

Application: Brooklyn Scholars Charter School

Alyssa Jensen - ajensen@nhaschools.com
2021-2022 Annual Report

Summary

ID: 0000000142
Labels: NYC DOE

Entry 1 School Info and Cover Page

Completed Aug 1 2022

[Instructions](#)

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2021-2022 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer **(as of June 30, 2022)** or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

BROOKLYN SCHOLARS CHARTER SCHOOL 800000064237

a1. Popular School Name

Brooklyn Scholars

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

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

NEW YORK CITY CHANCELLOR OF EDUCATION

d. DISTRICT / CSD OF LOCATION

CSD #19 - BROOKLYN

e. DATE OF INITIAL CHARTER

10/2008

f. DATE FIRST OPENED FOR INSTRUCTION

9/2009

c. School Unionized

Is your charter school unionized?

No

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

MISSION STATEMENT

Brooklyn Scholars Charter School will be a force for positive change in East New York. We will build an organization that sets high standards and promotes fundamental values such as integrity, achievement, excellence, and accountability. We will offer K-8 students a rigorous educational program that prepares them for success in high school, college and throughout life. We will make college the rule, not the exception for students and families. We will involve the community in our school-and our school in the community-for the improvement of both.

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	Character Development. We help students develop strong character by explicitly teaching character traits.
KDE 2	Academic Excellence. We give each student a program of study marked by excellent instruction and a strong, balanced core curriculum aligned with New York State’s learning standards.
KDE 3	Accountability. We hold staff, students, and parents accountable for both actions and results.
KDE 4	(No response)
KDE 5	(No response)
KDE 6	(No response)
KDE 7	(No response)
KDE 8	(No response)
KDE 9	(No response)
KDE 10	(No response)

Need additional space for variables

No

h. SCHOOL WEB ADDRESS (URL)

<https://www.nhaschools.com/schools/Brooklyn-Scholars-Charter-School/en>

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

704

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

664

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

Check all that apply

Grades Served

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

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

Yes

I2. NAME OF CMO/EMO AND ADDRESS

NAME OF CMO/EMO	National Heritage Academies
PHYSICAL STREET ADDRESS	3850 Broadmoor Ave. Ste. 201
CITY	Grand Rapids
STATE	MI
ZIP CODE	49512
EMAIL ADDRESS	info@nhaschools.com
CONTACT PERSON NAME	Alyssa Jensen

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2022-2023?

	No, just one site.
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BROOKLYN SCHOLARS CHARTER SCHOOL 800000064237

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	2635 Linden Blvd., Brooklyn, NY 11208	718-348-9360	NYC CSD 19	K-8	N/A

m1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Roxanne Thomas	Principal	718-348-9360		79.rthomas@nhaschools.com
Operational Leader	Tom Brennan	Director of Facilities	616-430-0976		tbrennan@nhaschools.com
Compliance Contact	Julie Meller	Legal & Compliance Coordinator	616-954-3081		jmeller@nhaschools.com
Complaint Contact	Julie Meller	Legal & Compliance Coordinator	616-954-3081		jmeller@nhaschools.com
DASA Coordinator	Roxanne Thomas	Principal	718-348-9360		79.rthomas@nhaschools.com
Phone Contact for After Hours Emergencies	Roxanne Thomas	Principal	718-348-9360		79.rthomas@nhaschools.com

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

Private Space

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

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

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

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

Site 1 Certificate of Occupancy (COO)

[2012-01-05 Brooklyn Scholars CO.pdf](#)

Filename: 2012-01-05 Brooklyn Scholars CO.pdf **Size:** 85.8 kB

Site 1 Fire Inspection Report

[Brooklyn Scholars FDNY Inspection .jpg](#)

Filename: Brooklyn Scholars FDNY Inspection .jpg **Size:** 2.8 MB

CHARTER REVISIONS DURING THE 2021-2022 SCHOOL YEAR

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

No

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

Yes

ATTESTATIONS

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

Name	Alyssa Jensen
Position	Board Relations Specialist
Phone/Extension	616-464-3641
Email	ajensen@nhaschools.com

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

Responses Selected:


Yes

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

Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature reads "Roxanne Thomas" in a cursive script. The "R" is large and loops back. The "T" has a long horizontal top bar. The "s" at the end has a large, sweeping loop.

Signature, President of the Board of Trustees

A handwritten signature in black ink on a light gray background. The signature reads "Kevin Clark" in a cursive script. The "K" is large and loops back. The "C" at the end has a long horizontal tail that extends to the right.

Date

Aug 1 2022

Thank you.

**Entry 3 Progress Toward Goals**

Completed Oct 31 2022

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

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

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

Entry 3 Progress Toward Goals**PROGRESS TOWARD CHARTER GOALS****Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY**

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2022.

BROOKLYN SCHOLARS CHARTER SCHOOL 800000064237

1. ACADEMIC STUDENT PERFORMANCE GOALS

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

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

2021-2022 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	Goal 1: For each year of the school's renewal charter term, the percentage of the school's students who score at or above Level 3 on the New York State ELA examination must exceed such percentage for the Community School District (CSD) in which the school is located.	State Assessment	Met	N/A
	Goal 2: For each year of the school's renewal charter term, the percentage of the school's students			

Academic Goal 2	who score at or above Level 3 on the New York State ELA examination must exceed such percentage for city.	State Assessment	Met	N/A
Academic Goal 3	Goal 3: For each year of the school's renewal charter term, the percentage of the school's students who score at or above Level 3 on the New York State Mathematics examination must exceed such percentage for the Community School District (CSD).	State Assessment	Met	N/A
Academic Goal 4	Goal 4: For each year of the school's renewal charter term, the percentage of the school's students who score at or above Level 3 on the New York State Mathematics examination must exceed such percentage for city.	State Assessment	Not Met	We are utilizing our curricular tools Bridges (K-5) and Illustrative Math (6-8). These tools help students at all levels of achievement. We also utilize supplemental intervention tools like Dreambox to assist in closing achievement gaps. We will continue to progress monitor students regularly for growth and mastery. We will also use the data from progress

				monitoring to ensure we provide the necessary intervention.
Academic Goal 5	Goal 5: Based on the proficiency rates on the New York State ELA examination, the school will demonstrate positive academic growth in each year of the charter term.	State Assessment	Unable to Assess	NA
Academic Goal 6	Goal 6: Based on the proficiency rates on the New York State Mathematics examination, the school will demonstrate positive academic growth in each year of the charter term.	State Assessment	Unable to Assess	NA
Academic Goal 7	Goal 7: Where the school has an eligible subgroup population (deemed as five or more students) of English language learners, students with disabilities, and/or students eligible for the free or reduced-price lunch program, the school will demonstrate positive academic	State Assessment	Unable to Assess	NA

	<p>growth on New York State ELA examination proficiency rates for those applicable populations in each year of the charter term.</p>			
Academic Goal 8	<p>Goal 8: Where the school has an eligible subgroup population (deemed as five or more students) of English language learners, students with disabilities, and/or students eligible for the free or reduced-price lunch program, the school will demonstrate positive academic growth on New York State Mathematics examination proficiency rates for those applicable populations in each year of the charter term.</p>	State Assessment	Unable to Assess	N/A
Academic Goal 9	<p>Goal 9: Each year, the school will meet or exceed the district's average mean scale score in grades 3-8 on the</p>	State Assessment	Unable to Assess	N/A

	state assessment in ELA and Math.			
Academic Goal 10				

2. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

For the 2021-2022 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2021-2022 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to 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	Goal 1: Each year, the school will have an average daily student attendance rate greater than the average for the Community School District (CSD) of location for elementary and middle schools and	Daily Attendance Records	Unable to Assess	N/A

	the citywide average for high schools.			
Org Goal 2	Goal 2: Each year, the percentage of students enrolled on the last day of the school year that return the following school year will exceed the rate of the Community School District (CSD) of location for elementary and middle schools and the citywide average for high schools.	Re-enrollment Records	Unable to Assess	N/A
Org Goal 3	Goal 3: Each year, the school will meet any applicable student enrollment and retention targets, as prescribed by the Board of Regents, for English language learners, students with disabilities, and students eligible for free and reduced-price lunch.	Student Enrollment & Retention Counts	Not Met	Brooklyn Scholars did not meet its enrollment targets, but did meet its retention targets; please see Entry 9 for the Brooklyn Scholars efforts to meet enrollment and retention targets.
Org Goal 4				
Org Goal 5				
Org Goal 6				
Org Goal 7				

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

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

2021-2022 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	Goal 1: Each year, the school will maintain a stable cash flow as evidenced by having 60 days of unrestricted cash on hand reported on their yearly independent fiscal audit.	Annual Audit	Met	N/A
Financial Goal 2	Goal 2: Each year, the school will operate on a balanced budget. A budget will be considered "balanced" if revenues equal or exceed expenditures.	Board approval of a balanced, revised budget.	Met	N/A
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- Complete Template and Upload to Epicenter

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

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

Entry 4 - Audited Financial Statements

Completed Nov 1 2022

Required of ALL Charter Schools

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

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

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

B

Filename: B. Scholars Full Audit.pdf **Size:** 2.5 MB

Entry 4a - Audited Financial Report Template (SUNY)

Incomplete Hidden from applicant

Instructions - SUNY-Authorized Charter Schools ONLY

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

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

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

Completed Nov 1 2022

[Instructions - Regents-Authorized Charter Schools ONLY](#)

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

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

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

[21-22 Audited Annual Financial Report Template - Brooklyn Scholars](#)

Filename: 21 22 Audited Annual Financial Re ZUsWAhn.xlsx Size: 70.4 kB

Entry 4c - Additional Financial Documents

Completed Nov 1 2022

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

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

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

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

[Brooklyn Scholars Full 4c](#)

Filename: Brooklyn Scholars Full 4c.pdf Size: 265.9 kB

Entry 4d - Financial Services Contact Information

Completed Nov 1 2022

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

Form for "Financial Services Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Michael Nagy	mnagy@nhaschools.com	616-929-1183

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Michael Lamfers	[REDACTED]	[REDACTED]	13

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm

Entry 5 - Fiscal Year 2022-2023 Budget

Completed Nov 1 2022

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

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

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

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

only.

[Final2022-2023ARBudgetTemplate - Brooklyn Scholars](#)

Filename: Final2022 2023ARBudgetTemplate ul5Gxal.xlsx **Size:** 37.5 kB

Entry 6 - Board of Trustees Disclosure of Financial Interest Form

Completed Aug 1 2022

Due on August 1, 2022, each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2021-2022 school year must complete and sign a [Trustee Disclosure of Financial Interest Form](#). Acceptable signature formats include:

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

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

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

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

[Brooklyn Scholars Financial Disclosure Forms](#)

Filename: Brooklyn Scholars Financial Disclo JRlmc0j.pdf **Size:** 811.4 kB

Entry 7 BOT Membership Table

Completed Aug 1 2022

Instructions

Required of ALL charter schools

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

Entry 7 BOT Table

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

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

BROOKLYN SCHOLARS CHARTER SCHOOL 80000064237

Authorizer:

Who is the authorizer of your charter school?

NYCDOE

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

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD /YYYY)	End Date of Current Term (MM/DD /YYYY)	Board Meetings Attended During 2021-2022
1	Kevin Clark		Chair	Governance Committee	Yes	3	4/20/2021	6/30/2024	8
2	Marvelyn Hinckson		Vice Chair	Finance Committee	Yes	3	4/12/2022	6/30/2025	8
3	Laya Vosges		Treasurer	Governance Committee	Yes	1	1/13/2020	6/30/2023	8

			ee						
4	Yvette Wilds		Secretary	Governance Committee	Yes	1	4/20/2021	6/30/2024	7
5	Julia Chance		Trustee/Member	Finance Committee	Yes	4	5/19/2020	6/30/2023	5 or less
6	John Whitehead		Trustee/Member	Governance Committee	Yes	3	4/20/2021	6/30/2024	8
7	Lisa Robinson		Trustee/Member	Finance Committee	Yes	2	5/17/2022	6/30/2025	5 or less
8									
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, 2022	7
b.Total Number of Members Added During 2021-2022	0
c. Total Number of Members who Departed during 2021-2022	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	9

3. Number of Board meetings held during 2021-2022

8

4. Number of Board meetings scheduled for 2022-2023

10

Total number of Voting Members on June 30, 2022:

7

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

0

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

0

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

9

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

0

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

0

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

0

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

N/A

Thank you.

Entry 8 Board Meeting Minutes

Completed Aug 1 2022

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

Schools must upload a complete set of monthly board meeting minutes (July 2021-June 2022), which should match the number of meetings held during the 2021-2022 school year, as indicated in the above table. The minutes provided must be the final version approved by the school’s Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by **August 1, 2022**.

Scholars Minutes

Filename: Scholars Minutes.pdf Size: 752.0 kB

Entry 9 Enrollment & Retention

Completed Aug 1 2022

Instructions for submitting Enrollment and Retention Efforts

Required of ALL Charter Schools

Describe the good faith efforts the charter school has made in 2021-2022 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are economically disadvantaged. In addition, describe the school’s plans for meeting or making progress toward meeting its enrollment and retention targets in 2022-2023.

Entry 9 Enrollment and Retention of Special Populations

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2021-2022	Describe Recruitment Plans in 2022-2023
	Brooklyn Scholars Charter School understands the need to meet	

the enrollment and retention targets for the student subgroups identified by SUNY Trustees, including students who are eligible to participate in the free or reduced-price lunch program (FRL). We have taken significant steps to increase our enrollment and retention efforts for all students.

The school had a full time Admissions Representative who was tasked with building relationships with support organizations to gain familiarity with the services they provide. The Admissions Representative collaborated with, and received support from, a team of admissions and marketing professionals at NHA's Service Center. Together they provided a multi-departmental approach to recruitment and on-boarding new students that included traditional and digital advertising, social media, lead management, recruitment events, and comprehensive communications outreach to new families.

Digital marketing included Facebook, Great Schools, and Google AdWords. There was increased virtual outreach to parents with events such as Facebook Live presentations, virtual principal coffees, activities, and demonstrations shared with parents electronically. The school also provided regular opportunities for parents to meet with school leadership and teachers to see

In addition to continuing the efforts listed, the school is working to implement new recruitment efforts for the upcoming school year. With COVID-19 restrictions eased, the school will be expanding its community outreach accordingly. However, online meetings that were implemented during the pandemic improved access to information for all families. Therefore, the school will continue to offer informational sessions online and grow our library of informational videos available on our YouTube channel. With eased COVID-10 restrictions, efforts to meet with

Economically Disadvantaged

the school including open houses, tours, meetings, and activities. The school held regular open house days weekly to provide all interested families an opportunity to visit the school and learn of the programs available. These were promoted throughout the community and a link to schedule tours is posted on the school's website.

The school provided assistance with resources to reduce barriers for attendance (i.e., uniforms and school supplies). Facemasks and other PPE were also provided families that were in need.

All special population students (FRL, EL, and SWD) were made aware of our school's programs through open meetings during the year. The school's parent meetings clearly indicated that the school offered a free and appropriate education (FAPE) to all students in the Least Restrictive Environment.

Additional Recruitment Efforts included:

- Weekly virtual kindergarten meetings to accommodate the restrictions at area daycares
- Create one-on-one events and smaller group session events for parents and students
- Tables outside Head Start and daycare locations to talk directly with parents

parents in the community and regular in-person opportunities for parents to meeting school leadership and teachers will continue.

The school aims to partner with local food pantries to provide additional assistance and resources for families in need. The school also plans to provide uniforms for all new incoming families and book bags with school supplies to all incoming students.

Brooklyn Scholars understands

English Language Learners

the need to meet the enrollment and retention targets for the student subgroups identified by SUNY Trustees, including English Language Learners (ELL). In addition to the general recruitment efforts, we have made efforts to specifically attract and recruit ELL students as outlined below.

