

Application: Harlem Hebrew Language Academy Charter School

Elyse Piker Castellano - Elyse@hebrewpublic.org
2021-2022 Annual Report

Entry 1 School Info and Cover Page

Completed Jan 19 2023

Instructions

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

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

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

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL 800000074676

a1. Popular School Name

HHLA

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

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

BOARD OF REGENTS

d. DISTRICT / CSD OF LOCATION

CSD # 3 - MANHATTAN

e. DATE OF INITIAL CHARTER

6/2012

f. DATE FIRST OPENED FOR INSTRUCTION

8/2013

c. School Unionized

Is your charter school unionized?

No

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

MISSION STATEMENT

Harlem Hebrew will provide its students with the academic and personal foundation necessary to successfully pursue advanced studies and achieve continued personal growth as ethical and informed global citizens. In order to accomplish this, HH will offer an academically rigorous K-5 curriculum, which includes intensive instruction in the Hebrew language. Students in a diverse student body will also develop a strong sense of social and civic responsibility through the integration of service learning and community service across the curriculum.

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

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

KDE 1	<p>OLAM Values: HHLA’s will be organized around this guiding set of values. Olam is the Hebrew word for world, and our OLAM values include:</p> <ul style="list-style-type: none">-Outstanding Problem-Solving-Lifelong Learning-Aware Communication-Making a Difference <p>OLAM values help students and staff to think critically, to demonstrate empathy, to communicate clearly and to listen well, to value learning, and to bring these skills together to improve their communities.</p>
KDE 2	<p>Differentiated Instruction: The school will use different sources of information to ensure that each child is provided with challenging educational content regardless of their current academic level. Teachers will employ significant amounts of small group instruction and providing customized</p>

academic support to struggling learners. English Language Arts (ELA) instruction in grades K-2 focuses on phonics instruction, guided reading, and Reader's Workshop and Writer's Workshop. In grades 3-8 students use the EngageNY Expeditionary Learning curriculum and the Close Reading for Meaning Framework. In addition, students also have opportunities for guided reading. In all grades, there are opportunities for small group, targeted instruction. All students take the NWEA MAP to inform their instructional paths. Mathematics instruction is based on research-based programs, and is scheduled to allow for flexible response to individual students' needs and challenges. Students use Eureka Math in whole-class instruction. In addition, students use a variety of platforms to support their independent learning, including Zearn, IXL, and Khan Academy.

KDE 3

Modern Hebrew Language Instruction: HH will provide instruction in Modern Hebrew beginning in K. This will better prepare our students to be active participants in the global community. A unique component that enriches the study of the Hebrew language is the exploration of the culture, society, and geography of contemporary Israel in order to more authentically and effectively teach Hebrew. This alignment of language and social studies prepares students to be fully literate in the second language. American K-12 schools lag in the teaching of foreign languages, putting our children at a competitive disadvantage. Our focus on foreign language learning will be a springboard for our students to have more facility in their pursuit of additional languages in the future, in addition to becoming bilingual and bi-literate. Studying foreign languages also helps foster a greater depth of understanding of the English language with reinforcement of concepts such as grammatical construction, noun- verb agreement, and vocabulary expansion. PA incorporates robust assessment tools for both formative and summative evaluations. Classes are conducted exclusively in the foreign language so students hear the language as it is naturally spoken;

	<p>vocabulary and expressions are modeled for students who then begin to practice with their peers. PA is fully consistent with GRR, providing a seamless transition for students from their instruction in Hebrew to their instruction in other core subjects. Students will receive one hour of daily Hebrew instruction by two Hebrew teachers in each classroom. Hebrew is then integrated in other subjects in authentic moments by the Hebrew teacher who serves as a co-teacher during Social Studies, Science, Art, Music and Physical Education. Hebrew teachers oversee children during all community gatherings (breakfast, lunch, recess) and only speak Hebrew to the children. Such integration allows students to build facility and capacity in the foreign language. An intensive focus on a foreign language curriculum supports positive evidence-based learning and developmental outcomes. Research points to the advantages children gain when they begin the study of a foreign language at an early age.</p>
KDE 4	<p>Social and Emotional Learning (SEL) and Supports: Children cannot succeed academically if they are struggling socially or emotionally in ways that impede their learning. Our commitment to SEL includes the Responsive Classroom model, with features such as morning meeting, closing circle, and advisory. It also includes the work of our social work team, our school culture team, and the training and support that all staff receive to identify and address student SEL needs.</p>
KDE 5	<p>Diversity, Equity and Inclusion: HHLA will prioritize staff diversity, and ensuring that all children and adults in our school community feel a sense of belonging and support. This KDE reflects a commitment to helping every child, regardless of background, to reach their full potential academically and socially.</p>
KDE 6	<p>Harlem Studies: Harlem Hebrew will be committed to teaching and learning about Harlem and its history, and has many programmatic activities that reflect this commitment.</p>

KDE 7	<p>Community Partnerships: HHLA believes that working with other community organizations strengthens our ability to serve your children well. Community partnerships deepen our understanding of the neighborhoods where Harlem Hebrew families live. They also help us to ensure coordinated services to children. Current examples of partnerships include those with Kids in the Game, The Children’s Aid Society, Ramapo for Children, PAL, and others.</p>
KDE 8	<p>Continuing to build their leadership and instructional capacities are critical to ensure successful student outcomes. HH’s model of job embedded PD embraces the concept that PD must be integrated throughout the school day. At HH, embedded PD means that the DCI and DHCI work on a daily basis coaching the instructional staff and providing training and guidance in the way teachers work with all learners, including ELLs, SWD, at-risk students and accelerated learners. HH has set aside resources and time in the school day for teachers to engage in reflective practice, individual planning and collaboration with their colleagues within and across grade levels. Effective for the 2021-2022 school year, the school year will be reduced to 180 days and students will be dismissed at 1 pm on Fridays to allow for concentrated weekly staff training.</p>
KDE 9	<p>Partner Organization Support: HH will have a strong partner organization supporting the delivery of its academic program. HCSC is a national not-for-profit organization which provides select Hebrew-language charter schools with supportive services, including curriculum development, PD, leadership capacity building, technical assistance, start-up and other programmatic grant opportunities. There will also be opportunities among member schools to participate in shared learning experiences. HH’s students will be the ultimate beneficiaries of the human, financial and other resources that will be available from HCSC to support HH. HCSC does not charge fees to schools that receive its services.</p>

KDE 10	(No response)
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Need additional space for variables

No

h. SCHOOL WEB ADDRESS (URL)

<https://harlemhebrewcharter.org/>

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

783

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

433

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

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5, 6, 7, 8
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I1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

Yes

I2. NAME OF CMO/EMO AND ADDRESS

NAME OF CMO/EMO	Hebrew Public
PHYSICAL STREET ADDRESS	729 Seventh Avenue,, 9th Fl.
CITY	New York
STATE	NUNY
ZIP CODE	10019
EMAIL ADDRESS	elyse@hebrewpublic.org
CONTACT PERSON NAME	Elyse Castellano

FACILITIES INFORMATION

m. FACILITIES

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

No, just one site.

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL 800000074676

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	147 St. Nicholas Ave., New York, NY 10026	+12128664608	NYC CSD 3	K-8	2-7

m1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Emily Carson	Head of School	212-866-4608		ecarson@harlemhebrewcharter.org
Operational Leader	MarrLa Merritt	Director of Operations	973-818-4074		mmerritt@harlemhebrewcharter.org
Compliance Contact	Elyse Castellano	Chief of Staff	646-896-9478		elyse@hebrewpublic.org
Complaint Contact	Emily Fernandez	Chief Schools Officer	212-792-6280		emily@hebrewpublic.org
DASA Coordinator	Emily Carson	Head of School	212-866-4608		ecarson@harlemhebrewcharter.org
Phone Contact for After Hours Emergencies	MarrLa Merritt	Director of Operations	973-818-4074		mmerritt@harlemhebrewcharter.org

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

Private Space

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

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

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

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

Site 1 Certificate of Occupancy (COO)

[147 ST. NICHOLAS AVENUE - 122544112 \(22119 - 230207\) - 29 - \(Full Building w. Occupant Limit\).pdf](#)

Filename: 147 ST. NICHOLAS AVENUE - 122544112 (22119 - 230207) - 29 - (Full Building w. Occupant Limit).pdf **Size:** 54.4 kB

Site 1 Fire Inspection Report

[Cure Letter - 014032106K.pdf](#)

Filename: Cure Letter - 014032106K.pdf **Size:** 84.9 kB

CHARTER REVISIONS DURING THE 2021-2022 SCHOOL YEAR

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

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 design or educational program	<p>This year, HLA2 received approval to modify it's Key Design Element to be the following:</p> <p>OLAM Values Modern Hebrew Language Differentiated Instruction Professional Development Social Emotional Learning and Supports Diversity Harlem Studies Community Partnerships Partnership with Hebrew Public</p>	July 14, 2021	March, 14, 2022
2	Change in organizational structure	<p>School leadership, in collaboration with the Board of Trustees has concluded that updating the School's Organizational Chart will streamline and simplify the organizational structure by making the chain of command easier to follow.</p>	July 14, 2021	March, 14, 2022
		The school		

3	Change in schedule/calendar	calendar has been updated to reflect our increased focus on staff professional development. Students are to be dismissed early (at 1pm) on Fridays to allow for concentrated weekly staff training. This change is consistent with the practices of many of the most academically successful charter school networks in the City.	July 14, 2021	March, 14, 2022
4	Change in Maximum Approved Enrollment	HHLA reduced its maximum enrollment to 783 from 550.	July 14, 2021	March, 14, 2022
5				

More revisions to add?

No

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

(No response)

ATTESTATIONS

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

Name	Elyse Castellano
Position	Chief of Staff
Phone/Extension	646-896-9498
Email	elyse@hebrewpublic.org

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

Responses Selected:

Yes

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

Responses Selected:

Yes

Signature, Head of Charter School

Emily Carlson

Signature, President of the Board of Trustees

Sarah Bloom

Date

Jul 29 2022

Thank you.



