

Application: Brooklyn Scholars Charter School

Jessie Montoya - jmontoya@nhaschools.com
2020-2021 Annual Report

Entry 1 School Info and Cover Page

Completed Jul 30 2021

[Instructions](#)

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

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

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, 2021)** 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 331900860958

a1. Popular School Name

(No response)

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

Please select the correct authorizer as of June 30, 2021 or you may not be assigned the correct tasks.

NEW YORK CITY CHANCELLOR OF EDUCATION

c. DISTRICT / CSD OF LOCATION

CSD #19 - BROOKLYN

d. DATE OF INITIAL CHARTER

10/2008

e. DATE FIRST OPENED FOR INSTRUCTION

9/2009

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 MAX APPROVED ENROLLMENT FOR THE 2020-2021 SCHOOL YEAR (exclude Pre-K program enrollment)

704

j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2021 (exclude Pre-K program enrollment)

692

k. GRADES SERVED IN SCHOOL YEAR 2020-2021 (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

12. 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	MIMI
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 2021-2022?

	No, just one site.
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School Site 1 (Primary)

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	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	Work Phone	Alternate Phone	Email Address
School Leader	Roxanne Thomas	718-348-9360		79.rthomas@nhaschools.com
Operational Leader	Nick Sheltroun	616-430-0976		nsheltroun@nhaschools.com
Compliance Contact	Julie Meller	616-954-3081		jmeller@nhaschools.com
Complaint Contact	Julie Meller	616-954-3081		jmeller@nhaschools.com
DASA Coordinator	Roxanne Thomas	718-348-9360		79.rthomas@nhaschools.com
Phone Contact for After Hours Emergencies	Roxanne Thomas	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.

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 2020-2021 SCHOOL YEAR

n1. Were there any revisions to the school's charter during the 2020-2021 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 2020-2021 FY?

(No response)

ATTESTATIONS

p. Individual Primarily Responsible for Submitting the Annual Report.

Name	Alyssa Jensen
Position	Board Relations Coordinator
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

Roxanne Thomas

Signature, President of the Board of Trustees

Kevin Clark

Date

Jul 9 2021

Thank you.



Entry 3 Progress Toward Goals

Completed Oct 29 2021

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2020-2021 school year, any academic or organization goals that cannot be evaluated due to school

closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”. **Deadline is November 1, 2021.**

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

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

Complete the tables provided. List each goal and measure as contained in the school’s currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2021.

1. ACADEMIC STUDENT PERFORMANCE GOALS

For the 2020-2021 school year, any academic goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2020-2021 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
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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	Unable to Assess	N/A
Academic Goal 2	Goal 2: 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 city.	State Assessment	Unable to Assess	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	State Assessment	Unable to Assess	N/A

	District (CSD).			
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	Unable to Assess	N/A
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	N/A
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	N/A
	Goal 7: Where the school has an eligible subgroup population			

<p>Academic Goal 7</p>	<p>(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 ELA examination proficiency rates for those applicable populations in each year of the charter term.</p>	<p>State Assessment</p>	<p>Unable to Assess</p>	<p>N/A</p>
<p>Academic Goal 8</p>	<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</p>	<p>State Assessment</p>	<p>Unable to Assess</p>	<p>N/A</p>

	populations in each year of the charter term.			
Academic Goal 9	Goal 9: Each year, the school will meet or exceed the district's average mean scale score in grades 3-8 on the state assessment in ELA and Math.	State Assessment	Unable to Assess	N/A
Academic Goal 10				

2. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

For the 2020-2021 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”.

2020-2021 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
	Goal 1: Each year,			

Org Goal 1	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 the citywide average for high schools.	Daily Attendance Goals	Unable to Assess	N/A Brooklyn Scholars had an average daily attendance rate of 90.47%
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	Brooklyn Scholars had 96% of students re-enroll.
				To meet our enrollment targets moving forward, we will continue to advertise in multiple publications using fliers in multiple languages, we are increasing our community outreach targeting

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	special populations, we will hold meetings/workshops specific to school programs offered for students with disabilities, and we are engaging current ELL families to help communicate to interested parents. We will continue to hold enrollment information meetings for all parents interested in our school and provide applications in different languages. In addition, we will offer an ELL preference in our enrollment lottery and throughout the enrollment cycle.
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

2020-2021 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	Not Met	Audit footnote: While the Academy 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 Academy if the Academy's expenditures exceed the school's revenue during the year.
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	
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 4 - Audited Financial Statements

Completed Oct 29 2021

Required of ALL Charter Schools

ALL SUNY-authorized charter schools must upload the financial statements in .pdf format into the SUNY Epicenter system no later than **November 1, 2021**. SUNY CSI will forward to NYSED CSO.

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, 2021**. 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 protection are turned off.

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

[Brooklyn Scholars Charter School FS 6](#)

Filename: Brooklyn Scholars Charter School FS 6.30.21.pdf Size: 2.0 MB

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

Completed Oct 29 2021

[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 website at [2020-2021 Charter School Annual Report webpage](#). Upload the completed file in Excel format. **Due November 1, 2021.**

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.

[4b - Audited Financial Report Template Brooklyn Scholars](#)

Filename: 4b Audited Financial Report Temp qyOfEOr.xlsx Size: 66.6 kB

[BROOKLYN SCHOLARS CHARTER SCHOOL_EXTENSION_EXTENSION \(E-FILE\) 2020](#)

Entry 4c - Additional Financial Documents

Completed Oct 29 2021

Instructions - Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents in this section **by November 1, 2021**. 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 Charter School](#)

Filename: Brooklyn Scholars Charter School.docx Size: 17.2 kB

[Brooklyn Scholars Charter School management letter](#)

Filename: Brooklyn Scholars Charter School ma ADtOfGr.pdf Size: 490.9 kB

[Brooklyn Scholars Escrow Statement](#)

Filename: Brooklyn Scholars Escrow Statement.pdf Size: 39.9 kB

Entry 4d - Financial Services Contact Information

Completed Oct 29 2021

Instructions: Please enter the contact information for school staff, firms or other entities providing financial services to the education corporation **by November 1, 2021**.

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
	Roxanne Thomas	[REDACTED]	[REDACTED]

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Michelle Goss	[REDACTED]	[REDACTED]	7

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
	National Heritage Academies	Rebecca Joyner	3850 Broadmoor Avenue St. 201, Grand Rapids, MI 49512	[REDACTED]	[REDACTED]	16

Entry 5 - Fiscal Year 2021-2022 Budget

Completed Jul 30 2021

Instructions - Regents, NYCDOE, and Buffalo BOE authorized charter schools should upload a copy of the school's FY21 Budget using the 2021-2022 [Projected Annual Budget template](#) in the portal or from the Annual Report website **by November 1, 2021**.

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.

Instructions - SUNY authorized charter schools should download the [2021-2022 Budget and Quarterly Report Template](#) on the SUNY website or Epicenter and upload the completed template into the portal **by November 1, 2021**.

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

Brooklyn Scholars

Filename: Brooklyn Scholars.xlsx Size: 37.5 kB

Entry 6 - Board of Trustees Disclosure of Financial Interest Form

Completed Jul 30 2021

Required of ALL Charter Schools by August 2

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 2020-2021 school year must complete a signed:

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

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

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

Brooklyn Scholars Conflict of Interest Forms

Filename: Brooklyn Scholars Conflict of Inter i6hMWse.pdf Size: 432.0 kB

Entry 7 BOT Membership Table

Completed Jul 30 2021

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.

1. 2020-2021 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 2020-2021
1	Kevin Clark		Chair	Governance Committee	Yes	3	04/20/2021	06/30/2024	12
2	Marvelyn Hinckson		Vice Chair	Finance Committee	Yes	2	04/16/2019	06/30/2022	12
3	Laya Vosges		Treasurer	Governance Committee	Yes	1	01/13/2020	06/30/2023	12
4	Yvette Wilds		Secretary	Governance Committee	Yes	1	04/20/2021	06/30/2024	12
5	John Whitehe		Trustee/	Governance	Yes	2	02/20/2	06/30/2	5 or less

	a d		Member	Commit tee			018	021	
6	Julia Chance		Trustee/ Member	Finance Commit tee	Yes	4	05/19/2 020	06/30/2 023	5 or less
7	Lisa Robinso n		Trustee/ Member	Finance Commit tee	Yes	1	02/20/2 021	06/30/2 022	12
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, 2021	7
b.Total Number of Members Added During 2020-2021	0
c. Total Number of Members who Departed during 2020-2021	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	9

3. Number of Board meetings held during 2020-2021

13

4. Number of Board meetings scheduled for 2021-2022

10

Thank you.

Entry 8 Board Meeting Minutes

Completed Jul 30 2021

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

Schools must upload a complete set of monthly board meeting minutes (July 2020-June 2021), which should match the number of meetings held during the 2020-2021 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 2, 2021.

[Brooklyn Scholars 2020-2021 Minutes](#)

Filename: Brooklyn Scholars 2020 2021 Minutes.pdf Size: 1.4 MB

Entry 9 Enrollment & Retention

Completed Jul 30 2021

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

ALL charter schools must complete this section. Describe the good faith efforts the charter school has made in 2020-2021 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 2021-2022.

Entry 9 Enrollment and Retention of Special Populations

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

Describe the efforts the charter school has made in 2020-2021 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners, and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2021-2022.

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2020-2021	Describe Recruitment Plans in 2021-2022
	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). Currently, the school is meeting the enrollment targets for students who are eligible for FRL.

We have taken significant steps to increase our enrollment and retention efforts for all students, and specifically for students who are eligible for the FRL program and students with disabilities. For the 2020-21 recruitment season, initial recruitment activities were guided by COVID-19 restrictions. Many of the school's normal activities and events were modified to provide information virtually or through the mail.

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 school can also provide assistance with resources to reduce barriers for attendance (i.e., uniforms). The on-site admissions representative was directly responsible for overseeing and executing marketing and outreach efforts, and for keeping a log in NHA's CRM system of all activities with community groups seen as likely assets in this process. 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

Economically Disadvantaged

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 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.

Additional Recruitment Efforts included:

- Enlisting the help of current families to reach additional families by providing planning meetings, materials for distribution
- Regular communications with the school's leadership to share feedback from incoming parents
- Holding meetings and/or

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

workshops specific to school programs and on parenting topics of interest to our families

- Continuing to participate in a wide variety of community events
- Providing assistance with resources such as uniforms to remove barriers to school attendance
- Work with local and community leaders who are also working with families throughout the community
- Continuing to research using internet, libraries, and community boards opportunities to reach a broader population
- Providing an on-line tour scheduling program to provide greater convenience to visit the school

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.

We will continue to monitor the efficacy of our special population recruitment and enrollment efforts by carefully tracking student enrollment numbers.

Brooklyn Scholars understands the need to meet the enrollment and retention targets for the student subgroups identified by SUNY Trustees, including English Language Learners (ELL). While

English Language Learners

progress has been made, we are not yet meeting our enrollment targets for ELL students. 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, and churches. 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.

The school also developed effective relationships with civic organizations, Head Starts, and CAOs to provide resources for the families it serves. The school has developed partnerships with various community organizations who often have a department

For the recruitment season, initial activities were guided by the school's ability to interact with parents due to COVID restrictions. Many in-person activities were canceled or adjusted to be held virtually. 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.

We will continue the aforementioned efforts and also implement an updated comprehensive marketing plan specifically designed for outreach to the ELL and refugee communities. This marketing plan will be directed by a Senior Admissions Representative in the market. The marketing plan will include additional outreach and activities to/with community partners who serve ELL families, as well as additional marketing materials made available in multiple languages. In addition,

that focuses on immigrant and refugee issues and services. During the pandemic, the school worked with community partners who serve ELL populations to support their changing outreach. The school also facilitated virtual conferences and meetings with staff and leadership.

