Application: Growing Up Green Charter School II

Brian Martin - martin@gugcs.org
Annual Reports

Summary

ID: 0000000083
Status: Liaison Review
Labels: Board of Regents, Laura

Entry 1 School Info and Cover Page

Completed Aug 3 2020

Instructions

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

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

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

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

GROWING UP GREEN CHARTER SCHOOL II 342800860824

a1. Popular School Name

Growing Up Green II

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

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

BOARD OF REGENTS

c. DISTRICT / CSD OF LOCATION

CSD #28 - QUEENS

d. DATE OF INITIAL CHARTER

12/2015

e. DATE FIRST OPENED FOR INSTRUCTION

9/2016

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

MISSION STATEMENT

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

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

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

KDE 1	Dedication to Academic Rigor. GUGCS II's curricular team will work to ensure that teachers are delivering both the direct instruction and collaborative components of their academic program with specific intention and rigor based on both Common Core State Standards and student data stemming from internal and external assessments.
KDE 2	Expansive Support Services. At GUGCS II, the Support Services Department will work closely as a collaborative team to provide specialized support and instruction for at-risk students, English language learners, as well as students receiving special education services.
KDE 3	Integrated Co-Teaching (ICT) and Special Education Teacher Support Services (SETSS). GUGCS II will provide each grade level with at least one ICT class and also maintain four learning specialists within the department to support ICT and SETSS needs.
KDE 4	Intervention. With three intervention teachers

	supporting at-risk students and the implementation of a Response to Intervention (RtI) model through the use of their “Successful Students Committee”(SSC), GUGCS II will run 6-week intervention cycles to ensure that student progress is monitored regularly and that students who require more intensive support are quickly identified.
KDE 5	ELL. W th the help of an ELL coordinator and two ELL teachers, GUGCS II will employ the Sheltered Instruction Observation Protocol (SIOP) model to support ELL students inside and outside of the classroom.
KDE 6	Counseling. GUGCS II believes in supporting students’ social, emotional, and behavioral needs. By staffing the school with several school counselors, they can provide individual, small group, and larger group support.
KDE 7	Hands-On Learning in the Local Environment. The school’s model uses a multi-sensory approach that is enhanced by weekly visits to the school’s science lab and regular field trips in and around the community
KDE 8	Actionable Assessment System. Aligned to the Common Core State Standards and administered every six weeks, GUGCS II’s “Looking Forwards, Looking Back” assessments will provide actionable data that teachers will use to refine their lessons and identify students’ needs as well as content areas needing support.
KDE 9	Green Education. Green principles will inform the curriculum, instruction and culture of GUGCS II. Green lessons will infuse GUGCS II’s meals, code of conduct, instructional materials, recycling practices, and facility design and choices. By incorporating their “Green Ambassadors” program, weekly Green Living classes, and daily Explore and Discover (ED) Time, students will be engaged in and develop a more complex understanding of the skills and concepts around green principles.

KDE 10	Deliberate School Culture. GUGCS II’s collaborative environment will sustain a positive school culture for students, staff, and families alike. The school expects that this culture will result in limited faculty and staff turnover, virtually no leadership turnover, and will result in limited discipline issues and no expulsions.

Need additional space for variables

No

h. SCHOOL WEB ADDRESS (URL)

www.gugcs.org

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

431

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

419

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

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5

I1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

No

FACILITIES INFORMATION

m. FACILITIES

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

	Yes, 2 sites

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	84-35 152 St. Jamaica, NY 11432	347-642- 4306	NYC CSD 28	2-6	2-6

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Matthew Greenberg	[redacted]		greenberg@gugcs.org
Operational Leader	Massomeh Spahr			spahr@gugcs.org
Compliance Contact	Nancy Wong			wong@gugcs.org
Complaint Contact	Brian Martin			martin@gugcs.org
DASA Coordinator	Lauren Balterman			balterman@gugcs.org
Phone Contact for After Hours Emergencies				

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, 2020.

Site 1 Certificate of Occupancy (COO)

certificate of occupancy 152 st (1).pdf

Filename: certificate of occupancy 152 st (1).pdf **Size:** 145.3 kB

Site 1 Fire Inspection Report

84-35 152 Q 19 (1).pdf

Filename: 84-35 152 Q 19 (1).pdf **Size:** 602.7 kB

School Site 2

m2. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 2	89-25 161 Street, Jamaica, NY 11432	(347) 642-4306	NYC CSD 28	K-1	

m2a. Please provide the contact information for Site 2.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Matthew Greenberg	[redacted]		greenberg@gugcs.org
Operational Leader	Massomeh Spahr			spahr@gugcs.org
Compliance Contact	Nancy Wong			wong@gugcs.org
Complaint Contact	Brian Martin			martin@gugcs.org
DASA Coordinator	Lauren Balterman			balterman@gugcs.org
Phone Contact for After Hours Emergencies				

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

Private Space

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

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

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

Site 2 Certificate of Occupancy (COO)

CofoDocumentContentServlet (1).pdf

Filename: CofoDocumentContentServlet (1).pdf **Size:** 280.1 kB

Site 2 Fire Inspection Report

Barone-Management-89-17-161st-Street.pdf

Filename: Barone-Management-89-17-161st-Street.pdf **Size:** 635.9 kB

CHARTER REVISIONS DURING THE 2019-2020 SCHOOL YEAR

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

Yes

n2. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in Maximum Approved Enrollment	GUGCS II has been approved to open a middle school starting September 2020. 6th grade will open in 2020-21, and will expand a grade each year until 8th grade is reached.	1/10/2020	02/08/2020
2				
3				
4				
5				

More revisions to add?

No

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

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

Yes

ATTESTATION

p. Individual Primarily Responsible for Submitting the Annual Report.

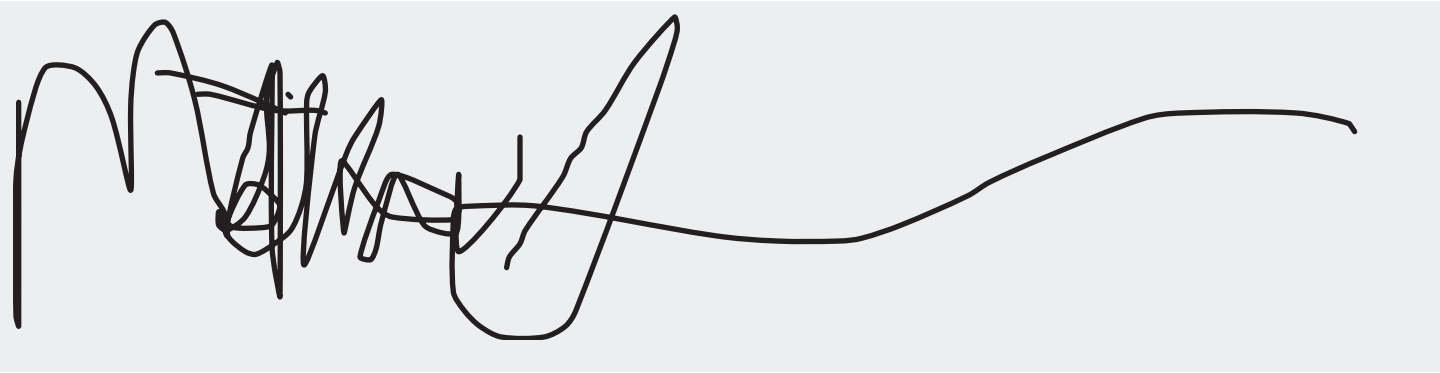
Name	Brian Martin
Position	Assessment Coordinator
Phone/Extension	347-642-4306
Email	martin@gugs.org

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

Responses Selected:

Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees

Date

Aug 2 2020

Thank you.

Entry 2 NYS School Report Card

Completed Aug 3 2020 Hidden from applicant

Instructions

SUNY-authorized charter schools only

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

Entry 2 NYS School Report Card Link

GROWING UP GREEN CHARTER SCHOOL II 342800860824

NEW YORK STATE REPORT CARD

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

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

https://data.nysed.gov/essa.php?year=2019&instid=800000086908

Entry 3 Progress Toward Goals

Completed Oct 28 2020

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

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

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

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

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

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1. ACADEMIC STUDENT PERFORMANCE GOALS

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

2019-20 Progress Toward Attainment of Academic Goals

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

Academic Goal 1	GUGCS will meet the indicators for Benchmark 1: Student Performance in the Board of Regents Charter School Performance Framework, including growth and attainment for all tested subjects.	Board of Regents Charter School Performance Framework GUGCS II is a school in good standing according to ESEA accountability designation. The similar schools comparison is currently being updated The school, aggregate, and subgroups are trending toward proficiency	Unable to Assess	Not Available
Academic Goal 2	Each year, 75% of all students (Grades 1-5) who were enrolled at GUGCS or at least two consecutive BEDS dates, will perform at or above grade level on the NWEA MAP Read ng test.	FastBr dge aReading Test	Unable to Assess	Not Available
Academic Goal 3	Each year, 75% of all tested students (Grades K--5) who have been enrolled in GUGCS for at least two consecutive BEDS dates will perform at or above grade level on the	Fountas and Pinnell Benchmark Assessments	Unable to Assess	Not Available

	Fountas and Pinnell Benchmark Assessment System.			
Academic Goal 4	Each grade level of students (K-5) who rema ned n the school for the entire year will show at least 3 levels of growth on the Fountas & Pinnell Benchmark Assessment System between September and June of each school year.	Fountas and Pinnell Benchmark Assessments	Unable to Assess	Not Available
Academic Goal 5	Each year, the school will make Adequate Yearly Progress (AYP) in Math, ELA and Science and will be deemed in “Good Standing” on its NYSED Report Card.	New York State Test ng Program and NYSED Report Card	Unable to Assess	Not Available due to NYS no longer measuring AYP on NYSED Report Card
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

2. Do have more academic goals to add?

No

3. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

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

2019-2020 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	Each year, the school will have an average daily student	Growing Up Green uses PowerSchool, a school management program, to document daily attendance.	Not Met	Pre COVID Closure, the school was at 94%. Due to remote learn ng (students had difficulty accessing technology and/or wifi) our attendance dropped slightly, which brought our

	attendance rate of at least 93%.	Growing up Green II's daily attendance rate was 91.61% in 2019-2020		overall average down. In the new school year, we are acquiring 1:1 technology for all of our students so they can access remote learn ng.
Org Goal 2	Each year, 95% of all students enrolled on the last day of the school year will return the following school year.	During the 2019-2020 school year, 97.2% of students enrolled on the last day will return the following school year.	Met	
Org Goal 3	Each year, the school will comply with all applicable laws, rules, regulations and contract terms, including but not limited to, the New York Charter Schools Act, the New York Freedom of Information Law, the New York Open Meetings Law, the Individuals with Disabilities Education Act and the Family Educational Rights and Privacy Act.	GUGCS II complies with all applicable laws, rules, regulations and contract terms as noted in our Employee Handbook, our Family Handbook, and our Board policies.	Met	
		GUGCS II utilizes a variety of strategies to attract, retain,		