Fliers distributed in Arabic, Bengali, English, Haitian-Creole, French, and Spanish to families throughout the community. Distribution sites included daycare centers, grocery stores, community centers, and churches. These fliers invited families to attend the Enrollment Information Meeting. Distribution sites included daycare centers, grocery stores, community centers, churches, and to community partners who serve ELL community such as Arab American Family Support Center, Canarsie Islamic Center, Brooklyn Islamic Center, Canarsie Islamic Center, and Family Services Network of New York. These fliers invited families to attend Enrollment Information Meetings. Multiple Enrollment Information Meetings were hosted for all parents interested in the school to provide information regarding the EL program and its ability to meet the needs of EL students. Student applications were also provided in several languages including Arabic, Bengali, Chinese, English, Haitian Creole, Italian, Korean, Polish, Russian, Spanish, and Urdu.

In addition to continuing the efforts listed above, the school is working to implement new recruitment efforts for the upcoming school year. With COVID-19 restrictions eased, the school will be expanding its community outreach accordingly. The school plans to have its ELL Coordinator at registration events to assist with paperwork of new families. The school also plans to create a parent ambassador group. This group would leverage word-of-mouth advertising within our communities and provide introductions to new community partners. We are also working with our current families to help better understand their needs and how we can better support them.

Enrollment informational meetings were advertised on social media and within the community. These were also advertised in V Novom Svete, Haiti Observateur, NY AWAM, World Journal, and Weekly Bangalee. Translation services were made available during informational meetings and school tours. In addition, the school's website has an option, powered by Google, where parents can select their preferred language and the entire website is automatically translated into that language.

Brooklyn Scholars understands the need to meet the enrollment and retention targets for the student subgroups identified by SUNY Trustees, including Students with Disabilities (SWD). We have made efforts to specifically attract and recruit SWD as outlined below.

Brochures that describe our special education programming have been distributed throughout the community. We have targeted daycare centers, grocery stores, community centers, and churches to invite families to attend Enrollment Information Meetings. Enrollment applications were also distributed at local events. To reach the families of special needs students, we utilize many networks that already exist in the community.

In addition to continuing the efforts listed above, the school is working to implement new recruitment efforts for the upcoming school year. With COVID-19 restrictions eased, the school will be expanding its community outreach accordingly.

Students with Disabilities

Marketing materials are distributed to community partners that serve the SWD community such as the Center for Students with Disability, Bushwich Multi Service School, Advantage Healthcare, Resource for Children with Special Needs, Brookdale Hospital, Center for African Diaspora, Block Institution, and Arab-American Family Support Center.

Advertisements on Facebook informed people that the school offered services for special needs families. School enrollment information and admissions materials specific to Special Education programs were provided in various languages. The school enlists the help of current families to reach additional families of students with disabilities by providing planning meetings and materials for distribution.

All special population students (FRL, ELL, and SWD) are made aware of our school's programs through open meetings during the year. The school's parent meetings clearly indicate that we offer a free and appropriate education (FAPE) to all our students in the least restrictive environment. Furthermore, the school has an established relationship with the Committee for Special Education (CSE) for children under its purview and has made materials and applications to the school available for distribution to

The school plans to host information meetings to inform parents on provided services for SWD students. The school also aims to expand outreach to community partners to offer resources to their families either at our school or at other locations within the community.

The schools' admissions representative will continue to build relationships with support organizations to gain familiarity with the services they provide. This will help us recommend their support services to the families of accepted or interested students. It will also familiarize these organizations with our school and special education program so that they can recommend our school to the families they serve. We know that most families hear about our school by word-of-mouth, and we believe that a relationship with these organizations lays the groundwork for informal communications and referrals. In addition, we will continue to work with these organizations to distribute information about our school, our special education program, and our enrollment procedures.

interested parents. We invite parents to meet with the school's special education team and the CSE to develop an individual education plan (IEP) for the child or to work within the parameters of the plan already in place from the child's previous school.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2021-2022	Describe Retention Plans in 2022-2023
	<p>We believe several core elements of our school culture function as linchpins of our recruitment and retention strategy for special-population students. These elements include the high-quality educational program that we provide, the caring culture that we have established, and our many parent-involvement initiatives.</p> <ul style="list-style-type: none"> • Culture and climate: Brooklyn Scholars has a school climate and culture that focus purposefully on caring for each student as a family cares for its children. We believe our school-wide behavior and classroom management practices - which we refer to as Behave with Care - help attract and retain special needs students. Our Behave with Care program is built on research-based programs for reinforcing positive behaviors, setting clear expectations, and building teacher-student relationships and peer relationships. 	<p>The school will continue to utilize</p>

Economically Disadvantaged

- Parent involvement: To ensure that our families feel connected to the school, we have implemented several parent involvement strategies, including:

- o Newsletters: We distribute regular newsletters from the principal and teachers to parents. Newsletters include important information on school-wide performance, initiatives, and programs.

- o Social media: We have an excellent website, which gives parents quick and easy access to general information on the school. In addition, we make cautious, appropriate use of Facebook and other social media sites to form connections between school leaders and parents. Parents without access to the internet can use a computer and internet access available at the school.

- o Classroom communication: Teachers frequently send home communications for parents so that they know about everything from weekly schedules to educational goals for students. Teachers also share information via daily take-home folders and provide regular progress reports by letter, online communication via the school's gradebook system, phone calls, texts, and/or in-person meetings. These communications focus on each student's academic progress and performance.

- o Conferences: Parent-teacher conferences are conducted twice each year. These conferences

the aforementioned retention efforts in the upcoming school year. Brooklyn Scholars is using a new tool to help predict students that are most likely to leave the school. We use the list produced by this tool to do outreach to families at risk of leaving the school. During these calls, we discuss the family's satisfaction with the school and whether the family will be returning or not. If parents are not sure if they will be returning, we ask them what we can do better to solidify their decision to stay. If parents are unsatisfied with the school, we try to work through the issues that are causing them to want to leave the school.

Our school leadership team, with the support of our admissions representative, shoulders responsibility for carefully tracking student enrollment numbers to ensure the ongoing efficacy of our recruitment, enrollment, and retention of special-needs students. We will continue to monitor the efficacy of our recruitment and retention efforts by carefully tracking these numbers. Using NHA's robust data warehouse, we collect detailed information on trends in at-risk student populations. We adjust the marketing strategy as needed to ensure that parents of these children know that Brooklyn Scholars is dedicated to serving their children's needs.

ensure that dedicated time is set aside for each parent to engage and interact with classroom teachers and discuss the progress of his or her child. As needed, staff may also conduct home visits. Each year, we conduct a family orientation at the end of the summer so new and enrolled families can meet the principal, their child's teacher and classmates, and other school staff. We believe these early contacts help establish and sustain a healthy rapport with parents.

- Brooklyn Scholars' staff has participated in professional development activities designed to provide staff members tools that they can implement in the classroom to better meet the needs of their ELL and special education students.

To help retain accepted students, and to comply with federal requirements to identify potential ELL students, the school has asked families of ELL students to complete a home language questionnaire. Information from this questionnaire ensures that each child for whom English is a second language is provided the services he or she needs to succeed in school. School staff have participated in professional development to

The school will continue to implement the aforementioned retention strategies throughout the upcoming school year. Brooklyn Scholars is using a new tool to help predict students that are most likely to leave the school. We use the list produced by this tool to do outreach to families at risk of leaving the school. During these calls, we discuss the family's satisfaction with the school and whether the family will be returning or not. If parents are not sure if they will be returning, we ask them what we can do better to solidify their decision to stay. If parents are unsatisfied with the school, we

English Language Learners

	<p>provide staff members with tools that they can implement in the classroom to better meet the needs of their English learners. Staff is also participating in ongoing coaching provided by an EL Specialist throughout the academic year. Coaching topics focus on evidence-based teaching methods and best practices for making content accessible to English Learners.</p>	<p>try to work through the issues that are causing them to want to leave the school.</p> <p>In addition, the school will begin utilizing a language line to better facilitate communication with our EL families. This language line allows us to access an interpreter for any meeting or phone call with no prior notice. If a parent calls with a question, we can call the language line to have a clear and better conversation. We are working with our current families to help better understand what they need and how we can better support them.</p>
<p>Students with Disabilities</p>	<p>A major key to student retention is effective communication and relationship building with all stakeholders. There are multiple points throughout the year that Brooklyn Scholars keeps families informed and solicits feedback in order to improve. The dean of special education schedules individual transfer review meetings to take place within 72 hours of enrollment with the parents of every student that enters the school with an IEP. In this meeting, the dean reviews the program mandates, needs, and implementation plan for services. Parents are encouraged to bring input (questions, concerns, etc.) to this meeting to ensure a strong initial connection is made with these families and that their needs are immediately addressed. This connection continues to be built up throughout the year through</p>	<p>The school will continue to implement the aforementioned retention strategies throughout the upcoming school year. We are working with our current families to help better understand their needs and how we can better support them.</p> <p>We will continue the aforementioned efforts and also implement the following:</p> <ul style="list-style-type: none"> • Parent Input Forms in digital

additional communication measures such as quarterly IEP progress reports. In addition, parents are also invited at least once a year for an IEP review with the full IEP team. They are invited initially with a letter about a month before the meeting and then again are called by the special education teacher between a week and a day before as a reminder. Along with the invitation letter, the special education dean also sends a parent input form to help parents prepare for the review meeting and gather information from home. Following the meetings, parents are provided a post-IEP survey so that the deans can gather data to reflect and make improvements utilizing this feedback.

formats so that parents can share their thoughts, celebrations, and concerns with the school prior to IEP meetings

- Parent Post-IEP Survey Forms in digital format so that parents can provide feedback on special education processes and supports so that we are able to utilize that information to improve practices.

Entry 10 - Teacher and Administrator Attrition

Completed Aug 1 2022

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

A. TEACH System - Employee Clearance

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

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

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

B. Emergency Conditional Clearances

Emergency Conditional Clearances

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

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

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

Attestation

Responses Selected:

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

Entry 11 Percent of Uncertified Teachers

Completed Aug 1 2022

Instructions

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

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

Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2022)	5.0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	0
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. Mathematics	1.0
ii. Science	1.0
iii. Computer Science	0
iv. Technology	0
v. Career and Technical Education	0
Total Category B: not to exceed 5	2.0

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2022)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	0
Total Category C: not to exceed 5	0.0

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

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

	FTE Count
Total	7.0

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	3.0

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	37.0

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	47.0

Thank you.



Entry 12 Organization Chart

Completed Aug 1 2022

Instructions

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

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

Brooklyn Scholars Org Chart July 2022

Filename: Brooklyn Scholars Org Chart July 2022.pdf **Size:** 139.6 kB

Entry 13 School Calendar

Completed Sep 6 2022

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

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

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

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

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

Brooklyn Scholars 2022-23 FINAL Calendar

Filename: Brooklyn Scholars 2022 23 FINAL Calendar.pdf **Size:** 253.1 kB

Entry 14 Links to Critical Documents on School Website

Completed Aug 1 2022

Instructions

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

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

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

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

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

Form for Entry 14 Links to Critical Documents on School Website

School Name: Brooklyn Scholars Charter School

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

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

	Link to Documents
1. Current Annual Report (i.e., 2021-2022 Annual Report)	https://app.sharebase.com/#/folder/1063/share/239-gT3S4cxHRbkG4Np9XGclkAmXv2k
2. Board meeting notices, agendas and documents	https://www.nhaschools.com/schools/brooklyn-scholars-charter-school/en/board-documents
3. New York State School Report Card	https://www.nhaschools.com/schools/brooklyn-scholars-charter-school/en/School-Operations
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	https://www.nhaschools.com/schools/brooklyn-scholars-charter-school/en/getmedia/87d87480-4e4a-4099-bf5a-750d1cc61e9c/Brooklyn-Scholars-(NY)-Final-2021-22.pdf
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	https://www.nhaschools.com/schools/brooklyn-scholars-charter-school/en/board-documents
6. Authorizer-approved FOIL Policy	https://app.sharebase.com/#/folder/1056/share/239---tDQ--0smXU225FoSCFqmx5IXLRE
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	https://app.sharebase.com/#/folder/1056/share/239---tDQ--0smXU225FoSCFqmx5IXLRE

Thank you.



Entry 15 Staff Roster

Completed Aug 1 2022

INSTRUCTIONS

Required of Regents and NYCDOE-authorized Charter Schools ONLY

Please click on the MS Excel [Faculty/Staff Roster Template](#) and provide the following information for **ANY and ALL** instructional and non-instructional employees.

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

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

[Brooklyn Scholars July 2022](#)

Filename: Brooklyn Scholars July 2022.xlsx **Size:** 26.9 kB

Optional Additional Documents to Upload (BOR)

Incomplete



Annual Financial Statement Audit Report

for NYCDoE Authorized Charter Schools

School Name:	Brooklyn Scholars
Date (Report is due Nov. 1):	November 1, 2022
School Fiscal Contact Name:	Michael Nagy
School Fiscal Contact Email:	mnagy@nhaschools.com
School Fiscal Contact Phone:	616-929-1183
School Audit Firm Name:	Plante Moran, PLLC
School Audit Contact Name:	Michael Lamfers
School Audit Contact Email:	[REDACTED]
School Audit Contact Phone:	[REDACTED]
Audit Period:	2021-22
Prior Year:	2020-21

The following items are required to be included:

- .. The independent auditor’s report on financial statements and notes.
- .. Excel template file containing the Financial Position, Statement of Activities, Cash Flow and Functional Expenses worksheets.
- .. Reports on internal controls over financial reporting and on compliance.
- .. Management Letter (if your auditor does not provide one by default, please request one)

The additional items listed below should be included if applicable. Please explain the reason(s) if the items are not included. Examples might include: a written management letter was not issued; the school did not expend federal funds in excess of the Single Audit Threshold of \$500,000; the management letter response will be submitted by the following date (should be no later than 30 days from the submission of the report); etc.

Item	If not included, state the reason(s) below (if not applicable fill in N/A):
Management Letter Response	No response needed.
Form 990	An extension was filed, included form 8868 in submission.
Federal Single Audit (A-133) ¹	Included in Audit Report.
Corrective Action Plan	No corrective action plan needed.