Additional recruitment efforts included:

- o ELL Specific Meetings
- o Developing partnerships with organizations and faith-based groups that provide services to refugee groups
- o Providing school information materials in languages specific to the community (Urdo, Hatian-Creole, Spanish, and Pashto).
- o Facilitating virtual conferences and meetings with school's special ed staff and leadership.
- o Parents were given the option on the enrollment application to indicate a home language and receive an enrollment preference
- o Continuing to work with local leaders to provide information and accessibility to the school and staff.

the plan will include offering space in our schools for organizations to bring services to families in the neighborhood and inviting leaders from the community to school events and meetings. The school will also utilize existing resources such as community boards, libraries, and internet to research opportunities to increase outreach to new-to-the-US families.

The school will continue to monitor the efficacy of our special population recruitment and enrollment efforts by carefully tracking student enrollment numbers.

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). While progress has been made, we are not yet meeting our enrollment targets for SWD students. 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.

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.

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 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.

We will continue to monitor the efficacy of our special population recruitment and enrollment efforts by carefully tracking student enrollment numbers.

Additional recruitment efforts included:

- o Enlist the help of current families to reach additional families of students with disabilities by providing planning meetings, materials for distribution
- o Regular communications with school's special education staff to share feedback from incoming parents
- o Work with special ed team to hold meetings specific to school programs offered to SWD population.
- o Coordinate recruitment activities with other's that target special populations (ie, provide special education materials in various languages, provide translators at information meetings that discuss services and enrollment on-boarding)
- o Continue to participate in community events designed to reach special populations
- o Work with local leaders who are also working with organizations

We will continue the aforementioned efforts and also implement an updated comprehensive marketing plan specifically designed for outreach to families of students with special needs. This marketing plan will be directed by a Senior Admissions Representative in the market. The marketing plan will include additional outreach and activities to/with community partners who serve SWD families.

The school will continue to monitor the efficacy of our special population recruitment and enrollment efforts by carefully tracking student enrollment numbers.

to serve special needs families
 o Continue to research using internet, libraries, and community boards opportunities to reach a broader population

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2020-2021	Describe Retention Plans in 2021-2022
	<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: We have 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. • Parent involvement: To ensure that our families feel connected to the school, we have implemented several parent involvement strategies, 	

Economically Disadvantaged

including:

o Newsletters: We distribute regular newsletters from the principal and teachers to parents. Newsletters include important information regarding 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 the 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 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

The school is currently meeting its FRL Retention Target. The school will continue to utilize the aforementioned retention efforts in the upcoming school year.

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.

- o The principal conducted weekly virtual meetings for the parents from March 2020 through June of 2021.

We have 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.

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

- o Newsletters: Regular newsletters from the principal and teachers are distributed to parents. Important information regarding school-wide performance, initiatives, and

English Language Learners

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 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. Each EL family had one staff member who checked on them weekly throughout the pandemic to ensure they had what they needed.

programs is included in the newsletter.

- o Social media: We have an excellent website, which gives parents quick and easy access to general information on the school as well as specific information about their children. 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 the computer and internet 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 regular progress reports – via letter, online communication via the school’s AtSchool gradebook system, phone calls, 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 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.

o Parent Room: In order to help parents feel at home in the school and to encourage their presence in their child's education, the school building provides a dedicated parent room. This room gives parents a place to gather and build relationships with one another, discuss matters of mutual interest, grow more comfortable with the school, and take some ownership of the school.

The school will continue to implement the aforementioned retention strategies throughout the upcoming school year. 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.

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

Students with Disabilities

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 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.

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.

We will continue the aforementioned efforts and also implement the following:

- Parent Input Forms in digital 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

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 that 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 that 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.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/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

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must simultaneously 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

<http://www.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/EmployeeFingerprintOct19.pdf>.

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 Jul 30 2021

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, 2021)	2.0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0.00
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0.00
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	3.0
Total Category A: 5 or 30% whichever is less	5.0

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	0.0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0.00
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0.0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	1.00
Total Category B: not to exceed 5	1.0

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, 2021)	5.0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0.00
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0.00
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	0.0
Total Category C: not to exceed 5	5.0

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

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

	FTE Count
Total Category D	11

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	37

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	48



Thank you.

Entry 12 Organization Chart

Completed Jul 30 2021

[Instructions](#)

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

Upload the 2020-2021 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should not appear on the chart

[Org Chart - Brooklyn Scholars 7](#)

Filename: Org Chart Brooklyn Scholars 7.26.21.pdf **Size:** 124.2 kB

Entry 13 School Calendar

Completed Jul 30 2021

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

Given these uncertain and changing times, charter schools may or may not have a school calendar ready to upload by the submission deadline this year of August 2, 2021. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 2nd submission. Charter schools will be able to upload an updated school calendar into the portal at any time but no later than **September 15, 2021**.

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 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.

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

Brooklyn Scholars 2021-22 FINAL Calendar

Filename: Brooklyn Scholars 2021 22 FINAL Calendar.pdf **Size:** 242.5 kB

Entry 14 Links to Critical Documents on School Website

Completed Jul 30 2021

Instructions

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

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

1. Most recently filed Annual Report (i.e., 2019-2020 Annual Report);
2. Most recent board meeting notice, documents to be discussed at the meeting (if any), and webcast of Board meetings (if held virtually per Governor's Executive Order);
3. Link to New York State School Report Card;
4. Lottery Notice announcing date of lottery;
5. Authorizer-approved DASA Policy;
6. District-wide safety plan and Authorizer-approved Discipline Policy (as per August 29, 2019 [Emergency Response Plan Memo](#));
7. Authorizer-approved FOIL Policy; and
8. Subject matter list of FOIL records.
9. Link to School Reopening Plan

Form for Entry 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 5: Authorizer-approved DASA 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. Most Recent Annual Report (i.e., 2019-20)	https://app.sharebase.com/#/folder/1063/share/239-gT3S4cxHRbkG4Np9XGclAmXv2k
2. Most recent board meeting notice, documents to be discussed at the meeting (if any)	https://www.nhaschools.com/schools/brooklyn-scholars-charter-school/en/board-documents
2a. Webcast of Board Meetings (per Governor's Executive Order)	https://www.nhaschools.com/schools/brooklyn-scholars-charter-school/en/board-documents
3. Link to NYS School Report Card	https://data.nysed.gov/essa.php?year=2019&instid=800000064237
4. Lottery Notice announcing date of lottery	https://www.nhaschools.com/getattachment/efa9ac7b-349b-46bc-9761-90f1a3c28616/brooklyn-scholars-charter-school.pdf
5. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY);	https://www.nhaschools.com/schools/brooklyn-scholars-charter-school/en/getmedia/ffff3cc4-4380-44a3-82de-5f4482804de1/Brooklyn-Scholars-(NY)-Final-2020-21.pdf
6. District-wide Safety Plan	https://www.nhaschools.com/getattachment/f2117914-46ca-41d1-9490-5b10dedc920f/scholars-sy20-21-district-wide-plan.pdf
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	https://www.nhaschools.com/schools/brooklyn-scholars-charter-school/en/getmedia/ffff3cc4-4380-44a3-82de-5f4482804de1/Brooklyn-Scholars-(NY)-Final-2020-21.pdf
7. Authorizer-Approved FOIL Policy	https://app.sharebase.com/#/folder/1056/share/239-0W9OI3xzRM0YDlvCbPU7rFfmOCI
8. Subject matter list of FOIL records	https://app.sharebase.com/#/folder/1056/share/239-0W9OI3xzRM0YDlvCbPU7rFfmOCI

Thank you.



BROOKLYN SCHOLARS CHARTER SCHOOL



Financial Statements, Additional
Information, and Federal Awards
Supplemental Information as of and
for the Year Ended June 30, 2021,
and Independent Auditor's Reports

**NATIONAL
HERITAGE
ACADEMIES** 

BROOKLYN SCHOLARS CHARTER SCHOOL

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Independent Auditor's Report

To the Board of Trustees
Brooklyn Scholars Charter School

Report on the Financial Statements

We have audited the accompanying financial statements of Brooklyn Scholars Charter School (the "School"), which comprise the statement of financial position as of June 30, 2021 and the related statement of activities and changes in net assets and statement of cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

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

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise Brooklyn Scholars Charter School's financial statements. The schedule of expenditures of federal awards, as identified in the table of contents, and 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 Education Department schedule of functional expenses, as identified in the table of contents, are presented for purposes of additional analysis and are not a required part of the financial statements.

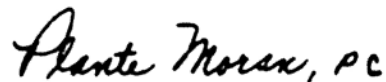
To the Board of Trustees
Brooklyn Scholars Charter School

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 financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with 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 financial statements as a whole.

The supplemental New York 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 20, 2021 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 the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Brooklyn Scholars Charter School's internal control over financial reporting and compliance.



October 20, 2021

BROOKLYN SCHOLARS CHARTER SCHOOL

STATEMENT OF FINANCIAL POSITION JUNE 30, 2021

ASSETS

CURRENT ASSETS:

Cash	\$	48,028
Due from governmental revenue sources		<u>777,091</u>

Total current assets 825,119

NON-CURRENT ASSETS - Restricted cash 77,287

TOTAL \$ 902,406

LIABILITIES AND NET ASSETS

LIABILITIES:

Deferred revenue	\$	92,545
Accounts payable		649
Contracted service fee payable		<u>761,839</u>

Total liabilities 855,033

NET ASSETS - Net Assets without Donor Restriction 47,373

TOTAL \$ 902,406

See notes to financial statements.

BROOKLYN SCHOLARS CHARTER SCHOOL

STATEMENT OF ACTIVITIES AND CHANGE IN NET ASSETS YEAR ENDED JUNE 30, 2021

REVENUES, GAINS AND OTHER SUPPORT:

Public School District

Resident Student Enrollment	\$ 11,143,080
Students with disabilities	850,501

Grants, Contracts, and Other:

State and local	985
Federal - Title, IDEA, and ESSER	911,333
Other	37,934
Child nutrition program - Federal	130,175
Child nutrition program - State	<u>3,519</u>

Total revenues, gains and other support	13,077,527
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EXPENSES:

Contracted service fee -

Program Services	10,035,100
Management and General	3,007,428
Board expenses	<u>18,937</u>

	<u>13,061,465</u>
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CHANGE IN NET ASSETS WITHOUT DONOR RESTRICTION	16,062
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NET ASSETS:

Beginning of year	<u>31,311</u>
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End of year	<u>\$ 47,373</u>
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See notes to financial statements.

BROOKLYN SCHOLARS CHARTER SCHOOL

STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2021

CASH FLOWS PROVIDED BY (USED IN) OPERATING ACTIVITIES	
State aid	\$ 12,069,006
Other state sources	(361,598)
Federal sources	950,024
Private sources	40,691
Payments for services rendered	<u>(12,682,041)</u>
Net cash and restricted cash provided by operating activities	<u>16,082</u>
NET INCREASE IN CASH AND RESTRICTED CASH	16,082
CASH AND RESTRICTED CASH — Beginning of year	<u>109,233</u>
CASH AND RESTRICTED CASH — End of year	<u>\$ 125,315</u>

See notes to financial statements.

BROOKLYN SCHOLARS CHARTER SCHOOL

NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 2021

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 pays the Board of Trustees 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, 2021 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, 2021, \$77,287 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, 2021 consists of grant funds received in advance of eligible expenses incurred.

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. All net assets as of June 30, 2021 are considered to be without 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 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. For the year ended June 30, 2021, all revenue sources were without donor restrictions.
- 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.

