

# Application: Mott Haven Academy Charter School

Zennea Chetta - zchetta@havenacademy.org  
Annual Reports

## Summary

**ID:** 0000000086

**Status:** Annual Report Submission

**Last submitted:** Oct 26 2020 01:55 PM (EDT)

## Entry 1 School Info and Cover Page

**Completed** Jul 28 2020

### [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 2019-20 school year are not required to complete or submit an annual report this year).**

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

## BASIC INFORMATION

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**a. SCHOOL NAME**

(Select name from the drop down menu)

MOTT HAVEN ACADEMY CHARTER SCHOOL 320700860925

**a1. Popular School Name**

Haven Academy

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

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

NEW YORK CITY CHANCELLOR OF EDUCATION

**c. DISTRICT / CSD OF LOCATION**

CSD # 7 - BRONX

**d. DATE OF INITIAL CHARTER**

1/2008

**e. DATE FIRST OPENED FOR INSTRUCTION**

8/2008

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

MISSION STATEMENT

The Mott Haven Academy Charter School empowers children in an educational environment that addresses and reduces the barriers to academic success through the integration of family support services with a rigorous, college-preparatory academic program. Our graduates will be resilient, resourceful, independent scholars who have the skills necessary to reach their full potential and to build a better future.

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

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

KDE 1	Trauma Informed Environment  We maintain a safe, nurturing climate by dedicating significant time to the development of our school culture, with a specific focus on social emotional (SE) programming. All staff are trained in the effects of trauma on learning and building positive attachments using approaches like Responsive Classroom, Love and Logic, and PBIS. Our SE staff use evidence-based practices such as Second Step to teach key social skills like self-regulation and problem solving.
KDE 2	Supportive School Culture and Climate  Haven Academy is committed to teaching students to be problem solvers and critical thinkers, to respect

and challenge intellectual ideas, to resolve conflicts peacefully, and form opinions in an environment that values trust. We continue to implement evidence-based Social Emotional curricula as well as school-wide Positive Behavior Supports

KDE 3

#### Data Driven Instruction

Haven Academy thoughtfully uses assessments and data to drive our curriculum development and daily student instruction. Instructional Staff and Leadership regularly collect and analyze data for individual scholar progress and school wide trends to differentiate instruction, guide daily teaching, and to inform areas requiring remediation, intervention and support.

KDE 4

#### Rigorous Standards-Based Curriculum

Significant efforts are undertaken to align the school's curriculum with the Common Core Learning Standards. We have a curriculum revision protocol in order to guarantee that all of the Common Core Learning Standards are taught in ELA and math. We have detailed scope and sequences, curriculum maps, and assessment schedules, allowing for teachers and coaches to continue the work of developing unit and lesson plans during weekly grade level meetings and check-ins.

KDE 5	<p>High Attendance Percentages and Support Systems</p> <p>We believe high attendance for all students is critical to academic success. We take pride in high daily attendance rates and our reduction in chronic absenteeism. Our multi-disciplinary attendance team tracks absences on a daily basis and follows up with families by phone with each absence. We also provide more intensive coaching for families with chronic absenteeism by pairing them with a specific staff member who helps identify barriers, reducing those barriers, and reinforcing attendance.</p>
KDE 6	<p>Parents as Partners</p> <p>Haven Academy provides comprehensive wrap around services to our families to ensure the consistency of support available both at home and school through one-on-one coaching, workshops, and other parent engagement opportunities. We value the relationships we cultivate with our families and work tirelessly to ensure they are not only heard but actively inform our daily functioning and programming.</p>
KDE 7	<p>Community Partnership</p> <p>At the core of our mission is our partnership with The New York Foundling. Additionally, we work in tandem with several other child welfare agencies as well as other community based organizations that provide our families with</p>

	critical needs such as housing, medical and mental health resources. We employ several support staff members that help facilitate these partnerships and make resources available to families.
KDE 8	(No response)
KDE 9	(No response)
KDE 10	(No response)

**Need additional space for variables**

No

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

[havenacademy.org](http://havenacademy.org)

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

468

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

468

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

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5, 6, 7, 8
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**l1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?**

No
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## FACILITIES INFORMATION

**m. FACILITIES**

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

No, just one site.
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**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	170 Brown Place Bronx, NY 10454	718-292-7015	NYC CSD 7	K-8	N/A

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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Jessica Nauiokas			<a href="mailto:jnauiakas@havenacademy.org">jnauiakas@havenacademy.org</a>
Operational Leader	Milagros Torres			<a href="mailto:mtorres@havenacademy.org">mtorres@havenacademy.org</a>
Compliance Contact	Zennea Chetta			<a href="mailto:zchetta@havenacademy.org">zchetta@havenacademy.org</a>
Complaint Contact	Ashlyn Rector			<a href="mailto:afield@havenacademy.org">afield@havenacademy.org</a>
DASA Coordinator	Gabriella Cassandra			<a href="mailto:gmcbride@havenacademy.org">gmcbride@havenacademy.org</a>
Phone Contact for After Hours Emergencies	Jessica Nauiokas			<a href="mailto:jnauiakas@havenacademy.org">jnauiakas@havenacademy.org</a>



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

Private Space

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**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, 2020.**

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

[170 C of O.PDF](#)

**Filename:** 170 C of O.PDF **Size:** 44.5 kB

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**Site 1 Fire Inspection Report**

[31208572.pdf](#)

**Filename:** 31208572.pdf **Size:** 913.2 kB

**CHARTER REVISIONS DURING THE 2019-2020 SCHOOL YEAR**

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

No

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

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

Yes

**ATTESTATION**

**p. Individual Primarily Responsible for Submitting the Annual Report.**

Name	Zennea Chetta
Position	Director of Data and Technology
Phone/Extension	718-292-7015
Email	<a href="mailto:zchetta@havenacademy.org">zchetta@havenacademy.org</a>

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

**Responses Selected:**

Yes

**Signature, Head of Charter School**

Jessica Nowickas

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

P. Mulhoney

**Date**

Jul 24 2020

**Thank you.**



## **Entry 2 NYS School Report Card**

**Completed** Jul 28 2020 Hidden from applicant

### **[Instructions](#)**

#### **SUNY-authorized charter schools only**

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

# Entry 2 NYS School Report Card Link

MOTT HAVEN ACADEMY CHARTER SCHOOL 320700860925

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## NEW YORK STATE REPORT CARD

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

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

<https://data.nysed.gov/profile.php?instid=800000061086>

## Entry 3 Progress Toward Goals

Completed Oct 19 2020

### Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

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

## Entry 3 Progress Toward Goals

### PROGRESS TOWARD CHARTER GOALS

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

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

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## 1. ACADEMIC STUDENT PERFORMANCE GOALS

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

### 2019-20 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward 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	For each year of the school's next charter term, the school will show academic performance with a percent of students proficient at or above Level 3 that meets or exceeds the percent proficient of the Community School District (CSD) of location	New York State ELA examination		N/A

	and also meets or exceeds the citywide percent proficient on the New York State ELA examination.			
Academic Goal 2	For each year of the school's next charter term, the school will show academic performance with a percent of students proficient at or above Level 3 that meets or exceeds the percent proficient of the Community School District (CSD) of location and also meets or exceeds the citywide percent proficient on the New York State Math examination	New York State Math examination		N/A
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	<p>h e v e r is higher) on the previous year's ELA exam, the school is expected to demonstrate growth comparable to the CSD in the current year.</p>			
<p>Academic Goal 4</p>	<p>For each year of the school's charter term, each grade-level cohort will demonstrate growth with a reduction by a half the gap between the percent at or above Level 3 on the previous year's NYS math exam (baseline) and the CSD or citywide percent (whichever is higher) of students proficient at or above Level 3 on the current year's State math exam. For schools in which the number of students scoring above proficiency in a grade-level cohort exceeded the CSD or citywide percent proficient (whichever is</p>	<p>New York State Math examination</p>		<p>N/A</p>

	higher) on the previous year's math exam, the school is expected to demonstrate growth comparable to the CSD in the current year.			
Academic Goal 5	In each year of the charter term, 75 percent of students enrolled for three or more years will perform at or above a level 3 on the NYS fourth grade science exam.	NYS fourth grade science examination		N/A
Academic Goal 6	In each year of the charter term, for child welfare involved students enrolled in at least their second year at Haven Academy, with respect to the NYS ELA assessment, the percent proficient will meet or exceed the proficiency demonstrated by the students in the same tested grades in the district of location.	New York State ELA Examination		N/A

<p>Academic Goal 7</p>	<p>In each year of the charter term, for child welfare involved students enrolled in at least their second year at Haven Academy, with respect to the NYS mathematics assessment, the percent proficient will meet or exceed the proficiency demonstrated by the students in the same tested grades in the district of location.</p>	<p>New York State math examination</p>		<p>N/A</p>
<p>Academic Goal 8</p>	<p>In each year of the charter term, for general community/nonchild welfare involved students enrolled in at least their second year at Haven Academy, with respect to the NYS ELA assessment, the percent proficient will meet or exceed the proficiency demonstrated by students in the same tested grades in the district of location.</p>	<p>New York State ELA Examination</p>		<p>N/A</p>



Academic Goal 9	In each year of the charter term, for general community/nonchild welfare involved students enrolled in at least their second year at Haven Academy, with respect to the NYS mathematics assessment, the percent proficient will meet or exceed the proficiency demonstrated by students in the same tested grades in the district of location.	New York State math examination		N/A
Academic Goal 10				

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

No

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

No

4. ORGANIZATION GOALS

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

2019-2020 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	Each year, the school’s “General Community and Foster Care” populations will have a daily student attendance rate of at least 95 percent. The school’s overall attendance (including Prevention students) will be minimally 92 percent.	ATS and Internal Attendance Reporting	Met	
	Each year, 95 percent of all students enrolled during			

Org Goal 2	<p>the course of the year will return the following September(excluding those who leave the school because they move out of the city, lack reasonable transportation or have been re-assigned a school placement for a more restrictive special education setting) .</p>	ATS Reports and Enrollment Records	Met	
Org Goal 3	<p>Each year, 90 percent of all instructional staff employed during the prior school year will return and/or be asked to return the following school year.</p>	Internal Reporting	Met	
Org Goal 4	<p>In each year of the charter term, parents will express satisfaction with the school's program, based on the NYC DOE School Survey. On key questions as identified in the NYC DOE Charter Schools Accountability</p>	NYC DOE School Survey	Met	

	<p>Handbook, the school will have a percentage of parents that agree or strongly agree that meets or exceeds citywide averages. The school will only have met this goal if 50% or more parents participate in the survey.</p>			
Org Goal 5	<p>In each year of the charter term, staff will express satisfaction with the school's program, based on the NYC DOE School Survey. On key questions as identified in the NYC DOE Charter Schools Accountability Handbook, the school will have a percentage of staff that agree or strongly agree that meets or exceeds citywide averages. The school will only have met this goal if 50% or more staff participate in the survey.</p>	NYC DOE School Survey	Met	
Org Goal 6				

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Org Goal 19				
Org Goal 20				

**5. Do have more organizational goals to add?**

No

**6. FINANCIAL GOALS**

## 2019-2020 Progress Toward Attainment of Financial Goals

	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	Each year, the school will operate on a balanced budget and maintain a stable cash flow.	School financials	Met	
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
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**

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

## Entry 7 Disclosure of Financial Interest Form

Completed Jul 28 2020

### Instructions - Multiple Uploads Permitted

#### Required of ALL Charter Schools by August 3

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

- **Regents, NYCDOE, and Buffalo BOE Authorized Schools:** [Disclosure of Financial Interest Form](#)
- **SUNY- Authorized Charter Schools:** [Trustee Financial Disclosure Form](#)

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

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

#### Haven Academy Disclosure of Financial Interest Forms 2020

Filename: Haven Academy Disclosure of Financial ARzbZJW.pdf Size: 7.2 MB

## Entry 8 BOT Membership Table

Completed Jul 28 2020

### Instructions

#### Required of All charter schools

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

## Entry 8 BOT Table

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

information for all --VOTING and NON-VOTING-- trustees.