Entry 3 Progress Toward Goals

Completed Jan 19 2023

Instructions

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

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

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

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

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

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

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL 800000074676

1. ACADEMIC STUDENT PERFORMANCE GOALS

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

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

2021-2022 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
	The percent of students at the school who score			

Academic Goal 1	proficiently on the NYS ELA and Math Assessments will meet or exceed the state average.	State test scores	Unable to Assess	NYS Data not released
Academic Goal 2	The percent of economically disadvantaged students who score proficiently on the NYS ELA and Math Assessments will meet or exceed the state average for that subgroup.	State test scores	Unable to Assess	NYS Data not released
Academic Goal 3	The percent of Students With Disabilities who score proficiently on the NYS ELA and Math Assessments will meet or exceed the state average for that subgroup.	State test scores	Unable to Assess	NYS Data not released
Academic Goal 4	The percent of English Language Learners who score proficiently on the NYS ELA and Math Assessments will meet or exceed the state average for that subgroup.	State test scores	Unable to Assess	NYS Data not released
Academic Goal 5	"The percent of students who score proficiently on 3-8 state assessments for all students by	State test scores	Unable to Assess	NYS Data not

	grade level will meet or exceed the state average for that grade level."			released
Academic Goal 6	Each year, the percent of students performing at or above Level 3 on the NYS Math examination in each tested grade will, in the majority of grades, exceed the average performance of students tested in the same grades of NYS.	State test scores	Unable to Assess	NYS Data not released
Academic Goal 7	"At least 15% of students in who score each Levels 1, 2, and 3 will advance by at least one level. No more than 2.5% of students will drop a level year-over-year."	State test scores	Unable to Assess	NYS Data not released
Academic Goal 8	"For each Economically Disadvantaged Students, Students With Disabilities, and English Language Learners, at least 15% of students in who	State test scores	Unable to Assess	NYS Data not released

	score each Levels 1, 2, and 3 will advance by at least one level. No more than 2.5% of students will drop a level yearover-year"			
Academic Goal 9	At least 75% of students will meet or exceed their individual growth target on the NWEA Reading exam each year"	NWEA results	Not Met	<p>We will improve Foundations implementation.</p> <p>Lessons will be implemented in accordance with the scope and sequence.</p> <p>K-2 leaders will conduct weekly walkthroughs of Foundations in each classroom (Sept - December).</p> <p>Leaders will coach teachers on lesson fidelity using a consistent, network-wide rubric.</p> <p>We will improve our assessment systems and data follow up.</p> <p>We will use MAP Fluency rather than F&P.</p> <p>All Foundations unit</p>

				assessment data will be input in Illuminate and analyzed (by network leaders, school leaders, teachers) and action plans implemented in response.
Academic Goal 10	"At least 75% of students will meet or exceed their individual growth target on the NWEA Math exam each year"	NWEA results	Not Met	To improve math scores we'll be focusing on increased teacher professional development and targeted instruction

2. Do have more academic goals to add?

Yes

2021-2022 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	2019-2020 progress toward attainment of goal Met/Not Met/Unable to Assess During Due to Closure
Academic Goal 11	"At least 75% of students will meet or exceed the Hebrew proficiency benchmark in each speaking, listening, reading, and writing."	STAMP and OPI assessments	Unable to Assess	STAMP not administered at all, OPI administered on a very limited basis due to covid interruptions
Academic Goal 12				
Academic Goal 13				
Academic Goal 14				
Academic Goal 15				
Academic Goal 16				
Academic Goal 17				
Academic Goal 18				
Academic Goal 19				
Academic Goal 20				

3. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

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

2021-2022 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	School will have annual attendance rate of 94% or higher.	ATS, PowerSchool	Not Met	We will improve our systems to collect and analyze student culture data We will invest in a culture data management system We will improve Attendance meetings & management with launch support and coaching
	95% of all non-			To further support retention of students at Harlem Hebrew the school

Org Goal 2	graduating students enrolled on the last day of school will return in the next academic year.	ATS, PowerSchool	Not Met	will continue to focus on the core contents of our academic model to support learning and set high academic expectations for all students.
Org Goal 3	50% or greater parent participation in NYC DOE survey.	NYC DOE Survey	Unable to Assess	Spring 2022 survey results not yet available
Org Goal 4	50% or greater teacher participation in NYC DOE survey	NYC DOE Survey	Unable to Assess	Spring 2022 survey results not yet available
Org Goal 5	At any given time, at least 95% of active Board of Trustees (BOT) members will be active members of a BOT subcommittee.	Subcommittee lists	Met	
Org Goal 6	Responsive school leadership. Head of School will present program reports that outline enrollment, attendance, discharge status,etc, as well as available testing results at every Board of Trustees meeting. the HoS and D.O. will present and up to date financial	Board minutes	Met	

	report. Board minutes will reflect this.			
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

2021-2022 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
		There is no		

Financial Goal 1	HHLA has undergone an independent financial audit resulting in unqualified opinion and no major finding.	advisory comment letter as we did not identify any significant deficiencies or material weaknesses in internal control over financial reporting	Met	
Financial Goal 2	HHLA operates a balanced budget and maintains a stable cash flow.	Budget reports	Not Met	Exploring options to increase revenue and decrease expenses
Financial Goal 3	Enrollment is within 15% of full enrollment as defined in charter	ATS/Powerschool	Not Met	Harlem Hebrew is rolling out a new initiative to kick off its student recruitment campaign for the new school year. To support enrollment of new students, Harlem Hebrew is leveraging current families in the month of November to spread the word about the school. Any current Harlem Hebrew family that refers a new family to submit an application will receive a free Harlem Hebrew school shirt for their child to wear on gym days or dress down days.

Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 4 - Audited Financial Statements

Completed Nov 1 2022

Required of ALL Charter Schools

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

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

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

[HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL - 06](#)

Filename: HARLEM HEBREW LANGUAGE ACADEMY CHA QBTJ1HI.pdf Size: 449.8 kB

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

Completed Jan 19 2023

Instructions - Regents-Authorized Charter Schools ONLY

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

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

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

HHLA FY22 Financials

Filename: HHLA FY22 Financials.xlsx **Size:** 73.8 kB

Entry 4c - Additional Financial Documents

Completed Jan 19 2023

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

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

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

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

HHLA Evidence of Escrow

Filename: HHLA Evidence of Escrow.pdf **Size:** 188.3 kB

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL - 06

Filename: HARLEM HEBREW LANGUAGE ACADEMY CHA vzjjiu9.pdf **Size:** 585.0 kB

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL - 06

Filename: HARLEM HEBREW LANGUAGE ACADEMY CHA ni1YQYi.pdf **Size:** 557.8 kB

HHLA Entry 4c - Additional Financial Documents

Filename: HHLA Entry 4c Additional Financi Gp2EWEf.pdf **Size:** 224.5 kB

HHLA CAP Fall 2022

Filename: HHLA CAP Fall 2022.docx 1.pdf **Size:** 264.6 kB

Entry 4d - Financial Services Contact Information

Completed Jan 19 2023

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

Form for "Financial Services Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Elly Rosenthal	elly@hebrewpublic.org	908-415-9909

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Michelle Cain			15

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm
	4th Sector Solutions Inc.	Robert Keogh	8550 United Plaza Blvd, Baton Rouge, LA 70809			10

Entry 5 - Fiscal Year 2022-2023 Budget

Completed Jan 19 2023

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

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

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

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

[final-2022-2023-ar-budget-template \(HHLA\)](#)

Filename: final 2022 2023 ar budget template HHLA.xlsx **Size:** 36.9 kB

Entry 6 - Board of Trustees Disclosure of Financial Interest Form

Completed Jan 19 2023

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

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

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

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

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

[Scott Wickham, 21-22 HHLA Financial Disclosure Form - signed](#)

Filename: Scott Wickham 21 22 HHLA Financial 6EYGBIC.pdf **Size:** 657.8 kB

[Linda Aristondo, 21-22 HHLA Financial Disclosure Form - signed](#)

Filename: Linda Aristondo 21 22 HHLA Financi rGA1hmH.pdf **Size:** 660.2 kB

[William Allen 21-22 Financial Disclosure Form](#)

Filename: William Allen 21 22 Financial Disc 1VrbT3W.pdf **Size:** 299.8 kB

[Tanya Jones, 21-22 HHLA Financial Disclosure Form - signed \(1\)](#)

Filename: Tanya Jones 21 22 HHLA Financial D 8tSNjBw.pdf **Size:** 559.0 kB

[Sara Bloom, 21-22 HLA Financial Disclosure Form - signed](#)

Filename: Sara Bloom 21 22 HLA Financial Dis HJGUKva.pdf **Size:** 436.8 kB

[VGDHHLA Financial Disclosure Form - signed](#)

Filename: VGDHHLA Financial Disclosure Form signed.pdf **Size:** 640.3 kB

[Rev Linda](#)

Filename: Rev. Linda 21 22 HHLA Financial D q3AkHfq.pdf **Size:** 657.3 kB

Entry 7 BOT Membership Table

Completed Jan 19 2023

Instructions

Required of ALL charter schools

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

Entry 7 BOT Table

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

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL 800000074676

Authorizer:

Who is the authorizer of your charter school?

Board of Regents

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

	Trustee Name	Trustee Email Address	Position on the Board	Commit tee Affiliatio ns	Voting Member Per By- Laws	Number of Terms Served	Start Date of Current Term	End Date of Current Term	Board Meeting s Attende
--	-----------------	-----------------------------	-----------------------------	-----------------------------------	-------------------------------------	------------------------------	-------------------------------------	-----------------------------------	----------------------------------

					(Y/N)		(MM/DD /YYYY)	(MM/DD /YYYY)	d During 2021- 2022
1	Vanessa Goldber g- Drossm an		Chair	Educati on and Account ability Commit tee, Governa nce Commit tee	Yes	3	07/01/2 022	06/30/2 025	12
2	Sara Bloom		Vice Chair	Governa nce Commit tee Educati on and Account ability Commit tee	Yes	3	07/01/2 022	06/30/2 025	12
3	William Allen		Secretar y	Governa nce Commit tee, Finance and Audit Commit tee	Yes	3	07/01/2 022	06/30/2 025	12
4	Linda Aristond o		Trustee/ Member	Governa nce Commit tee	Yes	3	07/01/2 022	06/30/2 025	7
				Educati on and					

5	Rev. Linda Tarry- Chard		Trustee/ Member	Account ability Commit tee, Governa nce Commit tee	Yes	2	7/1/202 0	6/30/20 23	7
6	Scott Wickha m		Trustee/ Member	Educati on and Account ability Commit tee	Yes	1	7/1/202 1	6/30/20 24	11
7	Tanya Jones		Treasure r	Governa nce Commit tee and Finance & Audit Commit tee	Yes		6/23/20 21	6/30/20 24	11
8									
9									

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

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2022	7
b.Total Number of Members Added During 2021-2022	0
c. Total Number of Members who Departed during 2021-2022	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	7

3. Number of Board meetings held during 2021-2022

12

4. Number of Board meetings scheduled for 2022-2023

12

Total number of Voting Members on June 30, 2022:

7

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

0

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

0

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

11

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

0

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

0

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

0

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

0

Thank you.