Org Goal 4	Per the 2010 amendment to the Charter Schools Act, the school shall demonstrate good faith efforts to attract, retain, and meet or exceed enrollment and retention targets for students with disabilities, English language learners, and students who are eligible for the free and reduced price lunch program.	meet, or exceed enrollment and retention targets. We begin with a mass mailing to all families residing within District 28. This mailing includes information about our mission, core values, academic program, school community, and our application process via lottery. In addition to this mailing, GUGCS II participates in the NYC Charter School Common application process, which allows families from District 28 (and families in other NYC school districts who are interested) in accessing our application online. GUGCS II hosts weekly school tours during our enrollment period which are open to all families interested in GUGCS II. We post application information on our school website as well as on our Facebook page to	Met		

		reach additional members of our community.		
Org Goal 5	Each year student enrollment will be at or within 15% below full enrollment as delineated in the charter. This will be measured each year by an analysis of student enrollment figures in ATS.	At the end of the 2019-2020 school year on June 26, 2020, GUGCS II enrolled 97.2% of its enrollment goal.	Met	
Org Goal 6	Each year, parents will express satisfaction with the school's program, based on the NYCDOE Learning Environment Survey in which the school will receive scores of 7.5 or higher in each of the four survey domains: Academ c Expectations, Communication, Engagement, and Safety and Respect. The school will only have met this goal if 50% or more of the parents participate in the survey.		Unable to Assess	This is not applicable as this is no longer a measure used by the NY Department of Education.

Org Goal 7	Each year, teachers will express satisfaction with school leadership and professional development opportunities as determined by the teacher section of the NYCDOE Learning Environment Survey in which the school will receive scores of 7.5 or higher in each of the four survey domains: Academ c Expectations, Communication, Engagement, and Safety and Respect. The school will only have met this goal if 50% or more of the teachers participate in the survey.		Unable to Assess	This is not applicable as this is no longer a measure used by the NY Department of Education.
Org Goal 8	Each year, 85% of teachers whose contract was renewed at the end of the previous school year will return to teach at GUGCS II.	96% of teachers whose contract was renewed at the end of the 2019-20 school year will return to teach at GUGCS II.	Met	
Org Goal 9				

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

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

2019-2020 Progress Toward Attainment of Financial Goals

	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.
	Each year, the School will undergo an independent financial audit that will result in an unqualified opinion and no major findings. A finding	Independent Financial Audit Findings PKF O'Connor Davies, LLP conducted our Interim Audit for 2019-2020. It was		

Financial Goal 1	is “major” if it indicates a deliberate act of wrongdoing, reckless conduct or causes a loss of confidence in the abilities or integrity of the school or seriously jeopardizes the continued operation of the school.	a clean interim Audit which resulted in an unqualified opinion with no major findings. The final part of the Audit will take place mid-August 2020 and we fully expect our goal to be met.	Met	
Financial Goal 2	Each year, the School will operate on a balanced budget and maintain a stable cash flow. A budget will be considered “balanced” if revenues equal or exceed expend tures.	Monthly and weekly financial statements are prepared, analyzed by the Director of Finance and then distributed to the school administration and board of directors. F nancials are all posted on our School's website and indicate that our Goal for 2019-2020 was met.	Met	
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 3 Accountability Plan Progress Reports

Incomplete Hidden from applicant

Instructions

SUNY-Authorized Charter Schools ONLY

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

Entry 7 Disclosure of Financial Interest Form

Completed Aug 4 2020

Instructions - Multiple Uploads Permitted

Required of ALL Charter Schools by August 3

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

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

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

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

Anne Levonen BOT Financial Disclosure 2020

Filename: Anne Levonen BOT Financial Disclosure 0zEn0Yv.pdf **Size:** 248.3 kB

Kate Hooker BOT Financial Disclosure 2020

Filename: Kate Hooker BOT Financial Disclosure 2 1EQl62O.pdf **Size:** 224.6 kB

Pastor Corwin Mason BOT Financial Disclosure 2020

Filename: Pastor Corwin Mason BOT Financial Disc TLlivLz.pdf **Size:** 227.5 kB

Kelly Russotti BOT Financial Disclosure 2020

Filename: Kelly Russotti BOT Financial Disclosur l2WcjG8.pdf **Size:** 256.9 kB

Reid Chase BOT Financial Disclosure 2020

Filename: Reid Chase BOT Financial Disclosure 20 XG648BT.pdf **Size:** 222.9 kB

Marc Greenberg BOT Financial Disclosure 2020

Filename: Marc Greenberg BOT Financial Disclosur 0IVpBUB.pdf **Size:** 1.3 MB

Jeff Mueller BOT Financial Disclosure 2020

Filename: Jeff Mueller BOT Financial Disclosure VN7U9V2.pdf **Size:** 289.4 kB

Kathryn Klingenstein BOT Financial Disclosure 2020

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

Dr

Filename: Dr. Shadiatu Moustapha Disclosure of F fISL8oF.pdf **Size:** 1.2 MB

Entry 8 BOT Membership Table

Completed Aug 3 2020

Instructions

Required of All charter schools

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

Entry 8 BOT Table

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

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

	Trustee Name and Email Address	Pos t on on the Board	Committee Affiliations	Vot ng Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2019-2020
1	Jeff Mueller [redacted]	Trustee/Member	Finance Committee, Executive Committee	Yes	5	07/01/2020	06/30/2022	9
2	Re d Chase [redacted]	Trustee/Member	Finance Committee, Executive Committee	Yes	5	07/01/2020	06/30/2022	5 or less
3	Kate Hooker [redacted]	Chair	Executive Committee, Academ c Committee, Board Nominating Committee	Yes	7	07/01/2020	06/30/2022	10
4	Kathryn Klingenstein [redacted]	Chair	Executive Committee, Academ c Committee,	Yes	3	07/01/2020	06/30/2022	10

	[redacted]		Finance Committee					
5	Anne Levonen [redacted]	Treasurer	Finance Committee, Executive Committee	Yes	2	07/01/2020	06/30/2022	12
6	Marc Greenberg [redacted]	Trustee/Member	Exectuive Committee, Academic Committee, Board Nominating Committee	Yes	1	12/17/2019	06/30/2022	12
7	Pastor Corwin Mason [redacted]	Trustee/Member	Executive Committee	Yes	1	12/17/2019	06/30/2022	5 or less
8	Kelly Russotti [redacted]	Secretary	Executive Committee, Academic Committee, Finance Committee	Yes	1	04/21/2020	06/30/2022	7
9	shadiatu Moustapha [redacted]	Parent Rep	Academic Committee	No	1	07/01/2020	06/30/2021	6

	[redacted]							

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

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

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

3. Number of Board meetings held during 2019-2020

12

4. Number of Board meetings scheduled for 2020-2021

12

Thank you.

Entry 9 Board Meeting Minutes

Completed Aug 3 2020

Instructions

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

July 2019 GUG II Board Meeting Minutes_pdf

Filename: July 2019 GUG II Board Meeting Minutes pdf.pdf **Size:** 67.2 kB

2019 December Board Minutes GUG II

Filename: 2019 December Board Minutes GUG II.pdf **Size:** 56.5 kB

2019 November Board Minutes GUG II_

Filename: 2019 November Board Minutes GUG II .pdf **Size:** 59.6 kB

2019 August Board Minutes GUG II

Filename: 2019 August Board Minutes GUG II.pdf **Size:** 73.7 kB

2019 September Board Minutes GUG II

Filename: 2019 September Board Minutes GUG II.pdf **Size:** 73.4 kB

2019 October Board Minutes GUG II

Filename: 2019 October Board Minutes GUG II.pdf **Size:** 96.2 kB

2020 March Board Minutes GUG II

Filename: 2020 March Board Minutes GUG II.pdf **Size:** 63.1 kB

2020 February Board Minutes GUG I

Filename: 2020 February Board Minutes GUG I.pdf **Size:** 57.2 kB

April 9th Special Board Meeting

Filename: April 9th Special Board Meeting.pdf **Size:** 56.0 kB

2020 May Board Minutes GUG II

Filename: 2020 May Board Minutes GUG II.pdf **Size:** 62.1 kB

2020 January Board Minutes GUG I

Filename: 2020 January Board Minutes GUG I.pdf **Size:** 64.0 kB

2020 June Board Minutes GUG II

Filename: 2020 June Board Minutes GUG II.pdf **Size:** 65.1 kB

Entry 10 Enrollment & Retention

Completed Aug 3 2020

Instructions for submitting Enrollment and Retention Efforts

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

Entry 10 Enrollment and Retention of Special Populations

Instructions for Reporting Enrollment and Retention Strategies

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

GROWING UP GREEN CHARTER SCHOOL II 342800860824

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2019-2020	Describe Recruitment Plans in 2020-2021
Economically Disadvantaged	The majority of our students are eligible for free and reduced lunch and, having built a positive reputation in the community, word of mouth is particularly effective in attracting these students to our school. We make it clear that our school is free and provides support services and	We are moving our recruitment season up to October and targeting Pre-K families around our neighborhood for recruitment events to build a diverse K class. We had staff stationed at high traffic locations within the district to hand out flyers (subway stations, library, etc). In addition, we will continue to do

	extra curricular opportunities to all students, regardless of need and income.	recruitment events at our existing CBO to ensure families of all backgrounds have access to our school.
English Language Learners/Multilingual Learners	In order to recruit English Language Learners, our materials are translated, our ELL program is described, and our ELL Coordinator and teachers assist with recruitment. We also have bilingual staff to help families with the application process as well participate weekly school tours for potential families.	Continue to have our application in multiple languages by using the Charter Center Application and our own application on our new database Powerschool.
Students with Disabilities	Growing Up Green already has a positive presence in the community through partnerships and service learning activities. We partner with these community based organizations, many of them serving at-risk youth/families, who recommend students to our school, spread our recruitment information/events, or allow us to present about our school to their families. Furthermore, the “green” aspects of the school are clearly described in marketing materials, presentations, and discussions with interested families. For students with special needs, the school website and recruitment materials clearly describe the school’s inclusion model, special education services and staffing as well as counseling support. Furthermore, our Director of Support Services participates in recruitment activities for our future and our incoming families	Continue to advertise all of our services to our new and incoming families. We connect any students with IEPs with our Director of Support Services so the school can partner with parents to make the best educational placements for their child.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2019-2020	Describe Retention Plans in 2020-2021
Economically Disadvantaged	Growing Up Green has a diverse student community from many economic backgrounds. We provide subsidized after school programming, extra support services through our Special Education department, small classroom sizes to provide extra attention to students in need as well as workshops on math, literacy and Responsive Classroom for families.	Continue to provide our families an open space to address their concerns and be involved in our community. This includes monthly parent association meetings, daily morning meetings, and any other communication methods (email, phone, facebook, etc). We had staff stationed at high traffic areas within our district to hand out flyers about our school. These areas include subway stations, libraries,and outside government offices (DMV).
English Language Learners/Multilingual Learners	Our ELL Coordinator and ELL teachers support limited English proficient students through immersion techniques, direct instruction, and the use of the SIOP model. GUGCS is a school where students and their families are known well by the faculty and staff, and students do not fall through the cracks. We also work closely with community organizations to ensure families have the support they need so their children can succeed.	Continue to have a robust ELL department, hire interpreters for all parent events, and translate our fliers going home in Spanish, Bengali, Hindi, and Arabic.
	Regarding retention, GUGCS has a track record of strong student retention; any student leaving the school is primarily due to family relocation. We have achieved this success by developing a close, supportive	Continue to provide all our