**MOTT HAVEN ACADEMY CHARTER SCHOOL 320700860925**

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

	Trustee Name and 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 2019-2020
1	Patricia Mulvaney [REDACTED]	Chair	Finance	Yes	12	03/01/2008	08/01/2020	12
2	William F. Baccaglin [REDACTED]	Trustee/Member	Education/Fundraising	Yes	12	03/01/2008	08/01/2020	8
3	Janet Campagn [REDACTED]	Trustee/Member	Finance	Yes	12	03/01/2008	08/01/2020	5 or less
4	Jessica Nauiokas [REDACTED]	Secretary	Education	No	12	03/01/2008	08/01/2020	12



5	Whitney Kneisley [REDACTED]	Trustee/Member	Education/ Fundraising	Yes	10	11/01/2010	08/01/2070	9
6	Kathleen Chiechi [REDACTED]	Trustee/Member	Education/ Fundraising	Yes	7	05/01/2013	08/01/2070	7
7	Meghan Mackay [REDACTED]	Trustee/Member	Education/ Fundraising	Yes	11	11/01/2009	08/01/2070	12
8	Christine Stokes [REDACTED]	Trustee/Member	Finance	Yes	2	8/30/2018	08/01/2070	9
9								

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

No

## 2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2020	8
b.Total Number of Members Added During 2019-2020	0
c. Total Number of Members who Departed during 2019-2020	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	8

## 3. Number of Board meetings held during 2019-2020

13

## 4. Number of Board meetings scheduled for 2020-2021

12

Thank you.

## Entry 9 Board Meeting Minutes

Completed Jul 28 2020

### Instructions

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

## [2019-2020 SIGNED board minutes -ALL](#)

Filename: 2019 2020 SIGNED board minutes ALL.pdf Size: 11.1 MB

### **Entry 10 Enrollment & Retention**

Completed Jul 28 2020

#### [Instructions for submitting Enrollment and Retention Efforts](#)

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

### **Entry 10 Enrollment and Retention of Special Populations**

#### [Instructions for Reporting Enrollment and Retention Strategies](#)

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

**MOTT HAVEN ACADEMY CHARTER SCHOOL 320700860925**

#### **Recruitment/Attraction Efforts Toward Meeting Targets**

	Describe Recruitment Efforts in 2019-2020	Describe Recruitment Plans in 2020-2021
	97% of our student population is eligible for Free or Reduced Price lunch. Our school is situated in the South Bronx in one of the poorest congressional districts in the country. We work closely with many community organizations in the neighborhood to recruit	Since our efforts have been effective we will continue to work

<p>Economically Disadvantaged</p>	<p>our student population from the surrounding areas. We always have a wait-list for admission that includes mostly students from the surrounding neighborhoods who are economically disadvantaged. Since we opened a middle school during this school year, we were planful about middle school design and recruitment efforts to ensure that our seats are filled by our target population (especially economically disadvantaged.) Efforts included: Filling seats with mission fit students, recruiting at child-welfare agencies, advertising in locations likely to have FRPL students such as homeless shelters.</p>	<p>closely with many community organizations in the neighborhood to recruit our student population from the surrounding areas. We always have a wait-list for admission that includes mostly students from the surrounding neighborhoods who are economically disadvantaged. Efforts include: Filling seats with mission fit students, recruiting at child-welfare agencies, advertising in locations likely to have FRPL students such as homeless shelters.</p>
<p>English Language Learners/Multilingual Learners</p>	<p>13% of our student population are ELLs, the vast majority being Spanish speaking, which is comparable to our District (7). We publish all school recruitment material in Spanish and English in order to reach all families in our community. We employ Spanish speaking recruitment staff to ensure that the process is smooth and easy for all families. Our school offers appropriate ELL services for all students required to participate in these services. For our new Middle School we continued to make application and/or orientation processes accessible for non-English speaking community members. Additional staff members have been added who bring experience with this population.</p>	<p>Since our efforts have been effective we will continue to publish all school recruitment material in Spanish and English in order to reach all families in our community. Employ Spanish speaking recruitment staff to ensure that the process is smooth and easy for all families. Offer appropriate ELL services for all students required to participate in these services. For Middle School we continue to make application and/or orientation processes accessible for non-English speaking community members. Additional staff members have been added who bring experience with this population.</p>

Students with Disabilities	22% of our students are classified as Students with Disabilities, which is comparable to our District (7). Our Director of SPED works with families through the application and recruitment process to ensure that students are in the right placement and have all needed accommodations in place when they enter our school.	Our Director of SPED works with families through the application and recruitment process to ensure that students are in the right placement and have all needed accommodations in place when they enter our school.
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**Retention Efforts Toward Meeting Targets**

	Describe Retention Efforts in 2019-2020	Describe Retention Plans in 2020-2021
Economically Disadvantaged	97% of our population is economically disadvantaged and that number is mirrored closely in our surrounding community. We continue to work closely with community organizations and in-house social emotional teams to ensure that our families' needs are met and they feel supported at Haven Academy. While designing our Middle School we collected input from our constituents to ensure the school's program met their educational priorities. Due to our efforts we successfully matriculated 98% of our Elementary School students of middle school age.	We continue to work closely with community organizations and in-house social emotional teams to ensure that our families' needs are met and they feel supported at Haven Academy. Our goal is to successfully matriculate 100% of our Elementary School students of middle school age to middle school.
English Language Learners/Multilingual Learners	Haven Academy will continue to offer ELL services to meet the needs of our ELL students and their families. Our Spanish speaking staff and Spanish materials will help our families of	Haven Academy will continue to offer ELL services to meet the needs of our ELL students and their families. Our Spanish speaking staff and Spanish materials will help our families of

	ELLs to continue to thrive in our school environment.	ELLs to continue to thrive in our school environment.
Students with Disabilities	Haven Academy has a dedicated SPED director and CTT classrooms on every grade level to ensure that the needs of our SPED scholars are always met. We worked closely with the scholars' families and the CSE to ensure that proper and stellar services are offered. Our Middle School design included a process for academic programming that can be accessible to all students, regardless of disability. With appropriate supports, 99% of our IEP students are matriculated to our Middle School.	Haven Academy will continue to have a dedicated SPED director and CTT classrooms on every grade level to ensure that the needs of our SPED scholars are always met. We continue to work closely with the scholars' families and the CSE to ensure that proper and stellar services are offered. With appropriate supports, 100% of our IEP students will be matriculated to our Middle School.

## Entry 12 Percent of Uncertified Teachers

Completed Jul 28 2020

### Instructions

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

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

## Entry 12 Uncertified Teachers

School Name: MOTT HAVEN ACADEMY CHARTER SCHOOL 320700860925

# Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	0
Total Category A: 5 or 30% whichever is less	5.0

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	1
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	1
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	0
<b>Total Category B: not to exceed 5</b>	<b>2.0</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, 2020)	3
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	0
Total Category C: not to exceed 5	3.0

**CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS**

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

	FTE Count
Total Category D	3

**CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS**

	FTE Count
Total Category E	31

## CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	44



Thank you.

## Entry 13 Organization Chart

Completed Jul 28 2020

### [Instructions](#)

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

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

### **Haven Org Chart**

Filename: Haven Org Chart.pdf Size: 652.6 kB

## Entry 14 School Calendar

Completed Jul 28 2020

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

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

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

School calendars must meet the [minimum instructional requirements](#) adopted by the Board of Regents in 2018.

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

### **2020-2021 School Calendar**

Filename: 2020 2021 School Calendar.pdf Size: 142.3 kB

# Entry 15 Links to Critical Documents on School Website

Completed Jul 29 2020

## Instructions

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

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

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

## Form for Entry 15 Links to Critical Documents on School Website

School Name: **Mott Haven Academy Charter School**

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

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

	Link to Documents
1. Most Recent Annual Report (i.e., 2018-19)	<a href="https://havenacademy.org/wp-content/uploads/2019/11/mott-haven-academy-charter-school.pdf">https://havenacademy.org/wp-content/uploads/2019/11/mott-haven-academy-charter-school.pdf</a>
2. Most Recent Board Meeting Notice and Related Agenda Item Documents	<a href="https://havenacademy.org/?page_id=869">https://havenacademy.org/?page_id=869</a>
2a. Webcast of Board Meetings (per Governor's Executive Order)	<a href="https://meet.google.com/nbb-ntem-frb">https://meet.google.com/nbb-ntem-frb</a>
3. Link to NYS School Report Card	<a href="https://havenacademy.org/?page_id=725">https://havenacademy.org/?page_id=725</a>
4. Most Recent Lottery Notice Announcing Lottery	<a href="https://havenacademy.org/?page_id=3514">https://havenacademy.org/?page_id=3514</a>
5. Authorizer-Approved DASA Policy	<a href="https://havenacademy.org/wp-content/uploads/2020/07/Haven-Academy-DASA-Policy.pdf">https://havenacademy.org/wp-content/uploads/2020/07/Haven-Academy-DASA-Policy.pdf</a>
6. District-wide Safety Plan	<a href="https://havenacademy.org/?page_id=3580">https://havenacademy.org/?page_id=3580</a>
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	<a href="https://havenacademy.org/?page_id=3580">https://havenacademy.org/?page_id=3580</a>
7. Authorizer-Approved FOIL Policy	<a href="https://havenacademy.org/wp-content/uploads/2020/02/Middle-School-Scholar-Family-Handbook-2019-2020-1.pdf">https://havenacademy.org/wp-content/uploads/2020/02/Middle-School-Scholar-Family-Handbook-2019-2020-1.pdf</a>
8. Subject matter list of FOIL records	<a href="https://havenacademy.org/wp-content/uploads/2020/02/Middle-School-Scholar-Family-Handbook-2019-2020-1.pdf">https://havenacademy.org/wp-content/uploads/2020/02/Middle-School-Scholar-Family-Handbook-2019-2020-1.pdf</a>
9. Link to School Reopening Plan	<a href="https://havenacademy.org/about-us/annual-accountability-reports/">https://havenacademy.org/about-us/annual-accountability-reports/</a>

Thank you.



**Entry 16 COVID 19 Related Information**

## Instructions

### Required of ALL charter schools

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

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

## Entry 16 COVID 19 Related Information

**School Name:** Mott Haven Academy Charter School

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

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

	Number of students enrolled in school on the last day instruction was provided within physical school facilities	Number of students attending instruction on the last day instruction was provided within physical school facilities	Number of students participating in virtual programming on the last day such programming was offered for the 2019-20 school year
	468	460	468

### **Table 2: 2019-2020 Assessments and Grade Participation**

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

	Assessment Title	Grade K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12	Number of Participating Students
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	

		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
Total															0

### Entry 17 Staff Roster - NEW TASK For Regents Schools Only

**Incomplete** Hidden from applicant

**[INSTRUCTIONS - NEW TASK FOR REGENTS-AUTHORIZED CHARTER SCHOOLS](#)**

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

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

**Name:**

Christine Stokes

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

Mott Haven Academy Charter School

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

**Trustee**

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

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

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

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

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

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



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

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

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

**Yes**  **No**

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

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

<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>
<i>NONE</i>			

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

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

Christine Stokes  
Signature

7/20/20  
Date

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



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

**Name:**

Jessica Nauiokas

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

Mott Haven Academy Charter School

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

Head of School and Board Secretary

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

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

Head of School, Responsible for the daily management of the school. Salary \$206K, Start Date August 2008.