Brooklyn Scholars
Statement of Financial Position
as of June 30

	<u>2022</u>	<u>2021</u>
<u>CURRENT ASSETS</u>		
Cash and cash equivalents	\$ 22,179	\$ 48,028
Grants and contracts receivable	802,551	777,091
Accounts receivables	-	-
Prepaid Expenses	-	-
Contributions and other receivables	-	-
Other current assets	-	-
TOTAL CURRENT ASSETS	824,730	825,119
<u>NON-CURRENT ASSETS</u>		
Property, Building and Equipment, net	\$ -	\$ -
Restricted Cash	77,310	77,287
Security Deposits	-	-
Other Non-Current Assets	-	-
TOTAL NON-CURRENT ASSETS	77,310	77,287
TOTAL ASSETS	<u>902,040</u>	<u>902,406</u>
<u>CURRENT LIABILITIES</u>		
Accounts payable and accrued expenses	\$ 14,546	\$ 649
Accrued payroll, payroll taxes and benefits	-	-
Current Portion of Loan Payable	-	-
Due to Related Parties	-	-
Refundable Advances	-	-
Deferred Revenue	387,275	92,545
Other Current Liabilities	394,836	761,839
TOTAL CURRENT LIABILITIES	796,657	855,033
<u>LONG-TERM LIABILITIES</u>		
Loan Payable; Due in More than One Year	\$ -	\$ -
Deferred Rent	-	-
Due to Related Party	-	-
Other Long-Term Liabilities	-	-
TOTAL LONG-TERM LIABILITIES	-	-
TOTAL LIABILITIES	<u>796,657</u>	<u>855,033</u>
<u>NET ASSETS</u>		
Unrestricted	\$ 105,383	\$ 47,373
Temporarily restricted	-	-
Permanently restricted	-	-
TOTAL NET ASSETS	<u>105,383</u>	<u>47,373</u>
TOTAL LIABILITIES AND NET ASSETS	<u>902,040</u>	<u>902,406</u>

Brooklyn Scholars
Statement of Activities
as of June 30

	2022			2021
	Unrestricted	Temporarily Restricted	Total	Total
OPERATING REVENUE				
State and Local Per Pupil Revenue - Reg. Ed	\$ 11,419,744	\$ -	\$ 11,419,744	\$ 11,143,080
State and Local Per Pupil Revenue - SPED	1,001,916	-	1,001,916	850,501
State and Local Per Pupil Facilities Revenue	-	-	-	-
Federal Grants	1,002,844	-	1,002,844	911,333
State and City Grants	-	-	-	985
Other Operating Income	-	-	-	-
Food Service/Child Nutrition Program	446,110	-	446,110	133,694
TOTAL OPERATING REVENUE	13,870,614	-	13,870,614	13,039,593
EXPENSES				
Program Services				
Regular Education	\$ 8,618,088	\$ -	\$ 8,618,088	\$ 8,874,507
Special Education	1,729,384	-	1,729,384	1,179,530
Other Programs	-	-	-	-
Total Program Services	10,347,472	-	10,347,472	10,054,037
Management and general	3,545,125	-	3,545,125	3,007,428
Fundraising	-	-	-	-
TOTAL EXPENSES	13,892,597	-	13,892,597	13,061,465
SURPLUS / (DEFICIT) FROM OPERATIONS	(21,983)	-	(21,983)	(21,872)
SUPPORT AND OTHER REVENUE				
Interest and Other Income	\$ -	\$ -	\$ -	\$ -
Contributions and Grants	-	-	-	-
Fundraising Support	-	-	-	-
Investments	-	-	-	-
Donated Services	-	-	-	-
Other Support and Revenue	79,993	-	79,993	37,934
TOTAL SUPPORT AND OTHER REVENUE	79,993	-	79,993	37,934
Net Assets Released from Restrictions / Loss on Disposal of Assets	\$ -	\$ -	\$ -	\$ -
CHANGE IN NET ASSETS	58,010	-	58,010	16,062
NET ASSETS - BEGINNING OF YEAR	\$ 47,373	\$ -	\$ 47,373	\$ 31,311
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
NET ASSETS - END OF YEAR	\$ 105,383	\$ -	\$ 105,383	\$ 47,373

**Brooklyn Scholars
Statement of Cash Flows**

as of June 30

	2022	2021
CASH FLOWS - OPERATING ACTIVITIES		
Increase (decrease) in net assets	\$ 58,010	\$ 16,061
Revenues from School Districts	-	-
Accounts Receivable	-	-
Due from School Districts	-	-
Depreciation	-	-
Grants Receivable	(25,460)	(474,242)
Due from NYS	-	-
Grant revenues	-	-
Prepaid Expenses	-	-
Accounts Payable	13,897	-
Accrued Expenses	-	-
Accrued Liabilities	-	-
Contributions and fund-raising activities	-	-
Miscellaneous sources	-	-
Deferred Revenue	294,730	94,838
Interest payments	-	-
Other	(367,003)	379,424
Other	-	-
NET CASH PROVIDED FROM OPERATING ACTIVITIES	\$ (25,826)	\$ 16,082
CASH FLOWS - INVESTING ACTIVITIES	\$	\$
Purchase of equipment	-	-
Other	-	-
NET CASH PROVIDED FROM INVESTING ACTIVITIES	\$ -	\$ -
CASH FLOWS - FINANCING ACTIVITIES	\$	\$
Principal payments on long-term debt	-	-
Other	-	-
NET CASH PROVIDED FROM FINANCING ACTIVITIES	\$ -	\$ -
NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS	\$ (25,826)	\$ 16,082
Cash at beginning of year	125,315	109,233
CASH AND CASH EQUIVALENTS AT END OF YEAR	\$ 99,489	\$ 125,315

Stat

	No. of Positions	Program	
		Regular Education	Special Education
Personnel Services Costs		\$	\$
Administrative Staff Personnel	7.00	748,274	
Instructional Personnel	65.00	3,337,890	855,895
Non-Instructional Personnel	3.75	197,643	
Total Salaries and Staff	75.75	4,283,807	855,895
Fringe Benefits & Payroll Taxes		785,854	143,700
Retirement		94,889	21,884
Management Company Fees		-	-
Legal Service		580	-
Accounting / Audit Services		12,336	-
Other Purchased / Professional / Consulting Services		71,499	75,901
Building and Land Rent / Lease		1,607,394	420,863
Repairs & Maintenance		310,707	81,352
Insurance		34,263	8,971
Utilities		188,560	49,371
Supplies / Materials		284,003	-
Equipment / Furnishings		143,913	37,681
Staff Development		22,610	183
Marketing / Recruitment		180,159	-
Technology		75,378	33,583
Food Service		333,771	-
Student Services		109,302	-
Office Expense		44,063	-
Depreciation		-	-
OTHER		35,000	-
Total Expenses		\$ 8,618,088	\$ 1,729,384

FILL IN GRAY CELLS
Brooklyn Scholars
Statement of Functional Expenses
as of June 30

2022				
Services		Supporting Services		
Other Education	Total	Fundraising	Management and General	Total
\$	\$	\$		
-	748,274	-	-	-
-	4,193,785	-	-	-
-	197,643	-	-	-
-	5,139,702	-	-	-
-	929,554	-	-	-
-	116,773	-	-	-
-	-	-	-	-
-	580	-	-	-
-	12,336	-	331,936	331,936
-	147,400	-	1,225,406	1,225,406
-	2,028,257	-	-	-
-	392,059	-	74,689	74,689
-	43,234	-	-	-
-	237,931	-	-	-
-	284,003	-	-	-
-	181,594	-	-	-
-	22,793	-	-	-
-	180,159	-	686,811	686,811
-	108,961	-	599,962	599,962
-	333,771	-	-	-
-	109,302	-	613,611	613,611
-	44,063	-	12,710	12,710
-	-	-	-	-
-	35,000	-	-	-
\$	\$ 10,347,472	\$	\$ 3,545,125	\$ 3,545,125

	2021
Total	
748,274	662,122
4,193,785	4,162,355
197,643	91,480
5,139,702	4,915,957
929,554	933,686
116,773	105,047
-	-
580	3,050
344,272	316,919
1,372,806	986,238
2,028,257	2,028,257
466,748	496,897
43,234	41,994
237,931	340,375
284,003	336,558
181,594	202,746
22,793	125,973
866,970	609,792
708,923	570,907
333,771	159,390
722,913	148,469
56,773	48,040
-	-
35,000	691,170
<u>\$ 13,892,597</u>	<u>\$ 13,061,465</u>

Certificate of Occupancy


CO Number: 310293072F

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.*

A.	Borough: Brooklyn	Block Number: 04464	Certificate Type: Final
	Address: 2629 LINDEN BOULEVARD	Lot Number(s): 25	Effective Date: 01/05/2012
	Building Identification Number (BIN): 3327470	Building Type: Altered	
This building is subject to this Building Code: 1968 Code			
For zoning lot metes & bounds, please see BISWeb.			
B.	Construction classification: 1-C	(1968 Code designation)	
	Building Occupancy Group classification: E	(2008 Code)	
	Multiple Dwelling Law Classification: None		
	No. of stories: 3	Height in feet: 38	No. of dwelling units: 0
C.	Fire Protection Equipment: Fire alarm system		
D.	Type and number of open spaces: None associated with this filing.		
E.	This Certificate is issued with the following legal limitations: None		
Borough Comments: None			



Acting
Borough Commissioner



Commissioner

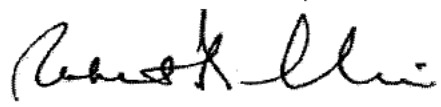
Certificate of Occupancy

CO Number: 310293072F

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
CEL	117	OG	E		3	[REDACTED]
CEL	382		A-3		3	
CEL	254		A-3		3	
CEL	3		U		3	
CEL			U		3	
001	135	100	E		3	
002	367	100	E		3	
003	367	100	E		3	
END OF SECTION						



Acting
Borough Commissioner



Commissioner

END OF DOCUMENT

October 28, 2022

To the Board of Directors
Brooklyn Scholars Charter School

We have audited the financial statements of Brooklyn Scholars Charter School (the "School") as of and for the year ended June 30, 2022 and have issued our report thereon dated October 28, 2022. Professional standards require that we provide you with the following information related to our audit.

Our Responsibility Under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated March 17, 2022, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities. Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

As part of our audit, we considered the internal control of Brooklyn Scholars Charter School. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

Our audit of Brooklyn Scholars Charter School's financial statements has also been conducted in accordance with *Government Auditing Standards*, issued by the Comptroller General of the United States. Under *Government Auditing Standards*, we are obligated to communicate certain matters that come to our attention related to our audit to those responsible for the governance of Brooklyn Scholars Charter School, including compliance with certain provisions of laws, regulations, contracts, and grant agreements; certain instances of error or fraud; illegal acts applicable to government agencies; and significant deficiencies in internal control that we identify during our audit. Toward this end, we issued a separate letter dated October 28, 2022 regarding our consideration of Brooklyn Scholars Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our meeting about planning matters on August 9, 2022.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by Brooklyn Scholars Charter School are described in Note 2 to the financial statements.

As described in Note 2, the School adopted FASB ASU No. 2020-07, *Not-for-Profit Entities (Topic 58): Presentation and Disclosures by Not-for-Profit Entities for Contributed Nonfinancial Assets*. This ASU requires contributed nonfinancial assets to be presented as a separate line item in the statement of activities, apart from contributions of cash and other financial assets. It also adds disclosure requirements for contributed nonfinancial assets, including qualitative information such as whether the contribution was monetized or utilized, how it was utilized (if applicable), the School's policy for monetizing vs. utilizing, a description of donor-imposed restrictions, and a description of how the fair value was determined. The new guidance was applied using the retrospective method.

We noted no transactions entered into by Brooklyn Scholars Charter School during the year for which there is a lack of authoritative guidance or consensus.

We noted no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

There were no significant balances, amounts, or disclosures in the financial statements based on sensitive management estimates.

The disclosures in the financial statements are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in performing and completing our audit.

Disagreements with Management

For the purpose of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report.

We are pleased to report that no such disagreements arose during the course of our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management.

We did not detect any misstatements as a result of audit procedures.

Significant Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, business conditions affecting the School, and business plans and strategies that may affect the risks of material misstatement, with management each year prior to our retention as the School's auditors. However, these discussions occurred in the normal course of our professional relationship, and our responses were not a condition of our retention.

As required by 2 CFR Part 200, we have also completed an audit of the federal programs administered by the School. The results of that audit are provided to the board of directors in our report on compliance with requirements applicable to each major program and on internal control over compliance in accordance with 2 CFR Part 200 dated October 28, 2022.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated October 28, 2022.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a second opinion on certain situations. If a consultation involves application of an accounting principle to the School's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts.

To our knowledge, there were no such consultations with other accountants.

This information is intended solely for the use of the board of directors and management of Brooklyn Scholars Charter School and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Plante Moran, PC



Michael A. Lamfers, CPA
Partner



Michelle M. Goss, CPA
Partner

BROOKLYN SCHOLARS CHARTER SCHOOL



**Financial Statements, Additional
Information, and Federal Awards
Supplemental Information as of and for the
Year Ended June 30, 2022, and
Independent Auditor's Reports**

**NATIONAL
HERITAGE
ACADEMIES** 

BROOKLYN SCHOLARS CHARTER SCHOOL

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Independent Auditor's Report

To the Board of Directors
Brooklyn Scholars Charter School

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of Brooklyn Scholars Charter School (the "School") as of and for the year ended June 30, 2022 and the related notes to the financial statements, which collectively comprise the School's financial statements, as listed in the table of contents.

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

Basis for Opinion

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

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for 12 months beyond the financial statements date, including any currently known information that may raise substantial doubt shortly thereafter.

To the Board of Directors
Brooklyn Scholars Charter School

Auditor's Responsibilities for the Audit of the Financial Statements

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

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

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

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

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Brooklyn Scholars Charter School's basic financial statements. The schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the "Uniform Guidance"), and supplemental New York State Education Department schedule of functional expenses, as identified in the table of contents, are presented for the purpose of additional analysis and are not a required part of the financial statements.

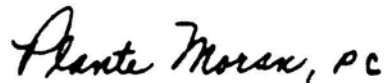
The schedule of expenditures of federal awards is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

To the Board of Directors
Brooklyn Scholars Charter School

The supplemental New York State Education Department schedule of functional expenses has not been subjected to the auditing procedures applied in the audit of the financial statements, and, accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 28, 2022 on our consideration of Brooklyn Scholars Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Brooklyn Scholars Charter School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Brooklyn Scholars Charter School's internal control over financial reporting and compliance.

A handwritten signature in black ink that reads "Alante Morsu, PC". The signature is written in a cursive, flowing style.

October 28, 2022

BROOKLYN SCHOLARS CHARTER SCHOOL

**STATEMENT OF FINANCIAL POSITION
YEAR ENDED JUNE 30, 2022**

ASSETS

CURRENT ASSETS:

Cash	\$	22,179
Due from governmental revenue sources		<u>802,551</u>
Total current assets		<u>824,730</u>

NON-CURRENT ASSETS - Restricted cash		<u>77,310</u>
--------------------------------------	--	---------------

TOTAL	\$	<u><u>902,040</u></u>
-------	----	-----------------------

LIABILITIES AND NET ASSETS

LIABILITIES:

Deferred revenue	\$	387,275
Accounts payable		14,546
Contracted service fee payable		<u>394,836</u>
Total liabilities		<u>796,657</u>

NET ASSETS - Net Assets without donor restriction		<u>105,383</u>
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TOTAL	\$	<u><u>902,040</u></u>
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See notes to financial statements

BROOKLYN SCHOLARS CHARTER SCHOOL

STATEMENT OF ACTIVITIES AND CHANGE IN NET ASSETS YEAR ENDED JUNE 30, 2022

REVENUES, GAINS AND OTHER SUPPORT:

Public School District	
Resident Student Enrollment	\$ 11,419,744
Students with Disabilities	1,001,916
Grants, Contracts, and Other:	
Federal - Title, IDEA, and ESSER	1,002,844
Other	79,993
Child nutrition program - Federal	436,636
Child nutrition program - State	<u>9,474</u>
Total revenues, gains and other support	13,950,607

EXPENSES:

Contracted service fee:	
Program Services	10,272,144
Management and General	3,545,125
Board funds	<u>75,328</u>
Total Expenses	<u>13,892,597</u>

CHANGE IN NET ASSETS 58,010

NET ASSETS

Beginning of year	<u>47,373</u>
End of year	<u>\$ 105,383</u>

See notes to financial statements.

BROOKLYN SCHOLARS CHARTER SCHOOL

STATEMENT OF CASH FLOWS YEAR ENDED JUNE 30, 2022

CASH FLOWS (USED IN) OPERATING ACTIVITIES	
State aid	\$ 12,430,125
Other state sources	483,330
Federal sources	1,143,665
Private sources	162,757
Payments for services rendered	<u>(14,245,703)</u>
Net cash (used in) operating activities	<u>(25,826)</u>
NET DECREASE IN CASH AND RESTRICTED CASH	(25,826)
CASH AND RESTRICTED CASH — Beginning of year	<u>125,315</u>
CASH AND RESTRICTED CASH — End of year	<u>\$ 99,489</u>

See notes to financial statements.

BROOKLYN SCHOLARS CHARTER SCHOOL

NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 2022

1. NATURE OF OPERATIONS

Brooklyn Scholars Charter School (the “School”) is a public charter school as defined by Article 56 of the New York State Education Law which provides education based on rigorous teaching methods, parental involvement, student responsibility, and basic moral values. The School operates under a charter approved by the New York City Department of Education, which is responsible for oversight of the School’s operations. The charter expires June 30, 2025 and is subject to renewal. Management believes the charter will be renewed in the ordinary course of business. The School provides education, at no cost to the parent, to students in kindergarten through the eighth grade. Enrollment is open to all appropriately aged children without regard to gender, ethnic background, disability, and/or religious affiliation. The School is exempt from federal income tax under Section 501(a) of the Internal Revenue Code as an organization described in Section 501(c)(3).