Recent Accounting Pronouncements — In February 2016, the Financial Accounting Standards Board (FASB) issued ASU No. 2016-02, *Leases*, which will supersede the current lease requirements in ASC 840. The ASU requires lessees to recognize a right-of-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 affecting the pattern of expense recognition in the Statement of Operations. Currently, leases are classified as either capital or operating, with only capital leases recognized on the balance sheet. The reporting of lease-related expenses in the Statements of Operations and Cash Flows will be general consistent with the current guidance. The new lease guidance will be effective for the School's year ending June 30, 2023 and will be applied using a modified retrospective transition method to the beginning of the earliest period presented. The effect of applying the new lease guidance on the financial statements has not yet been determined, but is expected to have minimal impact on the statement of activities and will include a right-of-use asset and related lease liability when adopted.

3. DUE FROM GOVERNMENTAL SOURCES

Receivables as of June 30, 2021 for the Academy included \$61,391 in state aid receivable and \$715,700 in federal grants receivable. The Academy considers all receivables to be fully collectible; accordingly, no allowance for uncollectible amounts is recorded.

4. LIQUIDITY

The School had \$825,119 of financial assets available within one year of the balance sheet date to meet cash needs for general expenditures consisting of cash of \$48,028, and amounts due from governmental revenue sources of \$777,091 at June 30, 2021. 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 \$2,177,000 at June 30, 2021.

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, 2021:

Program services	
Contracted service fee	\$ 10,035,100
Board expenses	<u>18,937</u>
Total program services	10,054,037
Management and general	
Contracted service fee	3,007,428
Total	<u><u>\$ 13,061,465</u></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 2021, 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. OPERATING LEASE

The School has entered into a sublease agreement with NHA for a facility to house the School. The lease term is from July 1, 2020 through June 30, 2021. 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 School subsequently renewed the sublease with NHA for the period of July 1, 2021 through June 30, 2022 at the same rental rate.

9. SUBSEQUENT EVENTS

Events or transactions for the year ended June 30, 2021 have been evaluated through October 20, 2021, 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

**NEW YORK STATE EDUCATION DEPARTMENT SCHEDULE OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2021**

	No. of Positions	Program Services				Supporting Services			Total
		Regular	Special	Other	Total	Management		Total	
		Education	Education	Education		Fund-raising	and General		
Personnel Services Costs									
Administrative Staff Personnel	-	\$ 662,122	\$ -	\$ -	\$ 662,122	\$ -	\$ -	\$ -	\$ 662,122
Instructional Personnel	-	3,305,562	856,793	-	4,162,355	-	-	-	4,162,355
Non-Instructional Personnel	-	91,480	-	-	91,480	-	-	-	91,480
Total Salaries and Staff	-	4,059,164	856,793	-	4,915,957	-	-	-	4,915,957
Fringe Benefits & Payroll Taxes		781,439	152,247	-	933,686	-	-	-	933,686
Retirement		85,335	19,712	-	105,047	-	-	-	105,047
Management Company Fees		-	-	-	-	-	-	-	-
Legal Service		3,050	-	-	3,050	-	-	-	3,050
Accounting / Audit Services		12,336	-	-	12,336	-	304,583	304,583	316,919
Other Purchased / Professional / Consulting Services		98,899	147,355	-	246,254	-	739,984	739,984	986,238
Building and Land Rent / Lease		2,028,257	-	-	2,028,257	-	-	-	2,028,257
Repairs & Maintenance		435,910	-	-	435,910	-	60,987	60,987	496,897
Insurance		41,994	-	-	41,994	-	-	-	41,994
Utilities		340,375	-	-	340,375	-	-	-	340,375
Supplies / Materials		336,268	290	-	336,558	-	-	-	336,558
Equipment / Furnishings		202,746	-	-	202,746	-	-	-	202,746
Staff Development		27,916	133	-	28,049	-	97,924	97,924	125,973
Marketing / Recruitment		74,733	3,000	-	77,733	-	532,059	532,059	609,792
Technology		91,126	-	-	91,126	-	479,781	479,781	570,907
Food Service		159,390	-	-	159,390	-	-	-	159,390
Student Services		24,125	-	-	24,125	-	124,344	124,344	148,469
Office Expense		36,444	-	-	36,444	-	11,596	11,596	48,040
Depreciation		-	-	-	-	-	-	-	-
Other		35,000	-	-	35,000	-	656,170	656,170	691,170
Total Expenses		<u>\$ 8,874,507</u>	<u>\$ 1,179,530</u>	<u>\$ -</u>	<u>\$10,054,037</u>	<u>\$ -</u>	<u>\$ 3,007,428</u>	<u>\$ 3,007,428</u>	<u>\$ 13,061,465</u>

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 Trustees
Brooklyn Scholars Charter School

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Brooklyn Scholars Charter School (the "School"), which comprise the statement of financial position as of June 30, 2021 and the related statement of activities and changes in net assets and statement of cash flows and for the year then ended, and related notes to the financial statements and have issued our report thereon dated October 20, 2021.

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) to determine 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 may exist that have not been identified.

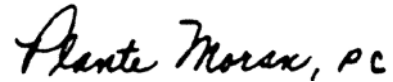
Compliance and Other Matters

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 Trustees
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 20, 2021

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 Trustees
Brooklyn Scholars Charter School

Report on Compliance for Each Major Federal Program

We have audited Brooklyn Scholars Charter School's (the "School") compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Compliance Supplement that could have a direct and material effect on its major federal program for the year ended June 30, 2021. Brooklyn Scholars Charter School's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal program.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of Brooklyn Scholars Charter School's major federal programs based on our audit of the types of compliance requirements referred to above.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; 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"). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Brooklyn Scholars Charter School's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Brooklyn Scholars Charter School's compliance.

Opinion on Each Major Federal Program

In our opinion, Brooklyn Scholars Charter School complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2021.

To the Board of Trustees
Brooklyn Scholars Charter School

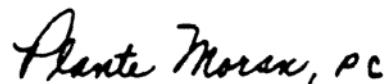
Report on Internal Control Over Compliance

Management of Brooklyn Scholars Charter School is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Brooklyn Scholars Charter School's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the School's internal control over compliance.

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

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

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.



October 20, 2021

BROOKLYN SCHOLARS CHARTER SCHOOL

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS YEAR ENDED JUNE 30, 2021

Program Title/Project Number/Subrecipient Name	Grant/Project Number	CFDA 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 2020-21	211960	10.555	\$ 81,849	\$ -
After School Snack Program 2020-21		10.555	1,200	-
National School Lunch Program Subtotal		10.555	83,049	-
National School Breakfast Program 2020-21	211970	10.553	47,126	-
Total Child Nutrition Cluster			130,175	-
Special Education Cluster - U.S. Department of Education - Passed through the Syracuse City School District:				
IDEA Flowthrough:				
IDEA Flowthrough 2021	N/A	84.027	74,316	-
Total Special Education Cluster			74,316	-
Other federal awards:				
Passed through the New York State Department of Education:				
Title I Part A:				
Title I Part A 1920	0021204590	84.010	33,902	-
Title I Part A 2021	0021214590	84.010	250,502	-
Total Title I Part A		84.010	284,404	-
Title II Part A - Improving Teacher Quality:				
Title II Part A 1920	0147204590	84.367	(241)	-
Title II Part A 2021	0147214590	84.367	30,727	-
Total Title II Part A		84.367	30,486	-
Title IV - SSAE:				
Title IV 2021	0204214590	84.424	10,652	-
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	249,352	-
COVID-19 ESSER Formula Fund II	5891214590	84.425D	211,184	-
COVID-19 ESSER Formula Fund III ARP		84.425U	50,939	-
Total Education Stabilization Fund Program		84.425	511,475	-
Total noncluster programs passed through the New York State Department of Education			837,017	-
Total federal awards			<u>\$ 1,041,508</u>	<u>\$ -</u>

BROOKLYN SCHOLARS CHARTER SCHOOL

Notes to the Schedule of Expenditures of Federal Awards Year Ended June 30, 2021

Note 1 - Basis of Presentation

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal grant activity of Brooklyn Scholars Charter School (the "School") under programs of the federal government for the year ended June 30, 2021. 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 Academy, it is not intended to and does not present the financial position, changes in net position, or cash flows of the Academy.

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.

Pass-through entity identifying numbers are presented where available.

The Academy 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 SCHOOL

**Schedule of Findings and Questioned Costs
Year Ended June 30, 2021**

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
84.425D, 84.425U	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	



Tel: 616-774-7000
Fax: 616-776-3680

Tel: 269-382-0170
Fax: 269-345-1666
www.bdo.com

200 Ottawa Avenue NW, Suite 300
Grand Rapids, MI 49503

211 East Water Street, Suite 300
Kalamazoo, MI 49007

Brooklyn Scholars Charter School
Instructions for Filing
Form 990
8868 Application for Extension of Time to File
for the year ended June 30, 2021

We have electronically filed your extension.

There is no tax due with the application.

Do NOT separately file Form 8868 with the Internal Revenue Service. Doing so will delay the processing of your extension.

Application for Automatic Extension of Time To File an Exempt Organization Return

▶ **File a separate application for each return.**
▶ **Go to www.irs.gov/Form8868 for the latest information.**

Electronic filing (e-file). You can electronically file Form 8868 to request a 6-month automatic extension of time to file any of the forms listed below with the exception of Form 8870, Information Return for Transfers Associated With Certain Personal Benefit Contracts, for which an extension request must be sent to the IRS in paper format (see instructions). For more details on the electronic filing of this form, visit www.irs.gov/e-file-providers/e-file-for-charities-and-non-profits.

Automatic 6-Month Extension of Time. Only submit original (no copies needed).

All corporations required to file an income tax return other than Form 990-T (including 1120-C filers), partnerships, REMICs, and trusts must use Form 7004 to request an extension of time to file income tax returns.

Type or print <small>File by the due date for filing your return. See instructions.</small>	Name of exempt organization or other filer, see instructions. BROOKLYN SCHOLARS CHARTER SCHOOL	Taxpayer identification number (TIN) [REDACTED]
	Number, street, and room or suite no. If a P.O. box, see instructions. 2635 LINDEN BLVD.	
	City, town or post office, state, and ZIP code. For a foreign address, see instructions. BROOKLYN, NY 11208-4907	

Enter the Return Code for the return that this application is for (file a separate application for each return) 01

Application Is For	Return Code	Application Is For	Return Code
Form 990 or Form 990-EZ	01	Form 990-T (corporation)	07
Form 990-BL	02	Form 1041-A	08
Form 4720 (individual)	03	Form 4720 (other than individual)	09
Form 990-PF	04	Form 5227	10
Form 990-T (sec. 401(a) or 408(a) trust)	05	Form 6069	11
Form 990-T (trust other than above)	06	Form 8870	12

COREY BALKON

• The books are in the care of ▶ 3850 BROADMOOR SE, SUITE 201 GRAND RAPIDS MI 49512

Telephone No. ▶ [REDACTED] Fax No. ▶ [REDACTED]

• If the organization does not have an office or place of business in the United States, check this box

• If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) _____ . If this is for the whole group, check this box . If it is for part of the group, check this box and attach a list with the names and TINs of all members the extension is for.

1 I request an automatic 6-month extension of time until 05/16, 2022, to file the exempt organization return for the organization named above. The extension is for the organization's return for:

▶ calendar year 20____ or
▶ tax year beginning 07/01, 2020, and ending 06/30, 2021.

2 If the tax year entered in line 1 is for less than 12 months, check reason: Initial return Final return
 Change in accounting period

3a If this application is for Forms 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions.	3a	\$	0.
b If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit.	3b	\$	0.
c Balance due. Subtract line 3b from line 3a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.	3c	\$	0.