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

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

No

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

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

No

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

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

No

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

Yes  No

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

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

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None			

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
N/A				



July 20, 2020

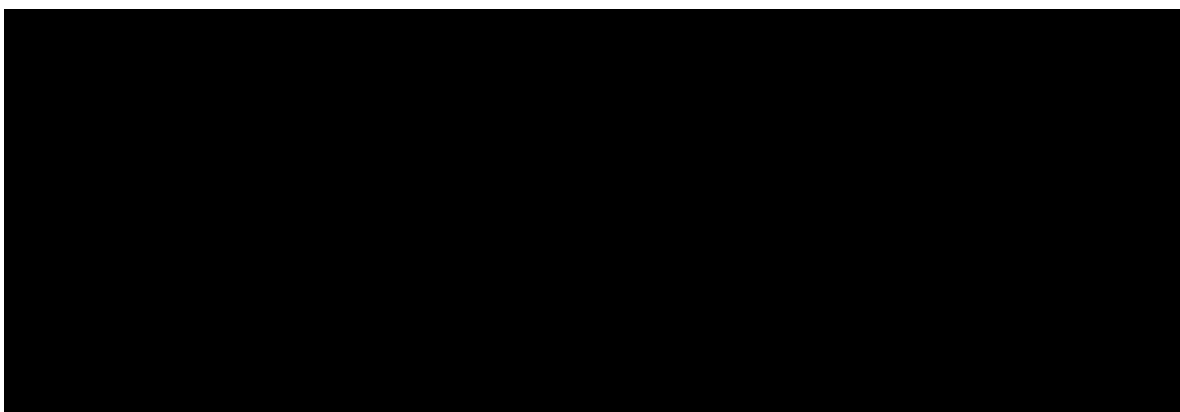
Signature

Date

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

**Business T**





*last revised 06/8/2020*

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

**Name:**

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

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

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

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

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

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

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

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

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



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

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

**Yes**  **No**

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

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

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

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

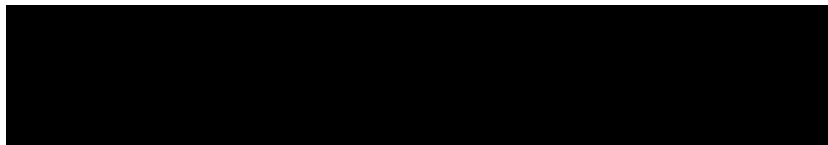
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

*Margaret E. Bradley*

Signature

Date

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





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ed 06/8/2020

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

**Name:**

Bill Baccaglioni

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

MtH Haven academy

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

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

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

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

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

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

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

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

If Yes, please describe the nature of your relationship and how this person could benefit from your participation. **No**

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

Yes  No

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

*The new york foundation*

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

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

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
The new York Family <i>Please write</i>	Lease space <i>"None" if applicable.</i>	/	/	/

*Wesley B...*

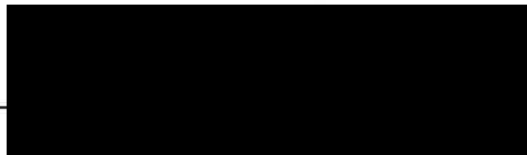
Signature

7/9/20

Date

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

Business Telephone:



**Business Address**

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**E-mail Address**

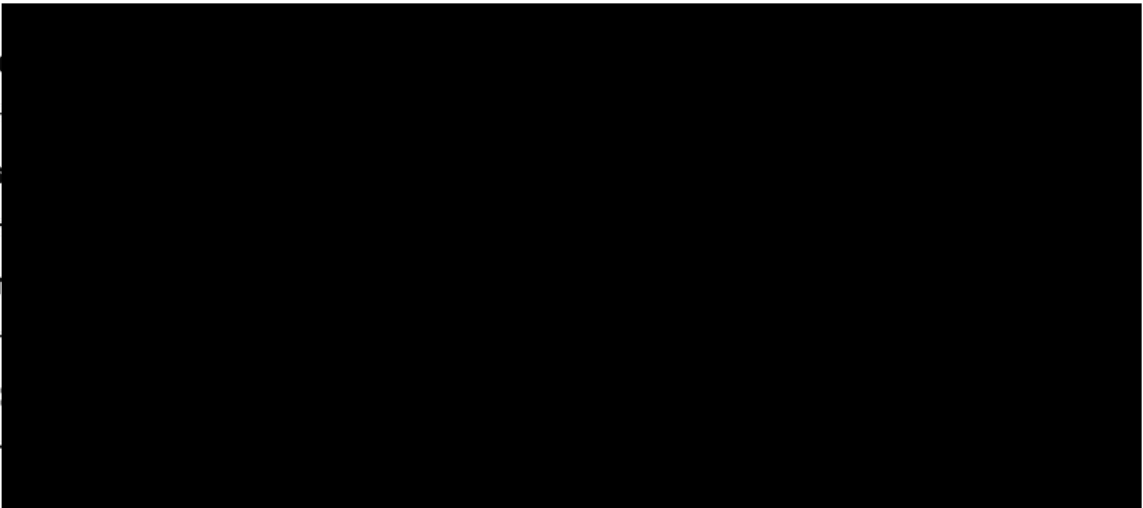
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**Home Telephone**

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**Home Address**

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

**Name:**

Janet Campagna

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

Mott Haven Academy

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

Treasurer

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

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

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

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

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

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

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



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

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

**Yes**  **No**

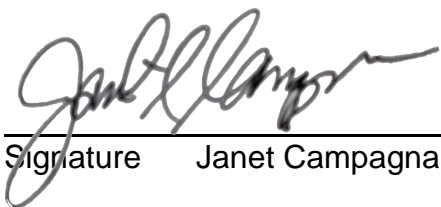
If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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

Date(s)  None	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

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

<b>Organization conducting business with the school(s)</b>  <b>None</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>



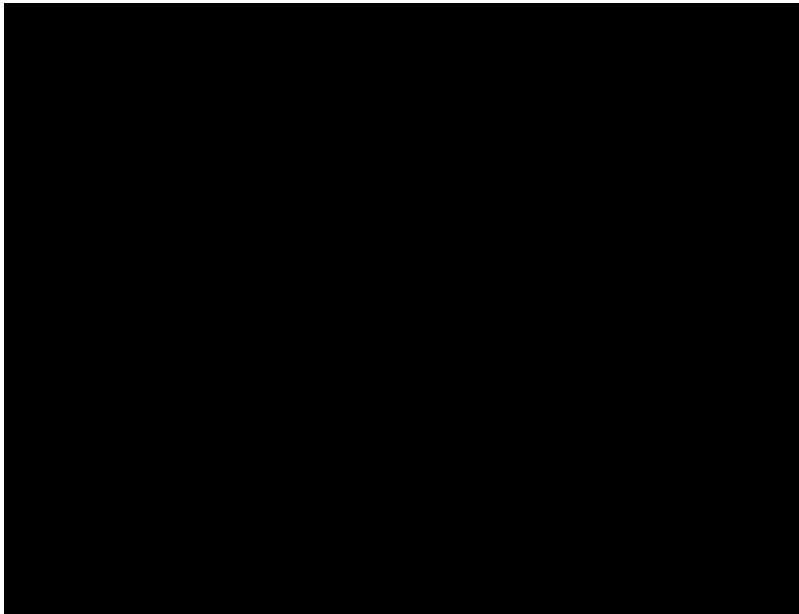
Signature Janet Campagna

Date 6/25/20

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**Business Telephone:**

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*last revised 06/8/2020*

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

Name:

Kathleen Chiechi Flores

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

Mott Haven Academy

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

Vice Chair

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

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

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

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

NO

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

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

NO

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

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

NO

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

Yes  No

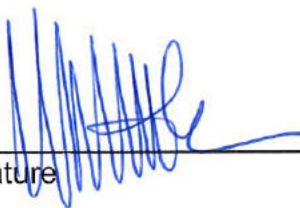
If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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

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

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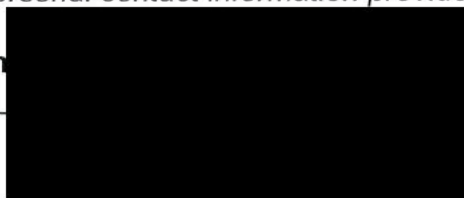
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
	N/A			

Signature 

Date 7/8/20

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Business Telephone



Business Address

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E-mail Address

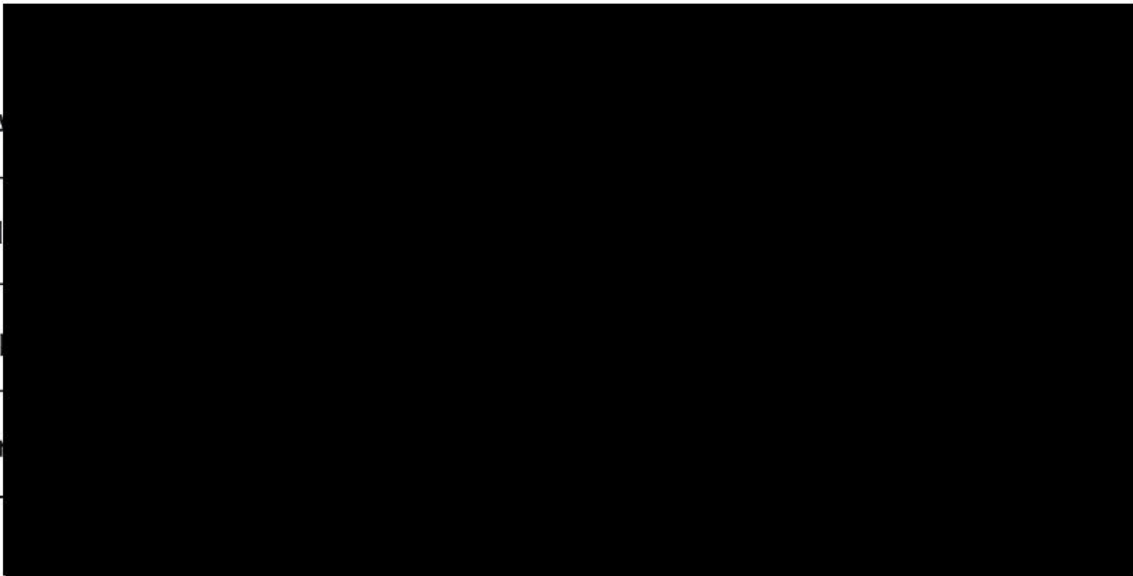
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Home Telephone

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Home Address

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

Name:

PATRICIA MULVANEY

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

Mott Haven Academy Charter School

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

Board Chair

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

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

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

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

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

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

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



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

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

Yes  No

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

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

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
	NONE		

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

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

Patricia Mulvaney  
Signature

July 15, 2020  
Date

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

**Business Telephone:**

N/A

Business Address

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E-mail Address

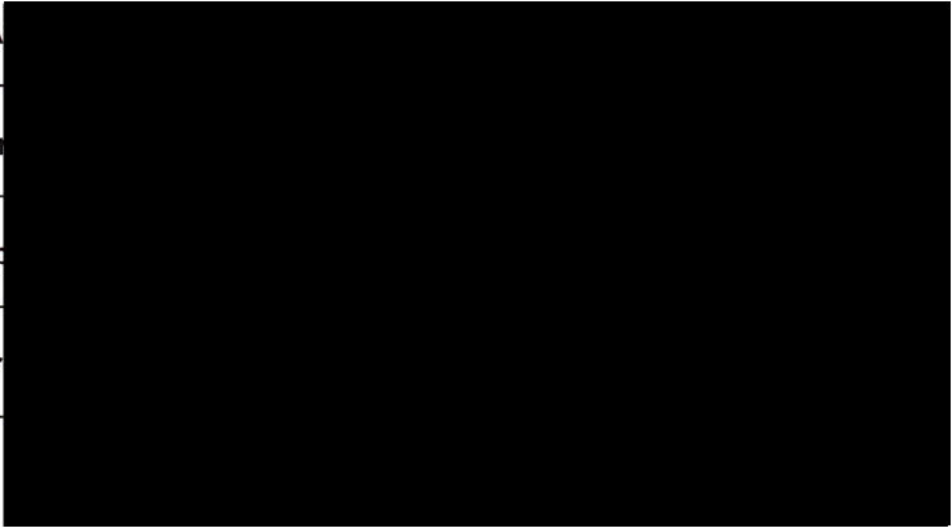
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Home Telephone

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Home Address

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

**Name:**

Whitney Kneisley

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

Mott Haven Academy Charter School

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

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

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

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

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

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

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

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

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

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

Yes  No


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

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

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None	None	None	None

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

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


2/8/2020  
 \_\_\_\_\_  
 Signature Date

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



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**MINUTES OF THE  
BOARD OF TRUSTEES OF THE  
MOTT HAVEN ACADEMY CHARTER SCHOOL  
July 15, 2019**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Bill Baccaglioni, Whitney Kneisley, Meghan Mackay, Christine Stokes, Janet Campagna, and Jessica Nauiokas. All members participating via video or voice connection were able to adequately hear and make comments. Guests included: Mary Kinslow, Director of External Affairs; Viviana Torres, CSBM.