Entry 8 Board Meeting Minutes

Completed Jan 19 2023

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

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

Harlem Hebrew December 2021 Minutes

Filename: Harlem Hebrew December 2021 Minutes.pdf **Size:** 167.5 kB

August 2021 Harlem Hebrew Minutes

Filename: August 2021 Harlem Hebrew Minutes.pdf **Size:** 203.0 kB

Harlem Hebrew April 2022 Minutes

Filename: Harlem Hebrew April 2022 Minutes.pdf **Size:** 162.7 kB

Harlem Hebrew March 2022 Minutes

Filename: Harlem Hebrew March 2022 Minutes.pdf **Size:** 163.5 kB

Harlem Hebrew June 2022 Minutes

Filename: Harlem Hebrew June 2022 Minutes.pdf **Size:** 166.3 kB

Harlem Hebrew Febraury 2022 Minutes

Filename: Harlem Hebrew Febraury 2022 Minutes.pdf **Size:** 168.3 kB

Harlem Hebrew January 2022 Minutes

Filename: Harlem Hebrew January 2022 Minutes.pdf **Size:** 171.5 kB

Harlem Hebrew May 2022 Minutes

Filename: Harlem Hebrew May 2022 Minutes.pdf **Size:** 184.3 kB

July 2021 Harlem Hebrew Minutes

Filename: July 2021 Harlem Hebrew Minutes.pdf **Size:** 165.0 kB

[Harlem Hebrew November 2021 Minutes](#)

Filename: Harlem Hebrew November 2021 Minutes.pdf **Size:** 186.2 kB

[Harlem Hebrew October 2021 Minutes](#)

Filename: Harlem Hebrew October 2021 Minutes.pdf **Size:** 161.3 kB

[September 2021 Harlem Hebrew Minutes](#)

Filename: September 2021 Harlem Hebrew Minutes.pdf **Size:** 177.7 kB

Entry 9 Enrollment & Retention

Completed Jan 19 2023

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

Required of ALL Charter Schools

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

Entry 9 Enrollment and Retention of Special Populations

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2021-2022	Describe Recruitment Plans in 2022-2023
	HHLA's ED population is large and growing. The school employs a number of targeted strategies to market to ED families. -Harlem Hebrew school representatives canvassed local Pre-K's and Headstarts in neighborhoods that have high populations of ED's - Harlem Hebrew marketing	"Harlem Hebrew will continue with recruitment strategies that were found to be successful this past recruitment season which included the following: -Harlem Hebrew school representatives canvassed local Pre-K's and Headstarts in neighborhoods that have high populations of ED's - Harlem Hebrew marketing materials include information about the schools free

Economically Disadvantaged	<p>materials include information about the schools free transportation offerings (including free private inter-boro bus service to the Bronx). - Harlem Hebrew leverages digital paid advertisements on popular social media platforms like Facebook, Instagram, Youtube, and similar applications to connect with families that have high populations of ED's -Harlem Hebrew sent out 4 postcard mailings to zip codes that have high proportions of ED's to promote the school -Harlem Hebrew offers subsidized scholarships to ED families to participate in the schools onsite after school programming and also works with local CBO's to offer no cost after school programming -Harlem Hebrew offered monthly virtual school tours and quarterly virtual open houses to learn more about school culture and programatic offerings -Harlem Hebrew invites families to participate in virtual visits during the summertime after families complete their enrollment at Harlem Hebrew to ensure families feel a connection with the school and staff and feel prepared to enter the school.</p>	<p>transportation offerings (including free private inter-boro bus service to the Bronx). - Harlem Hebrew leverages digital paid advertisements on popular social media platforms like Facebook, Instagram, Youtube, and similar applications to connect with families that have high populations of ED's -Harlem Hebrew sent out 4 postcard mailings to zip codes that have high proportions of ED's to promote the school -Harlem Hebrew offers subsidized scholarships to ED families to participate in the schools onsite after school programming and also works with local CBO's to offer no cost after school programming -Harlem Hebrew offered monthly virtual school tours and quarterly virtual open houses to learn more about school culture and programatic offerings --Harlem Hebrew invites families to participate in virtual visits during the summertime after families complete their enrollment at Harlem Hebrew to ensure families feel a connection with the school and staff and feel prepared to enter the school.</p> <p>-In addition to the above, HHLA will offer PreK in the coming year"</p>
	<p>HHLA engaged in an ambitious recruitment campaign across CSD3, as well as Central and East Harlem, Upper Manhattan, and</p>	<p>Harlem Hebrew will continue with recruitment strategies that were found to be successful this past recruitment season which include following:</p> <p>-When visiting local Pre-K's,</p>

English Language Learners

the Bronx to ensure all families including ELL's are able to learn more about the school.

- When visiting local Pre-K's, CBO's, and houses of worship, HHLA brings marketing materials and paper applications, They prioritize staff who are themselves are multilingual speakers when making these visits to best communicate with interested community partners.
- On the HHLA website, there is a language translation plug-in to allow ELL/MLL families the opportunity to review our website in their native language.
- Downloadable paper applications are also available in 6 of the most commonly spoken languages within the community.
- HHLA leverages digital paid advertisements on popular social media platforms like Facebook, Instagram, Youtube, and similar applications, using targeting features to translate ads into the language of the user.
- Virtual open houses were offered in Spanish.
- In-person school tours are and will continue to be available to families in multiple languages including Spanish and Russian.
- Registration documents are available to families in multiple foreign languages
- For all groups of students a major recruitment/retention strategy has been scheduling "virtual home visits" with all newly enrolled students over the summer prior to the start of the school year. These visits with new families help to build

CBO's, and houses of worship across CSD3, Central and East Harlem, Upper Manhattan and the Bronx, HHLA will continue to deliver marketing materials and paper applications, prioritize staff who are themselves are multilingual speakers when making these visits to best communicate with interested community partners.

- On the HHLA website, the school will continue to offer a language translation plug-in to allow ELL/MLL families the opportunity to review our website in their native language.
- Continue to offer downloadable paper applications are also available in 6 of the most commonly spoken languages within the community.
- HHLA will continue to create digital paid advertisements on popular social media platforms like Facebook, Instagram, Youtube, and similar applications, using targeting features to translate ads into the language of the user.
- Continue to offer virtual open houses in languages other than English.
- Continue to offer In-person school tours that are available to families in multiple languages including Spanish and Russian.
- Offer Registration documents to families in multiple foreign languages
- Continue to offer virtual home visits with all newly enrolled students over the summer prior to the start of the school year. These visits with new families

	<p>relationships and create an authentic line of communication.</p> <p>-Harlem Hebrew advertised with El Diario Newspaper to market Harlem Hebrew to MLL communities. El Diario is the largest spanish language daily newspaper in New York</p>	<p>help to build relationships and create an authentic line of communication. -Continue to use leverage popular media ELL media sources like El Diario to market the school to families for whom English may not be their first language</p> <p>-In addition to the above, HHLA will offer PreK in the coming year</p>
Students with Disabilities	<p>HHLA employed the following strategies to recruit an enroll SWD's: -School representatives canvassed local Pre-K's and Headstarts in Harlem, Upper Manhattan, and the Bronx -All marketing materials highlight the fact that we are an inclusive and welcoming community and that we welcome all students including those that may have disabilities -Harlem Hebrew leveraged digital paid advertisements on popular social media platforms like Facebook, Instagram, Youtube, and similar applications to connect with families that have high populations of SWD's -Harlem Hebrew sent out 4 postcard mailings to zip codes that have high proportions of SWD's to promote the school -Harlem Hebrew offers subsidized scholarships to ED families to participate in the schools onsite afterschool progamming and also</p>	<p>HHLA's past recruitment efforts have led to a steady but positive differential in its SWD population relative to CSD3. As such the school will continue it's efforts from the previous years which include: HHLA employed the following strategies to recruit an enroll SWD's: -School representatives canvassed local Pre-K's and Headstarts in Harlem, Upper Manhattan, and the Bronx -All marketing materials highlight the fact that we are an inclusive and welcoming community and that we welcome all students including those that may have disabilities -Harlem Hebrew leveraged digital paid advertisements on popular social media platforms like Facebook, Instagram, Youtube, and similar applications to connect with families that have high populations of SWD's -Harlem Hebrew sent out 4 postcard mailings to zip codes that have high proportions of SWD's to promote the school -Harlem Hebrew offers subsidized scholarships to ED families to participate in the schools onsite after school programming and</p>

	works with local CBO's to offer no cost afterschool programming - Harlem Hebrew offered monthly virtual school tours and quarterly virtual open houses to learn more about school culture and programatic offerings -Harlem Hebrew invites families to participate in virtual visits during the summertime after families complete their enrollment at Harlem Hebrew to ensure families feel a connection with the school and staff and feel prepared to enter the school.	also works with local CBO's to offer no cost after school programming -Harlem Hebrew offered monthly virtual school tours and quarterly virtual open houses to learn more about school culture and programatic offerings -Harlem Hebrew invites families to participate in virtual visits during the summertime after families complete their enrollment at Harlem Hebrew to ensure families feel a connection with the school and staff and feel prepared to enter the school. --In addition to the above, HHLA will offer PreK in the coming year"
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Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2021-2022	Describe Retention Plans in 2022-2023
Economically Disadvantaged	Student Retention continues to be a primary focus for HHLA. Harlem Hebrew revamped retention of ED's by surveying parents more frequently than in any other year, implementing feedback to adopt programmatic plans to ensure that the needs of students and families were met. Additionally, the school provided opportunities for families to submit feedback during virtual Town Hall meetings throughout the year in fall and spring town halls. HHLA teachers and leaders frequently contacted families via weekly school messages or more	In addition to the previous years retention strategies, Harlem Hebrew plans to connect families with community organizations that treat trauma and mental health, offer free after-care for families during Friday afternoons (days in which the school dismisses at 1pm for staff PD), and continue to survey families to identify areas that might be

	<p>personalized communication to support each student's individual needs. This past year, the school implemented frequent new opportunities for students to celebrate and learn from each other, including assemblies, organized gatherings, and the formation of a student council.</p>	<p>impediments to retention or to academic and social success.</p>
English Language Learners	<p>HHLA implemented new processes to strengthen relationships with ELL families. At the start of the year MLL providers created Learning Profiles for their students utilizing their most recent NYSESLAT scores. These profiles detail specific challenges and strengths that the student currently has and maps out a plan on how to best support that student. These profiles are referenced to guide each lesson with a student. These profiles were shared with families of MLL students as well.</p>	<p>HHLA will continue to employ its strategies from 2021-2022 school year to ensure that MLL families feel engaged and informed about their student's progress, and that all communications from the school are inclusive and accessible.</p>
	<p>All newly enrolled families of SWD's meet with HHLA Special Education Coordinator. Together, they review the student's IEP, focusing on management needs, yearly goals, and specific supports for which that student qualifies. The special education coordinator details how these services will be provided to ensure fidelity. Families are informed about the quarterly IEP progress reports they can expect and the bi-weekly goal monitoring that teachers complete with students so that they are always informed and able to communicate a student's</p>	

Students with Disabilities

progress. If a student qualifies for a placement that HHLA does not offer, the school will advise families to take part in a weekly or biweekly meeting with the student's teacher and special education coordinator. During this meeting, goal tracking and progress monitoring is reviewed to ensure that the family is aware of all of the support provided for their child. The school also discusses how the family can support a student at home academically and behaviorally. This may include supporting with continuing a behavior plan that is being implemented in school, or offering a student accommodations that they receive in school such as extended time to complete work, reading questions or directions, or offering on task focusing prompts.