Students with Disabilities	community among students, staff and families through regular communication and events such as orientations, family workshops, conferences, celebrations and performances. Moreover, the school retains students classified with disabilities through the scope of services it offers to serve a variety of student needs. For example, GUGCS provides an ICT class on each grade and special education services, such as speech and language therapy, occupational therapy, hearing services, counseling, and physical therapy.	families with the services that they need especially with IEP meetings, speech/language therapy, occupational therapy, hearing services, counseling and physical therapy. Any discharging student is primarily due to relocation, however in small instances it was due to IEP we are re-valuations for a smaller class setting.

Entry 12 Percent of Uncertified Teachers

Completed Oct 1 2020

Instructions

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

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

Entry 12 Uncertified Teachers

School Name: **GROWING UP GREEN CHARTER SCHOOL II 342800860824**

Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

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

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

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

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

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

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

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

	FTE Count
Total Category D	13

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	47

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	60

Thank you.

Entry 13 Organization Chart

Completed Aug 3 2020

Instructions

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

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

Appendix F - GUGCS II Updated Staffing Chart through end of Charter Term (1)

Filename: Appendix F GUGCS II Updated Staffing 6MUpTTb.pdf **Size:** 34.7 kB

Entry 14 School Calendar

Completed Sep 14 2020

Instructions for submitting School Calendar

Required of ALL Charter Schools

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

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

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

GUG Calendar 2020-2021 (1)

Filename: GUG Calendar 2020 2021 1.pdf **Size:** 148.6 kB

Entry 15 Links to Critical Documents on School Website

Completed Aug 3 2020

Instructions

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

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

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

Form for Entry 15 Links to Critical Documents on School Website

School Name: Growing Up Green Charter School II

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

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

	Link to Documents
1. Most Recent Annual Report (i.e., 2018-19)	https://gugcs.org/apps/pages/index.jsp?dir=NYSED%20Annual%20Reports/GUG%20II/2018-2019&uREC_ID=209356&type=d&termREC_ID=&pREC_ID=409549
2. Most Recent Board Meeting Notice and Related Agenda Item Documents	https://www.gugcs.org/apps/pages/index.jsp?dir=Friend%27s%20Of%20GUGCS%20Board&uREC_ID=209358&type=d
2a. Webcast of Board Meetings (per Governor's Executive Order)	https://www.gugcs.org/apps/pages/index.jsp?dir=COVID%2019%20Board%20Meetings%20Transcriptions%20and%20Recordings&uREC_ID=209358&type=d

3. Link to NYS School Report Card	https://gugcs.org/apps/pages/index.jsp?uREC_ID=209356&type=d&termREC_ID=&pREC_ID=860859
4. Most Recent Lottery Notice Announcing Lottery	https://www.gugcs.org/apps/pages/index.jsp?uREC_ID=352301&type=d&pREC_ID=665772
5. Authorizer-Approved DASA Policy	https://gugcs.org/ourpages/auto/2017/7/3/62504665/2019-2020%20GUGCS%20ES%20Family%20Handbook.pdf
6. District-wide Safety Plan	https://gugcs.org/ourpages/auto/2020/7/27/52380134/GUGII%20Safety%20Plan.pdf
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	https://gugcs.org/ourpages/auto/2016/8/25/37426112/2019-2020%20GUGCS%20ES%20Family%20Handbook.pdf
7. Authorizer-Approved FOIL Policy	https://www.gugcs.org/ourpages/auto/2020/7/27/59158811/GUG%20FOIA.pdf
8. Subject matter list of FOIL records	https://www.gugcs.org/ourpages/auto/2020/7/27/59158811/GUG%20FOIA.pdf
9. Link to School Reopening Plan	https://www.gugcs.org/apps/pages/index.jsp?dir=GUGCS%20Reopening%20Plan&uREC_ID=209356&type=d&pREC_ID=409549

Thank you.

Entry 16 COVID 19 Related Information

Completed Aug 3 2020

Instructions

Required of ALL charter schools

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

If applicable, please provide the ame and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are

encouraged to refer to Appendix B of the Remote Monitoring and Oversight Plan Spring 2020 remote for best practices regarding end of year assessments in remote learning environment.

Entry 16 COVID 19 Related Information

School Name: Growing Up Green Charter School II

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

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

	Number of students enrolled in school on the last day instruction was provided within physical school facilities	Number of students attending instruction on the last day instruction was provided within physical school facilities	Number of students participating in virtual programming on the last day such programming was offered for the 2019-20 school year
	419	283	332

Table 2: 2019-2020 Assessments and Grade Participation

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

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

														ting Students
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
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		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
Total														0

Entry 17 Staff Roster - NEW TASK For Regents Schools Only

Completed Aug 3 2020

INSTRUCTIONS - NEW TASK FOR REGENTS-AUTHORIZED CHARTER SCHOOLS

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

Staff_Roster_as_of_8-3-2020 (2)

Filename: Staff Roster s of 8 3 2020 2 o0G6Dw0.xlsx **Size:** 12.7 kB

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

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

Name:

Anne Levonen

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

Growing Up Green I and II

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

Trustee

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

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

n/a

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

no

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

n/a

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

no

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

n/a

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

no

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

n/a

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

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

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

n/a

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

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

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

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

DocuSigned by:
Anne Levonen
E509A0B02A9B40C...
Signature

6/17/2020
Date

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

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

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

Name:

Katherine Hooker

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

Growing Up Green Charter Schools

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

Co-Chair of the Board

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

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

N/A

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

No

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

N/A

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

no

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

N/A

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

No

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

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

N/A

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

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

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

N/A

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

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

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

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

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

DocuSigned by:
Kate Hooker
26BC6BB3B2244F2...
Signature

6/18/2020
Date

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

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

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

Name:

Rev Corwin Mason

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

Growing Up Green Charter School

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

Board Member

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

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

No

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

No

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

No

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

No

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

No

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

No

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

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

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

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

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

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

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

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

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

DocuSigned by:
Pastor Corwin Mason
5BF3E01A860A400...
Signature

7/8/2020
Date

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

Name:

Kelly Russotti

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

GUGS

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

Secretary

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

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

NA

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

No

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

NA

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

No

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

NA

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

No

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

NA

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

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

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

NA

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

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

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

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

DocuSigned by:
Kelly Russotti
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Signature

7/13/2020
Date

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

Name:

Reid Chase

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

Growing Up Green

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

Treasurer

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

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

NA

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

NO

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

NA

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

No

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

NA

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

No

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

NA

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

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

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

NA

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

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

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

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

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

DocuSigned by:
Reid Chase
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Signature

6/18/2020

Date

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

Name:
MARC L. GREENBERG

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

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

   BOARD MEMBER

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

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

   N/A

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

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

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

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

   NO

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

   SEE #3

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

SEE #3

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

____**Yes** ✓ **No**

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

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

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

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

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

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

Mara L Greenberg 7-17-20

Signature Date

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

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

Name:
jeff mueller

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

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

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

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

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

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

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

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

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

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

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

____Yes ____No

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

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

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

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

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

_____ _____

Signature Date

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

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

Name: Kathryn Klingenstein

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

Growing Up Green Charter Schools

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

   Co-Chairperson
   Vice Chairperson Trustee

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

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

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

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

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

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

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

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

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

____**Yes** ✓ **No**

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

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

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

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

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

Kathryn Klingerta 6/16/20

Signature Date

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

[redacted]

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

Name:

Dr. SHADIATU MOUSTAPHA

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

Growing up Green II Charter school

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

   Parent Representative

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

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

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

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

   NO

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

   Yes

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

   Ayisha and Ahsan mother

   Moustapha moustapha

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

   NO

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

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

____**Yes** ✓ **No**

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

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

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

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

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

Signature [signature] 7/30/20 Date

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

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GROWING UP GREEN II CHARTER SCHOOL BOARD MEETING

Board Meeting Date: Tuesday, July 16th, 2019

Location: Growing Up Green Elementary Charter School Long Island City

Commencement Time: 7:30pm

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

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

Staffing Update

Nancy Wong gave a staffing update. We have hired a new Assistant School Leader, Dr Moriska Selby. She has been working in North Carolina at Bennet College. She also has experience with elementary and middle school. She has started her own non-profit organization and has done a lot of wonderful work in the past. We are excited to have her on board. We are fully staffed in all classroom and only have a few specialist roles to fill.

Financials Policies and Procedures Manual

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

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

GUG II Middle School Expansion

We previewed this topic last month, but for the Growing Up Green II Middle School expansion plan we are only taking half of a building owned by Scott Barone from Barone Management. There are different entrances for the high school. Contingencies are built into the lease that do not make us liable unless we are able to have our 6th grade expansion. The rent schedule is based on facilities funding and the amount of students we are able to enroll.

Matthew Greenberg and Scott Barone have been trying to rally support for our expansion has had meetings with folks such as David Frank, and Bishop Taylor. We have good support from Jimmy Van Bramer and Senator Gennaris and are working to have a relationship with Regent Chin, who is an important player who needs to sign off on our charter.