The School’s primary source of revenue is provided by the State of New York and consists of an amount per student multiplied by weighted average student counts.

The Board of Trustees of the School has entered into a management agreement (the “agreement”) with National Heritage Academies, Inc. (NHA) which requires NHA to provide administration, strategic planning and all labor, materials, equipment, and supervision necessary for the provision of educational services to students. As part of the consideration received under the agreement, NHA also provides the facility in which the School operates. The agreement will continue until termination or expiration of the charter, unless at least 90 days written notice of intent to terminate or renegotiate is given by either the School or NHA.

Under the terms of the agreement, NHA receives as remuneration for its services an amount equal to the total revenue received by the School from all revenue sources and NHA allocates to the School an amount equal to the lesser of two percent of state per pupil aid or \$35,000. These funds are property of the School and may be used by the School at the discretion of the board.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting — The financial statements have been prepared on the accrual basis of accounting in accordance with generally accepted accounting principles accepted in the United States of America for not-for-profit organizations.

Estimates — The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could

differ from those estimates.

Cash — Cash as of June 30, 2022 represents bank deposits which are covered by federal depository insurance.

Restricted Cash — Under the requirements of NYSED, the School has agreed to establish a reserve cash account and maintain a minimum balance of \$70,000. At June 30, 2022, \$77,310 of cash is restricted for that purpose. In the event of dissolution of the School, the reserve cash account would be used to pay for legal and audit expenses associated with the dissolution.

Deferred Revenue — Deferred revenue as of June 30, 2022 consists of funds received for services which have not yet been performed.

Contracted Service Fee Payable — Contracted service fee payable represents a timing difference between funds received from governmental sources and amounts payable to NHA in accordance with the services agreement.

The Financial Statements — The financial statements are presented as follows:

Net assets and changes therein are classified and reported as follows:

- *Net Assets without Donor Restriction* — Net assets which are not subject to donor imposed or governmental stipulations.
- *Net Assets with Donor Restrictions* — Net assets subject to stipulations imposed by donors and grantors. As of June 30, 2022, no net assets are considered to be with donor restrictions.

Revenues and contributions are reported as follows:

- Revenues, gains and other support are reported as increases in net assets without donor restrictions unless use of the related assets is limited by donor-imposed or governmental restrictions. Expenses are reported as decreases in net assets without donor restrictions. Other assets or liabilities are reported as increases or decreases in net assets without donor restrictions unless their use is restricted by explicit donor stipulation or governmental restriction. Expiration of temporary restrictions on net assets (i.e., the donor-stipulated purposes has been fulfilled and/or the stipulated time has elapsed) are reported as reclassifications between the applicable classes of net assets.
- Revenue is recorded when earned, regardless of the timing of related cash flows. Grants are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Income Taxes — The School operates as a nonprofit organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. The School has received notification from the Internal Revenue Service (IRS) that they are considered exempt from Federal income tax under Section 501(c)(3) of the internal revenue code. Accordingly, no provision for federal income taxes has been made.

Contribution of Nonfinancial Assets – Included as revenue, gains, and other support in the Statement of Activities are contributions of nonfinancial assets also known as gifts in-kind. Contributed professional services are recognized if the services received a) create or enhance non-financial assets or b) require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation. These services are recognized as program revenue and expense and are valued at the estimated fair market value for the services as provided by the donor.

Adoption of a New Accounting Pronouncement — In September 2020, the FASB issued ASU 2020-07, *Not-for-Profit Entities (Topic 958): Presentation and Disclosures by Not-for-Profit Entities for Contributed Nonfinancial Assets*. This standard requires contributed nonfinancial assets be presented as a separate line item in the statement of activities, apart from contributions of cash and other financial assets. It also adds disclosure requirements for contributed nonfinancial assets including qualitative information such as whether the contribution was monetized or utilized, how it was utilized (if applicable), the Academy's policy for monetizing vs. utilizing, a description of donor-imposed restrictions, and a description of how the fair value was determined. This standard was adopted for the year ended June 30, 2022.

Adoption of a New Accounting Pronouncement – As of July 1, 2021, the School adopted the Financial Accounting Standards Board (FASB) Accounting Standards Update (ASU) No. 2016-02, *Leases*. The ASU requires leases to recognize a right-to-use asset and related lease liability for all leases, with a limited exception for short-term leases. Leases will be classified as either finance or operating, with the classification affect the pattern of expense recognition in the statement of financial position. The School elected to adopt the ASU using the modified retrospective method as of July 1, 2021. The impact of the adoption was not significant as the facility sublease agreement with NHA is consider short-term as disclosed in Note 8.

3. DUE FROM GOVERNMENTAL SOURCES

Receivables as of June 30, 2022 for the School included \$52,465 in state aid receivable and \$750,086 in federal grants receivable. The School considers all receivables to be fully collectible; accordingly, no allowance for uncollectible amounts is recorded.

4. LIQUIDITY

The School had \$824,730 of financial assets available within one year of the balance sheet date to meet cash needs for general expenditures consisting of cash of \$22,179, and amounts due from governmental revenue sources of \$802,551 at June 30, 2022. None of the financial assets are subject to donor or other contractual restrictions that make them unavailable for general expenditure within one year of the balance sheet date.

The School has a goal to maintain financial assets, which consist of cash and short-term receivables on hand to meet 60 days of normal operating expenses, which are, on average, approximately \$2,315,433 at June 30, 2022.

While the School does not currently carry financial assets in excess of 60 days of normal operating expenses, due to their management agreement with NHA, NHA is required make contributions to the School if the School's expenditures exceed the school's revenue during the year.

5. FUNCTIONAL EXPENSES

The School provides educational services to its students. Expenses related to providing these services are as follows for the year ended June 30, 2022

Program services	
Contracted service fee	\$ 10,272,144
Board expenses	<u>75,328</u>
Total program services	10,347,472
Management and general	
Contracted service fee	3,545,125
Total	<u>\$ 13,892,597</u>

The costs of providing the program and support services are allocated on an actual basis, when possible. Certain expenses attributable to more than one function and require an allocation on a reasonable basis that is consistently applied. Management and general expenses consist of expenditures incurred by the School based on their usage of management company services. Usage of management company services are calculated on a variety of different allocation methods based on various cost centers.

6. RISK MANAGEMENT

The School is exposed to various risks of loss related to general liability. Commercial insurance policies to cover certain risks of loss have been obtained. There have been no significant reductions in insurance coverage during fiscal year 2022, and claims did not exceed coverage less retained risk deductible amounts in the past fiscal year.

7. CONTINGENCIES

The School has received proceeds from several federal and state grants. Periodic audits of these grants are required and certain costs may be questioned as not being appropriate expenditures under the grant agreements. Such audits could result in the refund of grant monies to the grantor agencies. Management believes that any required refunds will be immaterial. No provision has been made in the accompanying financial statements for the refund of grant monies.

8. LEASES

The School has entered into a sublease agreement with NHA for a facility to house the School. The lease term is from July 1, 2021 through June 30, 2022. Annual rental payments required by the lease were \$2,130,000 payable in twelve monthly payments of \$177,500. This lease is automatically renewed on a year-to-year basis unless a notice of non-renewal is provided by either the School or NHA.

The Academy is not a party to any leasing arrangements that meet the criteria for recognition of lease assets or liabilities under FASB ASU No. 2016-02, *Leases* based on the

noncancellable period being less than twelve months and applicability of the short-term lease exception for the facility lease agreement.

9. SUBSEQUENT EVENTS

Events or transactions for the year ended June 30, 2022 have been evaluated through October 28, 2022, the date the financial statements were available to be issued. The financial statements and the notes thereto do not reflect events or transactions after this date.

* * * * *

ADDITIONAL INFORMATION

BROOKLYN SCHOLARS CHARTER SCHOOL

**SCHEDULE OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2022**

	Program Services				Supporting Services			Total
	Regular Education	Special Education	Other Education	Total	Fund-raising	Management and General	Total	
Personnel Services Costs								
Administrative Staff Personnel	\$ 748,274	\$ -	\$ -	748,274	\$ -	\$ -	\$ -	748,274
Instructional Personnel	3,337,890	855,895	-	4,193,785	-	-	-	4,193,785
Non-Instructional Personnel	197,643	-	-	197,643	-	-	-	197,643
Total Salaries and Staff	4,283,807	855,895	-	5,139,702	-	-	-	5,139,702
Fringe Benefits & Payroll Taxes	785,854	143,700	-	929,554	-	-	-	929,554
Retirement	94,889	21,884	-	116,773	-	-	-	116,773
Management Company Fees	-	-	-	-	-	-	-	-
Legal Service	580	-	-	580	-	-	-	580
Accounting / Audit Services	12,336	-	-	12,336	-	331,936	-	344,272
Other Purchased / Professional / Consulting Services	71,499	75,901	-	147,400	-	1,225,406	-	1,372,806
Building and Land Rent / Lease	1,607,394	420,863	-	2,028,257	-	-	-	2,028,257
Repairs & Maintenance	310,707	81,352	-	392,059	-	74,689	-	466,748
Insurance	34,263	8,971	-	43,234	-	-	-	43,234
Utilities	188,560	49,371	-	237,931	-	-	-	237,931
Supplies / Materials	284,003	-	-	284,003	-	-	-	284,003
Equipment / Furnishings	143,913	37,681	-	181,594	-	-	-	181,594
Staff Development	22,610	183	-	22,793	-	-	-	22,793
Marketing / Recruitment	180,159	-	-	180,159	-	686,811	-	866,970
Technology	75,378	33,583	-	108,961	-	599,962	-	708,923
Food Service	333,771	-	-	333,771	-	-	-	333,771
Student Services	109,302	-	-	109,302	-	613,611	-	722,913
Office Expense	44,063	-	-	44,063	-	12,710	-	56,773
Depreciation	-	-	-	-	-	-	-	-
Other	35,000	-	-	35,000	-	-	-	35,000
Total Expenses	\$ 8,618,088	\$ 1,729,384	\$ -	\$ 10,347,472	\$ -	\$ 3,545,125	\$ -	\$ 13,892,597

Report on Internal Control Over Financial Reporting and on Compliance
and Other Matters Based on an Audit of Financial Statements
Performed in Accordance with *Government Auditing Standards*

Independent Auditor's Report

To Management and the Board of Directors
Brooklyn Scholars Charter School

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the of Brooklyn Scholars Charter School (the "School"), which comprise the statement of financial position as of June 30, 2022 and the related statements of activities and change in net assets and cash flows for the year then ended, and the related notes to the financial statements and have issued our report thereon dated October 28, 2022.

Report on Internal Control Over Financial Reporting

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

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

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

Report on Compliance and Other Matters

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

To Management and the Board of Directors
Brooklyn Scholars Charter School

Purpose of This Report

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

A handwritten signature in black ink that reads "Alante Morsan, PC". The signature is written in a cursive style.

October 28, 2022

SUPPLEMENTAL INFORMATION

Report on Compliance for Each Major Federal Program and
Report on Internal Control Over Compliance Required by the Uniform Guidance

Independent Auditor's Report

To the Board of Directors
Brooklyn Scholars Charter School

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

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

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

Basis for Opinion on Each Major Federal Program

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

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

Responsibilities of Management for Compliance

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

To the Board of Directors
Brooklyn Scholars Charter School

Auditor's Responsibilities for the Audit of Compliance

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

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

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

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

Report on Internal Control Over Compliance

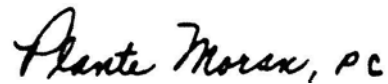
A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement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

To the Board of Directors
Brooklyn Scholars Charter School

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

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

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

A handwritten signature in black ink that reads "Alante Morson, PC". The signature is written in a cursive, flowing style.

October 28, 2022

BROOKLYN SCHOLARS CHARTER SCHOOL

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS YEAR ENDED JUNE 30, 2022

Program Title/Project Number/Subrecipient Name	Grant/Project Number	ALN Number	Expenditures	Current Year Cash Transferred to Subrecipient
Clusters:				
Child Nutrition Cluster - U.S. Department of Agriculture -				
Passed through the New York State Department of Education:				
Cash Assistance:				
National School Lunch Program 2020 - 2021	211960	10.555	\$ -	\$ -
National School Lunch Program 2021 - 2022	221960	10.555	285,247	-
After School Snack Program 2021 - 2022	221960	10.555	4,972	-
National School Lunch Program Subtotal		10.555	290,219	-
National School Breakfast Program 2020 - 2021	211970	10.553	-	-
National School Breakfast Program 2021 - 2022	221970	10.553	146,417	-
National School Breakfast Program Subtotal		10.553	146,417	-
Total Child Nutrition Cluster			436,636	-
Special Education Cluster - U.S. Department of Education -				
Passed through the New York City School District:				
IDEA Flowthrough:				
IDEA Flowthrough 2021 - 2022	N/A	84.027	35,696	-
Total Special Education Cluster			35,696	-
Other federal awards:				
Passed through the New York State Department of Education:				
Title I Part A:				
Title I Part A 2020 - 2021	0021214590	84.010	32,562	-
Title I Part A 2021 - 2022	0021224590	84.010	316,390	-
Total Title I Part A		84.010	348,952	-
Title II Part A - Improving Teacher Quality:				
Title II Part A 2020 - 2021	0147214590	84.367	743	-
Title II Part A 2021 - 2022	0147224590	84.367	35,485	-
Total Title II Part A		84.367	36,228	-
Title IV - SSAE:				
Title IV 2020 - 2021	0204214590	84.424	-	-
Title IV 2021 - 2022	0204224590	84.424	33,506	-
Total Title IV - SSAE		84.424	33,506	-
Education Stabilization Fund Program - U.S. Department of Education				
Passed through New York State Department of Education				
COVID-19 ESSER Formula Fund I	5890214590	84.425D	(3,036)	-
COVID-19 ESSER Formula Fund II	5891214590	84.425D	305,696	-
COVID-19 ESSER Formula Fund III ARP	5880214590	84.425U	245,201	-
Total Education Stabilization Fund Program		84.425	547,861	-
Pandemic EBT Local Level Costs 2021 - 2022	210980	10.649	601	-
Total noncluster programs passed through the New York State Department of Education			967,148	-
Total federal awards			\$ 1,439,480	\$ -

BROOKLYN SCHOLARS CHARTER ACADEMY

Notes to the Schedule of Expenditures of Federal Awards Year Ended June 30, 2022

Note 1 - Basis of Presentation

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal grant activity of Brooklyn Charter Academy (the "School") under programs of the federal government for the year ended June 30, 2022. The information in the Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the "Uniform Guidance"). Because the Schedule presents only a selected portion of the operations of the School, it is not intended to and does not present the financial position, changes in net position, or cash flows of the School.

Note 2 - Summary of Significant Accounting Policies

Expenditures reported in the Schedule are reported on the same basis of accounting as the basic financial statements. Such expenditures are recognized following the cost principles contained in Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts shown on the Schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years. Pass-through entity identifying numbers are presented where available.

The School has elected not to use the 10 percent de minimis indirect cost rate to recover indirect costs as allowed under the Uniform Guidance.

Note 3 - Grant Auditor Report

Management has utilized the Federal/State Grant Payments – End of Year Report as published by the New York State Education Department in preparing the schedule of expenditures of federal awards. Unreconciled differences, if any, have been disclosed to the auditor.

Note 4 - Noncash Assistance

The value of the noncash assistance received was determined in accordance with the provisions of the Uniform Guidance and is included in the schedule of expenditures of federal awards.