If a special education student is found to possibly benefit from more support than they qualify for, the school will often provide them with additional support in the form of SETSS groups, joining an ICT class, or working 1:1 with a teacher during specific times during the week. HHLA places a heavy emphasis on ensuring that students and families know that they will offer as much support as possible to help students access their academic environment and instruction. Rather than focus only on the goals on a student's IEP (which are meant to be achieved in a year), the school works with students to set smaller

Given that HHLA consistently serves more SWD's than the district, the school plans to continue the practices employed over the previous year.

benchmarks that will help them achieve their larger goals. The school celebrates all successes with families and teachers of students which helps motivate students to engage in our school community.	
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Entry 10 - Teacher and Administrator Attrition

Completed Jan 19 2023

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

A. TEACH System - Employee Clearance

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

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

^[1] Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at http://www.nysed.gov/common/nysed/files/programs/charter-schools/employee_fingerprintoct19.pdf or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospa/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

B. Emergency Conditional Clearances

Emergency Conditional Clearances

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

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

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

Attestation

Responses Selected:

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

Entry 11 Percent of Uncertified Teachers

Completed Jan 19 2023

Instructions

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

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

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

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2022)	5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	
Total Category A: 5 or 30% whichever is less	5.0

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

	FTE Count
i. Mathematics	2
ii. Science	3
iii. Computer Science	
iv. Technology	
v. Career and Technical Education	0
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, 2022)	5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	
Total Category C: not to exceed 5	5.0

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

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

	FTE Count
Total	15

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	24

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	24

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	63

Thank you.



Entry 12 Organization Chart

Completed Jan 19 2023

Instructions

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

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

HHLA Org Chart 2021-2022

Filename: HHLA Org Chart 2021 2022.pdf **Size:** 117.1 kB

Entry 13 School Calendar

Completed Jan 19 2023

Instructions for submitting School Calendar

Required of ALL Charter Schools

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

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

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

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

HHLA Academic Calendar 2022-2023

Filename: HHLA Academic Calendar 2022 2023.pdf **Size:** 100.1 kB

Entry 14 Links to Critical Documents on School Website

Completed Jan 19 2023

Instructions

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

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

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

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

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

Form for Entry 14 Links to Critical Documents on School Website

School Name: Harlem Hebrew Language Academy Charter School

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

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

	Link to Documents
1. Current Annual Report (i.e., 2021-2022 Annual Report)	https://harlemhebrewcharter.org/for-parents/policies-public-documents/
2. Board meeting notices, agendas and documents	https://harlemhebrewcharter.org/about-our-school/board-of-trustees/
3. New York State School Report Card	https://harlemhebrewcharter.org/for-parents/policies-public-documents/
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	https://harlemhebrewcharter.org/for-parents/policies-public-documents/
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	https://harlemhebrewcharter.org/for-parents/policies-public-documents/
6. Authorizer-approved FOIL Policy	https://harlemhebrewcharter.org/for-parents/policies-public-documents/
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	https://harlemhebrewcharter.org/for-parents/policies-public-documents/

Thank you.



HARLEM HEBREW LANGUAGE ACADEMY
CHARTER SCHOOL

NEW YORK, NEW YORK

AUDITED FINANCIAL STATEMENTS

AND

INDEPENDENT AUDITOR'S REPORT

JUNE 30, 2022
(With Comparative Totals For 2021)

CONTENTS

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Statement of Activities and Changes in Net Deficiency	6
Statement of Functional Expenses	7
Statement of Cash Flows	8
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INDEPENDENT AUDITOR'S REPORT

Board of Trustees
Harlem Hebrew Language Academy Charter School

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of Harlem Hebrew Language Academy Charter School which comprise the statement of financial position as of June 30, 2022, and the related statements of activities and changes in net deficiency, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

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

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS); Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Harlem Hebrew Language Academy Charter School and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

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

In performing an audit in accordance with GAAS, we:

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

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

Report on Summarized Comparative Information

We have previously audited Harlem Hebrew Language Academy Charter School, Inc.'s June 30, 2021 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated October 25, 2021. In our opinion, the summarized comparative information presented herein as of June 30, 2021 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 31, 2022 on our consideration of Hebrew Language Academy Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the control over financial reporting or compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Harlem Hebrew Language Academy Charter School's internal control over financial reporting and compliance.

Mengel, Metzger, Baw & Co. LLP

Rochester, New York
October 31, 2022

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL

STATEMENT OF FINANCIAL POSITION

JUNE 30, 2022

(With Comparative Totals For 2021)

<u>ASSETS</u>	June 30,	
	<u>2022</u>	<u>2021</u>
<u>CURRENT ASSETS</u>		
Cash	\$ 212,091	\$ 2,025,114
Grants and other receivables	918,890	367,123
Due from Charter Management Organization	35,547	285,834
Due from related parties	105,066	361,776
Prepaid expenses	<u>175,383</u>	<u>96,221</u>
TOTAL CURRENT ASSETS	1,446,977	3,136,068
<u>OTHER ASSETS</u>		
Property and equipment, net	534,723	420,184
Cash in escrow	<u>100,000</u>	<u>75,089</u>
	<u>634,723</u>	<u>495,273</u>
TOTAL ASSETS	<u>\$ 2,081,700</u>	<u>\$ 3,631,341</u>
<u>LIABILITIES AND NET DEFICIENCY</u>		
<u>CURRENT LIABILITIES</u>		
Accounts payable and accrued expenses	\$ 516,711	\$ 461,979
Accrued payroll and benefits	304,407	353,602
Due to Charter Management Organization	467,994	347,090
Due to related party	-	34,780
Current portion of note payable	<u>9,240</u>	<u>7,700</u>
TOTAL CURRENT LIABILITIES	1,298,352	1,205,151
<u>OTHER LIABILITIES</u>		
Long-term portion of note payable	76,230	84,700
Paycheck Protection Program note payable	-	1,024,600
Deferred lease liability	<u>3,789,557</u>	<u>3,329,236</u>
TOTAL OTHER LIABILITIES	<u>3,865,787</u>	<u>4,438,536</u>
TOTAL LIABILITIES	5,164,139	5,643,687
<u>NET DEFICIENCY</u>		
Without donor restrictions	<u>(3,082,439)</u>	<u>(2,012,346)</u>
TOTAL LIABILITIES AND NET DEFICIENCY	<u>\$ 2,081,700</u>	<u>\$ 3,631,341</u>

The accompanying notes are an integral part of the financial statements.

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL

STATEMENT OF ACTIVITIES AND CHANGES IN NET DEFICIENCY

YEAR ENDED JUNE 30, 2022
(With Comparative Totals For 2021)

	<u>Year ended June 30,</u>	
	<u>2022</u>	<u>2021</u>
Operating revenue and support:		
State and local per-pupil operating revenue	\$ 8,693,103	\$ 9,311,021
Governmental grants and contracts	1,777,514	1,097,499
NYC DOE rental assistance	1,824,458	1,856,039
Contributions	781	450,150
Paycheck Protection Program note and accrued interest forgiveness	1,036,864	-
Other revenue	<u>4,390</u>	<u>1,693</u>
TOTAL REVENUE AND SUPPORT	13,337,110	12,716,402
Expenses:		
Program services:		
Regular education	10,190,482	7,061,860
Special education	2,941,943	4,002,736
Pre-K	<u>-</u>	<u>221,952</u>
TOTAL PROGRAM SERVICES	13,132,425	11,286,548
Management and general	<u>1,274,778</u>	<u>1,055,567</u>
TOTAL OPERATING EXPENSES	<u>14,407,203</u>	<u>12,342,115</u>
CHANGE IN NET DEFICIENCY	(1,070,093)	374,287
Net deficiency at beginning of year	<u>(2,012,346)</u>	<u>(2,386,633)</u>
NET DEFICIENCY AT END OF YEAR	<u>\$ (3,082,439)</u>	<u>\$ (2,012,346)</u>

The accompanying notes are an integral part of the financial statements.

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL

STATEMENT OF FUNCTIONAL EXPENSES

YEAR ENDED JUNE 30, 2022
(With Comparative Totals For 2021)

	No. of positions June 30, 2022	Year ended June 30,					
		2022					2021
		Program Services			Supporting Services Management and general	Total	Total
		Regular Education	Special Education	Sub-total			
Personnel services costs:							
Administrative staff personnel	8	\$ 542,005	\$ 221,577	\$ 763,582	\$ 587,589	\$ 1,351,171	\$ 944,005
Instructional personnel	54	2,165,840	1,192,805	3,358,645	-	3,358,645	3,426,817
Non-instructional personnel	<u>1</u>	<u>20,181</u>	<u>3,864</u>	<u>24,045</u>	<u>-</u>	<u>24,045</u>	<u>-</u>
 TOTAL PERSONNEL SERVICES COSTS	 63	 2,728,026	 1,418,246	 4,146,272	 587,589	 4,733,861	 4,370,822
 Fringe benefits and payroll taxes		804,036	169,854	973,890	92,080	1,065,970	1,045,275
Retirement		21,537	4,549	26,086	2,466	28,552	27,539
Management company fees		730,019	139,761	869,780	-	869,780	932,202
Legal fees		-	-	-	9,934	9,934	43,034
Accounting/audit services		-	-	-	127,756	127,756	124,974
Other purchased/professional/consulting services		287,633	55,067	342,700	-	342,700	138,379
Building and land rent/lease		2,987,175	631,047	3,618,222	342,099	3,960,321	4,004,766
Repairs and maintenance		425,147	89,813	514,960	48,689	563,649	334,192
Insurance		50,360	10,639	60,999	5,767	66,766	53,270
Utilities		56,462	11,928	68,390	6,466	74,856	223,047
Supplies / materials		531,744	102,229	633,973	2,472	636,445	64,444
Staff/professional development		126,165	24,757	150,922	3,488	154,410	47,613
Marketing / recruitment		89,194	18,843	108,037	10,215	118,252	93,052
Technology		29,361	6,111	35,472	2,830	38,302	8,108
Food services		294,347	56,352	350,699	-	350,699	109,487
Student services		741,748	142,006	883,754	-	883,754	343,821
Office expense		88,298	18,653	106,951	10,112	117,063	188,942
Depreciation and amortization		192,351	40,634	232,985	22,027	255,012	178,561
Other		<u>6,879</u>	<u>1,454</u>	<u>8,333</u>	<u>788</u>	<u>9,121</u>	<u>10,587</u>
		<u>\$ 10,190,482</u>	<u>\$ 2,941,943</u>	<u>\$ 13,132,425</u>	<u>\$ 1,274,778</u>	<u>\$ 14,407,203</u>	<u>\$ 12,342,115</u>

The accompanying notes are an integral part of the financial statements.