Caution: If you are going to make an electronic funds withdrawal (direct debit) with this Form 8868, see Form 8453-EO and Form 8879-EO for payment instructions.

October 20, 2021

To the Board of Trustees
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, 2021 and have issued our report thereon dated October 20, 2021. 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 April 9, 2021, 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 20, 2021 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 letter about planning matters dated June 16, 2021.

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.

No new accounting policies were adopted, and the application of existing policies was not changed during 2021.

We noted no transactions entered into by the 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 dealing with management 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 trustees 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 20, 2021.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated October 20, 2021.

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 trustees 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.

We welcome any questions you may have regarding the preceding communications, and we would be willing to discuss these or any other questions that you might have at your convenience.

Very truly yours,

Plante Moran, PC

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

Business Premium Money Market Account Statement



Page 1 of 1

Account Number: [REDACTED]

For the period 05/29/2021 to 06/30/2021

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
77,286.44	.70	.00	77,287.14

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
0.01	33	77,286.46	.70	6.33

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	.70
Total	1	.70

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
05/29	77,286.44	06/30	77,287.14

Deposits and Other Credits

Other Credits

1 transaction for a total of \$.70

Date posted	Transaction description	Reference number
06/30	.70 Interest Payment	[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				

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

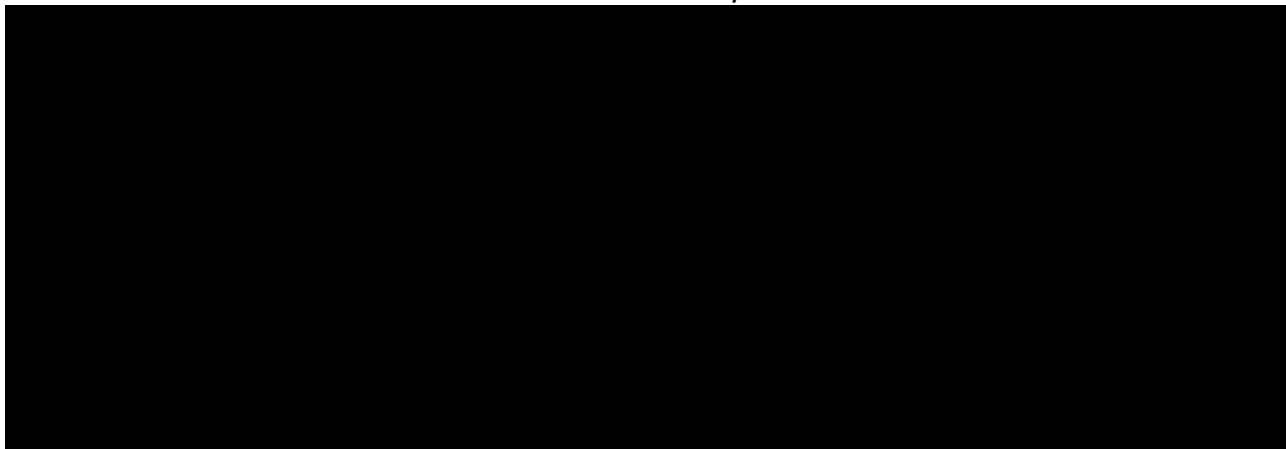
John C. Whitehead

June 7, 2021

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.

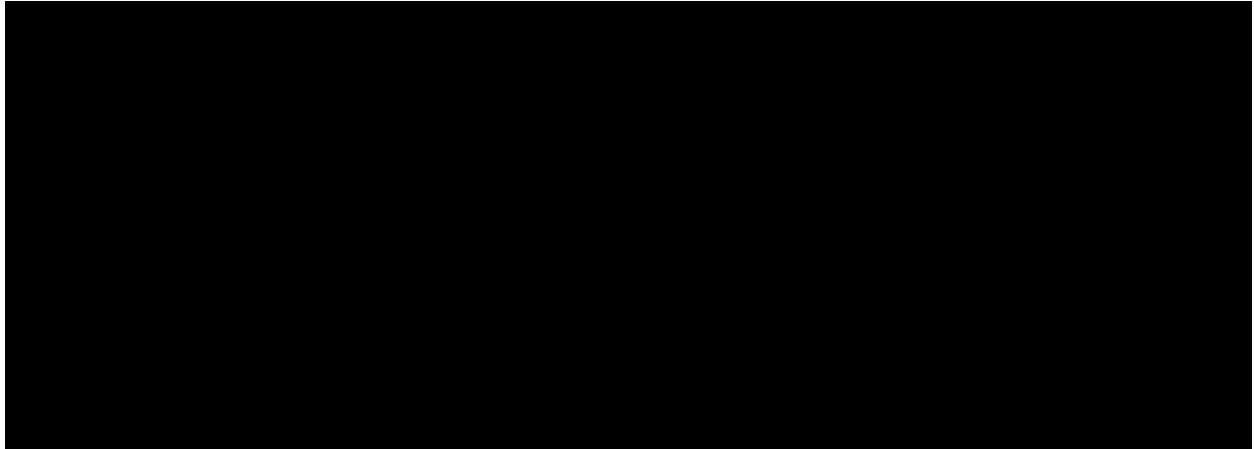


June 7, 2021

Signature

Date

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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.

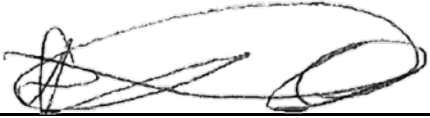
Please write "None" if applicable. Do not leave this space blank.

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.

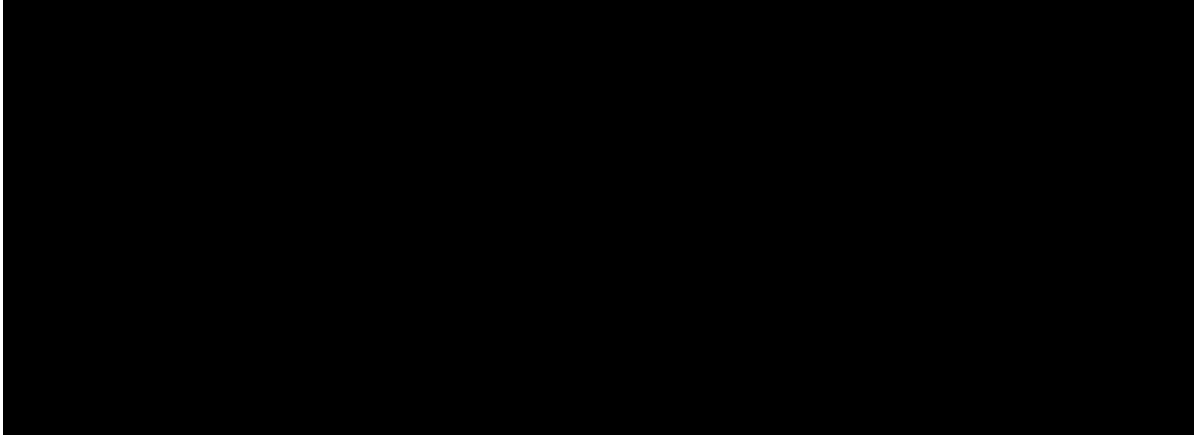


Signature

June 7, 2021

Date

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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.

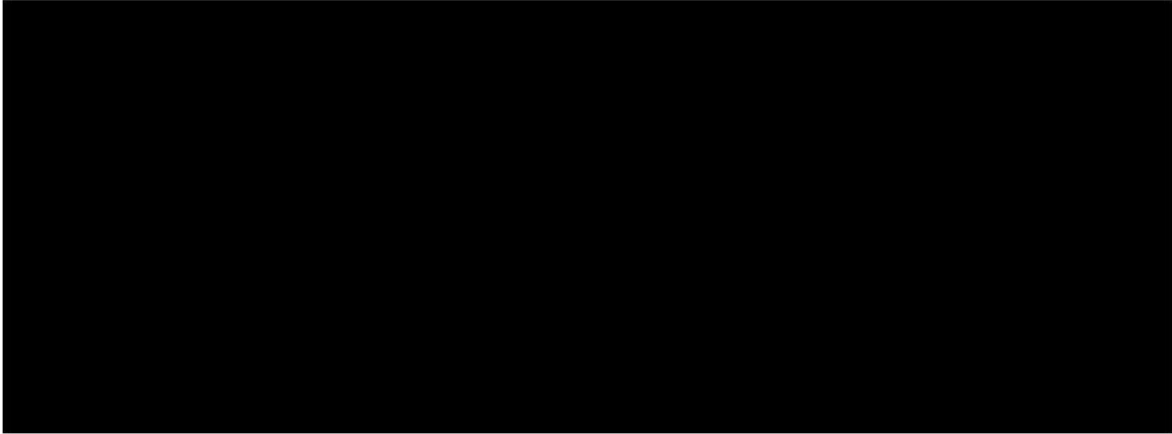
Laya Vosges

June 7, 2021

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>				

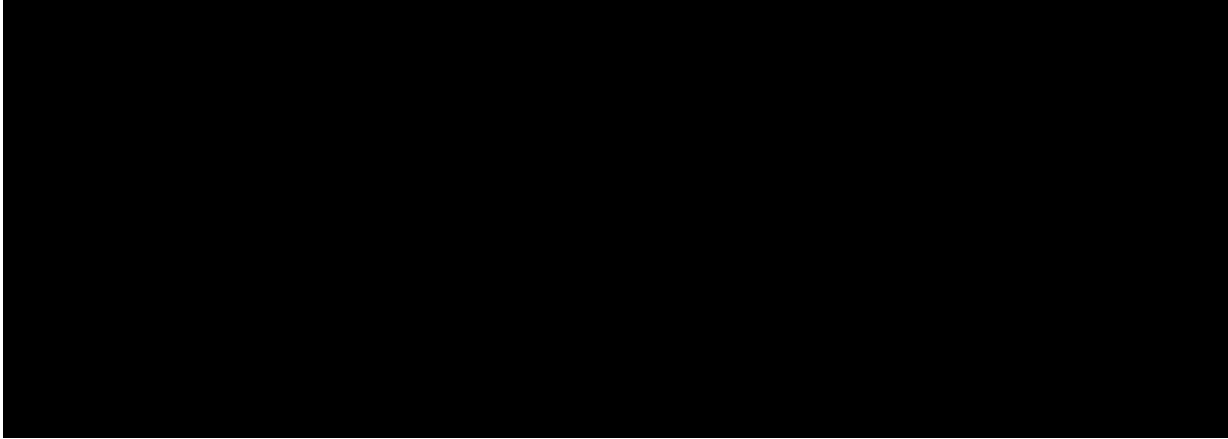
Lea Rebusin

June 7, 2021

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:

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.

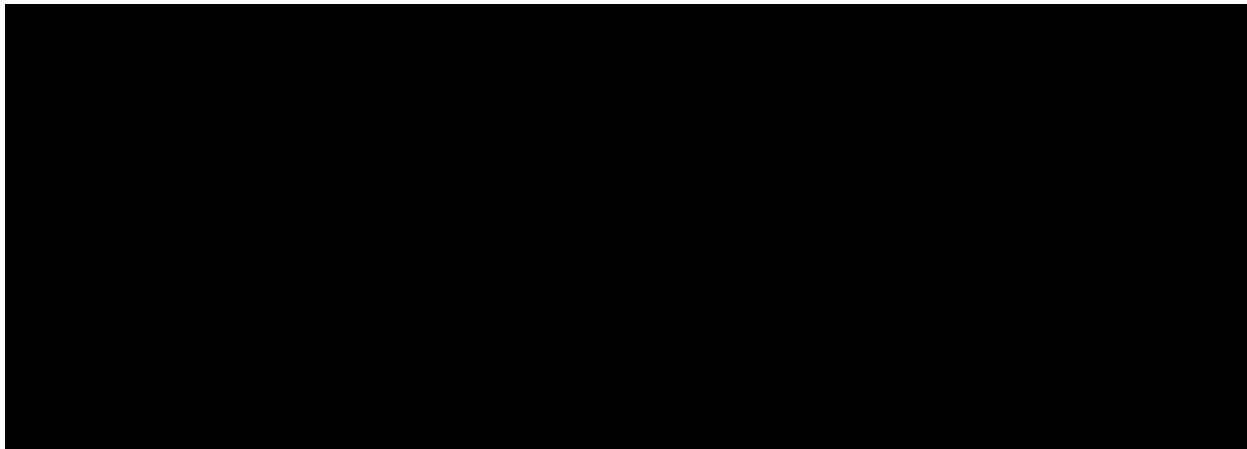


June 7, 2021

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.