Kate Hooker motioned to approve the lease, Kathryn Klingenstein and Anne Levonen seconded.

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

GROWING UP GREEN CHARTER SCHOOL II BOARD MEETING

Board Meeting Date: Tuesday, December 17th, 2019

Location: Growing Up Green Elementary Charter School Long Island City

Commencement Time: 7:30pm

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

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

Previous Month's Board Meeting Minutes

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

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

Financials

Adnan Vandyk spoke about Growing Up Green II Financials. We are projected to be on budget. State Grants revenue are over budget due to higher Special Education numbers. We have an overall savings in benefits due to the low benefit plan costs because of changing providers. We are currently projected to end the year at a surplus.

Old Business

Matthew Greenberg spoke about the Application for Material Change that we submitted to the State Education Department for 6th grade expansion on December 6th, 2019. Jeff Mueller also sent along letters of support from various politicians in Districts 28 and 30

GROWING UP GREEN CHARTER SCHOOL II BOARD MEETING

Board Meeting Date: Tuesday, November 19th, 2019

Location: Growing Up Green Elementary Charter School Long Island City

Commencement Time: 7:30pm

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

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

Commencement

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

Previous Month's Board Meeting Minutes

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

Additional Board Members

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

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

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

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

Financials

Adnan Vandyk spoke about Growing Up Green II Financials. We are projected to be on budget. State Grants revenue are over budget due to higher Special Education numbers. We have an overall savings in benefits due to the low benefit plan costs because of changing providers. We are currently projected to end the year at a surplus.

Material Change for Expansion

Dr Moustapha, Parent Rep for GUG II is sending out a letter to parents to introduce herself that is being translated to Spanish. There will be a survey attached to that will gauge families interest in helping with advocacy efforts. We are gathering support for 6th grade expansion. One of the parents is an alumni who has a lot of resources in the community. We have another parent as well who is doing whatever they can to help.

During Parent Teacher Conferences we are inviting parents to have discussion with Dr Moustapha about the expansion. We will also have a Winter Wonderland hosted by the PTO soon as well where Dr Moustapha will talk to families about our advocacy efforts.
Matthew Greenberg spoke about how our application for Material Change to the SED. We will include our advocacy work, a parent video, parent meetings with politicians, a persuasive narrative that details why we are requesting a middle school expansion. The application will also include a 5 year budget. Letters of support from politicians both in this district and 28. We will know for certain by February if we have been granted the expansion and if the Board of Regents will hopefully will approve our request. We will be doing a full charter renewal in August which will include 7th and 8th grades.

GROWING UP GREEN CHARTER SCHOOL BOARD MEETING

Board Meeting Date: Tuesday, August 20th, 2019

Location: Growing Up Green Elementary Charter School Long Island City

Commencement Time: 7:30pm

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

Kate Hooker moved to open the Growing Up Green II Board Meeting and Kathryn Klingenstein seconded the motion. Ann Levonen agreed.

Previous Month's Board Meeting Minutes

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

Financials
Anita went through the actuals for last fiscal year. We are projecting to close out the year with a net surplus. The majority of that money came in from the SpEd per pupil number, which was higher than expected. Title 1 and 4 numbers were also higher than expected. We were under budget in expenses.

There isn't much to report on July financials, we are expecting everything to be on budget but we may some see some changes by September.

Old Business - FPP (Financial Processes and Procedures) Manual

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

New Business - Fundraising Report
Growing Up Green II raised $13,000 in family donations. Erin Acosta feels that she can raise that number this year. It is a different population than at GUG I, they are at 80% free and reduced lunch number, so we are expecting different numbers in fundraising.

We make sure that our core programs and salaries are in our budget, but we are fundraising for all field trips, overnights and school supplies.

Executive Director/School Leader's Report

Nancy Wong spoke on the first day with staff back in the building. We have about a dozen new staff members. We are currently looking for a GUG II Parent Trustee.

Staffing wise, we are looking for one more classroom teacher, one more dean and one more learning specialist. There is a lot of good energy, we have built room for the fifth grade class. We have six days to go before the students come.

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

GROWING UP GREEN II CHARTER SCHOOL BOARD MEETING

Board Meeting Date: Wednesday, September 25th, 2019

Location: Growing Up Green Elementary Charter School Long Island City

Commencement Time: 7:30pm

In person: Kate McGrath (General Counsel and HR Director for GUGCS), Laura Meyers (Growing Up Green I Board Parent Representative), Ann Levonen (Board Trustee), Pastor Corwin Scott Mason (Board Trustee in process), Nabiha Yusufali (Executive Assistant & Special Project Coordinator at GUGCS), Matthew Greenberg (Founder & Executive Director at GUGCS), Aris Colgan (School Leader at GUGCS I), Adnan Vadyk (Finance Manager for Charter School Business Management Inc)

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

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

Previous Month's Board Meeting Minutes

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

Board Member Nominations

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

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

Lease Update

Kate McGrath spoke about the Growing Up Green II Lease for the new building with Scott Barone, and how the lender has asked to change language within the lease to reflect that they have the right to terminate at any time.

Jeff Mueller asked if there is there a way to speak to the lender and ask for written representation from them, and perhaps ask for the return of the 150K return for security deposit.

Kate McGrath and Jeff Mueller agreed to speak offline about the lease, and will be following up on the topic at the following Board Meeting.

6th Grade Expansion

Jeff Mueller motioned to vote to go ahead with the application for 6th Grade Expansion, Anne Levonen seconded the motion, and Kate Hooker was in agreement.

GUG II Fiancials

Adnan Vandyk spoke about Growing Up Green II Financials. We are projected to be on budget. State Grants revenue are over budget due to higher Special Education numbers. And we have an overall savings in benefits due to the low benefit plan costs because of changing providers. It is early in the year and we haven't had too many expenses. We are currently projected to end the year at a surplus.

Anne Levonen made a motion to adjourn the Growing Up Green II Board of Trustees Meeting and Jeff Mueller agreed.

GROWING UP GREEN CHARTER SCHOOL II BOARD MEETING

Board Meeting Date: Tuesday, October 15th, 2019

Location: Growing Up Green Elementary Charter School Long Island City

Commencement Time: 7:30pm

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

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

Previous Month's Board Meeting Minutes

Kate Hooker motioned to approve September's Board Minutes, Kathryn Klingenstein seconded the motion, and all agreed.

Financials

Adnan Vandyk spoke about Growing Up Green II Financials. We are projected to be on budget. State Grants revenue are over budget due to higher Special Education numbers. We have an overall savings in benefits due to the low benefit plan costs because of changing providers. We are currently projected to end the year at a surplus.

GUG II Lease

Kate McGrath presented the Growing Up Green II lease. Any questions were worked through at the last meeting. Jeff Mueller feels very comfortable with the execution of the lease. Jeff Mueller motioned to approve lease, Kathryn Klingenstein seconded and all agreed.

Jeff Mueller, because he is not able to be in town, asked that the Board vote to have Matthew Greenberg execute the lease. Kathryn Klingenstein made motion to have Matthew Greenberg execute the Growing Up Green II Lease, Jeff Mueller seconded and all approved

Advocacy Update

Matthew Greenberg gave an update on Growing Up Green's process for 6th Grade expansion. The Growing Up Green team met with David Frank and Laura Hill from the State Education Department. David and Laura

Hill provided us with excellent feedback and they were impressed with what they observed. David Frank recommended us to apply for 6th grade expansion. We will submit for Charter Renewal next August

Dr Moustapha, Board Parent Representative at Growing Up Green II and Dr Selby, Assistant School Leader at Growing Up Green II, are meeting with the two heads of the PTO to start pulling some ideas for gathering parent advocates.

Laura Meyers spoke about parent involvement at Growing Up Green. Laura Meyers mentioned that PTO co-presidents are planning on attending the November Board Meeting. Laura also mentioned that GUG I PTO Meetings are the third Friday of every month and Board Members are welcome to attend.

Laura Meyers mentioned that at Growing Up Green, parents are allowed to go into the classroom every day from 8-8:45am. It's very special that they have that access to the teachers every day. They have Class Parents where a parent is the designated representative for the classroom. They receive a newsletter from Matthew that gives a report from all the schools. They have Family Field trips on the weekend. They also have Coffee and meetings with School Leaders. There has been an Assessment Workshop and Responsive classroom workshops. The PTO activities focus on fundraising but in ways that are useful to parents, such as the Scholastic Book Fair and Recycled Uniform sales.

Preparation for October 23rd Fundraiser

Erin Acosta spoke to the Board about preparation for the Board Fundraiser on October 23rd at Settepani Restaurant in Harlem. Erin passed around talking points about what makes Growing Up Green special in regards to sustainability.

Some information about the night is:

- Doors will open at 6:30pm
- There are screens in the restaurant and we'll have video playing in the background
- We will have name tags for everybody
- Currently we have sold 10 tickets
- People who can't attend have made donations
- We want to raise money and build our circle of support and share the things we are doing at GUG
- We have extended Early Bird pricing until 10/18
- We hope to add supporters to our organization
- At GUG I our free and reduced price lunch population is 50%, at GUG II it's about 83% and we would like to support these families

Erin Acosta will send Board the list of those who have donated and there is someone the Board is connected with they can send them a further thank you email.

GROWING UP GREEN II CHARTER SCHOOL BOARD MEETING

Board Meeting Date: Tuesday, March 17th, 2020

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

Commencement Time: 7:30pm

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

Commencement

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

Previous Month's Board Meeting Minutes

Jeff Mueller motioned to approve the March Board Minutes, Kate Hooker seconded the motion, all were in favor.

Financials

Anita Amoh went through the financials for Growing Up Green II. For overall revenue for Growing Up Green II we're expecting to be over, this is due to the higher SpEd population than originally budgeted for. For instructional stuff we are looking to be under budget based on actual salaries paid. For benefits we are projecting to be under due to the introduction of low cost benefits plans for staff this year. For professional services we are looking to be over due mainly to the high cost of CSBM services than we had budgeted for and high payroll service as well as substitute teaching services that are higher than we had anticipated. For professional development, we are looking to have savings. For curriculum and classroom expenses we are looking to have savings. For facilities we are looking to have savings because we hired an in-house security guard and also less repairs than we had originally anticipated in the budget.