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL

STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2022
(With Comparative Totals For 2021)

	<u>Year ended June 30,</u>	
	<u>2022</u>	<u>2021</u>
<u>CASH FLOWS - OPERATING ACTIVITIES</u>		
Change in net deficiency	\$ (1,070,093)	\$ 374,287
Adjustments to reconcile change in net deficiency to net cash (used for) provided from operating activities:		
Forgiveness of Paycheck Protection Program note and accrued interest	(1,036,864)	-
Depreciation and amortization	255,012	178,561
Financing of accrued utility costs	-	92,400
Changes in certain assets and liabilities affecting operations:		
Grants and other receivables	(551,767)	(49,937)
Due from Charter Management Organization	250,287	200,222
Due from related parties	256,710	(349,728)
Prepaid expenses	(79,162)	(30,849)
Accounts payable and accrued expenses	66,996	254,679
Accrued payroll and benefits	(49,195)	(27,553)
Due to Charter Management Organization	120,904	95,601
Due to related party	(34,780)	22,912
Deferred lease liability	460,321	721,066
NET CASH (USED FOR) PROVIDED FROM OPERATING ACTIVITIES	(1,411,631)	1,481,661
<u>CASH FLOWS - INVESTING ACTIVITIES</u>		
Purchases of property and equipment	(369,551)	(130,200)
NET CASH USED FOR INVESTING ACTIVITIES	(369,551)	(130,200)
<u>CASH FLOWS - FINANCING ACTIVITIES</u>		
Repayment on note payable	(6,930)	-
NET CASH USED FOR FINANCING ACTIVITIES	(6,930)	-
NET (DECREASE) INCREASE IN CASH AND RESTRICTED CASH	(1,788,112)	1,351,461
Cash and restricted cash at beginning of year	2,100,203	748,742
CASH AND RESTRICTED CASH AT END OF YEAR	<u>\$ 312,091</u>	<u>\$ 2,100,203</u>

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL

STATEMENT OF CASH FLOWS, Cont'd

YEAR ENDED JUNE 30, 2022
(With Comparative Totals For 2021)

	Year ended June 30,	
	<u>2022</u>	<u>2021</u>
<u>SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION</u>		
Reconciliation of cash and restricted cash reported within the statement of financial position that sum to the total amounts shown in the statement of cash flows:		
Cash	\$ 212,091	\$ 2,025,114
Cash in escrow	<u>100,000</u>	<u>75,089</u>
Total cash and restricted cash shown in the statement of cash flows	<u>\$ 312,091</u>	<u>\$ 2,100,203</u>
<u>NON-CASH OPERATING AND FINANCING ACTIVITIES</u>		
Financing of accrued utility costs	<u>\$ -</u>	<u>\$ 92,400</u>

The accompanying notes are an integral part of the financial statements.

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Charter School

Harlem Hebrew Language Academy Charter School (the “Charter School”), is an education corporation operating as a charter school in New York, New York. On July 12, 2012, the Board of Regents, on behalf of the State Education Department, granted the Charter School a charter valid for a term of 5 years, renewable upon expiration in June 2018. On January 23, 2018, the Board of Regents, on behalf of the State Education Department, renewed the Charter School’s charter for a term of 4 years through June 30, 2022. As part of the renewal, the Charter School was granted approval to expand their grades from K-5 to K-8. The Charter School also received approval from the New York City Department of Education to operate a Pre-K program beginning in Fall 2019. The Pre-K program is not considered a chartered grade. There is a separate contract between the Charter School and the New York City Department of Education regarding the operation of the Pre-K program. In March 2022 the Board of Regents, on behalf of the State Education Department, renewed the Charter School’s charter for a term of 3 years through June 30, 2025.

The Charter School provides students with the academic and personal foundation necessary to successfully pursue advanced studies and achieve continued personal growth as ethical and informed global citizens. In order to accomplish this, the Charter School offers an academically rigorous curriculum which includes daily instruction in the Hebrew language.

Basis of accounting

The accompanying financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America.

Classification of net assets

To ensure observance of limitations and restrictions placed on the use of resources available to the Charter School, the accounts of the Charter School are maintained in accordance with the principles of accounting for not-for-profit organizations. This is the procedure by which resources are classified for reporting purposes into net asset groups, established according to their nature and purpose. Accordingly, all financial transactions have been recorded and reported by net asset group.

The assets, liabilities, activities, and net assets are classified based on the existence or absence of donor or grantor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

Net Assets Without Donor Restrictions

Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions. The Board of Trustees has discretionary control to use these in carrying on operations in accordance with the guidelines established by the Charter School.

Net Assets With Donor Restrictions

Net assets subject to donor (or certain grantor) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both. The Charter School had no net assets with donor restrictions at June 30, 2022 or 2021.

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Revenue recognition

Revenue from Exchange Transactions: The Charter School recognizes revenue in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Update (ASU) 2014-09, Revenue from Contracts with Customers, as amended. ASU 2014-09 applies to exchange transactions with customers that are bound by contracts or similar arrangements and establishes a performance obligation approach to revenue recognition.

The Charter School records substantially all revenues over time as follows:

Per pupil allocation income and students with disabilities revenue

The Charter School recognizes revenue as educational programming is provided to students throughout the year. The School earns state and local per pupil revenue based on the approved per pupil tuition rate of the public school district in which the pupil resides. The amount received each year from the resident district is the product of the approved per pupil tuition rate and the full-time equivalent student enrollment of the Charter School. Each NYS school district has a fixed per pupil tuition rate which is calculated annually by NYSED in accordance with NYS Education Law. Amounts are billed in advance every other month and payments are typically received in six installments during the year. At the end of each school year, a reconciliation of actual enrollment to billed enrollment is performed and any additional amounts due or excess funds received are agreed upon between the Charter School and the district(s) and are paid or recouped. Additional funding is available for students requiring special education services. The amount of additional funding is dependent upon the length of time and types of services provided by the Charter School to each student, subject to a maximum amount based upon a set rate for each district as calculated by NYSED.

Universal Pre-Kindergarten (Pre-K)

Similar to state and local per pupil revenue, the Charter School recognizes Pre-K revenue as educational programming provided to students throughout the year. The maximum revenue amount is based on a contractually determined fixed amount per student and the number of students enrolled at a point in time. This amount could be further reduced if actual costs incurred in providing the Pre-K program are less than the maximum calculated amount of the contract. Amounts are paid in installments throughout the course of the year, with the final 5% paid upon submission of all required documentation at the end of the contract year. During the year ended June 30, 2022, there was no activity in the Pre-K program.

Rental assistance

Facilities rental assistance funding is provided by the New York City Dept of Education (NYCDOE) to qualifying charter schools located in the five boroughs of NYC. In order to receive rental assistance funding, a charter school must have commenced instruction or added grade levels in the 2014-15 school year or thereafter, and go through a space request process with the NYCDOE. If NYCDOE is not able to provide adequate space, the charter school can become eligible for rental assistance. Rental assistance is calculated as the lesser of 30% of the per-pupil tuition rate for NYC times the number of students enrolled, or actual total rental costs. As rental assistance is based on the number of students enrolled, revenue is recognized throughout the year as educational programming is provided to students. Rental assistance totaled \$1,824,458 and \$1,856,039 for the years ended June 30, 2022 and 2021, respectively.

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

The following table summarizes contract balances at their respective statement of financial position dates:

	June 30,		
	2022	2021	2020
Grants and other receivables	\$ 11,017	\$ 22,034	\$ 149,053

Contributions

The Charter School recognizes contributions when cash, securities or other assets, an unconditional promise to give, or a notification of a beneficial interest is received. Conditional promises to give, that is, those with a measurable performance or other barrier, and a right of return, are not recognized until the conditions on which they depend have been substantially met.

Contributions, including unconditional promises to give, are recognized as revenues in the period received. All donor-restricted contributions are reported as increases in net assets with donor restrictions depending on the nature of the restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities and changes in net assets as net assets released from restrictions.

Grant revenue

Some of the Charter School's revenue is derived from cost-reimbursable federal and state contracts and grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when the Charter School has incurred expenditures in compliance with specific contract or grant provisions. Certain grants are subject to audit and retroactive adjustments by its funders. Any changes resulting from these audits are recognized in the year they become known. Qualifying expenditures that have been incurred but are yet to be reimbursed are reported as grants receivable in the accompanying statement of financial position. Amounts received prior to incurring qualifying expenditures are reported as deferred revenue in the accompanying statement of financial position. There were no revenues deferred at June 30, 2022 and 2021, respectively. The Organization received cost-reimbursement grants of approximately \$1,077,175 and \$5,938 that have not been recognized at June 30, 2022 and 2021, respectively, because qualifying expenditures have not yet been incurred.

Cash

Cash balances are maintained at a financial institution located in New York and are insured by the FDIC up to \$250,000 at that institution. In the normal course of business, the cash account balances at any given time may exceed insured limits. However, the Charter School has not experienced any losses in such accounts and does not believe it is exposed to significant risk in cash.

Cash in escrow

The Charter School maintains cash in an escrow account, pursuant to its Charter Agreement, to pay off expenses in the event of dissolution of the Charter School. The amount in escrow was approximately \$100,000 and \$75,000 at June 30, 2022 and 2021 respectively .

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Grants and other receivables

Grants and other receivables are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts based on its assessment of the current status of individual receivables from grants, agencies and others. Balances that are still outstanding after management has used reasonable collection efforts are written off against the allowance for doubtful accounts. There was no allowance for doubtful accounts at June 30, 2022 or 2021.

Due from related parties

The Charter School has amounts due from other charter schools that are in the same network. The charter schools share employees, meal services and various other expenses in which the related parties reimburse the Charter School for these expenses. The amount due was approximately \$105,100 and \$161,800 at June 30, 2022 and 2021, respectively. In 2021, Friends of Hebrew Language Academy Charter School, Inc., a related party, entered into a grant agreement with the Charter School to give \$200,000 for the year ended June 30, 2021. There was no grant agreement from Friends of Hebrew Language Academy Charter School, Inc. for the year ended June 30, 2022.

Property and equipment

Property and equipment are recorded at cost. Depreciation is computed using the straight-line method on a basis considered adequate to depreciate the assets over their estimated useful lives which ranges from three to seven years. Leasehold improvements are being amortized over the lesser of the estimated useful life or the term of the lease.

Major renewals and betterments are capitalized, while repairs and maintenance are charged to operations as incurred. Upon sale or retirement, the related cost and allowances for depreciation are removed from the accounts and the related gain or loss is reflected in operations.

Deferred lease liability

The Charter School leases its facility. The lease contains significant pre-determined fixed escalations of the base rent. In accordance with GAAP, the Charter School recognizes the related rent expense on a straight-line basis and records the difference between the recognized rental expense and the amounts paid under the lease as a deferred lease liability. The amount of additional rent expense recognized in excess of the amounts paid under the lease was \$460,321 and \$721,066 for the years ended June 30, 2022 and 2021, respectively.

Due to related party

The Charter School has an amount due to another charter school in the same network. The charter schools share employees and chess services, in which the Charter School reimburses the related party for the expenses. The amount due was approximately \$34,800 at June 30, 2021. At June 30, 2022 there were no amounts due to related parties.

Deferred revenue

The Charter School records grant revenue as deferred revenue until it is expended for the purpose of the grant at which time it is recognized as revenue.

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Tax exempt status

The Charter School is a tax-exempt organization under section 501(c)(3) of the Internal Revenue Code and applicable state regulations and, accordingly, is exempt from federal and state taxes on income.

The Charter School files Form 990 tax returns in the U.S. federal jurisdiction. The tax returns for the years ended June 30, 2019 through June 30, 2022 are still subject to potential audit by the IRS. Management of the Charter School believes it has no material uncertain tax positions and, accordingly it will not recognize any liability for unrecognized tax benefits.