**1. Approval of prior Board meeting minutes**

- A. June minutes were approved subject to minor edits.

**2. Legal, Regulatory and Governance Matters.**

- A. Middle School Principal Onboarding Update: New Middle School Principal Sarah Touma joining from Philadelphia public schools. She will attend the leadership retreat at the end of July. Jessica and Sarah will select a date in early August for lunch for parents and students to meet her. They will also select a time for a lunch date or a google chat to introduce her to the board.
- B. Draft 2019-20 Board Meeting Schedule: Mary will send board meeting invites to everyone's calendars following approval of the date list.
- C. Charter Renewal: Haven's charter authorizer will conduct a site visit sometime November - February. The school will present to the Board of Regents in the spring. Haven's goal is to have continued authorization complete by June 2020.

**3. Academic and Social-Emotional Program Matters**

- A. Invitation to Join Thursday Call: Jessica invited Board Members to listen in on a call Thursday, July 18 to discuss professional development plans. Christine and Meghan will join. Trish asked for a debrief during the August meeting.
- B. Hiring Continued: Trish asked for a roster of Haven's academic and support staff. The Chief Operating Officer search will pick up in the next couple of weeks.
- C. Expansion Plans/HS Partnership: Bill has a meeting with a potential partner on July 30 to talk about governance structures.

**4. Personnel, Operational and Financial Matters**

- A. Financial Systems Support: Haven is working with The New York Foundling regarding financial systems. Jess will present any updates in future meetings. Haven's accounting consultants are completing the year's reporting and a senior member is monitoring all work done on the upcoming audit.



B. Audit Update: MBAF conducted the annual audit onsite at Haven in June. Janet has scheduled an audit prep call and will be onsite in August to finalize. MBAF will send the preliminary docs and hold the final meeting with findings midway through October. any board member is welcome to join those conversations.

5. **Executive Session:** None discussed.

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: Patricia Mulvaney  
Patricia Mulvaney, Board Chair



**MINUTES OF THE  
BOARD OF TRUSTEES OF THE  
MOTT HAVEN ACADEMY CHARTER SCHOOL  
August 27, 2019**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Bill Baccaglioni, Whitney Kneisley, Meghan Mackay, Christine Stokes, and Jessica Nauiokas. All members participating via video or voice connection were able to adequately hear and make comments. Guests included: Mary Kinslow, Director of External Affairs; Zennea Chetta, Director of Data and Technology; and Sarah Touma, Middle School Principal.

**1. Approval of prior Board meeting minutes**

A. July minutes were approved.

**2. Legal, Regulatory and Governance Matters.**

A. Middle School Principal Update: Both the principal and the assistant principal of the Middle School are new. Principal Sarah Touma joined the team this summer and assisted with hiring. She shared her experience and ideas for the academic year. Assistant Principal Misty Awan joined from the NYC Department of Education where she was a restorative practices specialist. The school is fully staffed except for one middle school math teacher. The school is fully enrolled with scholars.

B. Charter Renewal Steps Summary: The charter office sent the renewal package last week that requested a data pull and narrative. The visits are expected for November 6 and 7. The charter office will vote from February-April and the renewal would be for five years. Haven requested to increase enrollment to 485 from 450. Board Members discussed waiting for the renewal to increase enrollment and request retroactive reimbursement. The board debated the pros and cons of waiting; Jessica will schedule a call with Trish, the charter office, and herself to discuss.

C. Budget: Jessica will share two versions of the budget showing the results if the retroactive enrollment funds are included or not included. Haven will give an updated version before the next board call. Bill suggested the board discuss how to strategize around the new charter competition in the South Bronx.

**3. Academic and Social-Emotional Program Matters**

A. Preliminary NY State Test Results: Jessica reported that Haven's test results will be lauded when compared to city and district scores. The results show that 3rd graders had the highest passing rates in Haven's history; they are the first group to attend Haven's Pre-K program. Zennea will document how many kids in that cohort spent Pre-K with Haven and will share before the next board meeting. Middle school math is a priority focus for development and support in the coming academic year. Sarah is preparing for all scholars to take the Living Environment Regents exam to have a credit completed for high school. On a leadership

level, the two principals will norm observations and conduct cross visitations between schools in order to improve practices.

- B. Investments in PD: University of Chicago's STEP Literacy Assessment will replace Fountas and Pennell. The NYU Metro Center will support Haven's Professional Learning Community (PLC) on Equity and Inclusion to help provide practices to teach kids equitably.

**4. Personnel, Operational and Financial Matters**

- A. Walton Foundation Update: Haven won \$150,000 in support for the Dissemination Project to work with P.S. 43 and additional schools.
- B. Arbor Brothers Round 2: Haven reapplied for \$75,000 in support and consulting to continue the model codification. Trish should expect a note from them to request a 15-minute call.
- C. Organization Chart and Staffing Structures: Jessica shared this document for the Board's review. Jessica asked for feedback on the structure to initiate discussions about accountability structures and streamlining.
- D. Board Meetings: Mary will change the October board meeting to accommodate schedules.

- 5. Executive Session:** None discussed.

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: \_\_\_\_\_

*Patricia Mulvaney*

Patricia Mulvaney, Board Chair



**MINUTES OF THE  
BOARD OF TRUSTEES OF THE  
MOTT HAVEN ACADEMY CHARTER SCHOOL  
September 26, 2019**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Kat Flores, Meghan Mackay, and Jessica Nauiokas. All members participating via video or voice connection were able to adequately hear and make comments. Guests included: Ashlyn Field, Elementary Principal; Sarah Touma, Middle School Principal; and Zennea Chetta, Director of Data and Technology.

NOTE: Board Member Janet Campagna is on leave temporarily from Board responsibilities for this month.

- 1. Approval of prior Board meeting minutes**
  - A. August minutes will be approved at the October meeting.
- 2. Legal, Regulatory and Governance Matters.**
  - A. Charter Renewal Steps Summary: Board members will review Haven's renewal application and submit comments by the end of the week. On November 6th from 4-5 PM, there will be a "Board Interview" after the first day of the renewal visit. Following the interview, Haven will hold a public hearing at 6 PM. The board is welcome to attend the public hearing and any or all parts of the visit.
- 3. Academic and Social-Emotional Program Matters**
  - A. NY State Test Results and Child Welfare Comparisons: Board members agreed to review data; this topic will be added to the October meeting agenda.
  - B. Middle School Update (Academic Program, Culture): Middle School has rolled out an intellectual prep protocol that has deepened lesson planning through the eyes of a scholar. The first community meeting will happen today; we will remind scholars of Haven Values and reward those who are working hard to follow them. Jessica reported a smooth transition to new Middle School leadership for both teachers and scholars. Two new math teachers were hired to relieve the vacancies; these teachers have instructional coaches working with them to transition them to their new roles. Middle School led its first High School application process workshop and the parents were very appreciative.
  - C. Elementary School Update (Academic Program, Culture): Grades 3-5 have departmentalized into ELA/SS and Math/Science which has been successful. Teachers are currently focused on the beginning of the year assessments and data work to plan for instruction. The elementary school music teacher resigned this month, so we are looking to hire a new music teacher and have made adjustments to staffing and scheduling to make sure students are getting music and other specials. The board requested the job description so they could help with recruitment.
- 4. Personnel, Operational and Financial Matters**
  - A. High School Partnership & Planning for Current Class Transitions: Bill will update the board

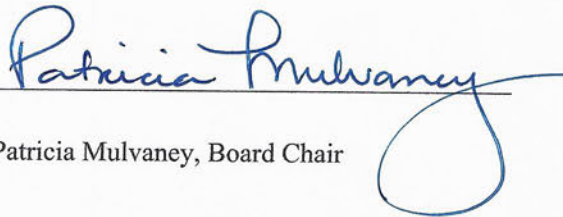
on his discussions on this matter. Jess reported that one partner may not want to make an official partnership but would like our children to apply to their school. Another partner may be close to opening and is interested in conversations once they have approval to open. We may not have an official partner high school for our graduating class this year, but are working closely with families to help them with their application process to high schools of their choice.

- B. Review of Monthly Financials: Board members reviewed financials. Jessica is working on closing out the school year as close to budget as possible but noted that without the retroactive pay for the over-enrollment of 18 students we expect a deficit. Recommendation from a board member to develop future versions of the financial reports to include a format for looking at program risk versus opportunities.
- C. Board Report Cards: Each board member will receive a report card for the past year.
- D. LEGO Visit and Good Morning America Debut: 5th graders appeared on GMA and spoke about their vision for the future by building with LEGOS.
- E. NewSchools Venture Fund: Brought schools to visit Haven to see our model and started new work with this organization on how we can share our model and build future relationships.

5. **Executive Session:** Held.

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: \_\_\_\_\_

A handwritten signature in blue ink that reads "Patricia Mulvaney". The signature is written in a cursive style and is positioned above a horizontal line. A large, circular flourish extends from the end of the signature below the line.

Patricia Mulvaney, Board Chair



**MINUTES OF THE  
BOARD OF TRUSTEES OF THE  
MOTT HAVEN ACADEMY CHARTER SCHOOL  
October 29, 2019**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:30 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Bill Baccaglioni, Kat Flores, Meghan Mackay, Whitney Kneisley, and Jessica Nauiokas. All members participating via video or voice connection were able to adequately hear and make comments. Guests included: Ashlyn Field, Elementary Principal; Sarah Touma, Middle School Principal; Mary Kinslow, Director of External Affairs; and Zennea Chetta, Director of Data and Technology.

NOTE: Board Member Janet Campagna is on leave temporarily from Board responsibilities for this month.

**1. Approval of prior Board meeting minutes**

A. August and September minutes were approved.

**2. Legal, Regulatory and Governance Matters.**

A. Charter Renewal Steps Summary and Preparation: Board members discussed the November 6 schedule for the Charter Renewal visit. Mary will send out reminders for members to attend the interview and public hearing portions of the event. Jessica has identified 2-3 kids and families who want to give comments during the public hearing. On November 7, the reviewers will continue observations and interviews.

**3. Academic and Social-Emotional Program Matters**

A. Data Dashboard Review: Members discussed enrollment numbers. Jessica reported a 2% increase in child welfare and Foundling-involved students. Members discussed the merits of adding new students to current vacancies. Members reviewed comparison data between citywide foster care children test scores compared to Haven's numbers. Patricia recommended adding this information and related data points to the fact sheet in development for a media kit and fundraising packet. Jessica reported that she will speak on a panel next month at a conference on trauma in Denver next month to raise awareness.

B. Middle School Update: Sarah reported that she rolled out a goal-setting initiative; the goal is for at least 50% of scholars to increase their proficiency on the NWEA test by one grade level. She reported that individual student goal setting with teachers is a new concept for middle school. Meghan and Jessica planned to discuss how LeveragedED can help with this initiative. Zennea will include NWEA data in the December and January board data reports to look at growth over time.

C. Elementary School Update: Ashlyn reported that report cards will be modified over the next three years following input from teachers and Family Council members. The changes will occur in phases including: (1) Editing report card content, (2) Providing grades online and designing goals with students, and (3) Training kids from Kindergarten - 5th grade to lead their own report card conferences. Families and staff are excited about the changes which start with new report cards in two weeks. rolling out new report cards in two weeks. Mary

will send a version of 2-3 grade report cards compared to the new version.

**4. Personnel, Operational and Financial Matters**

- A. Review of Monthly Financials: Members reviewed the report showing the financial picture both with and without retroactive pay for over-enrollment. Haven is making significant spending cuts to accommodate. Patricia requested projections to show those planned cuts. Jessica will provide those in advance of the December board meeting.
- B. Board Performance Reports Summary: Members discussed the summary report which showed that the group did not reach quorum at the majority of board meetings. Members requested that Mary check-in more consistently ahead of meetings to ensure everyone can attend. Patricia requested that Mary provide regular communication with board resources to encourage personal development and involvement. Meghan will share resources via email directly after the meeting.