COVID-19 - Growing Up Green's Response

Nancy Wong spoke about her plan for remote learning at Growing Up Green II Elementary School. Much of the challenge for Growing Up Green II is students having access to technology and the internet. Right now we are leading a three week kind of schedule. The first week is transitioning to remote learning: We have kids working on like journal prompts that touch upon each of the academic areas, reading, writing, mathematics, mathematics ED Time, all of the specials, they have been instructed to respond to journal prompts in their journals.We are developing our solid plan for moving into a kind of a friendly platform that could be easily accessible by many of our kids. By the week of March 30th, we are going to move towards using Edmodo as our platform for remote learning because it is easier for some of our kids that can only access remote learning through a tablet or a phone.

Middle School Expansion

Matthew Greenberg then spoke about middle school expansion for Growing Up Green II. Next year, kindergarten through second grade will be moving into the new building. This is due to the fact that the new building still has tenants, a Pre-K called Catholic Charities. Next year, kindergarten through 4th grade will move into the new building, and then fifth, sixth and seventh grade will be in the old St. Demetrius building, and will eventually hold fifth through eight grades.

Kate McGrath will probably have an amendment to the lease for the Board by the next Board meeting.

GROWING UP GREEN CHARTER SCHOOL BOARD MEETING

Board Meeting Date: Tuesday, February 11th, 2020

Location: Growing Up Green Charter School Long Island City

Commencement Time: 7pm

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

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

Commencement

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

Previous Month's Board Meeting Minutes

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

Financials

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

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

Announcements

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

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

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

New Business

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

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

Kate moved to adjourned GUG I Board meeting

GROWING UP GREEN CHARTER SCHOOLS SPECIAL BOARD MEETING

Board Meeting Date: April 9th, 2020

Location:

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

Password: 470107

Commencement Time: 12pm

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

Commencement

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

SBA Paycheck Protection Program (PPP) Loan

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

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

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

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

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

Kelly Russotti - Growing Up Green I Charter School Board Member

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

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

GROWING UP GREEN II CHARTER SCHOOL BOARD MEETING

Board Meeting Date: Tuesday, May 19th, 2020

Location:

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

Commencement Time: 7:30pm

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

Commencement

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

Previous Month's Board Meeting Minutes Special Board Meeting Minutes

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

Financials

Anita Amoh went through the financials for Growing Up Green II. For overall revenue for Growing Up Green II we're expecting to be over, this is due to the higher SpEd population than originally budgeted for. For instructional stuff we are looking to be under budget based on actual salaries paid. For benefits we are projecting to be under due to the introduction of low cost benefits plans for staff this year. For professional services we are looking to be over due mainly to the high cost of CSBM services than we had budgeted for and high payroll service as well as substitute teaching services that are higher than we had anticipated. For professional development, we are looking to have savings. For curriculum and classroom expenses we are looking to have savings. For facilities we are looking to have savings because we hired an in-house security guard and also less repairs than we had originally anticipated in the budget.

School Leader Update

Nancy Wong, School Leader at Growing Up Green II spoke about their recent visit with Laura Hill from SED. Growing Up Green II showed SED what remote learning looked like at our school and Nancy shared a bit of what was shared with the SED to the Board.

Board Resolution to Apply for PPP Small Business Loan

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

GROWING UP GREEN CHARTER SCHOOL BOARD MEETING

Board Meeting Date: Tuesday, January 21st, 2020

Location: Growing Up Green Middle Charter School Long Island City

Commencement Time: 7pm

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

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

Commencement

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

Previous Month's Board Meeting Minutes

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

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

Financials

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

Department Of Education Succession Plan

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

School Leader Update

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

Fundraising Update

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

Angel Sponsors

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

Giving Tuesday End of Year Campaign

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

Family Contributions Update

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

GROWING UP GREEN II CHARTER SCHOOL BOARD MEETING

Board Meeting Date: Tuesday, June 16th, 2020

Location:

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

Commencement Time: 7:30pm

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

Commencement

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

Previous Month's Board Meeting Minutes

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

Financials, 20-21 Budget and PPP Update

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

Board Elections

Jeff Mueller motioned to nominate the same Board members for Growing Up Green II as with Growing Up Green I. Marc Greenberg seconded the motion, all were in favor.

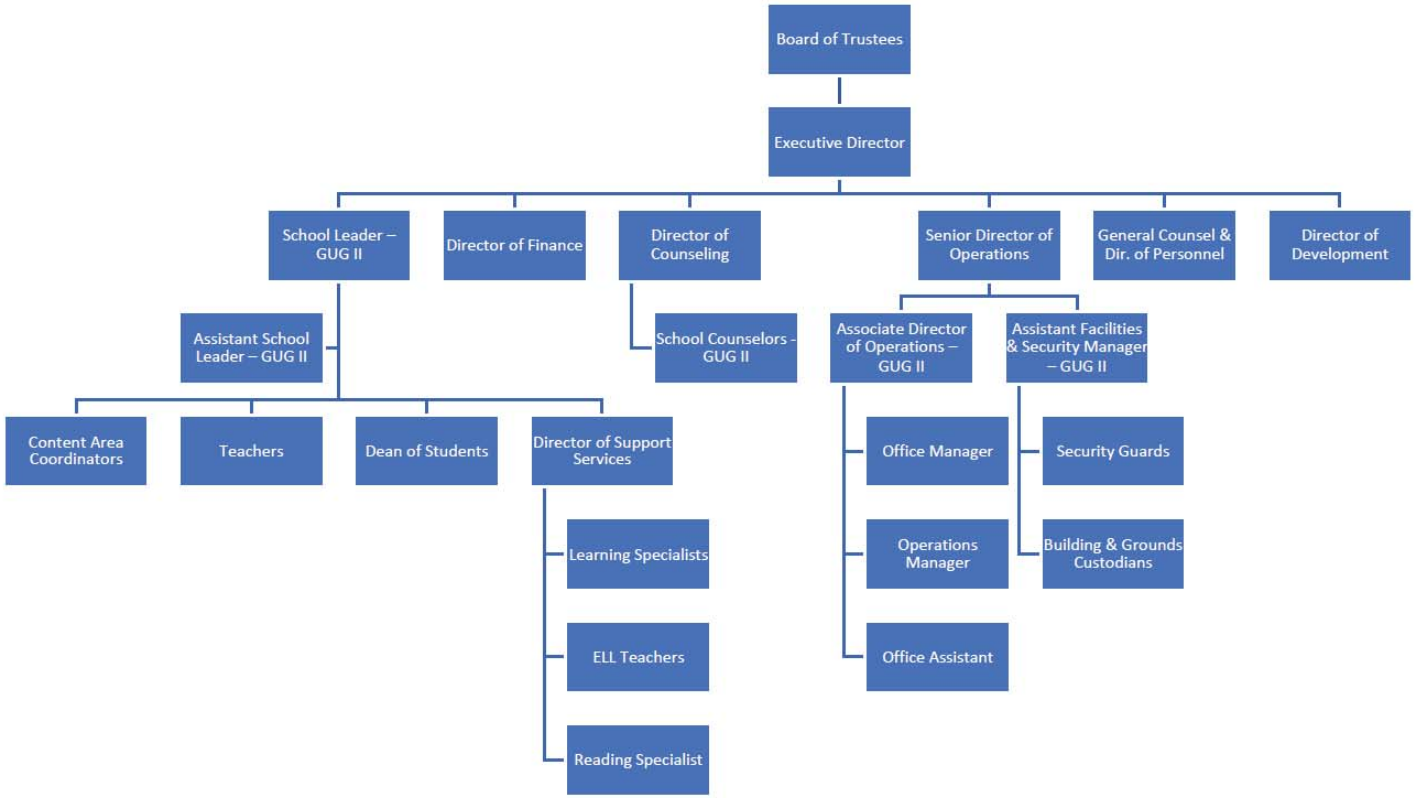
161st Lease

Kate McGrath spoke about the following (1) the Lease Assignment of the 161st Lease; (2) the Sublease of the 161st St.; and the (3) Consent to Sublease Lease Assignment for 161st St.

Jeff Mueller motioned to approve to adopt the resolution approving the Lease Assignment, Sublease and Consent to Sublease, Marc Greenberg seconded, Anne Levonen abstained, all others were in favor.

Appendix F

Growing Up Green Charter School II
Material Revision Submission
December 5, 2019



Growing Up Green Charter Schools Calendar 2020-2021

August 2020

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

17th- 31st Summer PD (all staff)

September 2020

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

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

October 2020

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

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

November 2020

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

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

December 2020

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

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

January 2021

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

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

February 2021

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

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

March 2021

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

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

April 2021

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

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

May 2021

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

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

June 2021

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

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

July 2021

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

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

Rev 9.12.2020

Subject to Change

Fire Alarm and Life Safety System Inspection Certificate

For

Barone Management
89-17 161st Street
Jamaica, NY 11432

Tested to NFPA 72 Standards

This Inspection was performed in accordance with applicable NFPA Standards. The subsequent pages of this report provide performance measurements, listed ranges of acceptable results, and complete documentation of the inspection. Whenever discrepancies exist between acceptable performance standards and actual test results, notes and/or recommended solutions have been proposed or provided for immediate review and approval.

Inspection Date
May 26, 2020

Building: 89-17 161st Street
Contact: Jordan T. Reis
Title: Facility Manager

Company: Total Fire Protection
Contact: Michael Andreala
Title: Sr Fire Alarm Inspector

Executive Summary

Generated by: BuildingReports.com

Building Information

Building: 89-17 161st Street	**Contact**: Jordan T. Reis
Address: 89-17 161st Street	**Phone**: [redacted]
Address:	**Fax**:
City/State/Zip: Jamaica, NY 11432	**Mobile**:
Country: United States of America	**Email**: [redacted]

Inspection Performed By

Company: Total Fire Protection	**Inspector**: Michael Andreala
Address: 5322 Avenue N	**Phone**: [redacted]
Address:	**Fax**:
City/State/Zip: Brooklyn, NY 11234-3910	**Mobile**:
Country: United States of America	**Email**: [redacted]

System Control Unit

Manufacturer: Edwards	**Inspection Date**: 05/19/2020	**IDC Style**:
Model Number:	**Install Date**: 05/19/2020	**SLC Style**:
Software Version:	**Version Date**: 05/19/2020	**NAC Style**:
Location: 1st By elevator	**Current Protection**:	

Monitoring

Company:	**Phone**:	**Account #**:

Central Station Signal Verification

Type:	**Mfg**:	**Model #**:
Test Time/Date:	**Restore Time**	

Inspection Summary

Category	Total Items		Serviced		Passed		Failed/Other	
	Qty	%	Qty	%	Qty	%	Qty	%
Control	8	3.90%	8	100.00%	8	100.00%	0	0%
Monitor	1	0.49%	1	100.00%	1	100.00%	0	0%
Auxiliary	1	0.49%	1	100.00%	1	100.00%	0	0%
Initiating	117	57.07%	117	100.00%	117	100.00%	0	0%
Indicating	78	38.05%	78	100.00%	78	100.00%	0	0%
Totals	**205**	**100%**	**205**	**100.00%**	**205**	**100.00%**	**0**	**0%**

Certification

Company: Total Fire Protection

Building: 89-17 161st Street

Inspector: Michael Andreala

Contact: Jordan T. Reis

Signed:

Signed:

Michael Andreala Certifications

Certification Type	Number
BuildingReports ScanSeries Training Certification	

Inspection & Testing

Generated by: BuildingReports.com

Building: 89-17 161st Street	Control Panel: 1 - Edwards

The Inspection & Testing section lists all of the items inspected in your building. Items are grouped by Passed or Failed/Other. Items are listed by Category. Each item includes the services performed, and the time & date at which testing occurred.