BROOKLYN SCHOLARS CHARTER ACADEMY

Schedule of Findings and Questioned Costs Year Ended June 30, 2022

Section I - Summary of Auditor's Results

Financial Statements

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? _____ Yes X No
- Significant deficiency(ies) identified that are not considered to be material weaknesses? _____ Yes X None reported

Noncompliance material to financial statements noted? _____ Yes X None reported

Federal Awards

Internal control over major programs:

- Material weakness(es) identified? _____ Yes X No
- Significant deficiency(ies) identified that are not considered to be material weaknesses? _____ Yes X None reported

Type of auditor's report issued on compliance for major programs: Unmodified

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

Identification of major programs:

CFDA Number	Name of Federal Program or Cluster	Opinion
10.553, 10.555	Child Nutrition Cluster	Unmodified
84.425	Education Stabilization Fund	Unmodified

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

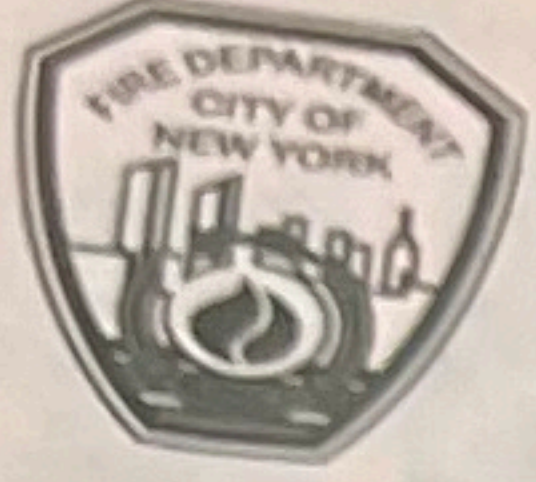
Auditee qualified as low-risk auditee? _____ Yes X No

Section II - Financial Statement Audit Findings

Reference Number	Finding	Questioned Costs
Current Year	None	

Section III - Federal Program Audit Findings

Reference Number	Finding	Questioned Costs
Current Year	None	



CROSS STREETS
AUTUMN AVE
HEMLOCK ST.

CITY OF NEW YORK
FIRE DEPARTMENT

A-10(B) 10-03
BATTALION E 236

VIOLATION ORDER

D.O. 42
E 631165

To 2635 LINDEN BLVD, BKLYN, NY 11208 BROOKLYN SCHOLARS CHARTER SCHOOL
ADDRESS
EDUCATIONAL TYPE OF OCCUPANCY
ROOM NO. OR FLOOR
NAME OF OWNER, LEASEE, OCCUPANT, ETC.
37005659 ACCOUNT NO.

An inspection this date of the above premises indicates the existence of the following violations under the enforcement jurisdiction of this Department. You are hereby directed to correct such violations by compliance with the following order:

STANDARD ORDER FORM NO.	ITEM NO.	
PBU-31A	1	Failure to remove and maintain means of egress free of impeding/obstructions, in violation of FC 1027.3 and/or FC 801.6. [Note: Applies to Flags hanging on 2nd FL and 3rd Floor Corridors with obstruct Exit sign visibility.] Remedy: Remove obstructions.

If this order has not been complied with in forthwith days of the issuance date, A SUMMONS will be served for violations of the Administrative Code of the City of New York.

TO 25 FOR -NUMBERING | TO 24 FOR DISMISSAL

By Order of the Fire Commissioner

This is to certify that I have made an inspection of said premises and have issued the above order to:

ROXANNE THOMAS Principal 718 348 9360
NAME OF PERSON WHO RECEIVED THIS ORDER TITLE PHONE #
MOHAMMED RAHMAN/APPI 01/11/21 PBU
INSPECTOR DATE UNIT

Unit Address 9 METRO TECH CTR Unit Telephone 718 999 2411
BROOKLYN, NY 11201

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

Name:

Kevin Clark

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

Brooklyn Scholars

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

President - Current

Vice President

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.

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

Yes **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?

___ **Yes** _X_ **No**

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

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

___ **Yes** _X_ **No**

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

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

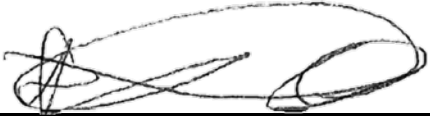
Please write "None" if applicable. Do not leave this space blank.

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				

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

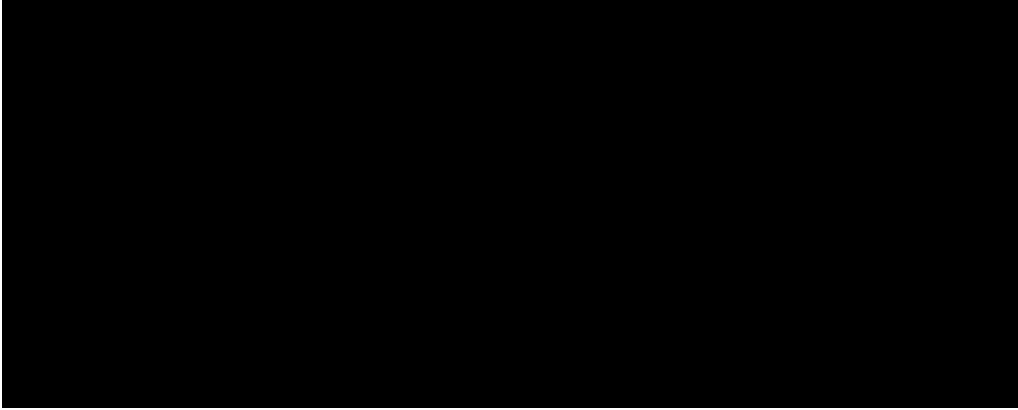


Signature

May 23, 2022

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:

Laya Vosges

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

Brooklyn Scholars

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

Treasurer -- Current
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?
 Yes **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?

Yes **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?

___ **Yes** _X_ **No**

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

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

___ **Yes** _X_ **No**

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

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

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

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				

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

Laya Vosges

May 23, 2022

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.



<p style="text-align: center;">Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member</p>
--

Name:

Marvelyn Hinckson

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

Brooklyn Scholars

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

Vice President – Current

Treasurer

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?

Yes **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?

Yes **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?

___ **Yes** _X_ **No**

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

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

___ **Yes** _X_ **No**

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

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

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

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				

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

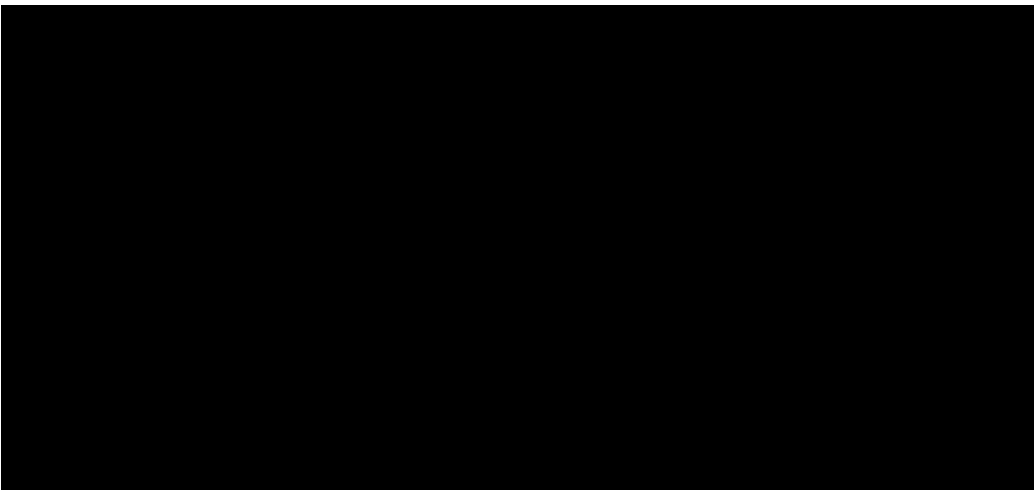


May 23, 2022

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.



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

Name:

John Whitehead

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

Brooklyn Scholars

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?
 Yes **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?

Yes **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?

___ **Yes** _X_ **No**

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

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

___ **Yes** _X_ **No**

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

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

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

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				
<i>Please write “None” if applicable. Do not leave this space blank.</i>				

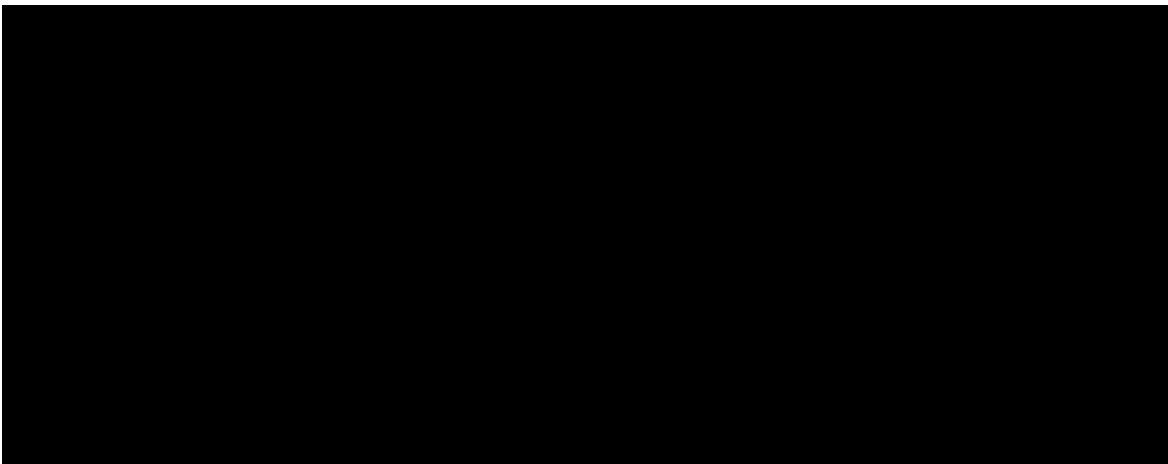
John C. W. Richard

July 21, 2022

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.



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

Name:

Lisa Robinson

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

Brooklyn Scholars

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.

I am a school social worker at P.S. 190 & M.S. 907. I work on a yearly contract since January of 2018. I am paid \$334.64 per day for 4 days per week. I am a licensed school social worker service provider who provides individual and group counseling services for IEP mandated students and at-risk students to address their social/emotional needs, mental health, and academic concerns. I am also responsible for conducting social histories and other assessments, as necessary, for students in the evaluation and placement process. I provide consultative and support services to students, parents, and school personnel. I serve on several school-level communities and conduct classroom observation and intervention services.

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

___ **Yes** _X_ **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?

___ **Yes** _X_ **No**

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

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

___ **Yes** _X_ **No**

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

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

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

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
<p>NONE <i>Please write "None" if applicable. Do not leave this space blank.</i></p>				

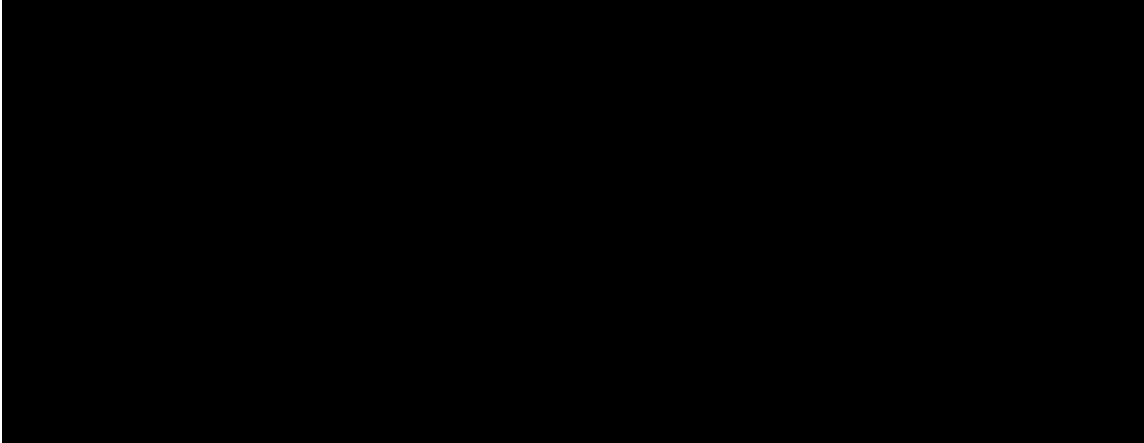
Lea Rebusin

July 26, 2022

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.



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

Name:

Yvette Wilds

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

Brooklyn Scholars

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

Secretary – Current

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?
 Yes **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?

Yes **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?

___ **Yes** _X_ **No**

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

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

___ **Yes** _X_ **No**

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

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

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

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				

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

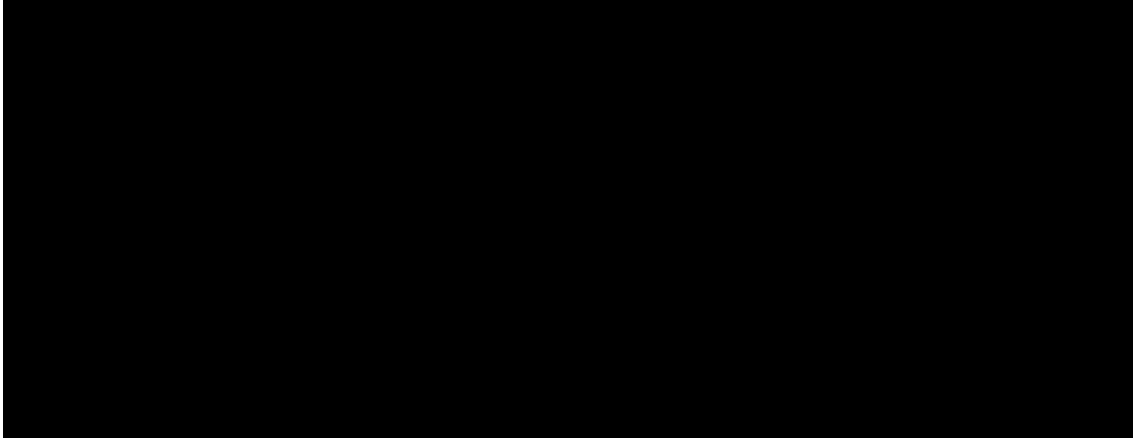
Shawn Wild

July 16, 2022

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.



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

Name:

Julia Chance

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

Brooklyn Scholars

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

Trustee – Current

Vice President

Secretary

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

___ **Yes** _X_ **No**

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

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

___ **Yes** _X_ **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?

___ **Yes** _X_ **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?

___ **Yes** _X_ **No**

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

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

___ **Yes** _X_ **No**

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

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

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

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				

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

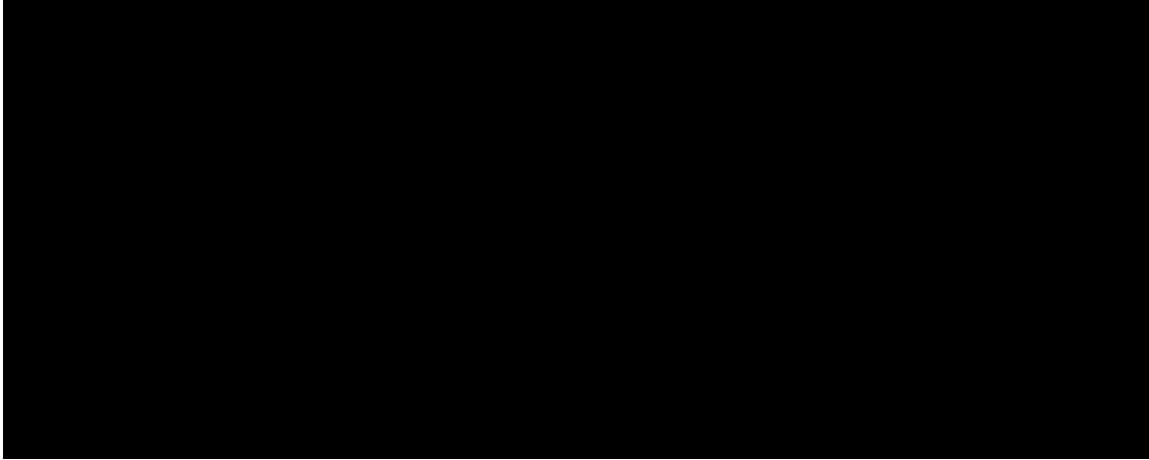


June 27, 2022

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.