**5. Executive Session:** None discussed.

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: Patricia Mulvaney  
Patricia Mulvaney, Board Chair

**MINUTES OF THE  
BOARD OF TRUSTEES OF THE  
MOTT HAVEN ACADEMY CHARTER SCHOOL  
November 6, 2019**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 5:00 PM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Kat Flores, Meghan Mackay, and Jessica Nauiokas. All members participating via video or voice connection were able to adequately hear and make comments. Guests included: Ashlyn Field, Elementary Principal; Sarah Touma, Middle School Principal; and Mary Kinslow, Director of External Affairs.

NOTE: Board Member Janet Campagna is on leave temporarily from Board responsibilities for this month.

**1. Approval of prior Board meeting minutes**

A. October minutes are expected to be approved during the December meeting.

**2. Legal, Regulatory and Governance Matters.**

A. Summary of charter renewal visit was shared with the Board. Meghan and Patricia met with one of the charter reviewers to discuss upcoming challenges, key performance indicators, data collection, and high school plans. The reviewer recognized the consistent teacher work she witnessed during the process and provided advice for community relationships and advocates. Specifically, they recommend all boards keep positive relationships with local officials. The reviewers will share their recommendations with New York State in February or March.

**3. Academic and Social-Emotional Program Matters**

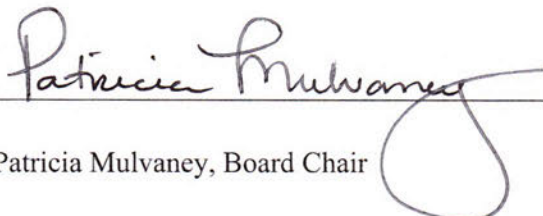
A. Review of Instructional Leadership & Renewal Findings: Jessica provided a summary of classroom visits from the renewal visit. They provided feedback that the environment is pleasant and calm. Their questions centered on the application's data, particularly the high results of the third-grade cohort.

**4. Personnel, Operational and Financial Matters**

A. Expectations for Board Members Attending Public Hearing: Parents and teachers will make comments this evening. Some board members will attend the hearing.

**5. Executive Session:** None discussed.

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature:   
Patricia Mulvaney, Board Chair



**MINUTES OF THE  
BOARD OF TRUSTEES OF THE  
MOTT HAVEN ACADEMY CHARTER SCHOOL  
December 16, 2019**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Meghan Mackay, Bill Baccaglino, Janet Campagna, Whitney Kneisley, Christine Stokes, and Jessica Nauiokas. All members participating via video or voice connection were able to adequately hear and make comments. Guests included: Ashlyn Field, Elementary Principal; Sarah Touma, Middle School Principal; Mary Kinslow, Director of External Affairs; Kate Hagenbuch, Director of Special Education Services; and Zennea Chetta, Director of Data and Technology.

**1. Approval of prior Board meeting minutes**

- A. October and November minutes were approved.

**2. Academic and Social-Emotional Program Matters**

- A. Data Dashboard Review: Head of School presented attendance rate data, foster care numbers, and data released by the state. Sixth grade has the lowest attendance rates due to specific issues like hospital stays, suspensions, and family events that staff members have addressed. The group discussed Haven's Tier 3 model of addressing extreme absences schoolwide. Longitudinal data shows that kids with low attendance in Pre-K and Kindergarten get better as they get older; Zennea will examine the data to see how and why that is the case. Head of School noted that the New York Foundling's foster care and prevention enrollment numbers have increased compared to last year's. Board Members also discussed NYC's Quality Snapshot results and Haven's goal of increasing rigorous instruction and student achievement scores for next year. Scholars took the NWEA Map Assessment last week which is used to assess progress against classroom goals. Data will be shared at the next Board Meeting.
- B. Elementary School Updates: ES Principal discussed observation and feedback cycles to increase the time leaders spend in the classrooms. The leadership team is finalizing the new rubric for teacher assessments after using the Marshall rubric for many years. Head of School will reach out to Meghan about the core rubric for teacher work. The team is working with a TNTP consultant to make sure grades 3-5's ELA curriculum uses blended learning.
- C. Middle School Updates: MS Principal shared that all middle school teachers received instructional coaches, weekly observations, and feedback meetings. She conducted co-observations with coaches who both provided live feedback in the classroom. In January, teachers will self-assess using a rubric. Bill mentioned that this process should identify weak performers earlier and give them a course of action for growth. Meghan asked how we correlate student outcomes with these inputs. Head of School replied we are working with TNTP to make those links.
- D. Special Education: Kate (Director of Special Education Services) updated the group about

New York State's new comprehensive assurance plan (CAP) which examined special education (SPED) compliance and ways in which students are being instructed in the least restrictive settings. Because of this change, Haven's pending IEP cases have been reviewed more quickly than in the past. Haven currently has 122 IEPs, 22% of the student population. Haven's SPED projections show that fewer kids will be classified as the highest needs which will be less than the budgeted amount.

- E. High School Prep: Board Members discussed the 8th-grade high school application cycle; all students completed applications for their top choices. Reviewing the choice ranking data revealed that 49 of 51 picked first-choice schools in Manhattan. The guidance counselor will track acceptances and push for Bronx options versus Manhattan schools. Head of School wants to host a roundtable to discuss how and why students choose the way they did. MS Principal noted that 19 scholars took the specialized high school exam. Christine asked how we plan to work with the scholars who do not receive their top 1-3 choices and suggested we conduct coaching with the families. She asked for a summary of the results.
- F. LeveragED & Codification: Meghan's LeveragED team is working with Head of School, Zennea, and the principals to share out the factors we use to make Haven operate each year and what makes us different in addition to work with Bill on our data review and work with P.S. 204.

**3. Personnel, Operational and Financial Matters**

- A. 2020 School Year Staff Hiring Strategy: Head of School and the team conducted a brief analysis of the people hired, how we got them, and how they performed this year. She found that LinkedIn is a good source for leadership candidates while Idealist and Glassdoor are better pipelines for teachers. The best source for all positions continues to be personal referrals. The recruitment push launches this week and Head of School will share the full plan for January during the next board meeting. This process is more automated using the new system.

**4. Legal, Regulatory and Governance Matters:** None discussed.

**5. Executive Session:** None discussed.

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature:   
Patricia Mulvaney, Board Chair

**MINUTES OF THE  
BOARD OF TRUSTEES OF THE  
MOTT HAVEN ACADEMY CHARTER SCHOOL  
January 31, 2020**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:15 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Meghan Mackay, Bill Baccaglioni, Whitney Kneisley, Christine Stokes, and Jessica Nauiokas. All members participating via video or voice connection were able to adequately hear and make comments. Guests included: Ashlyn Field, Elementary Principal; Sarah Touma, Middle School Principal; Mary Kinslow, Director of External Affairs; Zennea Chetta, Director of Data and Technology; and Dawnisha Lane, CSBM.

**1. Approval of prior Board meeting minutes**

A. December minutes were approved.

**2. Academic and Social-Emotional Program Matters**

- A. Attendance: The social work team has maintained attendance rates despite the historical difficulty during this time of year. Bill asked if we send caseworker notes about attendance. Head of Schools replied that we give attendance rates to those who come in to visit but we could send quarterly notice to the caseworkers who are not New York Foundling. Bill said if we send the attendance rates and names of kids, he will reach out to the executive director of the organizations about their attendance. The board requested further disaggregation of the attendance among kinship or other foster families; Zennea will explore the chronically absent families, their improvement over time, and how those numbers impact their scores.
- B. Enrollment: Haven Academy saw an increase in families transitioning out because they are moving or changing care status. The DOE indicated that Haven will likely get retroactive funding from July 1 for students over our charter limit. We will continue to fill vacancies over the next quarter.
- C. Special Education: With the new Committee on Special Education rules, students are being moved out to smaller settings and Haven is losing the special education dollars.
- D. NWEA Map: The group discussed the data from the recent assessment which measures growth against performance on the assessment vs. being one grade/year older. Results showed that students made more growth in reading and math than last year. This helps us deploy resources appropriately. Head of School noted that the data is helpful for schoolwide decision making and tracking growth for families to see, but results are not predictive of the state test scores. Haven Academy will work with TNTP to share relative and in-context scores and growth.
- E. High School Placement Updates: NYC DOE will release lists with High School placements at the end of April and charter applications will release sooner. Students worked with the guidance counselor to visit high schools and rank. 85% of families worked actively with the coaches. Haven hosted 10 charter high schools to be part of a fair to meet students and

families during the family conferences. The counselor also set up appointments for kids at DREAM high school. Head of School and Bill will work with leadership at DREAM to make sure that kids have access to the school if appropriate.

- F. LeveragED & Codification: Meghan shared that LeveragED will work with Haven to create an inventory of what exists as well as how we are using it now and in the future. The work will determine how to package the information for different people (e.g. internal for on-boarding or with other schools externally). The group will provide a content strategy and a platform strategy. Trish asked can this be an in-kind donation to help the bottom line? Bill mentioned that Jess received an evaluation proposal from WestEd and requested feedback from Meghan before the team moves forward.

**3. Personnel, Operational and Financial Matters**

- A. Corporate Sponsorship Strategy (Fundraising Report): Mary provided a report on the fundraising strategy for the rest of the year. Mary and Christine will connect offline to accomplish some of the goals together.

**4. Legal, Regulatory and Governance Matters:**

- A. Renewal Report Pending: Patricia and Head of Schools will get a recommendation at the in-person meeting this Wednesday. Kat will be at Haven in person. The board agrees to grant permission for Kat to sign the articles of incorporation during this meeting.

- 5. **Executive Session:** None discussed.

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: Patricia Mulvaney  
Patricia Mulvaney, Board Chair

**MINUTES OF THE  
BOARD OF TRUSTEES OF THE  
MOTT HAVEN ACADEMY CHARTER SCHOOL  
February 24, 2020**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Meghan Mackay, and Jessica Nauiokas. All members participating via video or voice connection were able to adequately hear and make comments. Guests included: Ashlyn Field, Elementary Principal; Sarah Touma, Middle School Principal; Mary Kinslow, Director of External Affairs; Zennea Chetta, Director of Data and Technology; and Dawnisha Lane, CSBM.

**1. Approval of prior Board meeting minutes**

- A. January minutes approval postponed for quorum.

**2. Academic and Social-Emotional Program Matters**

- A. Data Dashboard Review (Absentee Discussion): Board Members discussed chronically absent scholars. Head of Schools has initiated the review of case studies about chronically absent students to identify the efforts and results from different family interventions. Meghan suggested classroom teachers make attendance phone calls as they have the strongest connections to address chronic latenesses and absences. Family conferences will be held March 5-6 providing the opportunity for teachers to connect academic concerns and grades with attendance. This year 4th and 6th grade have lower attendance than years' past which the team is working to address.
- B. Child Welfare Related Transitions: Board Members discussed that the school has lost 18 kids this academic year, 10 of which are specifically child welfare-related. The group of kids had a high rate of IEPs and related higher level of per pupil funding. Members discussed the impact of lower per pupil funding on the 2019/2020 budget.
- C. Enrollment: The charter authorizer confirmed that Haven Academy is able to bill for children beyond the 450 listed in the original charter cap. Currently, the school has seven open seats. Five of the vacancies are middle school; the school does not intend to add to the 8th-grade cohort so they will over enroll in 1st - 7th Grades. The school's current Special Education population is 21% following the loss of some students.
- D. High School Placement: Head of Schools shared the number of high school acceptances. Meghan offered to make connections from her network before the school year starts for kids who might be accepting a few of the private school spots. DREAM Charter applications are open on April 1 and we invited them to Haven Academy. There is a special night for Haven Academy to visit DREAM Charter for a Q&A.
- E. Elementary School Updates: Elementary School Principal reported that report cards, conferences, and picture day are next week. In order to prepare for upcoming state testing, 3rd Grade is hosting After School Academy to help them with test-taking skills and English Language Arts (ELA).
- F. Middle School Updates: Middle School Principal reported that the team is being more

strategic about forming smaller groups for academic interventions. They developed a new curriculum that addresses skills not yet mastered before the ELA state test. The team put together a weekly tracker to identify skills and gaps for each scholar. They also rolled out a new teacher observation rubric and discussed where the teacher falls to set clear expectations and trajectory.