Device Type	Location	Service	Time	Date
	Passed			
Auxiliary				
Programmable Relay	[redacted]	Tested	11:24:20 AM	05/26/2020
Control				
Annunciator		Tested	12:30:51 PM	05/19/2020
Annunciator		Tested	10:27:03 AM	05/19/2020
Battery		Tested	1:34:03 PM	05/19/2020
Battery		Tested	1:34:21 PM	05/19/2020
Control Panel		Tested	1:33:26 PM	05/19/2020
Phone Jack		Tested	1:53:30 PM	05/19/2020
Phone Jack		Tested	1:54:36 PM	05/19/2020
Power Supply		Tested	1:34:43 PM	05/19/2020
Indicating				
Horn/Strobe		Tested	10:35:36 AM	05/19/2020
Horn/Strobe		Tested	10:36:27 AM	05/19/2020
Horn/Strobe		Tested	10:40:59 AM	05/19/2020
Horn/Strobe		Tested	10:44:28 AM	05/19/2020
Horn/Strobe		Tested	10:45:29 AM	05/19/2020
Horn/Strobe		Tested	10:46:18 AM	05/19/2020
Horn/Strobe		Tested	10:49:04 AM	05/19/2020
Horn/Strobe		Tested	10:47:40 AM	05/19/2020
Horn/Strobe		Tested	10:48:23 AM	05/19/2020
Horn/Strobe		Tested	10:50:44 AM	05/19/2020
Horn/Strobe		Tested	10:51:38 AM	05/19/2020
Horn/Strobe		Tested	1:01:32 PM	05/19/2020
Horn/Strobe		Tested	9:32:50 AM	05/26/2020
Horn/Strobe		Tested	1:27:25 PM	05/19/2020
Horn/Strobe		Tested	12:53:02 PM	05/19/2020
Horn/Strobe		Tested	12:57:01 PM	05/19/2020
Horn/Strobe		Tested	1:10:20 PM	05/19/2020
Horn/Strobe		Tested	1:27:03 PM	05/19/2020
Horn/Strobe		Tested	12:58:01 PM	05/19/2020
Horn/Strobe		Tested	1:13:20 PM	05/19/2020
Horn/Strobe		Tested	1:22:03 PM	05/19/2020
Horn/Strobe		Tested	1:15:34 PM	05/19/2020
Horn/Strobe		Tested	1:20:47 PM	05/19/2020
Horn/Strobe		Tested	1:18:18 PM	05/19/2020
Horn/Strobe		Tested	12:37:55 PM	05/19/2020
Horn/Strobe		Tested	12:41:19 PM	05/19/2020

Device Type	Location	Service	Time	Date
	Passed			
Horn/Strobe	[redacted]	Tested	1:07:51 PM	05/19/2020
Horn/Strobe		Tested	10:09:56 AM	05/26/2020
Horn/Strobe		Tested	10:11:16 AM	05/26/2020
Horn/Strobe		Tested	9:42:59 AM	05/26/2020
Horn/Strobe		Tested	9:40:21 AM	05/26/2020
Horn/Strobe		Tested	11:19:18 AM	05/26/2020
Horn/Strobe		Tested	9:47:28 AM	05/26/2020
Horn/Strobe		Tested	10:28:41 AM	05/26/2020
Horn/Strobe		Tested	10:22:40 AM	05/26/2020
Horn/Strobe		Tested	10:25:14 AM	05/26/2020
Horn/Strobe		Tested	10:19:12 AM	05/26/2020
Horn/Strobe		Tested	10:17:32 AM	05/26/2020
Horn/Strobe		Tested	9:39:11 AM	05/26/2020
Horn/Strobe		Tested	11:17:06 AM	05/26/2020
Horn/Strobe		Tested	10:44:03 AM	05/26/2020
Horn/Strobe		Tested	10:44:59 AM	05/26/2020
Horn/Strobe		Tested	11:03:04 AM	05/26/2020
Horn/Strobe		Tested	11:01:54 AM	05/26/2020
Horn/Strobe		Tested	10:39:47 AM	05/26/2020
Horn/Strobe		Tested	10:41:45 AM	05/26/2020
Horn/Strobe		Tested	10:49:08 AM	05/26/2020
Horn/Strobe		Tested	10:45:40 AM	05/26/2020
Horn/Strobe		Tested	10:57:07 AM	05/26/2020
Horn/Strobe		Tested	10:51:02 AM	05/26/2020
Horn/Strobe		Tested	11:00:11 AM	05/26/2020
Horn/Strobe		Tested	10:58:11 AM	05/26/2020
Horn/Strobe		Tested	10:54:04 AM	05/26/2020
Horn/Strobe		Tested	11:05:51 AM	05/26/2020
Horn/Strobe		Tested	11:09:49 AM	05/26/2020
Horn/Strobe		Tested	10:37:16 AM	05/26/2020
Horn/Strobe		Tested	11:09:07 AM	05/26/2020
Horn/Strobe		Tested	11:22:52 AM	05/26/2020
Horn/Strobe		Tested	11:26:27 AM	05/26/2020
Horn/Strobe		Tested	12:30:28 PM	05/19/2020
Horn/Strobe		Tested	1:38:41 PM	05/19/2020
Horn/Strobe		Tested	11:01:38 AM	05/19/2020
Horn/Strobe		Tested	1:37:42 PM	05/19/2020
Horn/Strobe		Tested	12:26:59 PM	05/19/2020
Horn/Strobe		Tested	12:23:20 PM	05/19/2020
Horn/Strobe		Tested	10:28:10 AM	05/19/2020
Horn/Strobe		Tested	12:32:37 PM	05/19/2020
Horn/Strobe		Tested	1:42:51 PM	05/19/2020
Strobe		Tested	10:42:53 AM	05/19/2020
Strobe		Tested	10:43:26 AM	05/19/2020
Strobe		Tested	12:43:07 PM	05/19/2020
Strobe		Tested	9:35:03 AM	05/26/2020
Strobe		Tested	12:52:07 PM	05/19/2020
Strobe		Tested	10:15:20 AM	05/26/2020
Strobe		Tested	11:12:50 AM	05/26/2020
Strobe		Tested	1:39:22 PM	05/19/2020

Device Type	Location	Service	Time	Date
	Passed			
Strobe	[redacted]	Tested	1:39:43 PM	05/19/2020
Strobe		Tested	1:43:36 PM	05/19/2020
Initiating				
CO Detector		Tested	1:37:22 PM	05/19/2020
CO Detector		Tested	1:42:11 PM	05/19/2020
CO Detector		Tested	12:28:15 PM	05/19/2020
Duct Detector		Tested	12:22:32 PM	05/19/2020
Heat Detector		Tested	11:11:31 AM	05/19/2020
Pull Station		Tested	10:35:03 AM	05/19/2020
Pull Station		Tested	10:44:00 AM	05/19/2020
Pull Station		Tested	10:45:12 AM	05/19/2020
Pull Station		Tested	10:46:00 AM	05/19/2020
Pull Station		Tested	10:48:43 AM	05/19/2020
Pull Station		Tested	10:47:10 AM	05/19/2020
Pull Station		Tested	10:51:51 AM	05/19/2020
Pull Station		Tested	12:56:31 PM	05/19/2020
Pull Station		Tested	12:40:25 PM	05/19/2020
Pull Station		Tested	12:40:54 PM	05/19/2020
Pull Station		Tested	9:38:13 AM	05/26/2020
Pull Station		Tested	11:14:17 AM	05/26/2020
Pull Station		Tested	11:14:49 AM	05/26/2020
Pull Station		Tested	10:36:30 AM	05/26/2020
Pull Station		Tested	11:07:12 AM	05/26/2020
Pull Station		Tested	11:08:32 AM	05/26/2020
Pull Station		Tested	11:23:36 AM	05/26/2020
Pull Station		Tested	12:29:39 PM	05/19/2020
Pull Station		Tested	12:24:30 PM	05/19/2020
Pull Station		Tested	11:00:54 AM	05/19/2020
Pull Station		Tested	12:25:25 PM	05/19/2020
Pull Station		Tested	10:30:25 AM	05/19/2020
Smoke Detector		Tested/Cleaned	10:56:15 AM	05/19/2020
Smoke Detector		Tested/Cleaned	11:13:21 AM	05/19/2020
Smoke Detector		Tested/Cleaned	11:15:11 AM	05/19/2020
Smoke Detector		Tested/Cleaned	11:16:38 AM	05/19/2020
Smoke Detector		Tested/Cleaned	11:17:03 AM	05/19/2020
Smoke Detector		Tested/Cleaned	11:17:21 AM	05/19/2020
Smoke Detector		Tested/Cleaned	11:17:37 AM	05/19/2020
Smoke Detector		Tested/Cleaned	11:17:58 AM	05/19/2020
Smoke Detector		Tested/Cleaned	10:52:42 AM	05/19/2020
Smoke Detector		Tested/Cleaned	10:53:43 AM	05/19/2020
Smoke Detector		Tested/Cleaned	10:54:18 AM	05/19/2020
Smoke Detector		Tested/Cleaned	10:59:05 AM	05/19/2020
Smoke Detector		Tested/Cleaned	1:29:32 PM	05/19/2020
Smoke Detector		Tested/Cleaned	1:31:05 PM	05/19/2020
Smoke Detector		Tested/Cleaned	1:00:28 PM	05/19/2020
Smoke Detector		Tested/Cleaned	9:32:08 AM	05/26/2020
Smoke Detector		Tested/Cleaned	1:25:22 PM	05/19/2020
Smoke Detector		Tested/Cleaned	12:56:01 PM	05/19/2020
Smoke Detector		Tested/Cleaned	12:55:15 PM	05/19/2020
Smoke Detector		Tested/Cleaned	12:54:12 PM	05/19/2020

