALENDAR

AUGUST '22						
S	M	T	W	Th	F	S
	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			

3 DAYS IN SESSION

23-27 - NEW TEACHER ORIENTATION  
29-31 - SUPERINTENDENTS DAY

FEBRUARY '23						
S	M	T	W	Th	F	S
			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				

15 DAYS IN SESSION

1 - GRADES DUE  
20- 24 - MID-WINTER BREAK (NO SCHOOL)

SEPTEMBER '22						
S	M	T	W	Th	F	S
				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	

21 DAYS IN SESSION

1-2 - SUPERINTENDENTS DAY  
5 - LABOR DAY (NO SCHOOL)  
6 - FIRST DAY OF SCHOOL

MARCH '23						
S	M	T	W	Th	F	S
			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	

23 DAYS IN SESSION

3 - END OF 25 WEEKS  
8 - PROGRESS REPORTS DUE

OCTOBER '22						
S	M	T	W	Th	F	S
						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					

20 DAYS IN SESSION

10 - INDIGENOUS PEOPLES & ITALIAN HERITAGE DAY (NO SCHOOL)  
7 - END OF 5 WEEKS  
12 - PROGRESS REPORTS SAT & PSAT (Seniors and Juniors)

APRIL '23						
S	M	T	W	Th	F	S
						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						

14 DAYS IN SESSION

3-10 - SPRING BREAK  
7 - GOOD FRIDAY  
14 - LAST DAY OF QUARTER  
18-20 - 3RD QUARTER INTERIMS  
20 - RATING DAY/GRADES DUE  
27 - PSAT 10'S

NOVEMBER '22						
S	M	T	W	Th	F	S
		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			

19 DAYS IN SESSION

8 - PSAT 9's  
11 - VETERANS DAY (NO SCHOOL)/ END OF QUARTER 1  
16 - REPORT CARDS DUE  
24-25 - THANKSGIVING BREAK

MAY '23						
S	M	T	W	Th	F	S
	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			

22 DAYS IN SESSION

11 - PROM  
19 - END OF 25 WEEKS  
24 - PROGRESS REPORTS DUE  
29 - MEMORIAL DAY (NO SCHOOL)

DECEMBER '22						
S	M	T	W	Th	F	S
				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

17 DAYS IN SESSION

16 - END OF 15 WEEKS  
19-23 - HOLIDAY DRIVE  
21 - PROGRESS REPORTS DUE  
26- 30 - WINTER BREAK

JUNE '23						
S	M	T	W	Th	F	S
				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	

16 DAYS IN SESSION

9 - LAST DAY OF CLASSES  
12 - REGENTS REVIEW DAY  
13- 23 - REGENTS EXAMS  
19 - JUNETEENTH OBSERVANCE (NO SCHOOL)  
20-23 - END OF 4TH QUARTER LAST DAY OF SCHOOL RATING DAY FINAL GRADES DUE GRADUATION REHEARSAL

JANUARY '23						
S	M	T	W	Th	F	S
	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			

20 DAYS IN SESSION

2- NEW YEARS DAY OBSERVANCE  
3 - STUDENTS RETURN  
16 - MLK DAY (NO SCHOOL)  
23-27 - INTERIM/REGENTS EXAMS & RATING DAY  
27 - END OF QUARTER 2

Key: (190 DAYS IN SESSION)

	Superintendent's Day
	Quarter 3
	Breaks/NO SCHOOL
	Quarter 2
	Quarter 1
	Rating Days
	Quarter 4
	Regents/Local Exams/SAT & PSAT
	Half Days

**HEALTH SCIENCES CHARTER SCHOOL | 2022-2023 CALENDAR**



# Organizational Structure

Board of Trustees