- G. Rubrics: Board Members discussed the new teacher evaluation rubric after shifting from the Marshall to The Core Rubric. There are now four elements instead of six. Board Members remarked that it builds on the instructional paths rather than just the classroom environment.

**3. Personnel, Operational and Financial Matters**

- A. Financial Report: Head of Schools summarized the reduction in revenues expected due to lower special education and per-pupil funding than budgeted. To address this issue, expenses have been reduced in several areas including PD, materials, travel, and events.
- B. Fundraising Report: Director of External Affairs has been working to meet the fundraising goals and will share the working draft of the Roadshow Deck with the group to review before the next board meeting. Meghan offered to help with both Robin Hood and Tiger Foundations. Meghan has a call with Robin Hood Quality Schools next week (when she will connect district schools with other charters).

**4. Legal, Regulatory and Governance Matters:**

- A. Charter Renewal and Approval of Funding further discussed. A discussion was held around the Board's data and challenges to meeting quorum at meetings. Director of External Affairs will send out an immediate notification of the next call to make sure people can make it and will add the scheduled calls to the agenda for the remaining meetings.

- 5. **Executive Session:** None discussed.

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: \_\_\_\_\_

  
Patricia Mulvaney, Board Chair

**MINUTES OF THE  
BOARD OF TRUSTEES OF THE  
MOTT HAVEN ACADEMY CHARTER SCHOOL  
March 23, 2020**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Christine Stokes, Meghan Mackay, Bill Baccaglini, and Jessica Nauiokas. All members participating via video or voice connection were able to adequately hear and make comments. Guests included: Ashlyn Field, Elementary School Principal; Sarah Touma, Middle School Principal; Mary Kinslow, Director of External Affairs; Zennea Chetta, Director of Data and Technology; and Dawnisha Lane, CSBM.

**1. Approval of prior Board meeting minutes**

- A. January minutes were approved. February minutes approved following editorial changes.

**2. Academic and Social-Emotional Program Matters**

- A. Data Dashboard Review: Head of School reviewed the high school matches for 8th graders that New York City released the previous Friday. Charter schools have yet to release their matches until April; staff will continue to review options for all students. Several students were accepted to visual arts-focused schools. Haven Kids Rock participants had support from voice coaches, musical arrangements, acting coaches, etc. to support their applications to art schools. This year, no students were accepted into specialized high schools. Haven's team will work more intensively with students who are accepted to weekend test prep classes to ensure they attend.
- B. Elementary School Updates: Head of School reported that Haven prioritized food and access to health and technology for kids as soon as the closure occurred. Haven was much better poised to move into distance learning because it used Google platforms for several years. ES Principal reported that 3-5 uses Google Classroom very well but the trickiest grades to transition to distance learning have been Pre-K - 2nd. ES Principal reviewed the Google Classroom platform with the group.
- C. Middle School Updates: MS Principal noted that teachers are helping students during two-hour slots but are also communicating through video conference on a flexible schedule. Each child has a "case manager" who will call any student who has not logged in that day and speak with families. Head of School and Director of Technology demonstrated GoGuardian which shows each student's screen real-time.
- D. COVID-Related Updates: New York State postponed all 2019-20 state tests and waived the 180-day school requirement. On this day, NYC schools are closed until April 19. Haven will still hold the lottery on April 1 with an auditor and computer system to randomize the list. While the lottery mostly chooses General Community, Haven will continue to recruit for the foster and child welfare community.

**3. Personnel, Operational and Financial Matters:** None discussed.

4. **Legal, Regulatory and Governance Matters:** None discussed.

5. **Executive Session:** None discussed.

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: Patricia Mulvaney

Patricia Mulvaney, Board Chair



**MINUTES OF THE  
BOARD OF TRUSTEES OF THE  
MOTT HAVEN ACADEMY CHARTER SCHOOL  
April 27, 2020**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Christine Stokes, Meghan Mackay, Bill Baccaglioni, Whitney Kneisley, and Jessica Nauiokas. All members participating via video or voice connection were able to adequately hear and make comments. Guests included: Ashlyn Field, Elementary School Principal; Sarah Touma, Middle School Principal; Mary Kinslow, Director of External Affairs; Zennea Chetta, Director of Data and Technology; and Dawnisha Lane, CSBM.

**1. Approval of prior Board meeting minutes**

- A. March minutes were approved.

**2. Academic and Social-Emotional Program Matters**

- A. Lottery Agenda: Head of School reported that Haven Academy hosted the lottery on April 7 monitored remotely by an auditor. Haven's application system Integrity6 has an automatic randomizer to pick the names. Lower grades had more applications than upper grades as occurs every year. This year there may be some currently-enrolled students who relocate and do not return; we will monitor the numbers to ensure waitlisted students are moved onto class lists as we know who has moved on.
- B. Data Dashboard Review: Head of School presented the data dashboard report including the financial roundup which showed cost savings and lost revenues due to COVID-19. The presented numbers assume that all employees will remain working and part-time workers continue to receive 75% of pay until June 30. Head of School will create a draft budget for the 2020-21 fiscal year to include the finalized staffing plan and revenue cuts from the federal, state, and city levels. The group discussed distance learning student engagement; the Director of Data and Technology reported that Elementary has 85% student engagement and Middle School has 95%. The group discussed how the engagement levels are tracked for different ages.
- C. Elementary School Updates: The Elementary School Principal reported that barriers for engagement for students in Pre-K - 2nd Grade is tied to family involvement as well as the child's ability to master the platforms. To address the issue, the ES Principal assigned assistant teachers to 3-4 kids each who are struggling with work completion to act as a personal tutor. For Grades 3-5, two large assignments are graded for completion each week but they can make up any assignment at any point. The grades are meant to track engagement. Weekly Spirit Days encourage families to send in photos on Wednesdays.
- D. Middle School Updates: The Middle School Principal reported that all students have an attendance coach and they check the data every 24 hours. If students are still struggling, they have a counseling session on the phone and talk about how they can move forward using life skills, motivation, etc. The MS Principal reported that the root cause for students struggling to

complete work was motivation, so the teachers used proactive sentence starters and other motivation tactics. Anecdotally, this has increased work completion. Five students still continuously struggle and now the leadership team initiates a conversation with the child and an adult at home. Patricia asked about social engagement to address motivation; the MS Principal replied that teachers create spaces to play games and they completed the merit auction to bid on prizes.

- E. COVID-Related Updates: Haven Academy has plans to bring kids back into the building in the summer to catch up kids who have lost learning. Head of School replied that the summer depends on stay-at-home orders from the government. The leadership team is dedicated to being creative about when they will end the school year to give flexibility to bring teachers back into the building early. The leadership team is focused on tweaking the curriculum for the beginning of next year. Meghan would like to schedule a call between the leadership team and LeveragED to discuss reopening the school.
- F. High School Acceptances: Head of School reported that since the last meeting, the DOE has released their high school matches while some charter acceptances will come in over the next few weeks. 78% of 8th Graders were given their first, second, or third choices. For those who did not get matched with a best-fit school, social workers are supporting them to apply to charter schools. The group discussed top-tier schools chosen by Haven students as well as process improvements for next year.
- G. Alumni Support Initiative: Bill reported that The New York Foundling secured funds to launch a Haven Academy alumni support program. The program would provide college and career coaches for Haven graduates to help them navigate high school and get them into and through four-year colleges. The NYF is currently drafting the budget. Initially, the program will provide three full-time positions for tutoring and coaching. Each would have a caseload of 15 students.

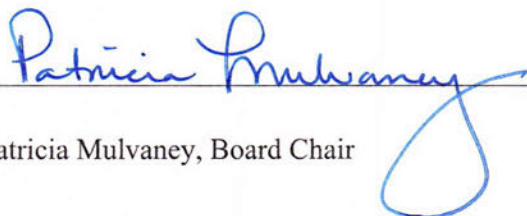
3. **Personnel, Operational and Financial Matters:**

- A. Board Meetings: The group discussed the need for reaching quorum at board meetings for Haven to meet charter goals.
- B. Fundraising: The group discussed the COVID-19 emergency funding requests made by the Director of External Affairs. Patricia called for donations and connections to corporations for further introductions from fellow Board Members.

4. **Legal, Regulatory and Governance Matters:** None discussed.

5. **Executive Session:** None discussed.

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: 

Patricia Mulvaney, Board Chair



**MINUTES OF THE  
BOARD OF TRUSTEES OF THE  
MOTT HAVEN ACADEMY CHARTER SCHOOL  
May 18, 2020**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Christine Stokes, Meghan Mackay, Janet Campagna, Kat Flores, Bill Baccaglino, Whitney Kneisley, and Jessica Nauiokas. All members participating via video or voice connection were able to adequately hear and make comments. Guests included: Ashlyn Field, Elementary School Principal; and Mary Kinslow, Director of External Affairs.

**1. Approval of Prior Board Meeting Minutes**

A. April minutes were approved.

**2. Academic and Social-Emotional Program Matters**

A. Data Dashboard Review: Board Members discussed High School acceptances; Head of Schools will share the final results after they are finalized. The team booked an in-person graduation ceremony for August 29. June 16, the original graduation date, will be a virtual celebration day. Scholars will have received their graduation cap, a t-shirt, diploma, and yearbook by that time.

B. Distance Learning Update: Head of Schools reported that she and the leadership team called an end to the academic school year on June 10, eight days earlier than originally scheduled. Following a break and a teacher planning period, the school will open a Summer term and a subsequent Fall term. For each, teachers will identify the minimum scholars need to know or have completed in each term in order to move on to the next. Teachers will mark subjects on report cards as "Completed Coursework" or "Did Not Complete Coursework." If scholars did not complete their work during this academic year, they will move into the Summer session to finish assignments. All scholars will be eligible to participate in enrichment programming during the Summer term. Head of Schools reported that the leadership team is considering three options to return to the learning in the Fall (each version has safety as a priority but protects learning). Option 1: Open doors completely to all scholars; Option 2: Scholars come in staggered times or different days; Option 3: Haven continues full distance learning. Meghan shared the resources that she and the LeveragED team are using to guide schools to open in the Fall.

**3. Personnel, Operational and Financial Matters:**

- A. PPP Loan: Haven Academy applied for and received a loan from the Local Initiatives Support Corporation. Head of Schools will follow up with Janet, Patricia, and Michael Kurtz to discuss using it properly. CSBM is drafting plans to ensure the majority of the loan can be forgiven.
- B. COVID Response Dollars: Haven Academy received a \$25,000 grant from the Robin Hood Foundation for emergency support. The grant request to New York Community Trust is

pending.

C. Budget Review: Head of Schools shared and reviewed two versions of the 2020-2021 budget. The finance team used the most recent guidance on state education and federal title fund reductions to create a new balanced budget. Both versions had staff cuts but the second version was more conservative. With deeper staff reductions, the school's unique programming would run differently. The group discussed both options and agreed that they should add an additional Board meeting in June to discuss the two budget versions in greater detail. Mary will schedule a second June meeting. The two topics for discussion will be the budget versions and the PPP stipulations. The June 22 meeting stands.

4. **Legal, Regulatory and Governance Matters:** None discussed.

5. **Executive Session:** None discussed.

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: Patricia Mulvaney  
Patricia Mulvaney, Board Chair



**MINUTES OF THE  
BOARD OF TRUSTEES OF THE  
MOTT HAVEN ACADEMY CHARTER SCHOOL  
June 8, 2020**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Christine Stokes, Meghan Mackay, Janet Campagna, Kat Flores, Whitney Kneisley, and Jessica Nauiokas. All members participating via video or voice connection were able to adequately hear and make comments. Guests included: Mary Kinslow, Director of External Affairs; Zennea Chetta, Director of Data and Technology; and Dawnisha Lane of CSBM.