Brooklyn Scholars Charter School

Entry 4c – Additional Financial Documents

1. Advisory and/or Management Letter
 - a. Attached
2. Federal Single Audit
 - a. The Federal Single Audit is included in the Audit Report
3. CSP Agreed-Upon Procedure Report
 - a. Not applicable
4. Evidence of Required Escrow Account for each school
 - a. Attached
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations
 - a. Not applicable

October 28, 2022

To the Board of Directors
Brooklyn Scholars Charter School

We have audited the financial statements of Brooklyn Scholars Charter School (the "School") as of and for the year ended June 30, 2022 and have issued our report thereon dated October 28, 2022. Professional standards require that we provide you with the following information related to our audit.

Our Responsibility Under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated March 17, 2022, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities. Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

As part of our audit, we considered the internal control of Brooklyn Scholars Charter School. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

Our audit of Brooklyn Scholars Charter School's financial statements has also been conducted in accordance with *Government Auditing Standards*, issued by the Comptroller General of the United States. Under *Government Auditing Standards*, we are obligated to communicate certain matters that come to our attention related to our audit to those responsible for the governance of Brooklyn Scholars Charter School, including compliance with certain provisions of laws, regulations, contracts, and grant agreements; certain instances of error or fraud; illegal acts applicable to government agencies; and significant deficiencies in internal control that we identify during our audit. Toward this end, we issued a separate letter dated October 28, 2022 regarding our consideration of Brooklyn Scholars Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our meeting about planning matters on August 9, 2022.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by Brooklyn Scholars Charter School are described in Note 2 to the financial statements.

As described in Note 2, the School adopted FASB ASU No. 2020-07, *Not-for-Profit Entities (Topic 58): Presentation and Disclosures by Not-for-Profit Entities for Contributed Nonfinancial Assets*. This ASU requires contributed nonfinancial assets to be presented as a separate line item in the statement of activities, apart from contributions of cash and other financial assets. It also adds disclosure requirements for contributed nonfinancial assets, including qualitative information such as whether the contribution was monetized or utilized, how it was utilized (if applicable), the School's policy for monetizing vs. utilizing, a description of donor-imposed restrictions, and a description of how the fair value was determined. The new guidance was applied using the retrospective method.

We noted no transactions entered into by Brooklyn Scholars Charter School during the year for which there is a lack of authoritative guidance or consensus.

We noted no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

There were no significant balances, amounts, or disclosures in the financial statements based on sensitive management estimates.

The disclosures in the financial statements are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in performing and completing our audit.

Disagreements with Management

For the purpose of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report.

We are pleased to report that no such disagreements arose during the course of our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management.

We did not detect any misstatements as a result of audit procedures.

Significant Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, business conditions affecting the School, and business plans and strategies that may affect the risks of material misstatement, with management each year prior to our retention as the School's auditors. However, these discussions occurred in the normal course of our professional relationship, and our responses were not a condition of our retention.

As required by 2 CFR Part 200, we have also completed an audit of the federal programs administered by the School. The results of that audit are provided to the board of directors in our report on compliance with requirements applicable to each major program and on internal control over compliance in accordance with 2 CFR Part 200 dated October 28, 2022.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated October 28, 2022.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a second opinion on certain situations. If a consultation involves application of an accounting principle to the School's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts.

To our knowledge, there were no such consultations with other accountants.

This information is intended solely for the use of the board of directors and management of Brooklyn Scholars Charter School and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Plante Moran, PC



Michael A. Lamfers, CPA
Partner



Michelle M. Goss, CPA
Partner

Business Premium Money Market Account Statement



Page 1 of 1

Account Number: [REDACTED]

For the period 06/01/2022 to 06/30/2022

BROOKLYN SCHOLARS CHARTER SCHOOL
RESERVE ACCOUNT
C/O NATIONAL HERITAGE ACADEMIES
3850 BROADMOOR AVE SE STE 201
GRAND RAPIDS MI 49512-3975

Number of enclosures: 0

Tax ID Number: [REDACTED]

For Client Services:
Call 1-800-669-1518

Visit us at PNC.com/treasury

Write to: Treas Mgmt Client Care
One Financial Parkway
Locator Z1-Yb42-03-1
Kalamazoo MI 49009

Account Summary Information

Balance Summary

Beginning balance	Deposits and other credits	Checks and other debits	Ending balance
77,296.18	14.29	.00	77,310.47

Interest Summary

Annual Percentage Yield Earned (APYE)	Number of days in interest period	Average collected balance for APYE	Interest paid this period	Interest paid year-to-date
0.23	30	77,296.65	14.29	19.44

Deposits and Other Credits

Description	Items	Amount
Deposits	0	.00
National Lockbox	0	.00
ACH Credits	0	.00
Funds Transfers In	0	.00
Trade Services	0	.00
Investments	0	.00
Zero Balance Transfers	0	.00
Adjustments	0	.00
Other Credits	1	14.29
Total	1	14.29

Checks and Other Debits

Description	Items	Amount
Checks	0	.00
Returned Items	0	.00
ACH Debits	0	.00
Funds Transfers Out	0	.00
Trade Services	0	.00
Investments	0	.00
Zero Balance Transfers	0	.00
Adjustments	0	.00
Other Debits	0	.00
Total	0	.00

Ledger Balance

Date	Ledger balance	Date	Ledger balance
06/01	77,296.18	06/30	77,310.47

Deposits and Other Credits

Other Credits

1 transaction for a total of \$14.29

Date posted	Transaction description	Reference number
06/30	14.29 Interest Payment	[REDACTED]

New York State Education Department

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

2022-2023 Budget & Cash Flow Template

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

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

Brooklyn Scholars

PROJECTED BUDGET FOR 2022-2023

Assumptions

July 1, 2022 to June 30, 2023

DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	13,926,839	1,202,802	-	-	-	15,129,641
Total Expenses	9,608,473	1,178,150	-	-	4,343,018	15,129,641
Net Income	4,318,366	24,652	-	-	(4,343,018)	(0)
Actual Student Enrollment	633	55	-	-	-	-
Total Paid Student Enrollment	-	-	-	-	-	-

PROGRAM SERVICES SUPPORT SERVICES

REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
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REVENUE

REVENUES FROM STATE SOURCES

Per Pupil Revenue	CY Per Pupil Rate	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
District of Location	\$17,633.00	12,038,314	-	-	-	-	12,038,314
School District 2 (Enter Name)		-	-	-	-	-	-
School District 3 (Enter Name)		-	-	-	-	-	-
School District 4 (Enter Name)		-	-	-	-	-	-
School District 5 (Enter Name)		-	-	-	-	-	-
		12,038,314	-	-	-	-	12,038,314
Special Education Revenue		-	1,110,031	-	-	-	1,110,031
Grants		-	-	-	-	-	-
Stimulus		-	-	-	-	-	-
Other		-	-	-	-	-	-
Other State Revenue		-	-	-	-	-	-
TOTAL REVENUE FROM STATE SOURCES		12,038,314	1,110,031	-	-	-	13,148,345

REVENUE FROM FEDERAL FUNDING

IDEA Special Needs	-	92,771	-	-	-	-	92,771
Title I	348,423	-	-	-	-	-	348,423
Title Funding - Other	55,341	-	-	-	-	-	55,341
School Food Service (Free Lunch)	421,356	-	-	-	-	-	421,356
Grants	-	-	-	-	-	-	-
Charter School Program (CSP) Planning & Implementation	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
Other Federal Revenue	809,546	-	-	-	-	-	809,546
TOTAL REVENUE FROM FEDERAL SOURCES	1,634,666	92,771	-	-	-	-	1,727,437

LOCAL and OTHER REVENUE

Contributions and Donations, Fundraising	-	-	-	-	-	-	-
Erate Reimbursement	-	-	-	-	-	-	-
Interest Income, Earnings on Investments,	-	-	-	-	-	-	-
NYC-DYCD (Department of Youth and Community Developmt.)	-	-	-	-	-	-	-
Food Service (Income from meals)	9,439	-	-	-	-	-	9,439
Text Book	-	-	-	-	-	-	-
Other Local Revenue	244,420	-	-	-	-	-	244,420
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	253,859	-	-	-	-	-	253,859

TOTAL REVENUE

13,926,839	1,202,802	-	-	-	-	15,129,641
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EXPENSES

ADMINISTRATIVE STAFF PERSONNEL COSTS

	No. of Positions	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Executive Management	-	-	-	-	-	-	-
Instructional Management	-	168,120	-	-	-	-	168,120
Deans, Directors & Coordinators	-	446,063	-	-	-	-	446,063
CFO / Director of Finance	-	-	-	-	-	-	-
Operation / Business Manager	-	-	-	-	-	-	-
Administrative Staff	-	123,619	-	-	-	-	123,619
TOTAL ADMINISTRATIVE STAFF	-	737,802	-	-	-	-	737,802

INSTRUCTIONAL PERSONNEL COSTS

Teachers - Regular	-	2,252,998	-	-	-	-	2,252,998
Teachers - SPED	-	-	934,158	-	-	-	934,158
Substitute Teachers	-	110,160	-	-	-	-	110,160
Teaching Assistants	-	-	-	-	-	-	-
Specialty Teachers	-	750,904	-	-	-	-	750,904
Aides	-	241,119	-	-	-	-	241,119

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

AT GOOGLE MEET: [HTTPS://MEET.GOOGLE.COM/EAB-JOJW-PQI](https://meet.google.com/EAB-JOJW-PQI) OR PHONE: 1-414-882-6243, PIN: 370 091 345#

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Kevin Clark President	X		June 30, 2024
Marvelyn Hinckson Vice President	X		June 30, 2022
Laya Vosges Treasurer		X	June 30, 2023
Yvette Wilds Secretary	X		June 30, 2024
John Whitehead Trustee	X		June 30, 2024
Julia Chance Trustee		X	June 30, 2023
Lisa Robinson Trustee		X	June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Roxanne Thomas – Principal
2. Clodette Jean-Louis – Dean
3. Tricia Anderson-Randall – Dean
4. Shakera Bennett – Dean
5. Andrew Gayle – NHA

All Board Members and Non-Board Members in attendance participated virtually.

1. CALL TO ORDER

Kevin Clark called the meeting to order at 6:16 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Kevin Clark and seconded by Yvette Wilds to approve the agenda as submitted. The motion was approved unanimously.

4. APPROVAL OF THE MAY 18, 2021 BOARD MEETING MINUTES

A motion was made by Yvette Wilds and seconded by John Whitehead to approve the May 18, 2021 Board Meeting Minutes as submitted. The motion was approved unanimously.

5. MANAGEMENT REPORTS

a. Principal Report

Roxanne Thomas presented the Principal Report.

Highlights included:

- Fifty new students have been accepted for the 2021-2022 school year. There are currently 517 families on the waiting list.
- For the next school year, Brooklyn Scholars will place a specific focus on math content with ongoing professional development for staff and intentional math intervention for students.
- Summer learning will be held from July 19-August 20 from 8 a.m. to 12 p.m. There will be traditional in-person learning and a self-paced option for students.
- Brooklyn Scholars held its second Virtual Career Day on May 28. Participants included a publicist from Atlantic Records, an author from Harvard University, and a self-made plumber.
- The 8th Grade Graduation Ceremony was held on June 18, 2021.

i. Whistleblower Report

Roxanne Thomas presented the Whistleblower Report.

b. Board Fund Report

The Board Fund balance was reported.

6. DISCUSSION ITEMS

- a. Board Self-Evaluation and Evaluation of NHA – Tabled.
- b. The Spring Employee Engagement Survey Summary was discussed.

7. ANNUAL MEETING ACTION ITEMS

a. Approval of the Election of Officers

A motion was made by Yvette Wilds and seconded by John Whitehead to approve the officers as listed below. The motion was approved unanimously.

<u>Name</u>	<u>Position</u>
Kevin Clark	President
Marvelyn Hinckson	Vice President
Laya Vosges	Treasurer
Yvette Wilds	Secretary

b. Appointment of the Board Legal Counsel

A motion was made by Kevin Clark and seconded by Yvette Wilds to appoint Bond, Schoeneck & King as the Board Legal Counsel. The motion was approved unanimously.

c. Appointment of the AHERA Contact

A motion was made by Kevin Clark and seconded by Yvette Wilds to appoint the NHA Director of Construction as the AHERA Contact. The motion was approved unanimously.

d. Appointment of the Title VI, Title IX, and Section 504 Contact

A motion was made by Kevin Clark and seconded by Yvette Wilds to appoint the School Principal as the Title VI, Title IX, and Section 504 Contact. The motion was approved unanimously.

e. Appointment of the Whistleblower Compliance Officer

Tabled.

f. Appointment of the Hearing Officer

A motion was made by Kevin Clark and seconded by Yvette Wilds to appoint NHA's Director of School Quality as the Hearing Officer for Brooklyn Scholars Charter School. The motion was approved unanimously.

8. ACTION ITEMS

a. Approval of the Virtual STEM Assembly

Tabled.

b. Ratification of the Revised 2021-2022 School Calendar

A motion was made by Kevin Clark and seconded by John Whitehead to ratify the Revised 2021-2022 School Calendar as submitted. The motion was approved unanimously.

9. NEW BUSINESS/UNFINISHED BUSINESS

None was presented.

10. PUBLIC COMMENT

None was given.

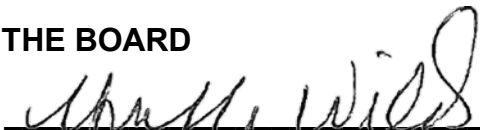
11. ADJOURNMENT

The meeting was adjourned at 7:14 p.m.

NEXT MEETING:
Tuesday, September 28, 2021 at 6:00 p.m.

OFFICER OF THE BOARD

SIGNATURE



AT REMOTE MEETING

Google Meet: <https://meet.google.com/dvp-znao-the>
or join by phone: 1-347-450-0933, PIN: 267 764 745#

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Kevin Clark President	X		June 30, 2024
Marvelyn Hinckson Vice President	X		June 30, 2022
Laya Vosges Treasurer	X		June 30, 2023
Yvette Wilds Secretary	X		June 30, 2024
John Whitehead Trustee	X		June 30, 2024
Julia Chance Trustee	X		June 30, 2023
Lisa Robinson Trustee	X		June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Roxanne Thomas – Principal

2. Shakera Bennett – Dean

3. Andrew Gayle – NHA

All Board Members and Non-Board Members in attendance participated virtually.

1. CALL TO ORDER

Kevin Clark called the meeting to order at 6:11 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Kevin Clark and seconded by John Whitehead to approve the agenda as submitted. The motion was approved unanimously.

4. APPROVAL OF THE JUNE 15, 2021 BOARD MEETING MINUTES

A motion was made by Marvelyn Hinckson and seconded by Laya Vosges to approve the June 15, 2021 Board Meeting Minutes as submitted. The motion was approved unanimously.

5. MANAGEMENT REPORTS

a. Principal Report

Roxanne Thomas presented the Principal Report.

Highlights included:

- The Board received a summary of enrollment for the 2021-2022 school year.
- A summary was provided of the summer learning program which was in session from July 19 to August 20 from 8 a.m. to 12 p.m.
- As part of Make a Smile, students participated in a back to school shopping spree at Target.
- A virtual back to school night was held for students in Kindergarten through Fifth Grade.
- Random COVID-19 testing, offered by the New York City Department of Education, will be administered to students in First through Eighth Grade.
- The school is seeking candidates for three vacant positions.

i. School Performance Report Dashboard Suite

The School Performance Report Dashboard Suite was presented.

1. The Parent Satisfaction Survey Results were discussed. The Board requested to review the summary results of Brooklyn Excelsior, another NHA-partner school.

b. Board Fund Report

The Board Fund balance was reported.

6. DISCUSSION ITEMS

- a. The Board Self-Evaluation and Evaluation of NHA were discussed. The evaluations will be completed during the 2021-2022 school year.
- b. The Auditor Planning Communication was reviewed.