Contributed services

The Charter School receives contributed services from volunteers to develop its academic program and to serve on the Board of Trustees. In addition, the Charter School received donated transportation services, office equipment, computers, classroom equipment, and nursing, speech, occupational and physical therapy services that were provided for the students from the local district. These services are not valued in the financial statements.

Marketing costs

The Charter School expenses marketing costs as they are incurred. Total marketing and recruiting costs approximated \$118,300 and \$93,100 for the years ended June 30, 2022 and 2021, respectively.

Use of estimates in the preparation of financial statements

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

Comparatives for year ended June 30, 2021

The financial statements include certain prior year summarized comparative information in total but not by functional classification. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Charter School's financial statements for the year ended June 30, 2021, from which the summarized information was derived.

Adoption of new accounting standard - gifts-in-kind

In September 2020, the FASB issued a new accounting update to improve transparency in the reporting of contributed nonfinancial assets, also known as gifts-in-kind. The update requires not-for-profit entities to present contributed nonfinancial assets separately on the statement of activities, apart from contributions of cash and other financial assets. In addition, the update requires not-for-profit entities to disclose in the notes to the financial statements a breakout of the different types of gifts-in-kinds recognized, any donor restrictions associated with the gift, the valuation technique(s) used to arrive at the fair value measure, whether or not the gift-in-kind was monetized, and any policies on monetization. The update is effective for fiscal years beginning after June 15, 2021 and is being applied on a retrospective basis. The Charter School adopted this standard during the year ended June 30, 2022.

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

New accounting pronouncement - leases

In February 2016, the FASB issued a new standard related to leases to increase transparency and comparability among entities by requiring the recognition of right-of-use ("ROU") assets and lease liabilities on the statement of financial position. Most prominent among the changes in the standard is the recognition of ROU assets and lease liabilities by lessees for those leases classified as operating leases under current U.S. GAAP. For nonpublic entities, the FASB voted on May 20, 2020, to extend the guidance in this new standard to be effective for fiscal years beginning after December 15, 2021, and interim periods within fiscal years beginning after December 15, 2022. The Charter School is currently evaluating the provisions of this standard to determine the impact the new standard will have on the Charter School's financial position or results of operations.

Accounting Impact of COVID-19 Outbreak

On January 30, 2020, the World Health Organization ("WHO") announced a global health emergency because of a new strain of coronavirus (the "COVID-19 outbreak") and the risks to the international community as the virus spreads globally beyond its point of origin. In March 2020, the WHO classified the COVID-19 outbreak as a pandemic, based on the rapid increase in exposure globally. The full impact of the COVID-19 outbreak continues to evolve as of the date of this report. As such, it is uncertain as to the full magnitude that the pandemic will have on the Charter School's financial condition, liquidity, and future results of operations. Management is actively monitoring the global situation on its financial condition, liquidity, operations, suppliers, industry, and workforce. Given the daily evolution of the COVID-19 outbreak and the global responses to curb its spread, the Charter School is not able to estimate the effects of the COVID-19 outbreak on its results of operations, financial condition, or liquidity for fiscal year 2023.

In response to the COVID-19 outbreak, the Federal Government passed several COVID relief acts which include funding for elementary and secondary education. The Elementary and Secondary School Emergency Relief Fund (ESSER Fund) was established to award grants to state and local educational agencies. The Charter School has recognized \$819,343 and \$124,395 of revenue relative to ESSER grants during the years ended June 30, 2022 and 2021, respectively. At June 30, 2022, the Charter School has \$1,070,335 of ESSER grants still available through September 30, 2024.

Subsequent events

The Charter School has conducted an evaluation of potential subsequent events occurring after the statement of financial position date through October 31, 2022, which is the date the financial statements are available to be issued. No subsequent events requiring disclosure were noted.

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE B: LIQUIDITY AND AVAILABILITY

The Charter School regularly monitors liquidity required to meet its operating needs and other contractual commitments. The Charter School's main source of liquidity is its cash accounts. For purposes of analyzing resources available to meet general expenditures over a 12-month period, the Charter School considers all expenditures related to its ongoing activities of teaching, and public service as well as the conduct of services undertaken to support those activities to be general expenditures.

In addition to financial assets available to meet general expenditures over the next 12 months, the Charter School anticipates collecting sufficient revenue to cover general expenditures not covered by donor-restricted resources.

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the statement of financial position date, comprise the following:

	<u>June 30,</u>	
	<u>2022</u>	<u>2021</u>
Cash	\$ 212,091	\$ 2,025,114
Grants and other receivables	918,890	367,123
Due from Charter Management Organization	35,547	285,834
Due from related parties	<u>105,066</u>	<u>361,776</u>
Total financial assets available to management for general expenditures within one year	<u>\$ 1,271,594</u>	<u>\$ 3,039,847</u>

NOTE C: SCHOOL FACILITY

The Charter School entered into a lease agreement as of July 1, 2015 with Friends of Hebrew Language Academy Charter Schools, Inc. ("FOHLA") for its facilities through June 2033. This lease was subsequently amended in July and September 2016. Effective September 8, 2016, the Charter School signed the second amendment for their lease for its facilities through June 30, 2024. On June 13, 2018, the Charter School entered into a second amended and restated sublease agreement with FOHLA, effective July 1, 2018, which extended their lease for its facilities through June 30, 2048.

Effective July 1, 2020, the landlord of the building and FOHLA amended their lease agreement to reduce the monthly rental payments per the lease agreement by \$18,025 through June 30, 2021 and increase the monthly rental payments from July 1, 2024 through June 30, 2025 by \$18,025. FOHLA has passed the prior year's monthly reduction of \$18,025 in rent to the Charter School for the year ending June 30, 2021 and will increase the monthly rental payments by \$18,025 for the year ending June 30, 2025. The Charter School's base rent for the year ended June 30, 2022 was \$291,666 per month. On May 17, 2022, the lease agreement was amended to reduce the monthly rental payment per the lease agreement by \$100,000 from July 1, 2022 through June 30, 2023. The base rent will increase in accordance with the lease agreement.

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE C: SCHOOL FACILITY, Cont'd

Rent expense totaled approximately \$3,960,000 and \$4,005,000 for the years ended June 30, 2022 and 2021 respectively. For the year ended June 30, 2022, total base rent was approximately \$3,500,000 and the deferred lease liability adjustment was approximately \$460,000. For the year ended June 30, 2021, total base rent was approximately \$3,284,000 and the deferred lease liability adjustment was approximately \$721,000.

The future minimum payments on these agreements are as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2023	\$ 2,300,000
2024	3,500,000
2025	3,716,300
2026	3,500,000
2027	3,500,000
Thereafter	<u>90,241,610</u>
	<u>\$106,757,910</u>

On September 17, 2018 the Charter School became the guarantor of three loans that FOHLA obtained in conjunction with the building in which the Charter School occupies. The aggregate principal balance of the loans as of June 30, 2022 and 2021 was \$12,951,751 and \$13,210,019, respectively, which is fully guaranteed by the Charter School. The loans bear interest at the LIBOR Daily Floating Rate plus 325 basis points (effective rate of 4.92% at June 30, 2022). At June 30, 2022, the maximum potential amount of future payments of principal and interest (undiscounted) the guarantor could be required to make under the guarantee is approximately \$14,194,000. The guaranty shall continue in effect until all obligations are fully paid which is expected to be September 17, 2023.

NOTE D: OPERATING LEASES

The Charter School leases office equipment under non-cancelable lease agreements that will expire at various dates through June 2024. Lease expense was approximately \$52,800 and \$31,200, for the years ended June 30, 2022 and 2021, respectively. The future minimum payments on the agreements are as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2023	\$ 15,097
2024	<u>15,097</u>
	<u>\$ 30,194</u>

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE E: RETIREMENT PLAN

The Charter School sponsors a defined contribution retirement plan which covers substantially all full-time employees. The Charter School contributed a dollar-to-dollar match up to 3% of the employees' compensation. During the years ended June 30, 2022 and 2021, the Charter School contributed approximately \$24,000 and \$22,200, respectively, for the employer match. Administrative fees were approximately \$4,500 and \$5,400 for the years ended June 30, 2022 and 2021, respectively.

NOTE F: PROPERTY AND EQUIPMENT

Property and equipment consisted of the following:

	<u>June 30,</u>	
	<u>2022</u>	<u>2021</u>
Furniture, fixtures and equipment	\$ 1,507,928	\$ 1,138,377
Leasehold improvements	<u>360,051</u>	<u>360,051</u>
	1,867,979	1,498,428
Less accumulated depreciation and amortization	<u>1,333,256</u>	<u>1,078,244</u>
	<u>\$ 534,723</u>	<u>\$ 420,184</u>

NOTE G: CONTINGENCY

Certain grants and contracts may be subject to audit by funding sources. Such audits might result in disallowance of costs submitted for reimbursement by the Charter School. Management is of the opinion that such disallowances, if any, will not have a material effect on the accompanying financial statements. Accordingly, no amounts have been provided in the accompanying financial statements for such potential claims.

NOTE H: CONCENTRATIONS

At June 30, 2022 and 2021, approximately 96% and 84% respectively, of grants and other receivables are due from New York State relating to certain grants.

For the years ended June 30, 2022 and 2021, 65% and 73%, respectively, of total operating revenue and support came from per-pupil funding provided by New York State. The per-pupil rate is set annually by the State based on the school district in which the Charter School's students are located.

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE I: NOTE PAYABLE

On July 21, 2021, the Charter School entered into a payment agreement with the New York City Water Board for past due water charges of \$92,400. Monthly payments of \$770 plus interest at 3% are due through July 2031. At June 30, 2022, the balance due on the note payable is \$85,470.

Future maturities of the note payable are as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2023	\$ 9,240
2024	9,240
2025	9,240
2026	9,240
2027	9,240
Thereafter	39,270
	<u>\$ 85,470</u>

NOTE J: PAYCHECK PROTECTION PROGRAM NOTE PAYABLE

In response to the COVID-19 outbreak, in April 2020, the School applied for and was approved by a bank for a loan of \$1,024,600 through the Paycheck Protection Program established by the Small Business Administration. The loan had a maturity of 2 years and an interest rate of 1%. The loan had the potential for forgiveness provided certain requirements were met by the Charter School. The loan was funded in April 2020 and is included in the accompanying statement of financial position as Paycheck Protection Program note payable at June 30, 2021. On April 15, 2022, the Small Business Administration approved the forgiveness of the loan and accrued interest of \$12,264, which is reported as Paycheck Protection Program note and accrued interest forgiveness on the accompanying statement of activities and changes in net deficiency for the year ended June 30, 2022.