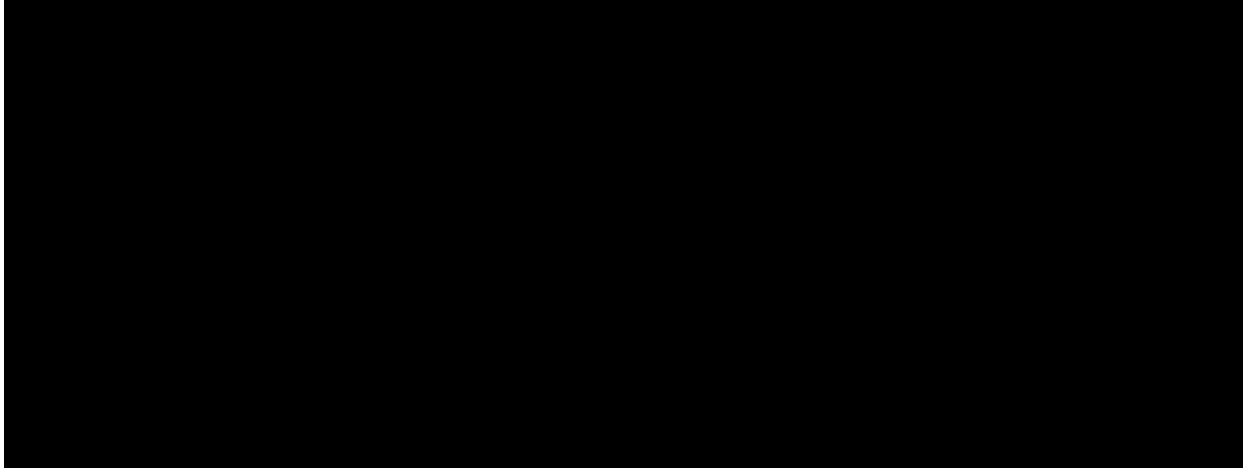
Shawn Wild

June 7, 2021

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.



AT GOOGLE MEET: [HTTPS://MEET.GOOGLE.COM/YYW-BKQX-NYY](https://meet.google.com/yyw-bkqx-nyy) OR PHONE: 1-516-399-4769, PIN: 352 787 783#

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Kevin Clark President	X		June 30, 2021
Julia Chance Vice President	X		June 30, 2023
Marvelyn Hinckson Treasurer	X		June 30, 2022
Yvette Wilds Secretary	X		June 30, 2021
John Whitehead Trustee	X		June 30, 2021
Laya Vosges 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. 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 6:05 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

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

4. DISCUSSION ITEMS

- a. The 2020-2021 Reopening Plan was discussed. The plan describes four possible learning environments that may be necessary throughout the 2020-2021 school year. The four plans consist of in-person, remote/virtual, hybrid, and completely virtual learning opportunities. The fully virtual option will be offered to parents who do not feel comfortable or safe returning their students to a traditional or hybrid learning environment due to the nature of the COVID-19 pandemic.

The Board discussed temperature checks for students and staff, the use of facemasks by students, the ability of families to change instructional preference through the school year, and student testing.

5. ACTION ITEMS

- a. Approval of the 2020-2021 Reopening Plan
A motion was made by Kevin Clark and seconded by Yvette Wilds to approve the 2020-2021 Reopening Plan as submitted and to authorize NHA and the principal to make any additional changes to the Plan as required by the Authorizer. The motion was approved unanimously.

6. NEW BUSINESS/UNFINISHED BUSINESS

None was presented.

7. PUBLIC COMMENT

None was given.

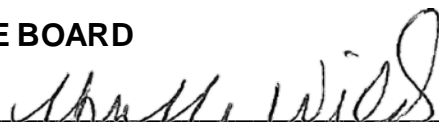
8. ADJOURNMENT

The meeting was adjourned at 7:03 p.m.

NEXT MEETING:
Tuesday, August 18, 2020 at 6:00 p.m.

OFFICER OF THE BOARD

SIGNATURE _____



AT GOOGLE MEET: [HTTPS://MEET.GOOGLE.COM/IZW-RHRH-NEC](https://meet.google.com/IZW-RHRH-NEC) OR PHONE: 1-240-903-4071, PIN: 884 275 436#

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Kevin Clark President	X		June 30, 2021
Julia Chance Vice President		X	June 30, 2023
Marvelyn Hinckson Treasurer	X		June 30, 2022
Yvette Wilds Secretary	X		June 30, 2021
John Whitehead Trustee		X	June 30, 2021
Laya Vosges 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 6:07 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

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

4. APPROVAL OF THE JULY 29, 2020 BOARD MEETING MINUTES

A motion was made by Laya Vosges and seconded by Marvelyn Hinckson to approve the July 29, 2020 Board Meeting Minutes as submitted. The motion was approved unanimously.

5. MANAGEMENT REPORTS

a. Principal Report

Roxanne Thomas presented the Principal Report.

Highlights included:

- As of August 18, 2020, 610 students are reenrolling at Brooklyn Scholars.
- Based on a parent survey, most families have selected to have students receive virtual instruction.
- In meeting social distancing protocols, a schedule was developed to distribute Chromebooks to all students by grade.
- Due to the small in-person classes associated with the hybrid model, this will allow for more intensive student learning.
- Multiple parent and staff meetings have been held to discuss the upcoming school year.
- Staff have practiced the COVID-19 screening process in preparation for student entry into the school.

i. School Performance Report Dashboard Suite

The School Performance Report Dashboard Suite was presented.

1. The 2019-2020 COVID-19 Parent Survey Results were reviewed.

b. Board Fund Report

The Board Fund balance was reported.

6. DISCUSSION ITEMS

- a. The Auditor Planning Communication was reviewed by the Board.
- b. The 2019-2020 Board Satisfaction Survey Summary was discussed. The survey was designed to receive feedback from NHA's partner Board members. Generally, Board members identified academic performance, parental involvement, and school events as areas in which he/she would like to see improvement or receive additional information.
- c. The 2019-2020 Annual Report was discussed. The first portion was submitted on August 1. The second component will be submitted on November 1, 2020.

7. ACTION ITEMS

- a. Approval of the Personnel Hires
Tabled.
- b. Approval of the Multiple Board Fund Requests
Tabled.
- c. Approval of the Election of Officers
Tabled.
- d. Approval of the Emergency Response Plan
A motion was made by Yvette Wilds and seconded by Kevin Clark to approve the Emergency Response Plan as presented. The motion was approved unanimously.
- e. Approval of the District-Wide Plan
A motion was made by Yvette Wilds and seconded by Kevin Clark to approve the District-Wide Plan as submitted. The motion was approved unanimously.
- f. Designation of the Chief Emergency Officer
A motion was made by Marvelyn Hinckson and seconded by Kevin Clark to designate the school Principal as the Chief Emergency Officer. The motion was approved unanimously.
- g. Approval of the 2020-2021 School Calendar
A motion was made by Laya Vosges and seconded by Yvette Wilds to approve the 2020-2021 School Calendar as submitted. The motion was approved unanimously.
- h. Approval of the 2021 Children's Internet Protection Act (CIPA) Form 479
A motion was made by Kevin Clark and seconded by Marvelyn Hinckson to approve the 2021 Children's Internet Protection Act (CIPA) Form 479 as submitted. The motion was approved unanimously.

8. NEW BUSINESS/UNFINISHED BUSINESS

The Board will meet on Tuesday, August 25, 2020 at 6 p.m. to consider the approval of the personnel hires, Board fund requests, and election of officers.

9. PUBLIC COMMENT

None was given.

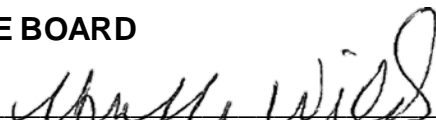
10. ADJOURNMENT

The meeting was adjourned at 6:57 p.m.

NEXT MEETING:
Tuesday, August 25, 2020 at 6:00 p.m.

OFFICER OF THE BOARD

SIGNATURE _____

A handwritten signature in black ink, appearing to read "Shawn Wild", is written over a horizontal line.

AT GOOGLE MEET: [HTTPS://MEET.GOOGLE.COM/ZUG-THMG-IXU](https://meet.google.com/zug-thmg-ixu) OR PHONE: 1-304-621-9791, PIN: 345 905 577#

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Kevin Clark President	X		June 30, 2021
Julia Chance Vice President	X		June 30, 2023
Marvelyn Hinckson Treasurer	X		June 30, 2022
Yvette Wilds Secretary	X		June 30, 2021
John Whitehead Trustee		X	June 30, 2021
Laya Vosges 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 6:08 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 amended. The motion was approved unanimously.

Amendment:

- Add Action Item: Approval of Student Enrollment for Charter Renewal Submission

4. APPROVAL OF THE AUGUST 18, 2020 BOARD MEETING MINUTES

A motion was made by Kevin Clark and seconded by Lisa Robinson to approve the August 18, 2020 Board Meeting Minutes as submitted. The motion was approved unanimously.

5. ACTION ITEMS

a. Approval of the Personnel Hires

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

- Anthony Cacia as a 7th/8th Grade SPED Teacher
- Oliver Ling as an ELL Teacher
- Randi Washington as a Paraprofessional
- Tia Edwards-Hutchinson as a Specialized Teacher in Residence

The motion was approved unanimously.

b. Approval of the Election of Officers

A motion was made by Kevin Clark and seconded by Yvette Wilds 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

c. Approval of the Multiple Board Fund Requests

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 \$13,400.00 for the cost of the Multiple Board Fund Requests as allocated below. The motion was approved unanimously.

• Recognition	\$2,000.00
• Students/School Events	\$7,000.00
• Professional Development	\$2,000.00
• Chromebook Cases	\$2,400.00

d. Approval of the Student Enrollment for Charter Renewal Submission

Tabled.

The Board requested additional information from NHA regarding staffing associated with enrollment.

6. NEW BUSINESS/UNFINISHED BUSINESS

Board members will coordinate a socially distanced walkthrough of the school building prior to the start of the school year.

7. PUBLIC COMMENT

None was given.

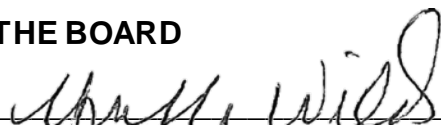
8. ADJOURNMENT

The meeting was adjourned at 6:50 p.m.

NEXT MEETING:
Tuesday, September 15, 2020 at 6:00 p.m.