- c. The ARP-ESSER Safe Return to School Plan was discussed. The school's draft ARP-ESSER Safe Return to School Plan was posted on the school's website, reviewed by the Board, and made available for public comment and input. The public was given the opportunity to provide comments during the Public Comment on Agenda Items section of the agenda. No public comment was given. The plan will be finalized and a final version will be re-posted to the school's website.
- d. The Wellness Policy Triennial Assessment was discussed.
- e. The 2020-2021 Annual Report was discussed.
- f. The 2021 NHA Board Symposium was discussed.
- g. The Board Housekeeping document was discussed.
- h. The Board Packet & Binder Preferences were discussed. The Board would like to receive online packets, except for Kevin Clark and John Whitehead who wish to receive hard copy packets moving forward. The Board would like to receive two Board binders for the 2021-2022 school year.
- i. The Conflict of Interest Disclosure Statement forms were reviewed and will be completed by the Board.
- j. The Fourth Quarter Financial Statements were reviewed.
- k. The 2020-2021 Board Satisfaction Survey Summary was reviewed.

7. ACTION ITEMS

- a. Approval of the Personnel Hires
A motion was made by Yvette Wilds and seconded by John Whitehead to approve the Personnel Hires of:
 - Abraham Jabouin as an Office Administrator
 - Brian Dillon as a Teacher in Residence
 - Daniel Goldberg as a PE Teacher

The motion was approved unanimously.
- b. Approval of the Virtual STEM Assembly
Tabled.
- c. Appointment of the Hearing Officer
This item was previously completed in June.
- d. Appointment of the Whistleblower Compliance Officer
A motion was made by Kevin Clark and seconded by John Whitehead to appoint the School Principal as the Whistleblower Compliance Officer. The motion was approved unanimously.
- e. Approval of the Emergency Response Plan
A motion was made by Kevin Clark and seconded by Yvette Wilds to approve the Emergency Response Plan as presented. The motion was approved unanimously.

f. Approval of the District-Wide Plan

A motion was made by John Whitehead and seconded by Kevin Clark to approve the District-Wide Plan as submitted. The motion was approved unanimously.

g. Designation of the Chief Emergency Officer

A motion was made by Kevin Clark and seconded by Marvelyn Hinckson to designate the School Principal as the Chief Emergency Officer. The motion was approved unanimously

h. Approval of the 2022 Children's Internet Protection Act (CIPA) Form 479

A motion was made by Kevin Clark and seconded by Yvette Wilds to approve the 2022 Children's Internet Protection Act (CIPA) Form 479 as submitted. The motion was approved unanimously.

i. Approval of the 2022-2024 Letter of Agency for E-rate Funding

A motion was made by Kevin Clark and seconded by Yvette Wilds to approve the 2022-2024 Letter of Agency for E-rate Funding as submitted. The motion was approved unanimously.

j. Approval of the 2021 NHA Board Symposium

A motion was made by Kevin Clark and seconded by Marvelyn Hinckson to approve the expenditure of Board Funds not to exceed the amount of \$1,500.00 for the cost of the 2021 NHA Board Symposium. The motion was approved unanimously.

k. Approval of the Revised 2021-2022 Board Calendar

A motion was made by Kevin Clark and seconded by Yvette Wilds to approve the Revised 2021-2022 Board Calendar as presented. The motion was approved unanimously.

l. Approval of the 2021-2022 Board Funds Budget

A motion was made by Marvelyn Hinckson and seconded by Kevin Clark to approve the expenditure of Board Funds not to exceed the amount of \$35,000.00 for the cost of the 2021-2022 Board Funds Budget as allocated below. The motion was approved unanimously.

- | | |
|------------------------------|-------------|
| • Recognition | \$4,000.00 |
| • Extracurricular Activities | \$3,400.00 |
| • Athletic Program | \$5,300.00 |
| • Student Enrichment | \$7,500.00 |
| • Student/School Events | \$14,800.00 |

8. NEW BUSINESS/UNFINISHED BUSINESS

None was presented.

9. PUBLIC COMMENT

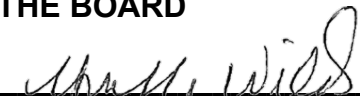
None was given.

10. ADJOURNMENT

The meeting was adjourned at 7:41 p.m.

**NEXT MEETING:
Tuesday, October 19, 2021 at 6:00 p.m.**

OFFICER OF THE BOARD

SIGNATURE 

AT REMOTE MEETING

Google Meet: <https://meet.google.com/dvp-znao-the>
or join by phone: 1-347-450-0933, PIN: 267 764 745#

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Kevin Clark President	X		June 30, 2024
Marvelyn Hinckson Vice President	X		June 30, 2022
Laya Vosges Treasurer	X		June 30, 2023
Yvette Wilds Secretary	X		June 30, 2024
John Whitehead Trustee	X		June 30, 2024
Julia Chance Trustee		X	June 30, 2023
Lisa Robinson Trustee	X		June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Roxanne Thomas – Principal

2. Shakera Bennett – Dean

3. Peta Kelly – Dean

4. Tricia Anderson-Randall – Dean

5. Andrew Gayle – NHA

All Board Members and Non-Board Members in attendance participated virtually.

1. CALL TO ORDER

Kevin Clark called the meeting to order at 6:01 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Yvette Wilds and seconded by Kevin Clark to approve the agenda as submitted. The motion was approved unanimously.

4. APPROVAL OF THE SEPTEMBER 28, 2021 BOARD MEETING MINUTES

A motion was made by Yvette Wilds and seconded by Lisa Robinson to approve the September 28, 2021 Board Meeting Minutes as submitted. The motion was approved unanimously.

5. MANAGEMENT REPORTS

a. Principal Report

Roxanne Thomas presented the Principal Report.

Highlights included:

- Enrollment to date is currently 675 students.
- NWEA, AIMSweb Benchmark Assessments, and Lexia Core 5/Power Up were given to all K-8 students in ELA.
- K-2 Numeracy testing is underway. The assessment tests basic math skills such as number recognition, one-to-one correspondence, and basic operations.
- On October 14, meetings were held with parents that focused on the high school application process, Title I services, and ESSER funding.
- Members of the school safety team participated in Threat Case Management Crisis and Prevention/Intervention Training during September and October.
- All Free and Reduced-Price Lunch Forms were completed.

b. Board Fund Report

The Board Fund balance was reported.

c. ESSER Funds Report

The ESSER Funds Report was presented and discussed.

6. DISCUSSION ITEMS

- a. The 2021-2022 Amended Budget Timing was discussed. NHA is planning to present the 2021-2022 Amended Budget at the January Board meeting. By postponing, NHA anticipates being able to provide the Board with a more accurate budget reflective of all ESSER initiatives and inclusive of investment planning occurring during November.

7. ACTION ITEMS

a. Approval of the Virtual STEM Assembly

No action was taken. Roxanne Thomas will explore this opportunity for later in the school year.

b. Approval of the Board Fund Rollover Request

A motion was made by Yvette Wilds and seconded by Kevin Clark to approve the rollover of Board Funds into the available balance of the Board Fund Account in the amount of \$6,314.52 previously approved for the items listed on the Board Fund Rollover Request as submitted. The motion was approved unanimously.

8. NEW BUSINESS/UNFINISHED BUSINESS

Approval of the Personnel Hire

A motion was made by Kevin Clark and seconded by Marvelyn Hinckson to approve the Personnel Hire of:

- Kissy Alexander as an Interim Dean

The motion was approved unanimously.

9. PUBLIC COMMENT

None was given.

10. ADJOURNMENT

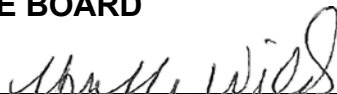
The meeting was adjourned at 6:30 p.m.

NEXT MEETING:

Tuesday, November 16, 2021 at 6:00 p.m.

OFFICER OF THE BOARD

SIGNATURE _____



AT REMOTE MEETING

Google Meet: <https://meet.google.com/dvp-znao-the>
 or join by phone: 1-347-450-0933, PIN: 267 764 745#

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Kevin Clark President	X		June 30, 2024
Marvelyn Hinckson Vice President	X		June 30, 2022
Laya Vosges Treasurer	X		June 30, 2023
Yvette Wilds Secretary	X		June 30, 2024
John Whitehead Trustee	X		June 30, 2024
Julia Chance Trustee		X	June 30, 2023
Lisa Robinson Trustee		X	June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Roxanne Thomas – Principal
2. Nicole Campbell – Teacher
3. Andrew Gayle – NHA

All Board Members and Non-Board Members in attendance participated virtually.

1. CALL TO ORDER

Kevin Clark called the meeting to order at 6:09 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Yvette Wilds and seconded by Kevin Clark to approve the agenda as submitted. The motion was approved unanimously.

4. APPROVAL OF THE OCTOBER 19, 2021 BOARD MEETING MINUTES

A motion was made by Kevin Clark and seconded by John Whitehead to approve the October 19, 2021 Board Meeting Minutes as submitted. The motion was approved unanimously.

5. MANAGEMENT REPORTS

a. Principal Report

Roxanne Thomas presented the Principal Report.

Highlights included:

- There are currently 676 students enrolled with 418 students on the waitlist.
- The 2020-21 New York State assessments were reviewed.
- After school tutoring will begin on November 30.
- K-2 Scholars had the opportunity to attend Green Meadows Farm and participate in a Sip & Paint.
- Water filling stations will be installed at Brooklyn Scholars.

i. School Performance Report Dashboard Suite

The School Performance Report Dashboard Suite was presented.

1. The Proficiency Counts and Percents were reviewed.
2. Demographics were reviewed.
3. The Enrollment and Attendance data was reviewed.

ii. Special Populations Enrollment and Retention (Re-enrollment) Efforts

Andrew Gayle presented the Special Populations Enrollment and Retention (Re-enrollment) Efforts.

iii. 2020-2021 Charter Contract Goals Progress Report

Andrew Gayle presented the 2020-2021 Charter Contract Goals Progress Report.

iv. ESSER Funds Planning

Roxanne Thomas discussed the use of ESSER Funds for initiatives such as recess aides, Chromebook chargers, Chromebook cases, and after school and Saturday tutoring.

b. Board Fund Report

The Board Fund balance was reported.

c. ESSER Funds Report

The ESSER Funds Report was presented and discussed.

6. DISCUSSION ITEMS

- a. First Quarter Financial Statements were discussed.
- b. The 2020-2021 Audit Report was reviewed. No significant deficiencies or materials weaknesses were identified. A clean and unmodified opinion was issued.
- c. Annual Board Development and Evaluation were discussed.

7. ACTION ITEMS

- a. Approval of the Personnel Hire
A motion was made by John Whitehead and seconded by Yvette Wilds to approve the Personnel Hire of:

- Michelet Jeanty as a Teacher

The motion was approved unanimously.

8. NEW BUSINESS/UNFINISHED BUSINESS

The Board discussed the early arrival of students on school days and whether all parents are aware of the official start time. The use of a crossing guard was also discussed.

9. PUBLIC COMMENT

None was given.

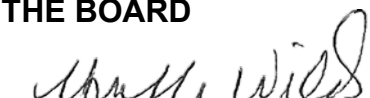
10. ADJOURNMENT

The meeting was adjourned at 7 p.m.

NEXT MEETING:
Tuesday, February 15, 2022 at 6:00 p.m.

OFFICER OF THE BOARD

SIGNATURE _____



AT REMOTE MEETING

Google Meet: <https://meet.google.com/zgt-mxfh-zic>
or join by phone: 1-413-758-2982, PIN: 173 596 260#

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Kevin Clark President	X		June 30, 2024
Marvelyn Hinckson Vice President	X		June 30, 2022
Laya Vosges Treasurer	X		June 30, 2023
Yvette Wilds Secretary	X		June 30, 2024
John Whitehead Trustee	X		June 30, 2024
Julia Chance Trustee		X	June 30, 2023
Lisa Robinson Trustee		X	June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Roxanne Thomas – Principal
2. Peta Kelly – Dean
3. Shakera Bennett – Dean
4. Andrew Gayle – NHA

All Board Members and Non-Board Members in attendance participated virtually.

1. CALL TO ORDER

Kevin Clark called the meeting to order at 6:15 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Yvette Wilds and seconded by Kevin Clark to approve the agenda as submitted. The motion was approved unanimously.

4. APPROVAL OF THE NOVEMBER 16, 2021 BOARD MEETING MINUTES

A motion was made by Yvette Wilds and seconded by John Whitehead to approve the November 16, 2021 Board Meeting Minutes as submitted. The motion was approved unanimously.

5. MANAGEMENT REPORTS

a. Principal Report

Roxanne Thomas presented the Principal Report.

Highlights included:

- Students recently completed the Interim 2 assessments.
- Deans and teachers will analyze the data from the assessments to address student growth areas.
- Additional academic support is being provided to students through the Scholars Academic After School Program that began on December 7, 2022, Sylvan Tutoring that began on January 11, 2022, and Saturday Academy which will begin on January 29, 2022.
- Random COVID-19 testing continues and 20% of consented students are tested weekly. At home COVID-19 tests will be distributed to students and staff the week of February 14, 2022 as a proactive measure in the event of another surge after the mid-winter break.
- The DNA Lab at NYC Tech came to facilitate a science experiment on February 4, 2022 about Glowing GENES.
- An after school program offered by Good Shepard Services was discussed.

i. School Performance Report Dashboard Suite

The School Performance Report Dashboard Suite was presented.

1. The District and State Historical Comparisons data was reviewed.
2. The Proficiency and Growth data was reviewed.

ii. Retention Update

Roxanne Thomas provided a Retention Update to the Board. The families of those students at risk of retention were notified prior to the holiday break.

b. Board Fund Report

The Board Fund balance was reported.

c. ESSER Funds Report

The ESSER Funds Report was presented and discussed.

6. DISCUSSION ITEMS

- a. The Fall Employee Engagement Survey Summary was reviewed.
- b. The ARP-ESSER Safe Return to School Plan Fall 2021 Update was given. The school's draft ARP-ESSER Safe Return to School Plan was posted on the school's website, reviewed by the Board, and made available for public comment and input. The public was given the opportunity to provide comments during the Public Comment on Agenda Items section of the agenda. No public comment was given. The plan will be finalized and a final version will be re-posted to the school's website.
- c. The Personal Profile Update Forms were discussed.
- d. The Board Member Snapshot Forms were discussed.
- e. Board Terms and Resignations were discussed.
- f. The Board Self-Evaluation and Evaluation of NHA will be completed at a retreat at a later date.
- g. The 2022 National Charter Schools Conference was discussed.
- h. The 2022 NHA Board Symposium was discussed.
- i. Second Quarter Financial Statements were reviewed.

7. ACTION ITEMS

a. Approval of the Personnel Hires

A motion was made by John Whitehead and seconded by Yvette Wilds to approve the Personnel Hires of:

- Shannon Steward as a Behavior Support Specialist
- Tamika Kern as a Recess Aide

The motion was approved unanimously.

b. Approval of the 2021-2022 Amended Budget

After due consideration and discussion, a motion was made by Kevin Clark and seconded by Marvelyn Hinckson to approve the 2021-2022 Amended Budget as submitted. The motion was approved unanimously.

c. Appointment of the 2021-2022 Audit Firm

A motion was made by Kevin Clark and seconded by Marvelyn Hinckson to appoint Plante Moran as the 2021-2022 Audit Firm. The motion was approved unanimously.

d. Approval of the 2022-2023 Offered Seats Schedule

A motion was made by Marvelyn Hinckson and seconded by Yvette Wilds to approve the 2022-2023 Offered Seats Schedule as submitted. The motion was approved unanimously.

e. Approval of the Board Funds for the 2022 National Charter Schools Conference

Tabled.

8. NEW BUSINESS/UNFINISHED BUSINESS

Approval of the Board Preparation for Charter Renewal

A motion was made by Kevin Clark and seconded by Yvette Wilds to approve the expenditure of Board Funds not to exceed the amount of \$350.00 for the cost of the Board Preparation for Charter Renewal as presented. The motion was approved unanimously.

9. PUBLIC COMMENT

None was given.

10. ADJOURNMENT

The meeting was adjourned at 7:28 p.m.