NOTE K: NET DEFICIENCY

Net deficiency without donor restrictions are as follows:

	<u>June 30,</u>	
	<u>2022</u>	<u>2021</u>
Undesignated net deficiency	\$ (3,617,162)	\$ (2,432,530)
Invested in property and equipment	<u>534,723</u>	<u>420,184</u>
	<u>\$ (3,082,439)</u>	<u>\$ (2,012,346)</u>

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE L: CHARTER MANAGEMENT ORGANIZATION

In January 2016, the Charter School entered into an educational services agreement with a charter management organization, National Center for Hebrew Language Charter School Excellence and Development, Inc. ("Hebrew Public") to provide expertise necessary to effectively provide essential programming and services to the Charter School. On April 11, 2018, the agreement was renewed through June 30, 2022. The percent of gross revenue used for the calculation of 10% for each school year. The Charter School and Hebrew Public are in the process of extending the educational services agreement.

The total expense for the years ended June 30, 2022 and 2021 was approximately \$869,780 and \$932,200, respectively. Amounts due to Hebrew Public relating to the management fee were \$207,954 and \$223,997 at June 30, 2022 and 2021, respectively.

In addition to the management fee, Hebrew Public paid \$260,040 and \$123,093 of other expenses on behalf of the Charter School during the years ended June 30, 2022 and 2021, respectively for which the Charter School will reimburse Hebrew Public.

The total amounts due to Hebrew Public at June 30, 2022 and 2021 were \$467,994 and \$347,090, respectively.

Hebrew Public entered into a grant agreement with the Charter School to which it will give the Charter School \$250,000 for the year ended June 30, 2021. There were no grant agreements between Hebrew Public and the Charter School for the year ended June 30, 2022.

Hebrew Public will also be passing through CSP grant funds to the Charter School in the amount of \$35,547 as of June 30, 2022. At June 30, 2021, Hebrew Public was to pass through CSP grant funds to the Charter School in the amount of \$35,834.

The total amounts due from Hebrew Public at June 30, 2022 and 2021 were \$35,547 and \$285,834, respectively.

NOTE M: FUNCTIONAL EXPENSES

The financial statements report certain categories of expenses that are attributed to more than one program or supporting function. Therefore, expenses require allocation on a reasonable basis that is consistently applied. All expenses that are allocated to more than one program or supporting function are allocated on the basis of estimates of time and effort.

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE N: MANAGEMENT PLANS

At June 30, 2022, the Charter School has a deficiency in net assets without donor restrictions of \$3,082,439. Current assets exceed current liabilities by \$148,625 at June 30, 2022. For the year ended June 30, 2022, the Charter School had a negative change in net deficiency of \$1,070,093. Included in the change in net deficiency for the year ended June 30, 2022 is the additional rent expense recognized in excess of the amounts paid under the lease of \$460,000, which is deferred rent, a non-cash expense. This deferred lease liability, as disclosed on page 13, will be increasing over the next 12 years. It will continue to increase until the year 2034 and then it will start to decrease until the year 2048.

The Charter School and the CMO, Hebrew Public, collaborate on year-round student recruitment programs. Enrollment for the 2022/2023 school year is approximately 89% of budgeted enrollment.

Hebrew Public will be reducing its management fee charged to the Charter School to fulfill cashflow shortfalls.

As a result, management believes the Charter School will continue as a going concern.

Corporate Business Account Statement



Page 1 of 1

Account Number: [REDACTED]

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

HARLEM HEBREW LANGUAGE ACADEMY CHART
147 SAINT NICHOLAS AVE
NEW YORK NY 10026-1722

Number of enclosures: 0

Tax ID Number: [REDACTED]

For Client Services:

Call 1-800-669-1518



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Write to: Treas Mgmt Client Care

One Financial Parkway

Locator Z1-Yb42-03-1

Kalamazoo MI 49009

Account Summary Information

Balance Summary

Beginning balance	Deposits and other credits	Checks and other debits	Ending balance
100,000.00	.00	.00	100,000.00

Deposits and Other Credits

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

Checks and Other Debits

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

Ledger Balance

Date	Ledger balance
06/01	100,000.00



HARLEM HEBREW LANGUAGE ACADEMY
CHARTER SCHOOL

NEW YORK, NEW YORK

SCHEDULES REQUIRED BY
GOVERNMENT AUDITING STANDARDS
AND THE UNIFORM GUIDANCE

AND

INDEPENDENT AUDITOR'S REPORTS

JUNE 30, 2022

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Independent Auditor's Report on Compliance for Each Major Federal Program; Report on Internal Control over Compliance; and Report on the Schedule of Expenditures of Federal Awards in Accordance with the Uniform Guidance	5
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INDEPENDENT AUDITOR’S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED
ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH *GOVERNMENT AUDITING STANDARDS*

Board of Trustees
Harlem Hebrew Language Academy Charter School

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of Harlem Hebrew Language Academy Charter School, which comprise the statement of financial position as of June 30, 2022 and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended and the related notes to the financial statements and have issued our report thereon dated October 31, 2022.

Internal Control Over Financial Reporting

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

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

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

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Harlem Hebrew Language Academy Charter School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed one instance of noncompliance or other matters that is required to be reported under *Government Auditing Standards* and which is described in the accompanying schedule of findings and questioned costs as item 2022-001.

Harlem Hebrew Language Academy Charter School's Response to Finding

Harlem Hebrew Language Academy Charter School's response to the finding identified in our audit is described in the accompanying schedule of findings and questioned costs. Harlem Hebrew Language Academy Charter School's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of This Report

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

Mengel, Metzger, Bar & Co. LLP

Rochester, New York
October 31, 2022

INDEPENDENT AUDITOR’S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM;
REPORT ON INTERNAL CONTROL OVER COMPLIANCE; AND REPORT ON THE SCHEDULE OF
EXPENDITURES OF FEDERAL AWARDS IN ACCORDANCE WITH THE UNIFORM GUIDANCE

Board of Trustees
Harlem Hebrew Language Academy Charter School

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Harlem Hebrew Language Academy Charter School’s compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of Harlem Hebrew Language Academy Charter School’s major federal programs for the year ended June 30, 2022. Harlem Hebrew Language Academy Charter School’s major federal programs are identified in the summary of auditor’s results section of the accompanying schedule of findings and questioned costs.

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

Basis for Opinion on Each Major Federal Program

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

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

Responsibilities of Management for Compliance

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

Auditor's Responsibilities for the Audit of Compliance

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

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

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

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

Report on Internal Control Over Compliance

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

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

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

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

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of Harlem Hebrew Language Academy Charter School as of and for the year ended June 30, 2022, and have issued our report thereon dated October 31, 2022, which contained an unmodified opinion on those financial statements. Our audit was performed for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the financial statements as a whole.

Mengel, Metzger, Bar & Co. LLP

Rochester, New York
October 31, 2022

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

YEAR ENDED JUNE 30, 2022

	Federal AL Number	Pass-through Grantor's Number	Total Federal Expenditures
U.S. Department of Education:			
<u>Passed through New York State Education Department:</u>			
Title I - Grants to Local Educational Agencies	84.010	0021	\$ 167,486
Title IIA - Supporting Effective Instruction State Grant	84.367	0147	21,825
Title IV- Student Support and Academic Enrichment Program	84.424	0204	12,822
<u>Education Stabilization Funds -</u>			
ESSER I - Elementary and Secondary School Emergency Relief Fund	84.425D	5890	38,178
ESSER II - Elementary and Secondary School Emergency Relief Fund	84.425D	5891	276,975
ARP ESSER - American Rescue Plan-Elementary and Secondary School Emergency Relief	84.425U	5880	504,190
<i>Total Education Stabilization Funds</i>			819,343
<u>Passed through National Center for Hebrew Language Charter School Excellence and Development, Inc.:</u>			
Charter Schools Program - Replication and Expansion of High-Quality Charter Schools	84.282M	U282M160011	93,311
TOTAL U.S. DEPARTMENT OF EDUCATION			1,114,787
U.S. Department of Agriculture:			
<u>Passed through New York State Education Department:</u>			
<i>Child Nutrition Cluster</i>			
School Breakfast Program	10.553	310300861034	88,675
National School Lunch Program	10.555	310300861034	288,656
Supply Chain Assistance - COVID	10.555	310300861034	11,828
Emergency Operational Cost - COVID	10.555	310300861034	62,706
TOTAL U.S. DEPARTMENT OF AGRICULTURE			451,865
Federal Communications Commission:			
<u>Passed through the Universal Service Administrative Company:</u>			
Emergency Connectivity Fund Program	32.009	16072383	14,978
TOTAL FEDERAL COMMUNICATIONS COMMISSION			14,978
TOTAL ALL PROGRAMS			\$ 1,581,630

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

YEAR ENDED JUNE 30, 2022

NOTE A: BASIS OF PRESENTATION

The above schedule of expenditures of federal awards includes the federal grant activity of Harlem Hebrew Language Academy Charter School and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

NOTE B: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following, as applicable, the cost principles contained in Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Harlem Hebrew Language Academy Charter School has elected not to use the 10 percent de minimis indirect cost rate allowed under the Uniform Guidance.

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

YEAR ENDED JUNE 30, 2022

SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

- Material weakness (es) identified? _____ yes x no
- Significant deficiency(ies) identified that are not considered to be material weaknesses? _____ yes x none reported

Noncompliance material to financial statements noted? x yes _____ no

Federal Awards

Internal control over major programs:

- Material weakness (es) identified? _____ yes x no
- Significant deficiency(ies) identified that are not considered to be material weaknesses? _____ yes x none reported

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

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? _____ yes x no

Identification of major program:

AL Number:

84.425D & 84.425U

Name of Federal Program or Cluster:

ESSER I, ESSER II & ARP ESSER

Dollar threshold used to distinguish between type A and type B programs:

 \$750,000

Auditee qualified as low-risk auditee?

_____ yes x no

HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL

SCHEDULE OF FINDINGS AND QUESTIONED COSTS, Cont'd

YEAR ENDED JUNE 30, 2022

FINDINGS – FINANCIAL STATEMENT AUDIT

Finding 2022-001

Statement of condition

During our audit, we noted the Charter School did not adhere to the terms of their charter agreement as the Charter School's enrollment fell below 85% of the projected enrollment for the 2021-2022 academic year and written approval from NYSED was not obtained.

Criteria and effect of conditions

During our audit, we noted the Charter School's charter agreement requires the Charter School to obtain written approval from NYSED prior to commencing or continuing instruction when the total number of students enrolled is less than 85% of the projected enrollment for a given academic year. We noted the Charter School's enrollment was 64% of the projected enrollment for the 2021-2022 academic year.

Recommendation

We recommend the Charter School obtain written approval from NYSED if enrollment falls below 85% of projected enrollment for a given academic year.

Management response

The Charter School was in communication with NYSED about its enrollment; however, it will ensure to receive written approval should enrollment fall below 85% in future years.