OFFICER OF THE BOARD

SIGNATURE



AT GOOGLE MEET: [HTTPS://MEET.GOOGLE.COM/MGP-OSFJ-GNM](https://meet.google.com/mgp-osfj-gnm) OR PHONE: 1-917-960-3814, PIN: 285 196 284#

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Kevin Clark President	X		June 30, 2021
Marvelyn Hinckson Vice President	X		June 30, 2022
Laya Vosges Treasurer	X		June 30, 2023
Yvette Wilds Secretary	X		June 30, 2021
John Whitehead Trustee	X		June 30, 2021
Julia Chance Trustee		X	June 30, 2023
Lisa Robinson Trustee	X		June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Roxanne Thomas – Principal
2. Tasha Mathis – 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 Marvelyn Hinckson and seconded by Yvette Wilds to approve the agenda as submitted. The motion was approved unanimously.

4. APPROVAL OF THE AUGUST 25, 2020 BOARD MEETING MINUTES

A motion was made by Yvette Wilds and seconded by John Whitehead to approve the August 25, 2020 Board Meeting Minutes as submitted. The motion was approved unanimously.

5. MANAGEMENT REPORTS

a. Principal Report

Roxanne Thomas presented the Principal Report.

Highlights included:

- Brooklyn Scholars began the school year in a hybrid setting on September 8, 2020. The necessary protocols were in place for student arrival, dismissal, and lunch. A few students in the virtual setting experienced problems logging on to their computers.
- Some families have changed their preference from hybrid to virtual instruction and vice versa.
- Building cleanliness has been outstanding with touchpoints cleaned regularly throughout the day.
- All members of the staff have returned for the 2020-2021 school year.
- Each day, a Department of Health survey is completed for all students and staff for the purpose of reporting any positive COVID-19 incidents.
- The Board thanked Roxanne Thomas and staff for their work in preparing the building and students for the first day of instruction.

b. Board Fund Report

The Board Fund balance was reported.

6. DISCUSSION ITEMS

- a. Board Housekeeping was discussed.
- b. The Conflict of Interest Disclosure Statement was discussed. Each member will sign the Conflict of Interest Disclosure Statement.
- c. Fourth Quarter Financial Statements were discussed. The Board requested additional information on expenses related to the equipment lease, contracted services, and facility lease.

7. ACTION ITEMS

a. Approval of Student Enrollment for Charter Renewal Submission

A motion was made by Marvelyn Hinckson and seconded by John Whitehead to approve Student Enrollment for Charter Renewal Submission at 704 students. The motion was approved unanimously.

b. Authorization of the Board President to Approve the 2020-2021 Charter Renewal Application and Revised Original Charter Application and Exhibits

A motion was made by Laya Vosges and seconded by Yvette Wilds to authorize the Board President to Approve the 2020-2021 Charter Renewal Application and Revised Original Charter Application and Exhibits and bring back to the Board for ratification at a future Board meeting. The motion was approved unanimously.

8. NEW BUSINESS/UNFINISHED BUSINESS

The Board will send a letter of appreciation to staff for their efforts in preparing the facility and students for the first day of school.

9. PUBLIC COMMENT

None was given.

10. ADJOURNMENT

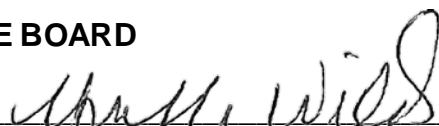
The meeting was adjourned at 6:59 p.m.

NEXT MEETING:

Tuesday, October 20, 2020 at 6:00 p.m.

OFFICER OF THE BOARD

SIGNATURE _____



AT GOOGLE MEET: [HTTPS://MEET.GOOGLE.COM/ERV-CGHR-DHT](https://meet.google.com/ERV-CGHR-DHT) OR PHONE: 1-435-850-7081, PIN: 909 866 502#

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Kevin Clark President	X		June 30, 2021
Marvelyn Hinckson Vice President	X		June 30, 2022
Laya Vosges Treasurer	X		June 30, 2023
Yvette Wilds Secretary	X		June 30, 2021
John Whitehead Trustee		X	June 30, 2021
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. Shakera Bennett – Dean
4. James Albany – NHA
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 6:04 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 15, 2020 BOARD MEETING MINUTES

A motion was made by Lisa Robinson and seconded by Yvette Wilds to approve the September 15, 2020 Board Meeting Minutes as submitted. The motion was approved unanimously.

5. MANAGEMENT REPORTS

a. Principal Report

Roxanne Thomas presented the Principal Report.

Highlights included:

- Aimsweb, iReady, and NWEA assessments have been administered to students. Families have been invited to have students take these assessments in the school. During the time in which students take the assessments at the school, parents are given tutorials on how to navigate the technical issues associated with virtual learning.
- There are currently 409 families on the school's waiting list.
- Teachers are documenting participation and attendance based on assignments submitted by students.
- Families have been informed of the opportunity to change the learning model of their student if they choose.
- Brooklyn Scholars has conducted the required emergency drills.
- The school is looking to implement "Wellness Wednesdays" to support staff mentally and emotionally.

b. Board Fund Report

The Board Fund balance was reported.

6. DISCUSSION ITEMS

- a. The ESSER Funds Overview was discussed. The Coronavirus Aid, Relief, and Economic Security (CARES) Act is the economic stimulus bill that was passed in March 2020 in response to the economic impact of the COVID-19 pandemic. As part of this legislation, federal funds are being awarded to schools. This grant money is called Elementary and Secondary School Emergency Relief (ESSER) funds. The Board reviewed an overview of the general plan of how these funds will be spent. A summary of actual spending will be provided to the Board when the grant is complete.
- b. The 2020-2021 Amended Budget Timing was discussed. The Board is willing to postpone the viewing of the budget to the December or January meeting.

7. ACTION ITEMS

a. Approval of the Board Fund Rollover Request

A motion was made by Kevin Clark and seconded by Yvette Wilds to approve the rollover of Board Funds into the available balance of the Board Fund Account in the amount of \$15,232.54 previously approved for the items listed on the Board Fund Rollover Request as submitted. The motion was approved unanimously.

b. Approval of the Staff Recognition

A motion was made by Yvette Wilds and seconded by Kevin Clark to approve the expenditure of Board Funds not to exceed the amount of \$10,625.00 for the cost of the Staff Recognition as submitted. The motion was approved unanimously.

8. NEW BUSINESS/UNFINISHED BUSINESS

None was presented.

9. PUBLIC COMMENT

None was given.

10. ADJOURNMENT

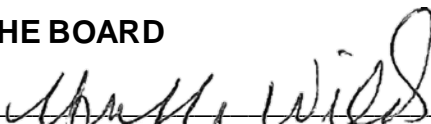
The meeting was adjourned at 6:58 p.m.

NEXT MEETING:

Tuesday, November 17, 2020 at 6:00 p.m.

OFFICER OF THE BOARD

SIGNATURE



AT GOOGLE MEET: [HTTPS://MEET.GOOGLE.COM/DVP-ZNAO-THE](https://meet.google.com/DVP-ZNAO-THE) OR PHONE: 1-347-450-0933, PIN: 267 764 745

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Kevin Clark President	X		June 30, 2021
Marvelyn Hinckson Vice President	X		June 30, 2022
Laya Vosges Treasurer	X		June 30, 2023
Yvette Wilds Secretary	X		June 30, 2021
John Whitehead Trustee		X	June 30, 2021
Julia Chance Trustee	X		June 30, 2023
Lisa Robinson Trustee	X		June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Roxanne Thomas – Principal
2. Kellie Hoerner – NHA
3. Matt Maguire – NHA
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 6:31 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. DISCUSSION ITEMS

- a. The Brooklyn Scholars' Charter Renewal was discussed. The Board discussed NHA's proposal to shift to in-person instruction for grades K-5 and hybrid instruction for grades 6-8 following the holiday break. The Board discussed necessary precautions in preparation for in-person instruction.

The Board reviewed information and data related to the performance of Brooklyn Scholars during the current charter term.

5. PUBLIC COMMENT

None was given.

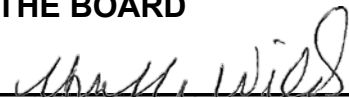
6. ADJOURNMENT

The meeting was adjourned at 8:08 p.m.

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

OFFICER OF THE BOARD

SIGNATURE



AT GOOGLE MEET: [HTTPS://MEET.GOOGLE.COM/DVP-ZNAO-THE](https://meet.google.com/DVP-ZNAO-THE) OR PHONE: 1-347-450-0933, PIN: 267 764 745

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Kevin Clark President	X		June 30, 2021
Marvelyn Hinckson Vice President	X		June 30, 2022
Laya Vosges Treasurer	X		June 30, 2023
Yvette Wilds Secretary	X		June 30, 2021
John Whitehead Trustee		X	June 30, 2021
Julia Chance Trustee		X	June 30, 2023
Lisa Robinson Trustee	X		June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Roxanne Thomas – Principal
2. Ayanna Thomas – Board Legal Counsel
3. Tricia Anderson-Randall – Dean
4. Peta Kelly – Dean
5. Shakera Bennett – Dean
6. 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 6:06 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 DECEMBER 15, 2020 BOARD MEETING MINUTES

A motion was made by Yvette Wilds and seconded by Laya Vosges to approve the December 15, 2020 Board Meeting Minutes as submitted. The motion was approved unanimously.

5. MANAGEMENT REPORTS

a. Principal Report

Roxanne Thomas presented the Principal Report.

Highlights included:

- K-5 students have returned for daily instruction while those in middle school will receive hybrid instruction.
- Results from the recent interim assessments were reviewed.
- Students have been invited to the building to take their assessments in a socially distanced manner.
- Student attendance is approximately 89.5%. 694 students are currently enrolled.
- Students who have not logged on remotely to begin the school day are contacted by members of the staff.
- Several virtual sessions will be offered to Brooklyn Scholars families including financial literacy and cooking classes.
- The New York City Department of Education will conduct a charter renewal visit at Brooklyn Scholars on January 25-January 26, 2021.

i. School Performance Report Dashboard Suite

The School Performance Report Dashboard Suite was presented.

1. The Proficiency and Growth data was reviewed.

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 Board plans to complete the evaluations in June 2021.
- b. The Fall Employee Engagement Survey Summary was reviewed. The Board discussed specific growth opportunities. Roxanne Thomas will provide an update on efforts to address the results of the survey.
- c. Board Terms and Resignations were discussed.

7. ACTION ITEMS

- a. Approval of the Personnel Hire
Tabled.
- b. Approval of the 2020-2021 Amended Budget
After due consideration and discussion, a motion was made by Kevin Clark and seconded by Yvette Wilds to approve the 2020-2021 Amended Budget as submitted. The motion was approved unanimously.
- c. Appointment of the 2020-2021 Audit Firm
A motion was made by Kevin Clark and seconded by Yvette Wilds to appoint Plante Moran as the 2020-2021 Audit Firm. The motion was approved unanimously.
- d. Approval of the 2021-2022 Offered Seats Schedule
A motion was made by Marvelyn Hinckson and seconded by Yvette Wilds to approve the 2021-2022 Offered Seats Schedule as submitted. The motion was approved unanimously.

8. NEW BUSINESS/UNFINISHED BUSINESS

The Board will meet again on Monday, January 25, 2021 in preparation for the Charter Renewal interview on Thursday, January 28, 2021.

Ayanna Thomas will review information related to New York State Education Law 2-d.

9. PUBLIC COMMENT

Kevin Clark informed the Board that Jim McCarthy sent well wishes for the New Year.

10. ADJOURNMENT

The meeting was adjourned at 7:02 p.m.

**NEXT MEETING:
Monday, January 25, 2021 at 6:00 p.m.**

OFFICER OF THE BOARD

SIGNATURE

A handwritten signature in black ink, appearing to be "K. Clark", written over a horizontal line.