**NEXT MEETING:
Tuesday, March 15, 2022 at 6:00 p.m.**

OFFICER OF THE BOARD

SIGNATURE _____



AT REMOTE MEETING

Google Meet: <https://meet.google.com/zgt-mxfh-zic>
 or join by phone: 1-413-758-2982, PIN: 173 596 260#

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Kevin Clark President	X		June 30, 2024
Marvelyn Hinckson Vice President	X		June 30, 2022
Laya Vosges Treasurer	X		June 30, 2023
Yvette Wilds Secretary		X	June 30, 2024
John Whitehead Trustee	X		June 30, 2024
Julia Chance Trustee		X	June 30, 2023
Lisa Robinson Trustee		X	June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Andrew Gayle – NHA
2. Tim Smock – NHA

1. CALL TO ORDER

Kevin Clark called the meeting to order at 6:07 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Marvelyn Hinckson and seconded by John Whitehead to approve the agenda as submitted. The motion was approved unanimously.

4. APPROVAL OF THE FEBRUARY 15, 2022 BOARD MEETING MINUTES

A motion was made by Kevin Clark and seconded by John Whitehead to approve the February 15, 2022 Board Meeting Minutes as submitted. The motion was approved unanimously.

5. MANAGEMENT REPORTS

a. Principal Report

Andrew Gayle presented the Principal Report.

Highlights included:

- Random COVID-19 testing continues through CIC Health
- Masks are now optional for students, staff, and visitors to the building
- The basketball team had an undefeated season and made it to the playoffs
- New York State ELA testing will be held March 29-31
- The Board asked several questions regarding the enrollment of special student populations

i. Retention Update

Tabled. Roxanne Thomas will provide an update during the April Board meeting.

ii. Wellness Goals and Objectives Review

Tabled. Roxanne Thomas will provide an update during the April Board meeting.

iii. 2022-2023 Academic School Improvement Plan Goals

Tabled. Roxanne Thomas will provide an update during the April Board meeting.

6. DISCUSSION ITEMS

- a. An Update on Board Financial Reports was given.
- b. The Proposed 2022-2023 Board Calendar was reviewed.
- c. Administrative Professionals Week was discussed.
- d. Teacher and Staff Appreciation Week was discussed.
- e. The 2021-2022 Board Satisfaction Survey was discussed.

7. ACTION ITEMS

a. Approval of the Personnel Hire

A motion was made by Kevin Clark and seconded by John Whitehead to approve the Personnel Hire of:

- Delancia Bascom as a Recess Aide

The motion was approved unanimously.

b. Approval of the Animals Adaptions Program

A motion was made by Kevin Clark and seconded by Laya Vosges to approve the expenditure of Board Funds not to exceed the amount of \$800.00 for the cost of the Animal Adaptions Program as submitted. The motion was approved unanimously.

c. Approval of the After Care for Kindergarten Parents

Tabled.

d. Approval of the Board Funds for the 2022 National Charter Schools Conference

Tabled.

8. NEW BUSINESS/UNFINISHED BUSINESS

No new business was discussed.

9. PUBLIC COMMENT

None was given.

10. ADJOURNMENT

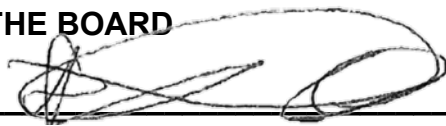
The meeting was adjourned at 6:53 p.m.

NEXT MEETING:

Tuesday, April 12, 2022 at 6:00 p.m.

OFFICER OF THE BOARD

SIGNATURE _____



AT REMOTE MEETING

Google Meet: <https://meet.google.com/zgt-mxfh-zic>
 or join by phone: 1-413-758-2982, PIN: 173 596 260#

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Kevin Clark President	X		June 30, 2024
Marvelyn Hinckson Vice President	X		June 30, 2025
Laya Vosges Treasurer	X		June 30, 2023
Yvette Wilds Secretary		X	June 30, 2024
John Whitehead Trustee	X		June 30, 2024
Julia Chance Trustee		X	June 30, 2023
Lisa Robinson Trustee		X	June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Roxanne Thomas – Principal
2. Tricia Anderson-Randall – Dean
3. Shakera Bennett – Dean
4. Clodette Jean-Louis – Dean
5. Andrew Gayle – NHA

1. CALL TO ORDER

Kevin Clark called the meeting to order at 6:19 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Kevin Clark and seconded by Marvelyn Hinckson to approve the agenda as submitted. The motion was approved unanimously.

4. APPROVAL OF THE MARCH 15, 2022 BOARD MEETING MINUTES

A motion was made by Kevin Clark and seconded by Laya Vosges to approve the March 15, 2022 Board Meeting Minutes as submitted. The motion was approved unanimously.

5. MANAGEMENT REPORTS

a. Principal Report

Roxanne Thomas presented the Principal Report.

Highlights included:

- Families of students who are chronically absent or at risk of retention have been notified by the school.
- The Brooklyn Scholars Boys' Basketball Team recently won a league championship.
- Students attended a recent Nets vs. Pacers basketball game.
- A brunch event was held for families in which data was discussed as well as how to choose the right books for students to read at home.
- A professional development was held to assist staff with de-escalation efforts when working with students.

i. School Performance Report Dashboard Suite

The School Performance Report Dashboard Suite was presented.

1. The Interim Assessment Report was reviewed.

ii. Retention Update

Roxanne Thomas provided a Retention Update to the Board.

iii. Wellness Goals and Objectives Review

Roxanne Thomas presented and discussed the Wellness Policy process, goals and objectives, and feedback gathered.

iv. 2022-2023 Academic School Improvement Plan Goals

Roxane Thomas presented the 2022-2023 Academic School Improvement Plan goals.

b. Board Fund Report

The Board Fund balance was reported.

6. DISCUSSION ITEMS

- a. The Form 990 was reviewed. All non-profit organizations, which have obtained 501(c)(3) tax exemption status from the IRS, are required to file a Form 990 on an annual basis. The Form 990 is an informational return and does not result in any taxes to the non-profit organization.
- b. The Board Self-Evaluation and Evaluation of NHA will be completed as part of an end-of-year Board retreat.
- c. The ARP-ESSER Safe Return to School Plan Spring 2022 Update was given. The school's draft ARP-ESSER Safe Return to School Plan was posted on the school's website, reviewed by the Board, and made available for public comment and input. The public was given the opportunity to provide comments during the Public Comment on Agenda Items section of the agenda. No public comment was given. The plan will be finalized and a final version will be re-posted to the school's website.

7. ACTION ITEMS

- a. Approval of the Personnel Hire
No action was taken.
- b. Approval of the After Care for Kindergarten Parents
No action was taken.
- c. Approval of the Board Funds for the 2022 National Charter Schools Conference
A motion was made by John Whitehead and seconded by Laya Vosges to approve the expenditure of Board Funds not to exceed the amount of \$5,500.00 for the cost of the following Board members to attend the 2022 National Charter Schools Conference. The motion was approved unanimously.
 - TBD
 - TBD
- d. Approval of the 2022-2023 School Calendar
Tabled.
- e. Reappointment of Marvelyn Hinckson to Serve an Additional Board Term of Three Years to Expire in June of 2025
A motion was made by Kevin Clark and seconded by John Whitehead to Reappoint Marvelyn Hinckson to Serve an Additional Three-Year Term on the Brooklyn Scholars Charter School Board of Directors to Expire in June of 2025. The motion was approved unanimously.
- f. Reappointment of Lisa Robinson to Serve an Additional Board Term of Three Years to Expire in June of 2025
Tabled.

g. Approval of the 2022-2023 Board Calendar

A motion was made by Kevin Clark and seconded by John Whitehead to approve the 2022-2023 Board Calendar as submitted. The motion was approved unanimously.

8. NEW BUSINESS/UNFINISHED BUSINESS

Approval of the 4th Grade STEM Trip

A motion was made by Kevin Clark and seconded by Marvelyn Hinckson to approve the expenditure of Board Funds not to exceed the amount of \$3,481.38 for the 4th Grade STEM Trip. The motion was approved unanimously.

Approval of the Basketball Team Championship Celebration

A motion was made by Kevin Clark and seconded by Marvelyn Hinckson to approve the expenditure of Board Funds not to exceed the amount of \$571.34 for the Basketball Team Championship Celebration. The motion was approved unanimously.

Approval of the End-of-Year Trip to Lake Compounce

A motion was made by John Whitehead and seconded by Laya Vosges to approve the expenditure of Board Funds not to exceed the amount of \$10,000.00 for the End-of-Year Trip to Lake Compounce. The motion was approved unanimously.

The Board was provided with a summary of the school's efforts regarding the recruitment and retention of students with Individualized Education Programs (IEP) and English Language Learners (ELL). There are approximately 92 IEP students and 60 ELL students.

John Whitehead discussed services of a security company who would be willing to discuss their work at an upcoming Board meeting.

9. PUBLIC COMMENT

None was given.

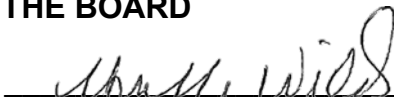
10. ADJOURNMENT

The meeting was adjourned at 7:24 p.m.

**NEXT MEETING:
Tuesday, May 17, 2022 at 6:00 p.m.**

OFFICER OF THE BOARD

SIGNATURE _____



AT REMOTE MEETING

Google Meet: <https://meet.google.com/zgt-mxfh-zic>
or join by phone: 1-413-758-2982, PIN: 173 596 260#

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Kevin Clark President	X		June 30, 2024
Marvelyn Hinckson Vice President	X		June 30, 2025
Laya Vosges Treasurer	X		June 30, 2023
Yvette Wilds Secretary	X		June 30, 2024
John Whitehead Trustee	X		June 30, 2024
Julia Chance Trustee		X	June 30, 2023
Lisa Robinson Trustee		X	June 30, 2025

NON-BOARD MEMBERS ATTENDING:

1. Guerschmide Saint-Ange – Board Candidate
2. Andrew Gayle – NHA

1. CALL TO ORDER

Kevin Clark called the meeting to order at 6:33 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Marvelyn Hinckson and seconded by Kevin Clark to approve the agenda as submitted. The motion was approved unanimously.

4. APPROVAL OF THE MAY 17, 2022 BOARD MEETING MINUTES

A motion was made by John Whitehead and seconded by Kevin Clark to approve the May 17, 2022 Board Meeting Minutes as submitted. The motion was approved unanimously.

5. MANAGEMENT REPORTS

a. Principal Report

Andrew Gayle presented the Principal Report.

Highlights included:

- The Board reviewed the results of recent NWEA testing.
- Six students were accepted into the DREAM SHSI Summer Program.
- Three students were accepted into Brooklyn Technical High School, two students were accepted into BARD College Prep, and several students were accepted at Benjamin Banneker High School, Midwood High School, Medgar Evers College Prep, and Bedford Academy College Prep.
- Summer learning will focus on math, ELA, social emotional learning, and dance.
- Board members attended the Career Day and STEAM Expo.

i. Retention Update

Tabled.

ii. Whistleblower Report

Andrew Gayle presented the Whistleblower Report.

b. Board Fund Report

The Board Fund balance was reported.

6. DISCUSSION ITEMS

- a. Board Self-Evaluation and Evaluation of NHA – Tabled. The Board will schedule an upcoming retreat to complete the evaluations.
- b. The Spring Employee Engagement Survey Summary was reviewed.

7. ANNUAL MEETING ACTION ITEMS

a. Approval of the Election of Officers

A motion was made by Kevin Clark and seconded by John Whitehead to approve the officers as listed below. The motion was approved unanimously.

<u>Name</u>	<u>Position</u>
Kevin Clark	President
Marvelyn Hinckson	Vice President
Laya Vosges	Treasurer
Yvette Wilds	Secretary

- b. Appointment of the Board Legal Counsel
A motion was made by John Whitehead and seconded by Yvette Wilds to appoint Bond, Schoeneck & King as the Board Legal Counsel. The motion was approved unanimously.
- c. Appointment of the AHERA Contact
A motion was made by Kevin Clark and seconded by Yvette Wilds to appoint the NHA Director of Facilities, as the AHERA Contact. The motion was approved unanimously.
- d. Appointment of the Title VI, Title IX, and Section 504 Contact
A motion was made by Kevin Clark and seconded by Yvette Wilds to appoint the School Principal, as the Title VI, Title IX, and Section 504 Contact. The motion was approved unanimously.
- e. Appointment of the Whistleblower Compliance Officer and Affirmation of the Whistleblower Policy
A motion was made by Marvelyn Hinckson and seconded by Kevin Clark to appoint the School Principal as the Whistleblower Compliance Officer and to affirm the Whistleblower Policy as submitted. The motion was approved unanimously.
- f. Appointment of the Hearing Officer
A motion was made by Kevin Clark and seconded by Yvette Wilds to appoint NHA's Directory of School Quality as the Hearing Officer for Brooklyn Scholars Charter School. The motion was approved unanimously.

8. ACTION ITEMS

- a. Approval of the Personnel Hire
A motion was made by Kevin Clark and seconded by John Whitehead to approve the Personnel Hire of:
 - Melvin Mallard as a ParaprofessionalThe motion was approved unanimously.
- b. Approval of the 2022-2023 Student Code of Conduct
A motion was made by Kevin Clark and seconded by John Whitehead to approve the 2022-2023 Student Code of Conduct as presented and to authorize the principal to finalize the Student Code of Conduct with the understanding that any substantial changes shall be presented to the Board for approval. The motion was approved unanimously.
- c. Approval of the Revised Title I Parent and Family Engagement Policy
A motion was made by Marvelyn Hinckson and seconded by Laya Vosges to approve the Revised Title I Parent and Family Engagement Policy as submitted. The motion was approved unanimously.

d. Approval of the End of Year Trip

A motion was made by Kevin Clark and seconded by Yvette Wilds to approve the expenditure of Board Funds not to exceed the amount of \$7,620.00 for the cost of the End of Year Trip as submitted. The motion was approved unanimously.

9. NEW BUSINESS/UNFINISHED BUSINESS

Kevin Clark asked the Board to be prepared to discuss any new initiatives he/she would like the school to consider for the upcoming school year at the next meeting.

The Board will review the security proposal by The Digital Decision.

10. PUBLIC COMMENT

None was given.

11. ADJOURNMENT

The meeting was adjourned at 7:10 p.m.

NEXT MEETING:

Tuesday, August 16, 2022 at 6:00 p.m.

OFFICER OF THE BOARD

SIGNATURE _____

Brooklyn Scholars Charter School

2022-23 School Year

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

July 18-21 - NHA Leadership Summit
August 23-25 - New Teacher Summit

29th Staff PD; 30th Regional PD; 31st Staff PD

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

1st-2nd Staff PD
5th Labor Day; 6th Staff PD; 7th First Day of School
26th Rosh Hashana; 27th Rosh Hashana

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

5th Yom Kippur
18th Regional PD

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

4th End of 1st Quarter
10th PTC; 11th Veteran's Day
18th ELA Interim Data Analysis
24th-25th Thanksgiving Break

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

2nd Math Interim Data Analysis
16th Math Interim Data Analysis
26th-Jan 2nd Winter Break

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

3rd School Resumes
13th End of 2nd Quarter; ELA Interim Data Analysis
16th MLK Day

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

9th Staff PD; 10th Math Interim Data Analysis
20th-24th Mid Winter Recess
27th School Resumes

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

31st End of 3rd Quarter

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

5th PTC; 6th-14th Spring Break
17th School Resumes; 21st Eid al Fitr

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

29th Memorial Day

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

1st Regional PD
19th Juneteenth
27th Last Day of School; End of 4th Quarter

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

4th of July

- Students Do Not Report/ Staff Report All Day
- Students Report Half Day/ Staff Report All Day
- Students/ Staff Do Not Report

Board Approved: 8/10/2022

Last Update: 8/9/2022

180 School Days

7:30 am - 3:00 pm School Hours

7:30 am - 11:30 am (half)

1102 Instructional Hours

Brooklyn Scholars Charter School Organizational Chart