**1. Personnel, Operational and Financial Matters:**

- A. PPP Loan: Head of Schools discussed the actions taken to ensure the Paycheck Protection Program (PPP) Loan will be forgiven to the fullest extent eligible. She noted there are some discrepancies between the federal regulations and the lender's stipulations. The lender, LISC, will confirm their stipulations this week.
- B. Budget Review, Cost Savings: The Head of School sent a budget draft for review in advance of the meeting for discussion. She noted that her goal with this version was to preserve as many existing positions as possible and that this balanced budget shows a minor surplus. She noted that a few team members have self-selected to move on and the delay in rehiring means that other staff positions do not have to be cut. Positions that will be delayed starting in the Fall include the Pediatric Nurse Practitioner (PNP), the Director of External Affairs, and the Director of Operations. She has cut some positions including a Special Education Coordinator, the After School Director and an assistant teacher. She noted this budget assumes no raises will be given across the organization except for those who have achieved certifications/degrees or changes in responsibilities.
- C. Revenues Discussion: The budget presumes less revenue on items that depend on attendance (food service, etc.) but assumes full student enrollment. Head of Schools noted that if we over enroll, there is natural attrition. For grades Kindergarten - 1st Grade, we will over enroll by 5% and only take in 1-2 extra students in upper grades. For recruitment, we will focus on students who can walk to Haven Academy to avoid transportation concerns. The fundraising contributions in this budget keep the goal achievable given the diversion of funds to COVID-19 related issues. We raised \$1.26M in FY20 and we will have a goal to raise \$1.29M in FY21. Any other changes would be from federal/title changes; the city funding per pupil reductions have already been confirmed.
- D. After School Discussion: Haven Academy uses the New York Foundling's contributions to pay for the After School staff. The most expensive piece of After School is the stipends for Afternoon Academy focused on academics which is \$50-60K. The group discussed multiple options for revising the program. The number of families that depend on it for child care is less than the number who participate. Meghan noted that the best situation is something walkable and offsite. Board Members noted that offering After School is a factor in

enrollment because it's necessary for some families.

- E. **Financial Services:** The group discussed whether CSBM's work should be taken in-house led by the New York Foundling team. The Head of Schools noted that CSBM has unique abilities to manage charter schools that is not available by all accountants so they may stay on to manage certain aspects.
  - F. **Returning to School:** The New York Foundling will likely have personal protective equipment (PPE) available for Haven Academy to use. The school may be able to apply for FEMA money available to cover PPE and cleaning supplies. The group discussed return plan options and cleaning standards. Some options under consideration include: (a) opening the full school in September and reclosing in late November for a few weeks; (b) breaking classrooms into three batches and keeping the smaller number of students with the same adults all day; (c) 50% of students come in for half days with a deep clean in the middle of the day; (d) half the students come in for two weeks and then have two weeks of distant learning. The leadership team is distributing a survey to families about what they prefer.
2. **Legal, Regulatory, and Governance Matters:** None discussed.
  3. **Executive Session:** None discussed.

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: Patricia Mulvaney

Patricia Mulvaney, Board Chair

A large, stylized handwritten signature in blue ink, which appears to be 'Patricia Mulvaney', written over a horizontal line. The signature is written in a cursive style with a large loop at the end.

**MINUTES OF THE  
BOARD OF TRUSTEES OF THE  
MOTT HAVEN ACADEMY CHARTER SCHOOL  
June 22, 2020**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Christine Stokes, Meghan Mackay, \ Janet Campagna, Kat Flores, Whitney Kneisley, and Jessica Nauiokas. All members participating via video or voice connection were able to adequately hear and make comments. Guests included: Ashlyn Field, Elementary School Principal, Misty Awan, Middle School Assistant Principal; Mary Kinslow, Director of External Affairs; and Zennea Chetta, Director of Data and Technology.

**1. Approval of Prior Board Meeting Minutes**

- A. May and June 8, 2020 Minutes were approved.

**2. Academic and Social-Emotional Program Matters**

- A. Year-End Data Review: Head of Schools presented the Data Dashboard including finance overview. She reported that the last day of classes for all students was last Wednesday and culminated in a digital 8th Grade graduation. Discussed attendance rates for the end of the year. We are sending out a survey to families and teachers about the distance learning engagement.
- B. Summary of Family Need Responses: Showed what we were able to accomplish through technology and food security. Provided almost 1,700 meal and 100 pantry item boxes to support families. Still working on tech support and food. Discussed the social-emotional support provided via social workers and the Haven team via group therapy sessions and individual counseling.
- C. Course Completion: Discussed the course completion for each grade. The youngest and the oldest had the most completes and the middle ages had more incompletes. The board asked if our teachers are equipped to handle distance learning. Some teachers are looping up with their students.
- D. Social Emotional Outcomes: Highlights around family engagement and counseling. Provided safety planning, something other schools don't do, to prevent smaller issues from becoming bigger. This is centered on self harm and preventing it.
- E. Equity Work: Discussed how Haven's team completed affinity groups for several different groups and auditing engagement practices. School continues to partner with NY's Metro Center. The Equity Team will come together weekly. Kat wants to join the Equity Committee and Christine will join the White Affinity book club. Discussed the next steps. Christine applauded the staff for being proactive and the work they have completed.

**3. Personnel, Operational and Financial Matters:**

- A. Audit: Doing pre-audit. Audit dates will be in August with MBAF.
- B. Parent Survey: Asked families about reopening in the Fall. Share preliminary results. Most families want the building to be safe for them to come back into the building. Most families support in-person learning.

- C. Board Meetings: discussed options to get the required number of board meetings.
- D. Budget: The 2020-2021 was approved.
- E. Update on PPP Loan: July 9 is our last day. Already at 100% forgiveness eligibility before that date. Waiting to hear from LISC on what the next steps are to receive formal recognition for forgiveness.

**Legal, Regulatory, and Governance Matters:** None discussed.

**Executive Session:** None discussed.

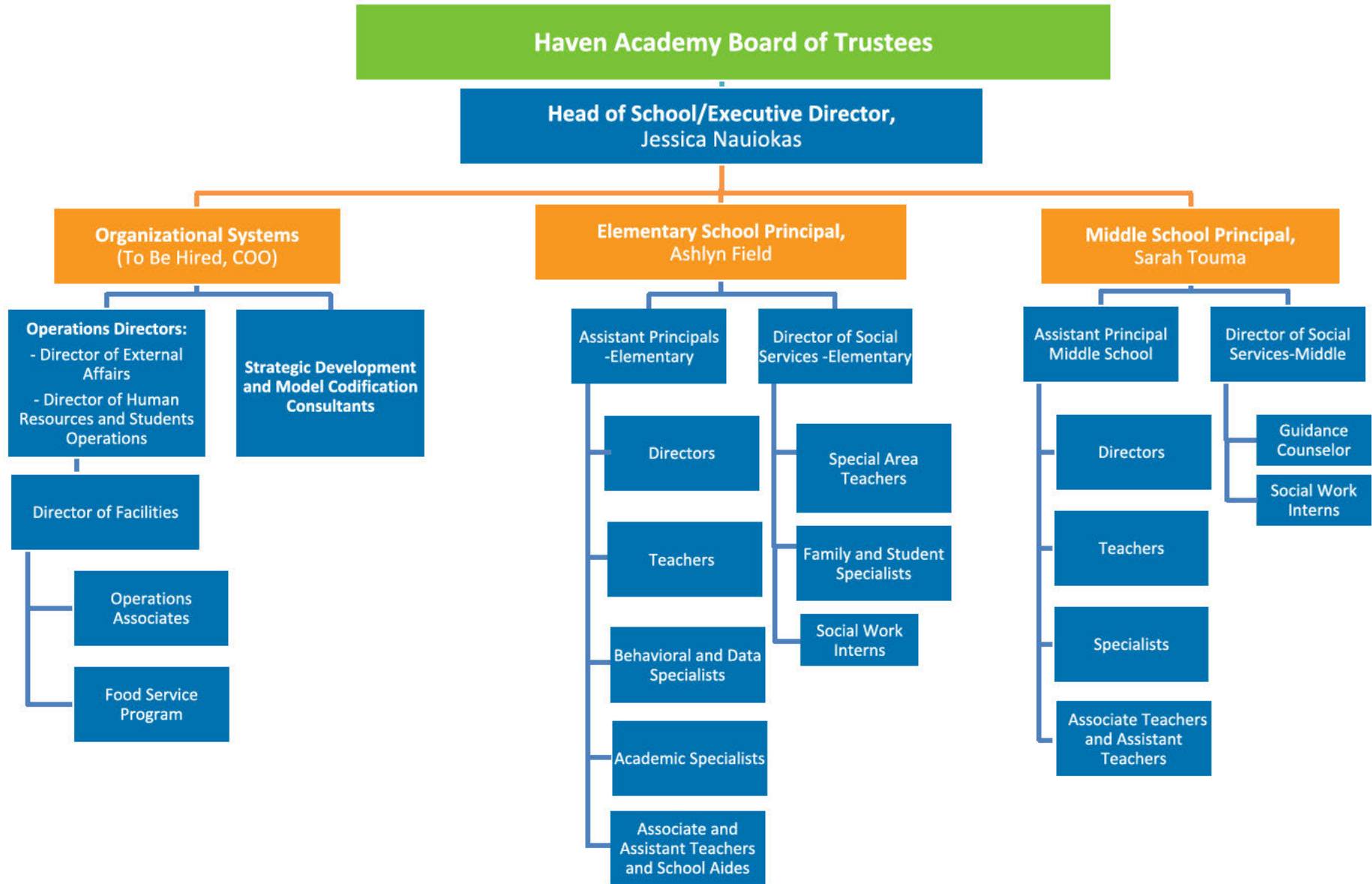
Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: Patricia Mulvaney

Patricia Mulvaney, Board Chair







## 2020-2021 SCHOOL CALENDAR

September 2, 2020	Wednesday	First Day of School	
September 7, 2020	Monday	Labor Day	NO SCHOOL
September 28, 2020	Monday	Yom Kippur	NO SCHOOL
October 12, 2020	Monday	Indigenous Peoples' Day	NO SCHOOL
November 3, 2020	Tuesday	Election Day/Staff Development	NO SCHOOL
November 11, 2019	Wednesday	Veterans' Day	NO SCHOOL
November 25-27, 2020	Wednesday-Friday	Thanksgiving	NO SCHOOL
December 21, 2020- January 1, 2021	10 Days	Winter Recess (Students return to school on January 4, 2021)	NO SCHOOL
January 18, 2021	Monday	Dr. MLK Jr. Day	NO SCHOOL
January 20, 2021	Wednesday	Inauguration Day (Staff Development)	NO SCHOOL
February 15-19, 2021	5 Days	Mid-Winter Recess (Students return to school on February 22, 2021)	NO SCHOOL
April 1-9, 2021	7 Days	Spring Recess (Students return to school on April 12, 2021)	NO SCHOOL
May 12, 2021	Wednesday	Eid al-Fitr	NO SCHOOL
May 31, 2021	Monday	Memorial Day	NO SCHOOL
June 3, 2021	Thursday	Chancellor's Day	NO SCHOOL
June 8, 2021	Tuesday	Staff Development	NO SCHOOL
June 14, 2021	Monday	Field Day	HALF DAY
June 16, 2021	Wednesday	Stepping Up Ceremonies	
June 17, 2021	Thursday	LAST DAY OF SCHOOL	HALF DAY



**PLACE OF ASSEMBLY PERMIT**

DO# 37 XXXXXXXXXX

ISSUE DATE 02/20/2019	EXPIRATION DATE 01/20/2020	<span style="background-color: black; color: black;">XXXXXXXXXX</span>
PREMISES 170 BROWN PL		BOROUGH BRONX
BLOCK/LOT 02263/0001	BIN # 2000023	ZIP CODE 104544140

ISSUED TO  
 MOTT HAVEN ACADEMY  
 170 BROWN PL  
 BRONX NY 10454

CERTIFICATE OF OPERATION #	TYPE/DESCRIPTION OF USE	FLOOR(S)	NO. OF PERSONS
220085654	CAFETERIA/LOUNGE	<span style="background-color: black; color: black;">XXXXXXXXXX</span>	128
220085663	GYM/PHYS CULTURAL ESTBLMT	<span style="background-color: black; color: black;">XXXXXXXXXX</span>	166
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This permit authorizes use and occupancy of the above premises as place(s) of assembly subject to the strict observance of the New York City Fire Code and other laws, rules and regulations enacted for the protection of the public in such occupancy. This permit shall remain in effect for the period specified unless revoked by the Fire Department prior to expiration.