AT GOOGLE MEET: [HTTPS://MEET.GOOGLE.COM/CEN-HHSC-JXS](https://meet.google.com/cen-hhsc-jxs) OR PHONE: 1-470-400-5701, PIN: 688 277 564#

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Kevin Clark President	X		June 30, 2021
Marvelyn Hinckson Vice President	X		June 30, 2022
Laya Vosges Treasurer	X		June 30, 2023
Yvette Wilds Secretary	X		June 30, 2021
John Whitehead Trustee		X	June 30, 2021
Julia Chance Trustee	X		June 30, 2023
Lisa Robinson Trustee	X		June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Kellie Hoerner – NHA
2. Matt Maguire – NHA
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 6:03 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Kevin Clark and seconded by Laya Vosges to approve the agenda as amended. The motion was approved unanimously.

Amendment:

- Add Action Item: Approval of the 2020-2021 National Charter Schools Conference

4. DISCUSSION ITEMS

- a. The Charter Renewal Discussion took place. The Board reviewed information and data related to the performance of Brooklyn Scholars during the current charter term.

5. ACTION ITEMS

a. Approval of the Personnel Hire

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

- Danielle Cruz as a Teacher

The motion was approved unanimously.

b. Approval of the Board Funds for Participation in the 2020 Virtual National Charter Schools Conference

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 \$225.00 for the cost of the participation in the 2020 Virtual National Charter Schools Conference as submitted. The motion was approved unanimously.

6. PUBLIC COMMENT

None was given.

7. ADJOURNMENT

The meeting was adjourned at 7:32 p.m.

**NEXT MEETING:
Tuesday, February 23, 2021 at 6:00 p.m.**

OFFICER OF THE BOARD

SIGNATURE _____



AT GOOGLE MEET: [HTTPS://MEET.GOOGLE.COM/CEN-HHSC-JXS](https://meet.google.com/cen-hhsc-jxs) OR PHONE: 1-470-400-5701, PIN: 688 277 564#

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Kevin Clark President	X		June 30, 2021
Marvelyn Hinckson Vice President	X		June 30, 2022
Laya Vosges Treasurer	X		June 30, 2023
Yvette Wilds Secretary		X	June 30, 2021
John Whitehead Trustee		X	June 30, 2021
Julia Chance Trustee		X	June 30, 2023
Lisa Robinson Trustee	X		June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Roxanne Thomas – Principal
2. Ayanna Thomas – Board Legal Counsel
3. Tricia Anderson-Randall – Dean
4. Peta Kelly – Dean
5. Kellie Hoerner – NHA
6. 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 6:12 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Lisa Robinson and seconded by Laya Vosges to approve the agenda as submitted. The motion was approved unanimously.

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

A motion was made by Marvelyn Hinckson and seconded by Laya Vosges to approve the January 19, 2021 Board Meeting Minutes as submitted. The motion was approved unanimously.

5. APPROVAL OF THE JANUARY 25, 2021 BOARD MEETING MINUTES

A motion was made by Lisa Robinson and seconded by Kevin Clark to approve the January 25, 2021 Board Meeting Minutes as submitted. The motion was approved unanimously.

6. MANAGEMENT REPORTS

a. Principal Report

Roxanne Thomas presented the Principal Report.

Highlights included:

- Roxanne Thomas provided several strengths and growth areas resulting from Brooklyn Scholars' recent charter renewal visit:
 - Staff is a good representation of the community that is served
 - The school is responsive to the community
 - There has been growth in programming for Students with Disabilities by adding an Integrated Co-Teaching class on each grade (K-8)
 - There is consistency in structure across grade levels
 - The Students with Disabilities population is not comparable to the district
 - There are missed opportunities to use culturally relevant teaching
 - Improved balance is needed between teacher and student talk
- The results of the Interim 1 assessment were reviewed
- The average daily attendance was 92.5%
- Three learning models are currently in operation at Brooklyn Scholars:
 - Grades K-6 in-person learning model
 - Grades 7-8 hybrid learning model
 - Grades K-8 virtual learning model
- Brooklyn Scholars has partnered with Telepoint
- Mandated safety drills (fire, lock down, and reverse evacuation) are still in place

7. EXECUTIVE SESSION

A motion was made by Laya Vosges and seconded by Marvelyn Hinckson to enter executive session in order to discuss a confidential personnel matter.

The motion was approved in a roll call vote.

Kevin Clark voted yes
Marvelyn Hinckson voted yes
Laya Vosges voted yes
Lisa Robinson voted yes

EXECUTIVE SESSION

A motion was made by Lisa Robinson and seconded by Laya Vosges to re-enter open session.

The motion was approved in a roll call vote.

Kevin Clark voted yes
Marvelyn Hinckson voted yes
Laya Vosges voted yes
Lisa Robinson voted yes

- a. Board Fund Report
The Board Fund balance was reported.

8. DISCUSSION ITEMS

- a. The 2021 National Charter Schools Conference was discussed. The Board reviewed information regarding the 2021 National Charter Schools Conference, which will be held virtually from June 20-23, 2021. Attendees can participate in live and on-demand sessions.
- b. Second Quarter Financial Statements were discussed.

9. ACTION ITEMS

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

- Ezra Boyce as a Social Studies Teacher

The motion was approved unanimously.

- b. Approval of the Board Funds for the 2021 National Charter Schools Conference
Tabled.

10. NEW BUSINESS/UNFINISHED BUSINESS

Roxanne Thomas will share a draft Education Law 2-d Policy with the Board for review.

11. PUBLIC COMMENT

None was given.

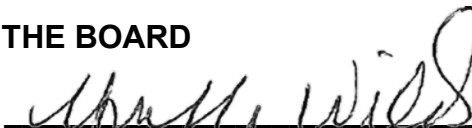
12. ADJOURNMENT

The meeting was adjourned at 7:03 p.m.

NEXT MEETING:
Tuesday, March 16, 2021 at 6:00 p.m.

OFFICER OF THE BOARD

SIGNATURE _____



AT GOOGLE MEET: [HTTPS://MEET.GOOGLE.COM/DVP-ZNAO-THE](https://meet.google.com/DVP-ZNAO-THE) OR PHONE: 1-347-450-0933, PIN: 267 764 745#

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Kevin Clark President	X		June 30, 2021
Marvelyn Hinckson Vice President	X		June 30, 2022
Laya Vosges Treasurer	X		June 30, 2023
Yvette Wilds Secretary	X		June 30, 2021
John Whitehead Trustee		X	June 30, 2021
Julia Chance Trustee		X	June 30, 2023
Lisa Robinson Trustee	X		June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Roxanne Thomas – Principal
2. Ayanna Thomas – Board Legal Counsel
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 6:06 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 amended. The motion was approved unanimously.

Amendment:

- Add Action Item: Approval of the District-Wide Plan Supplement

4. APPROVAL OF THE FEBRUARY 23, 2021 BOARD MEETING MINUTES

A motion was made by Yvette Wilds and seconded by Marvelyn Hinckson to approve the February 23, 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:

- ELA Interim 2 assessment was administered. 6th grade students demonstrated room for improvement.
- 6th grade students have transitioned to a 4-day in-person model to address learning gaps.
- After school tutoring is being offered to 132 students.
- In the past 30 days, the school's average daily attendance is 91.6%.
- Brooklyn Scholars continues to administer mandated safety drills.
- The Board thanked Roxanne Thomas for her efforts throughout the school year.

i. Retention Update

Roxanne Thomas provided a Retention Update to the Board. Retention meetings were held with families whose students were at risk of retention during Quarter 2. These meetings outlined promotion criteria and specific reasons for retention. Additional meetings will be held at the end of March in which families will receive an update on the academic standing of their student.

ii. 2021-2022 Academic School Improvement Plan Goals

Roxanne Thomas presented the 2021-2022 Academic School Improvement Plan goals. Brooklyn Scholars will focus on social and emotional learning based on the impact of the pandemic while also strengthening the home and school connection.

iii. Wellness Policy Review

Roxanne Thomas presented and discussed the Wellness Policy process, goals and objectives, and feedback gathered. The importance of healthy snacks is discussed in class, yoga is practiced, and students are working on a coding program associated with body movements.

b. Board Fund Report

The Board Fund balance was reported.

6. DISCUSSION ITEMS

- a. The Form 990 was reviewed by the Board.
- b. Administrative Professionals Week was discussed.
- c. Teacher Appreciation Week was discussed.

7. ACTION ITEMS

a. Approval of the Board Funds for the 2021 National Charter Schools Conference

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 \$875.00 for the cost of the following Board members to attend the 2021 National Charter Schools Conference. The motion was approved unanimously.

- Kevin Clark
- Laya Vosges
- Yvette Wilds

b. Approval of the District-Wide Plan Supplement

A motion was made by Yvette Wilds and seconded by Kevin Clark to approve the District-Wide Plan Supplement to Address Protocols for Responding to a Declared State Disaster Emergency Involving a Communicable Disease as submitted. The motion was approved unanimously.

8. NEW BUSINESS/UNFINISHED BUSINESS

Approval of the Charter Renewal Preparation Retreat

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 \$350.00 for the cost of the Charter Renewal Preparation Retreat as submitted. The motion was approved unanimously.

9. PUBLIC COMMENT

None was given.

10. ADJOURNMENT

The meeting was adjourned at 6:52 p.m.

**NEXT MEETING:
Tuesday, April 20, 2021 at 6:00 p.m.**

OFFICER OF THE BOARD

SIGNATURE



AT GOOGLE MEET: [HTTPS://MEET.GOOGLE.COM/DVP-ZNAO-THE](https://meet.google.com/DVP-ZNAO-THE) OR 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 6:03 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

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

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

A motion was made by Yvette Wilds and seconded by Kevin Clark to approve the March 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:

- Brooklyn Scholars received a four-year Charter Renewal. As part of the renewal, the school's upward trajectory over the past five years was noted. The school will seek to address its number of Students with Disabilities.
- An after school program is offered to students both in-person and virtually.
- State ELA testing will be held on April 20 and April 22. Math testing will be held on May 4 and May 6.
- Brooklyn Scholars' Lottery was held on April 1.
- 12 staff members attended a CPR/AED training on April 19.
- Brooklyn Scholars will continue to conduct random COVID-19 testing of students and staff.
- Parent Teacher Conferences were held on March 30.
- An Unconscious Bias professional development was offered to staff on March 31.
- A Social and Emotional Learning Program will be offered to students to assist in managing emotions, creating positive goals, and maintaining positive relationships.
- A Girls Summit will be held to build the self-esteem of female students in grades 4-8.
- Summer school programming will be offered to all students.

i. School Performance Report Dashboard Suite

The School Performance Report Dashboard Suite was presented.

1. The Interim Assessment Report was reviewed.

b. Board Fund Report

The Board Fund balance was reported.

6. DISCUSSION ITEMS

- a. The Proposed 2021-2022 Board Calendar was discussed.
- b. The Disclosure of Financial Interest Forms were discussed.
- c. The 2020-2021 Board Satisfaction Survey was discussed. Information from the survey is used to strengthen how the Board and NHA work together.