Device Type	Location	Service	Time	Date
	Passed			
Smoke Detector	[redacted]	Tested/Cleaned	1:09:34 PM	05/19/2020
Smoke Detector		Tested/Cleaned	9:33:38 AM	05/26/2020
Smoke Detector		Tested/Cleaned	1:26:13 PM	05/19/2020
Smoke Detector		Tested/Cleaned	12:58:26 PM	05/19/2020
Smoke Detector		Tested/Cleaned	1:11:51 PM	05/19/2020
Smoke Detector		Tested/Cleaned	1:12:33 PM	05/19/2020
Smoke Detector		Tested/Cleaned	1:22:29 PM	05/19/2020
Smoke Detector		Tested/Cleaned	1:23:22 PM	05/19/2020
Smoke Detector		Tested/Cleaned	1:14:21 PM	05/19/2020
Smoke Detector		Tested/Cleaned	1:14:57 PM	05/19/2020
Smoke Detector		Tested/Cleaned	1:19:30 PM	05/19/2020
Smoke Detector		Tested/Cleaned	1:20:22 PM	05/19/2020
Smoke Detector		Tested/Cleaned	1:16:48 PM	05/19/2020
Smoke Detector		Tested/Cleaned	1:17:45 PM	05/19/2020
Smoke Detector		Tested/Cleaned	12:36:08 PM	05/19/2020
Smoke Detector		Tested/Cleaned	12:39:11 PM	05/19/2020
Smoke Detector		Tested/Cleaned	12:42:04 PM	05/19/2020
Smoke Detector		Tested/Cleaned	1:07:01 PM	05/19/2020
Smoke Detector		Tested/Cleaned	9:45:53 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:12:09 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:12:50 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:13:24 AM	05/26/2020
Smoke Detector		Tested/Cleaned	9:36:31 AM	05/26/2020
Smoke Detector		Tested/Cleaned	9:42:28 AM	05/26/2020
Smoke Detector		Tested/Cleaned	9:44:24 AM	05/26/2020
Smoke Detector		Tested/Cleaned	9:40:51 AM	05/26/2020
Smoke Detector		Tested/Cleaned	11:18:44 AM	05/26/2020
Smoke Detector		Tested/Cleaned	9:47:00 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:28:07 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:30:18 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:22:15 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:23:27 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:24:49 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:26:05 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:19:34 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:20:19 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:16:28 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:17:12 AM	05/26/2020
Smoke Detector		Tested/Cleaned	9:37:20 AM	05/26/2020
Smoke Detector		Tested/Cleaned	11:15:52 AM	05/26/2020
Smoke Detector		Tested/Cleaned	11:17:52 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:37:51 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:47:00 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:55:15 AM	05/26/2020
Smoke Detector		Tested/Cleaned	11:03:48 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:35:17 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:39:11 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:42:12 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:48:44 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:46:09 AM	05/26/2020

Device Type	Location	Service	Time	Date
	assed			
Smoke Detector	[redacted]	Tested/Cleaned	10:56:11 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:51:22 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:58:55 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:52:58 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:53:44 AM	05/26/2020
Smoke Detector		Tested/Cleaned	11:04:42 AM	05/26/2020
Smoke Detector		Tested/Cleaned	11:05:27 AM	05/26/2020
Smoke Detector		Tested/Cleaned	10:36:05 AM	05/26/2020
Smoke Detector		Tested/Cleaned	11:10:38 AM	05/26/2020
Smoke Detector		Tested/Cleaned	11:11:18 AM	05/26/2020
Smoke Detector		Tested/Cleaned	11:27:13 AM	05/26/2020
Smoke Detector		Tested/Cleaned	11:25:41 AM	05/26/2020
Smoke Detector		Tested/Cleaned	2:50:02 PM	05/26/2020
Smoke Detector		Tested/Cleaned	1:36:30 PM	05/19/2020
Smoke Detector		Tested/Cleaned	1:41:46 PM	05/19/2020
Smoke Detector		Tested/Cleaned	12:27:46 PM	05/19/2020
Smoke Detector		Tested/Cleaned	11:02:51 AM	05/19/2020
Smoke Detector		Tested/Cleaned	12:19:19 PM	05/19/2020
Smoke Detector		Tested/Cleaned	12:32:05 PM	05/19/2020
Smoke Detector		Tested/Cleaned	12:33:34 PM	05/19/2020
Monitor				
Monitor Device		Tested	12:20:09 PM	05/19/2020

Service Summary

Generated by: BuildingReports.com

Building: 89-17 161st Street

The Service Summary section provides an overview of the services performed in this report.

Device Type	Service	Quantity
	Passed	
Annunciator	Tested	2
Battery	Tested	2
CO Detector	Tested	3
Control Panel	Tested	1
Duct Detector	Tested	1
Heat Detector	Tested	1
Horn/Strobe	Tested	68
Monitor Device	Tested	1
Phone Jack	Tested	2
Power Supply	Tested	1
Programmable Relay	Tested	1
Pull Station	Tested	22
Smoke Detector	Tested/Cleaned	90
Strobe	Tested	10
Total		**205**
Grand Total		**205**

Auxiliary Functions Testing

Generated by: BuildingReports.com

Building: 89-17 161st Street			Control Panel: 1 - Edwards	
The Auxiliary Functions Testing section lists each of the ancillary items, systems, and emergency equipment that are controlled by the system control unit. Items are grouped by Passed or Failed/Other. The items are listed by device type, and a check box is provided to indicate if the test conducted was simulated.				
Type	**Location**	**Comment**	**ScanID**	**Simulated**
Passed				
Programmable Relay				
	[redacted]	Passed	60900515	☐

Inventory & Warranty Report

Generated by: BuildingReports.com

Building: 89-17 161st Street	Control Panel: 1 - Edwards

The Inventory & Warranty Report lists each of the devices and items that are included in your Inspection Report. A complete inventory count by device type and category is provided. Items installed within the last 90 days, within the last year, and devices installed for two years or more are grouped together for easy reference.

Device or Type	Category	% of Inventory	Quantity
Annunciator	Control	0.98%	2
Horn/Strobe	Indicating	33.17%	68
Pull Station	Initiating	10.73%	22
Strobe	Indicating	4.88%	10
Smoke Detector	Initiating	43.90%	90
Heat Detector	Initiating	0.49%	1
Monitor Device	Monitor	0.49%	1
Duct Detector	Initiating	0.49%	1
CO Detector	Initiating	1.46%	3
Control Panel	Control	0.49%	1
Battery	Control	0.98%	2
Power Supply	Control	0.49%	1
Phone Jack	Control	0.98%	2
Programmable Relay	Auxiliary	0.49%	1

Type	Qty	Model #	Description	Install Date
New (under 90 days)				
Edwards				
Annunciator	2			05/19/2020
Battery	2			05/19/2020
CO Detector	3			05/19/2020
Control Panel	1			05/19/2020
Duct Detector	1			05/19/2020
Heat Detector	1			05/19/2020
Horn/Strobe	68			05/19/2020
Monitor Device	1			05/19/2020
Phone Jack	2			05/19/2020
Power Supply	1			05/19/2020
Programmable Relay	1			05/19/2020
Pull Station	22			05/19/2020
Smoke Detector	90			05/19/2020
Strobe	10			05/19/2020

Zone Address Report

Generated by: BuildingReports.com

Building: 89-17 161st Street	Control Panel: 1 - Edwards

The Zone Address Report lists all of the devices and items that have an individual address, or are grouped together under a common zone. The device type, location, and description are included for your reference.

Address	Device Type	Location	Type	ScanID
Zone/Circuit: D				
02	Smoke Detector	[redacted]		60900511
03	Smoke Detector			60900514
04	Smoke Detector			60900512
09	Smoke Detector			60900470
11	Smoke Detector			60900456
12	Smoke Detector			60900461
13	Smoke Detector			60900467
14	Smoke Detector			60900466
15	Smoke Detector			60900431
16	Smoke Detector			60900448
17	Smoke Detector			60900439
18	Smoke Detector			60900441
19	Smoke Detector			60900440
20	Smoke Detector			60900435
21	Smoke Detector			60900442
22	Smoke Detector			60900432
23	Smoke Detector			60900462
24	Smoke Detector			60900464
25	Smoke Detector			60900474
26	Smoke Detector			60900476
27	Smoke Detector			60900472
29	Smoke Detector			60900404
31	Smoke Detector			60900406
32	Smoke Detector			60900409
34	Smoke Detector			60900478
35	Smoke Detector			60900469
36	Smoke Detector			60900481
37	Smoke Detector			60900479
41	Smoke Detector			60900424
42	Smoke Detector			60900425
43	Smoke Detector			60900451
44	Smoke Detector			60900519
45	Smoke Detector			60900422
46	Smoke Detector			60900420
47	Smoke Detector			60900419
48	Smoke Detector			60900417
48	CO Detector			60900317
49	Smoke Detector			60900414
50	Smoke Detector			60900411
51	Smoke Detector			60900313

51	Smoke Detector	[redacted]	60900412
51	CO Detector		60900352
52	Smoke Detector		60900413
52	CO Detector		60900358
53	Smoke Detector		60900429
54	Smoke Detector		60900428
56	Smoke Detector		60900402
56	Smoke Detector		60900427
57	Smoke Detector		60900374
58	Smoke Detector		60900314
59	Smoke Detector		60900291
60	Smoke Detector		60900292
61	Smoke Detector		60900309
62	Smoke Detector		60900308
63	Smoke Detector		60900294
64	Smoke Detector		60900330
65	Strobe		60900325
65	Smoke Detector		60900326
66	Smoke Detector		60900306
67	Smoke Detector		60900295
68	Smoke Detector		60900297
69	Smoke Detector		60900305
70	Smoke Detector		60900302
71	Smoke Detector		60900298
72	Smoke Detector		60900359
73	Smoke Detector		60900299
74	Smoke Detector		60900324
75	Smoke Detector		60900323
76	Smoke Detector		60900316
77	Smoke Detector		60900290
78	Smoke Detector		60900335
79	Smoke Detector		60900319
80	Smoke Detector		60900320
81	Smoke Detector		60900276
84	Smoke Detector		60900334
86	Smoke Detector		60900328
87	Smoke Detector		60900247
88	Smoke Detector		60900244
89	Smoke Detector		60900245
90	Smoke Detector		60900271
91	Smoke Detector		60900246
93	Heat Detector		60900268
94	Smoke Detector		60900283
95	Smoke Detector		60900269
96	Smoke Detector		60900270
97	Smoke Detector		60900282
98	Smoke Detector		60900281
99	Smoke Detector		60900280
100	Smoke Detector		60900279
102	Smoke Detector		60900248
103	Smoke Detector		60900340
104	Smoke Detector		60900353
106	Smoke Detector		60900455

	Smoke Detector	[redacted]	60900449
Zone/Circuit: M			
01	Pull Station		60900516
03	Pull Station		60900327
04	Pull Station		60900452
07	Programmable Relay		60900515
08	Pull Station		60900471
08	Pull Station		60900445
28	Pull Station		60900444
30	Pull Station		60900405
38	Pull Station		60900453
39	Pull Station		60900288
40	Pull Station		60900321
41	Pull Station		60900264
42	Pull Station		60900333
42	Pull Station		60900278
44	Pull Station		60900275
Zone/Circuit: MD			
50	Monitor Device	[redacted]	60900272
Zone/Circuit: MO			
43	Horn/Strobe	[redacted]	60900285
43	Pull Station		60900267
43	Smoke Detector		60900284
46	Pull Station		60900258
47	Pull Station		60900263
53	Pull Station		60900249
54	Pull Station		60900256
55	Pull Station		60900261
56	Pull Station		60900253
57	Pull Station		60900238

FIRE DEPARTMENT

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

BUREAU OF FIRE PREVENTION

Public Buildings Unit

DATE: 07.13.2020.