  
 FIRE COMMISSIONER

THE NEW YORK CITY FIRE CODE (FC105.3.5) REQUIRES THAT PERMITS BE POSTED IN A CONSPICUOUS LOCATION ON THE PREMISES AT ALL TIMES AND BE READILY AVAILABLE FOR INSPECTION BY ANY REPRESENTATIVE OF THE DEPARTMENT. APPROVED SEATING PLANS MUST BE AVAILABLE AT THE PREMISES AT ALL TIME FOR INSPECTION BY THE FIRE DEPARTMENT.

# Certificate of Occupancy

**CO Number: 220564958T014**

This certifies that the premises described herein conforms substantially to the approved plans and specifications and to the requirements of all applicable laws, rules and regulations for the uses and occupancies specified. No change of use or occupancy shall be made unless a new Certificate of Occupancy is issued. *This document or a copy shall be available for inspection at the building at all reasonable times.*

<b>A.</b>	<b>Borough:</b> Bronx <b>Address:</b> 170 BROWN PLACE <b>Building Identification Number (BIN):</b> 2000023	<b>Block Number:</b> 02263 <b>Lot Number(s):</b> 1  <b>Building Type:</b> Altered	<b>Certificate Type:</b> Temporary <b>Effective Date:</b> 06/03/2020 <b>Expiration Date:</b> 09/01/2020
<b>This building is subject to this Building Code: Prior to 1968 Code</b>			
<i>For zoning lot metes &amp; bounds, please see BISWeb.</i>			
<b>B.</b>	<b>Construction classification:</b> 1-C (1968 Code designation) <b>Building Occupancy Group classification:</b> E (2014/2008 Code) <b>Multiple Dwelling Law Classification:</b> None		
	<b>No. of stories:</b> 7	<b>Height in feet:</b> 97	<b>No. of dwelling units:</b> 0
<b>C.</b>	<b>Fire Protection Equipment:</b> None associated with this filing.		
<b>D.</b>	<b>Type and number of open spaces:</b> None associated with this filing.		
<b>E.</b>	<b>This Certificate is issued with the following legal limitations:</b> None		
<b>Outstanding requirements for obtaining Final Certificate of Occupancy:</b>			
There are 10 outstanding requirements. Please refer to BISWeb for further detail.			
<b>Borough Comments:</b>			
OK TO RENEW TCO FOR 90 DAYS			



Borough Commissioner



Commissioner

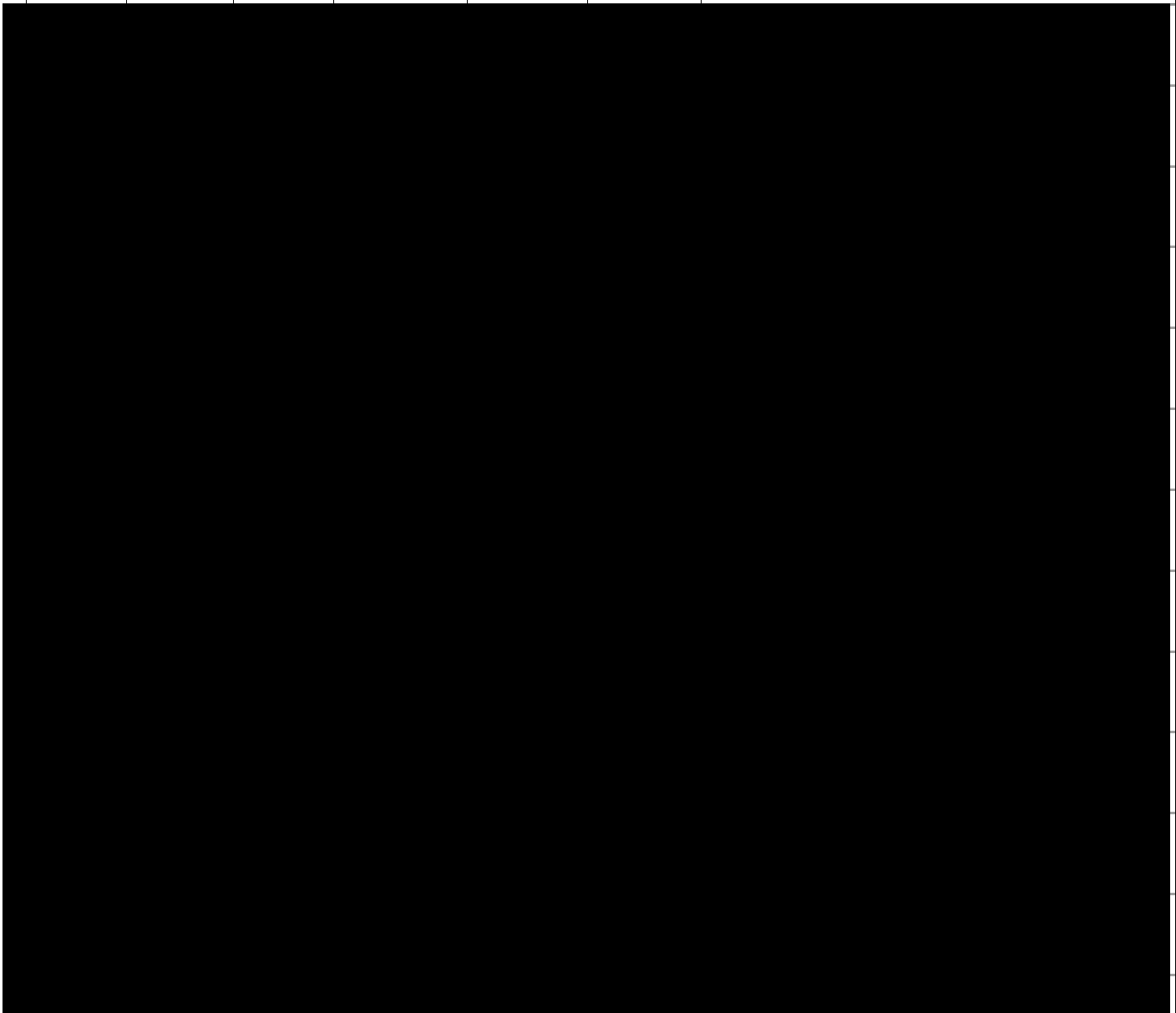
# Certificate of Occupancy

CO Number: 220564958T014

## Permissible Use and Occupancy

All Building Code occupancy group designations below are 2008 designations.

Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code occupancy group	Dwelling or Rooming Units	Zoning use group	Description of use
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Borough Commissioner

Commissioner

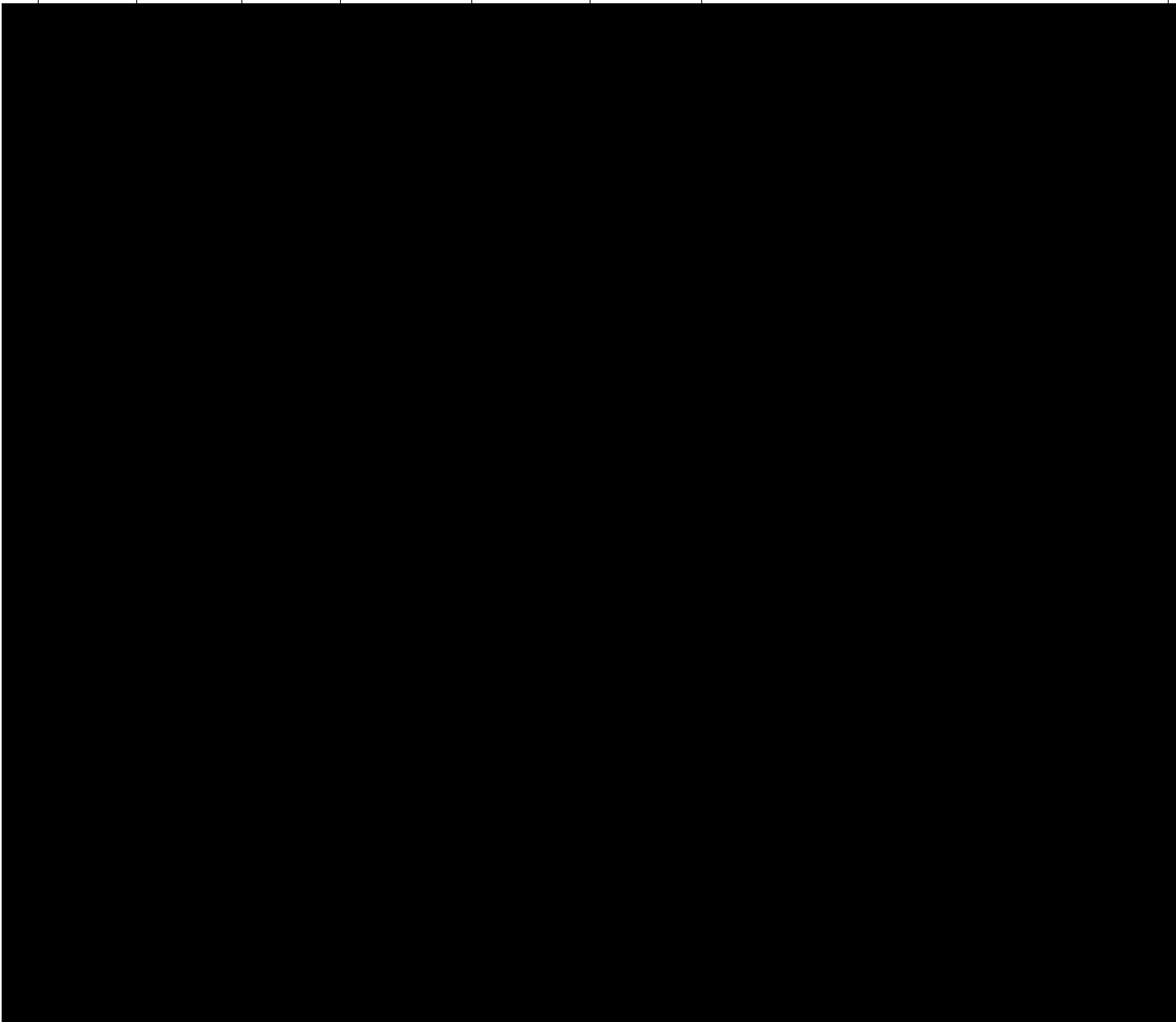
# Certificate of Occupancy

CO Number: 220564958T014

## Permissible Use and Occupancy

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Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code occupancy group	Dwelling or Rooming Units	Zoning use group	Description of use
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Borough Commissioner

Commissioner

*Certificate of Occupancy*

CO Number: **220564958T014**

**Permissible Use and Occupancy**

All Building Code occupancy group designations below are 2008 designations.

Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code occupancy group	Dwelling or Rooming Units	Zoning use group	Description of use
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NOTE: NON-PROFIT INSTITUTE WITHOUT SLEEPING ACCOMODATIONS PROVIDED THAT THE NUMBER OF PERSONS EMPLOYED IN CENTRAL OFFICE FUNCTION SHALL NOT EXCEED 50, AND THE AMOUNT OF FLOOR AREA FOR CENTRAL OFFICE PURPOSES SHALL NOT EXCEED 25 PERCENT OF THE TOTAL FLOOR AREA OR 25,000 SQUARE FEET, WHICH EVER IS GREATER, EXCEPT THAT IN R6 DISTRICTS, THE AMOUNT OF FLOOR AREA USED FOR THE CENTRAL OFFICE PURPOSES SHALL IN NO EVENT EXCEED 25 PERCENT OF THE TOTAL FLOOR AREA THESE PREMISES, CONSISTING OF ONE (1) TAX LOT, HAVE BEEN DECLARED ONE (1) Z ONING LOT AS PER SECTION 12-10 OF THE ZONING RESOLUTION AND HAVE BEEN RECOR DED AT THE OFFICE OF THE CITY REGISTER UNDER EXHIBIT I CRFN AND EXHIBIT III CRFN #2010000311858 2010000311859

**END OF SECTION**

Borough Commissioner

Commissioner

**END OF DOCUMENT**