7. ACTION ITEMS

- a. Reappointment of Kevin Clark to Serve an Additional Board Term of Three Years to Expire in June of 2024
A motion was made by Yvette Wilds and seconded by Marvelyn Hinckson to Reappoint Kevin Clark to Serve an Additional Three-Year Term on the Brooklyn Scholars Charter School Board of Directors to Expire in June of 2024. The motion was approved unanimously.
- b. Reappointment of Yvette Wilds to Serve an Additional Board Term of Three Years to Expire in June of 2024
A motion was made by Kevin Clark and seconded by Marvelyn Hinckson to Reappoint Yvette Wilds to Serve an Additional Three-Year Term on the Brooklyn Scholars Charter School Board of Directors to Expire in June of 2024. The motion was approved unanimously.
- c. Reappointment of John Whitehead to Serve an Additional Board Term of Three Years to Expire in June of 2024
A motion was made by Kevin Clark and seconded by Marvelyn Hinckson to Reappoint John Whitehead to Serve an Additional Three-Year Term on the Brooklyn Scholars Charter School Board of Directors to Expire in June of 2024. The motion was approved unanimously.
- d. Approval of the 2021-2022 Student Code of Conduct
A motion was made by Kevin Clark and seconded by John Whitehead to approve the 2021-2022 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.
- e. Approval of the 8th Grade Graduation
Tabled.
- f. Approval of the Kindergarten and 5th Grade Moving Up Ceremonies
Tabled.
- g. Approval of the NYS Testing T-Shirts
Tabled.
- h. Approval of the Virtual STEM Assembly
Tabled

8. NEW BUSINESS/UNFINISHED BUSINESS

None was presented.

9. PUBLIC COMMENT

None was given.

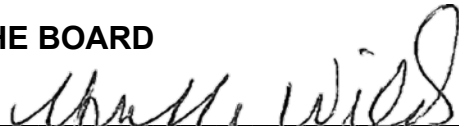
10. ADJOURNMENT

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

**NEXT MEETING:
Tuesday, May 18, 2021 at 6:00 p.m.**

OFFICER OF THE BOARD

SIGNATURE _____

A handwritten signature in cursive script, appearing to read "Matthew Wild", is written over a horizontal line.

AT GOOGLE MEET: [HTTPS://MEET.GOOGLE.COM/DVP-ZNAO-THE](https://meet.google.com/DVP-ZNAO-THE) OR 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. Peta Kelly – Dean
3. Clodette Jean-Louis – 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 6:04 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

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

4. APPROVAL OF THE APRIL 20, 2021 BOARD MEETING MINUTES

A motion was made by Marvelyn Hinckson and seconded by Yvette Wilds to approve the April 20, 2021 Board Meeting Minutes as submitted. The motion was approved unanimously.

5. MANAGEMENT REPORTS

a. Principal Report

Peta Kelly presented the Principal Report.

Highlights included:

- The i-Ready spring ELA and math diagnostic results were reviewed.
- For the New York State Math Exam, 161 out of 233 scholars took the assessment in grades 3-5, while 135 out of 232 scholars took the assessment in grades 6-8.
- NWEA Testing will be offered to grades K-2 on June 1-2 and to grades 3-8 June 8-11.
- Meetings are being held with parents to discuss possible retention for students who are chronically absent as well as those who are significantly underperforming academically.
- Summer school will be held July 19 through August 20 and will include in-person and self-paced models.
- The final segment of the Unconscious Bias professional development is scheduled for May 19, 2021.
- A virtual Career Day will be held on May 28, 2021.
- A Girls' Summit will be held for girls in grades 4-8 on May 22. It is designed to empower girls to have a positive self-image.

b. Board Fund Report

The Board Fund balance was reported.

6. DISCUSSION ITEMS

- a. The Dignity for All Students Act (DASA) Update was given. DASA seeks to provide the state's public elementary and secondary school students with a safe and supportive environment free from discrimination, intimidation, taunting, harassment, and bullying on school property, school bus, and/or at a school function.

- b. Third Quarter Financial Statements were reviewed.

7. ACTION ITEMS

- a. Ratification of the Charter Contract

A motion was made by Kevin Clark and seconded by Yvette Wilds to ratify the Charter Contract as submitted. The motion was approved unanimously.

- b. Approval of the 2021-2022 School Calendar

A motion was made by Marvelyn Hinckson and seconded by Yvette Wilds to approve the 2021-2022 School Calendar as submitted. The motion was approved unanimously.

- c. Approval of the 2021-2022 Board Calendar

A motion was made by Marvelyn Hinckson and seconded by Yvette Wilds to approve the 2021-2022 Board Calendar as submitted. The motion was approved unanimously.

- d. Approval of the 2021-2022 Initial Budget Proposal

A motion was made by Marvelyn Hinckson and seconded by Kevin Clark to approve the 2021-2022 Initial Budget Proposal as submitted. The motion was approved unanimously.

- e. Approval of the 8th Grade Graduation

A motion was made by John Whitehead and seconded by Yvette Wilds to approve the expenditure of Board Funds not to exceed the amount of \$7,999.00 for the cost of the 8th Grade Graduation as submitted. The motion was approved unanimously.

- f. Approval of the Kindergarten and 5th Grade Moving Up Ceremonies

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 \$8,999.00 for the cost of the Kindergarten and 5th Grade Moving Up Ceremonies as submitted. The motion was approved unanimously.

- g. Approval of the NYS Testing T-Shirts

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 \$2,633.57 for the cost of the NYS Testing T-Shirts as submitted. The motion was approved unanimously.

- h. Approval of the Virtual STEM Assembly
Tabled.

8. NEW BUSINESS/UNFINISHED BUSINESS

None was presented.

9. PUBLIC COMMENT

None was given.

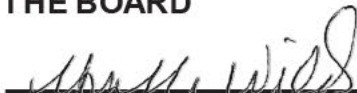
10. ADJOURNMENT

The meeting was adjourned at 7:11 p.m.

NEXT MEETING:
Wednesday, June 23, 2021 at 6:00 p.m.

OFFICER OF THE BOARD

SIGNATURE _____



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

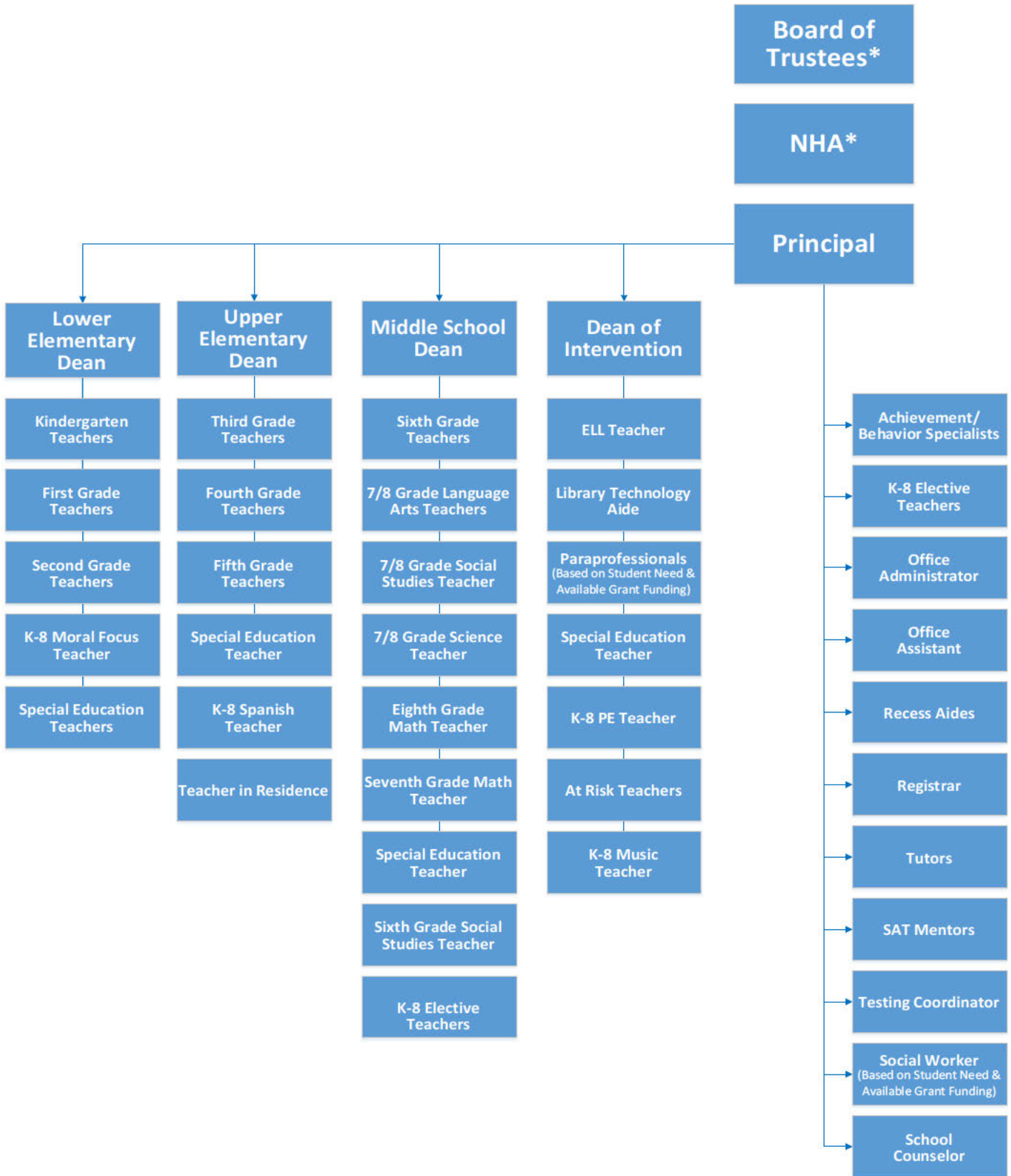
The meeting was adjourned at 7:14 p.m.

**NEXT MEETING:
Tuesday, August 17, 2021 at 6:00 p.m.**

OFFICER OF THE BOARD

SIGNATURE _____

Brooklyn Scholars Charter School Organizational Chart



*Employees are jointly employed by the School Board and NHA.

Brooklyn Scholars Charter School

2021-22 School Year

July/August						
Su	M	T	W	Th	F	Sa
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 19-22 - NHA Leadership Summit
30th Staff PD; 31st Regional 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-3rd Staff PD
6th Labor Day; 7th Rosh Hashanah; 8th-10th Staff PD
13th First Day School; 16th Yom Kippur

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						

11th Columbus Day
19th 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				

2nd Election Day
11th Veteran's Day
19th End of 1st Quarter
23rd PT Conferences; 25th-26th 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	

24th-31st 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
17th 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					

4th End of 2nd Quarter
21st-25th Mid Winter Recess
28th 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		

15th-16th Principals Mtg; 18th Staff Data Dive

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

15th-22nd Spring Break
25th School Resumes; 29th End of 3rd Quarter

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			

3rd PT Conferences
30th 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		

2nd Regional PD
20th Juneteenth Day; 24th End of 4th Quarter
28th Last Day of School

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: 6/8/2021

Last Update: 5/10/2021
 180 School Days
 7:30 a.m. - 3:00 p.m. School Hours
 7:30 a.m. - 11:30 a.m. (half)
 1202 Instructional Hours

Certificate of Occupancy

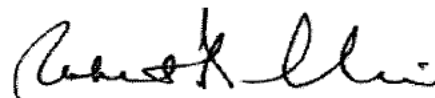
CO Number: 310293072F

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: [REDACTED]	Certificate Type: Final
	Address: 2629 LINDEN BOULEVARD	Lot Number(s): [REDACTED]	Effective Date: 01/05/2012
	Building Identification Number (BIN): [REDACTED]	Building Type: Altered	
This building is subject to this Building Code: 1968 Code			
<i>For zoning lot metes & bounds, please see BISWeb.</i>			
B.	Construction classification: [REDACTED]	(1968 Code designation)	
	Building Occupancy Group classification: [REDACTED]	(2008 Code)	
	Multiple Dwelling Law Classification: None		
	No. of stories: [REDACTED]	Height in feet: [REDACTED]	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

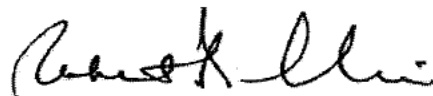
Certificate of Occupancy

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
END OF SECTION						



Acting
Borough Commissioner



Commissioner

END OF DOCUMENT

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