	PREMISES
Growing Up Green Charter School 84-35 152nd Street Queens NY 11432	Growing Up Green Charter School 84-35 152nd Street Queens NY 11432

To Whom It May Concern:

The New York City Fire Department ("FDNY"), Bureau of Fire Prevention, Public Buildings Unit conducted an inspection of the above-referenced premises on **09.24.2019.**

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

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

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

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

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

Examined by: _____

Tomasz Korbas, Supervising Inspector, PBU

Form 55-25M-70141 — 153

DEPARTMENT OF HOUSING AND BUILDINGS

BOROUGH OF Queens , CITY OF NEW YORK

55,000

No. Q 39025

Date 2/26/47

CERTIFICATE OF OCCUPANCY

(Standard form adopted by the Board of Standards and Appeals and issued pursuant to Section 646 of the New York Charter, and Sections C26-181.0 to C26-187.0 inclusive Administrative Code 2.1.3.1. to 2.1.3.7. Building Code.)

This certificate supersedes C. O. No.

To the owner or owners of the building or premises:

THIS CERTIFIES that the ~~new~~ ~~altered~~ ~~existing~~ building premises located at

89-17 161 St. ES. 152'S. 89 Ave. Block 9760 Lot 31-36 37

, conforms substantially to the approved plans and specifications, and to the requirements of the building code and all other laws and ordinances, and of the rules and regulations of the Board of Standards and Appeals, applicable to a building of its class and kind at the time the permit was issued; and

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

N.B. ~~or~~ Alt. No.— 1321/45 Construction classification— Fireproof

Occupancy classification— Public Bldg. Height 3 stories, 54 feet.

Date of completion— 6/20/46 . Located in Bus. Use District.

0 Area 1½ . Height Zone at time of issuance of permit

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

PERMISSIBLE USE AND OCCUPANCY

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

John T. Kellaher

Borough Superintendent.

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

Unless an approval for the same has been obtained from the Borough Superintendent, no change or rearrangement in the structural parts of the building, or affecting the light and ventilation of any part thereof, or in the exit facilities, shall be made; no enlargement, whether by extending on any side or by increasing in height shall be made; nor shall the building be moved from one location or position to another; nor shall there by any reduction or diminution of the area of the lot or plot on which the building is located.

The building or any part thereof shall not be used for any purpose other than that for which it is certified.

The superimposed, uniformly distributed loads, or concentrated loads producing the same stresses in the construction in any story shall not exceed the live loads specified on reverse side; the number of persons of either sex in any story shall not exceed that specified when sex is indicated, nor shall the aggregate number of persons in any story exceed the specified total; and the use to which any story may be put shall be restricted to that fixed by this certificate except as specifically stated.

This certificate does not in any way relieve the owner or owners or any other person or persons in possession or control of the building, or any part thereof from obtaining such other permits, licenses or approvals as may be prescribed by law for the uses or purposes for which the building is designed or intended; nor from obtaining the special certificates required for the use and operation of elevators; nor from the installation of fire alarm systems where required by law; nor from complying with any lawful order for additional fire extinguishing appliances under the directionary powers of the fire commissioner; nor from complying with any lawful order issued with the object of maintaining the building in a safe or lawful condition; nor from complying with any authorized direction to remove encroachment into a public highway or other public place, whether attached to or part of the building or not.

If this certificate is marked "Temporary", it is applicable only to those parts of the building indicated on its face, and certifies to the legal use and occupancy of only such parts of the building; it is subject to all the provisions and conditions applying to a final or permanent certificate; it is not applicable to any building under the jurisdiction of the Housing Division unless it is also approved and endorsed by them, and it must be replaced by a full certificate at the date of expiration.

If this certificate is for an existing building, erected prior to March 14, 1916, it has been duly inspected and it has been found to have been occupied or arranged to be occupied prior to March 14, 1916, as noted on the reverse side, and that on information and belief, since that date there has been no alteration or conversion to a use that changed its classification as defined in the Building Code, or that would necessitate compliance with some special requirement or with the State Labor Law or any other law or ordinance; that there are no notices of violations or orders pending in the Department of Housing and Buildings at this time; that Section 646F of the New York City Charter has been complied with as certified by a report of the Fire Commissioner to the Borough Superintendent, and that, so long as the building is not altered, except by permission of the Borough Superintendent, the existing use and occupancy may be continued.

"§.646 F. No certificate of occupancy shall be issued for any building, structure, enclosure, place or premises wherein containers for combustibles, chemicals, explosives, inflammables and other dangerous substances, articles, compounds or mixtures are stored, or wherein automatic or other fire alarm systems or fire extinguishing equipment are required by law to be or are installed, until the fire commissioner has tested and inspected and has certified his approval in writing of the installation of such containers, systems or equipment to the Borough Superintendent of the borough in which the installation has been made. Such approval shall be recorded on the certificate of occupancy."

Additional copies of this certificate will be furnished to persons having an interest in the building or premises, upon payment of a fee of fifty cents per copy.

Form 54-8036-1026084(51) 114

DEPARTMENT OF HOUSING AND BUILDINGS

BOROUGH OF QUEENS , CITY OF NEW YORK

No. 180312

Date 9/18/71

CERTIFICATE OF OCCUPANCY

(Standard form adopted by the Board of Standards and Appeals and issued pursuant to Section 646 of the New York Charter, and Sections C.26-181.0 to C26-187.0 inclusive Administrative Code 2.1.3.1. to 2.1.3.7. Building Code.)

This certificate supersedes C. O. No.

To the owner or owners of the building or premises:

THIS CERTIFIES that the new building—building—premises located at 84-35 152nd Street, NEC 85th Drive & 152nd St.

Block 9749 Lot 56

, conforms substantially to the approved plans and specifications, and to the requirements of the building code and all other laws and ordinances, and of the rules and regulations of the Board of Standards and Appeals, applicable to a building of its class and kind at the time the permit was issued; and

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

N.B. or Alt. No. BB 566/60 Construction classification— Fireproof

Occupancy classification— Public Height 3 stories, 38 feet.

Date of completion— 12/8/70 Located in Res. Use District

E-1 Area 1 Height Zone at time of issuance of permit

This certificate is issued subject to the limitations hereinafter specified and to the following resolutions of the Board of Standards and Appeals: Cal. [illegible] Vol. XLV

PERMISSIBLE USE AND OCCUPANCY

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

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

Unless an approval for the same has been obtained from the Borough Superintendent, no change rearrangement in the structural parts of the building, or affecting the light and ventilation of any part there or in the exit facilities, shall be made; no enlargement, whether by extending on any side or by increasing height shall be made; nor shall the building be moved from one location or position to another; nor shall th be any reduction or diminution of the area of the lot or plot on which the building is located.

The building or any part thereof shall not be used for any purpose other than that for which it is certifi

The superimposed, uniformly distributed loads, or concentrated loads producing the same stresses in t construction in any story shall not exceed the live loads specified on reverse side; the number of persons of eith sex in any story shall not exceed that specified when sex is indicated, nor shall the aggregate number of perso in any story exceed the specified total; and the use to which any story may be put shall be restricted to that fix by this certificate except as specifically stated.

This certificate does not in any way relieve the owner or owners or any other person or persons in possessi or control of the building, or any part thereof from obtaining such other permits, licenses or approvals as m be prescribed by law for the uses or purposes for which the building is designed or intended; nor from obtaini the special certificates required for the use and operation of elevators; nor from the installation of fire alar systems where required by law; nor from complying with any lawful order for additional fire extinguishi appliances under the discretionary powers of the fire commissioner; nor from complying with any lawful ord issued with the object of maintaining the building in a safe or lawful condition; nor from complying with a authorized direction to remove encroachments into a public highway or other public place, whether attached or part of the building or not.

If this certificate is marked, "Temporary", it is applicable only to those parts of the building indicat on its face, and certifies to the legal use and occupancy of only such parts of the building; it is subject to all th provisions and conditions applying to a final or permanent certificate; it is not applicable to any building under th jurisdiction of the Housing Division unless it is also approved and endorsed by them, and it must be replac by a full certificate at the date of expiration.

If this certificate is for an existing building, erected prior to March 14, 1916, it has been duly inspect and it has been found to have been occupied or arranged to be occupied prior to March 14, 1916, as noted o the reverse side, and that on information and belief, since that date there has been no alteration or conversio to a use that changed its classification as defined in the Building Code, or that would necessitate compliance wi some special requirement or with the State Labor Law or any other law or ordinance; that there are no notic of violations or orders pending in the Department of Housing and Buildings at this time; that Section 646 of the New York City Charter has been complied with as certified by a report of the Fire Commissioner to th Borough Superintendent, and that, so long as the building is not altered, except by permission of the Boroug Superintendent, the existing use and occupancy may be continued.

"§ 646 F. No certificate of occupancy shall be issued for any building, structure, enclosure, place o premises wherein containers for combustibles, chemicals, explosives, inflammables and other dangerous substance articles, compounds or mixtures are stored, or wherein automatic or other fire alarm systems or fire extinguishi equipment are required by law to be or are installed, until the fire commissioner has tested and inspected and h certified his approval in writing of the installation of such containers, systems or equipment to the Boroug