FINDINGS AND QUESTIONED COSTS – MAJOR FEDERAL AWARD PROGRAMS AUDIT

- NONE

SCHEDULE OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS

- NONE

HARLEM HEBREW LANGUAGE ACADEMY
CHARTER SCHOOL

REPORT TO THE FINANCE COMMITTEE

JUNE 30, 2022

October 31, 2022

The Finance Committee
Harlem Hebrew Language Academy Charter School

We have audited the financial statements of Harlem Hebrew Language Academy Charter School as of and for the year ended June 30, 2022, and have issued our report thereon dated October 31, 2022. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated June 13, 2022, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of its respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Charter School's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of Harlem Hebrew Language Academy Charter School solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, and our firm have complied with all relevant ethical requirements regarding independence. Safeguards in place to eliminate or reduce threats to independence to an acceptable level include a skilled, knowledgeable and experienced CFO and outsourced finance team who review the draft financial statements prior to issuance and accept responsibility for them.

Significant Risks Identified

We have identified the following significant risk:

- Management Override
- Improper revenue recognition
- Improper allocation of expenses to grants
- Misappropriation of assets

Professional auditing standards require that we identify and assess risks and design and perform our audit procedures to assess those risks. The identification of a risk does not mean that it has occurred, but rather it has the potential to impact the financial statements.

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by Harlem Hebrew Language Academy Charter School is included in Note A to the financial statements. As described in Note A to the financial statements, during the year the Charter School adopted new guidance for gifts-in-kind (ASU 2020-07). No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

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

The most sensitive accounting estimates affecting the financial statements are the allocations of operating expenses to program expenses and management and general expenses and the collectability of grants receivable. We evaluated the key factors and assumptions used to develop the estimates and determined that they are reasonable in relation to the basic financial statements taken as a whole.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting Harlem Hebrew Language Academy Charter School's financial statements relate to revenue and support recognition and the lease commitments, which is referred to in the notes of the financial statements.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole. Management has corrected all identified misstatements.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. None of the misstatements identified by us as a result of our audit procedures and corrected by management were material either individually or in the aggregate, to the financial statements as a whole.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to Harlem Hebrew Language Academy Charter School's financial statements or the auditor's report. We are pleased to report no such disagreements arose during the course of the audit.

Representations Requested from Management

We have requested certain written representations from management, which are included in the management representation letter.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings or Issues

In the normal course of our professional association with Harlem Hebrew Language Academy Charter School, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, business conditions affecting the entity, and business plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as Harlem Hebrew Language Academy Charter School's auditors.

Credit Card Procedures

During our audit, we noted not all receipts were being submitted for credit card transactions, thereby, delaying proper reconciliation. Reconciliation of credit card transactions to the appropriate supporting documentation is important for maintaining strong internal controls. We recommend the Charter School implement procedures under which receipts are submitted in a timely fashion and reconciled accordingly.

* * * * *

Should you desire further information concerning these matters, Michelle Cain or Kurt Button will be happy to meet with you at your convenience.

This report is intended solely for the information and use of the Board of Trustees, Finance Committee and management of Harlem Hebrew Language Academy Charter School and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Mengel, Metzger, Barr & Co. LLP

MENGEL, METZGER, BARR & CO. LLP



1. Advisory and/or Management letter - [Included](#)
2. Federal Single Audit - [Included](#)
3. CSP Agreed-Upon Procedure Report - *Entities that receive CSP funding through NYSED and expend \$50k or more need this AUP. Our NY schools receive CSP funding directly from the federal government, not passed through NYSED, so this is not required.*
4. Evidence of Required Escrow Account for each school - [Included](#)
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations - [Included](#)



**NYSED Charter School Office
Corrective Action Plan Form**

Charter School Name: Harlem Hebrew Language Academy

Submission Date: Updated_10/31/2022

Deficiency Area:

Insert the deficiency cited in Notice of Deficiency

Based on school year 21-22 data, the number of students enrolled by the school is less than 85% of the projected enrollment.

Action Steps:

- We sought and were approved to reduce our charter enrollment during the school's last renewal application.
- We enhanced our outreach efforts as outlined in below strategies to increase the number of students we enroll throughout the 2021-2022 school year.
- The school resurrected the Pre K program in fall 2022 and is currently fully enrolled which will serve as a feeder to our school enrollment

Strategies Employed:

Describe what steps the school will take to achieve its goal(s). Steps taken since last site visit.

- We implemented the following additional outreach to further increase HH's enrollment:
 - The school will continue to offer free, private yellow bus transportation to Bronx families.
 - The school will continue to use Parent Square, a communication platform, which allows new and current families to translate all school communications into their preferred language.
 - HH will continue offering virtual foreign language open houses to prospective families, and will continue to provide these opportunities in the coming school year.
 - Spanish and Russian in-person tours are also and will continue to be available for interested families.
 - This year we added a language translation plugin to the school's website so that MLL families could review the website in their preferred language.



- o Marketing materials in foreign languages were also provided to local CBO's and PreK's.
- o We leveraged digital paid advertisements on popular social media platforms like facebook, instagram, youtube, and similar applications, using targeting features to translate ads into the language of the user.

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

Trustee Name:

Scott Wickham

Name of Charter School Education Corporation:

Harlem Hebrew Language Academy Charter School

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

Trustee

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

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

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

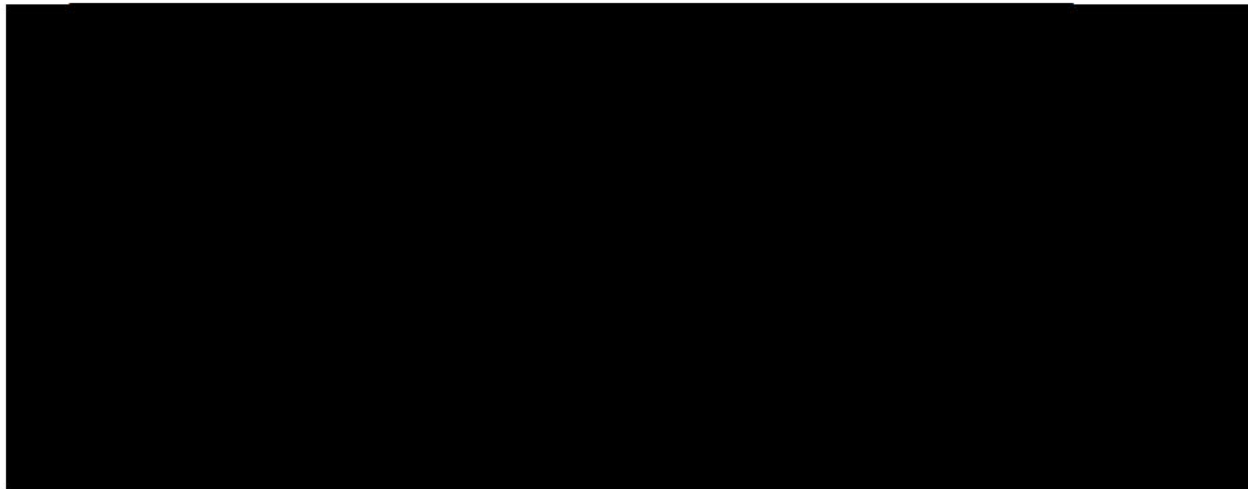
☒ **None**

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

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

Business Address:



Scott Wickham

Scott Wickham (Jun 10, 2022 18:38 EDT)

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Linda Aristondo

Name of Charter School Education Corporation:

Harlem Hebrew Language Academy Charter School

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

Trustee

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

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

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

☒ **None**

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

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.



Linda Aristondo

5/13/22

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

William Allen

Name of Charter School Education Corporation:

Harlem Hebrew Language Academy Charter School

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

Secretary

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

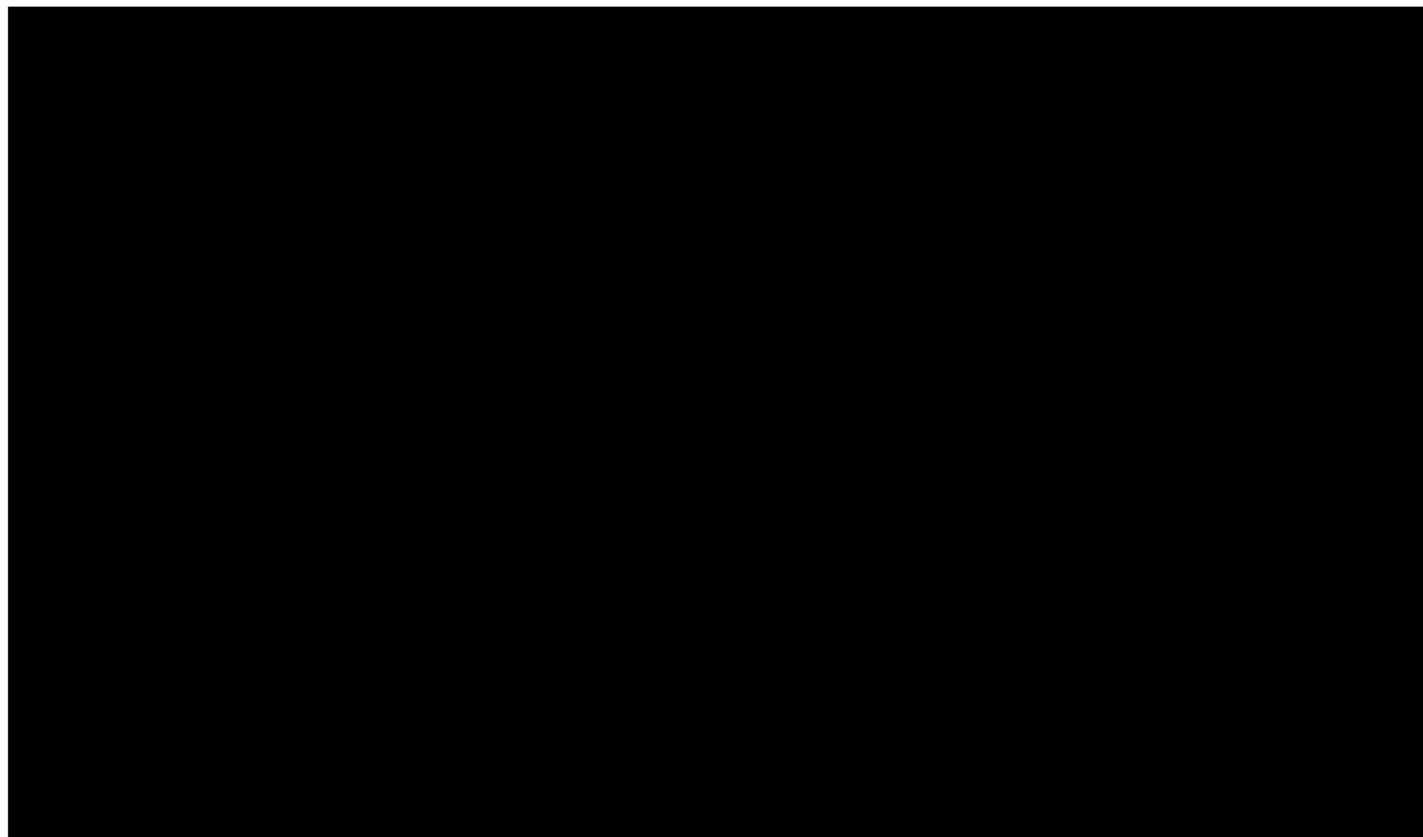
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

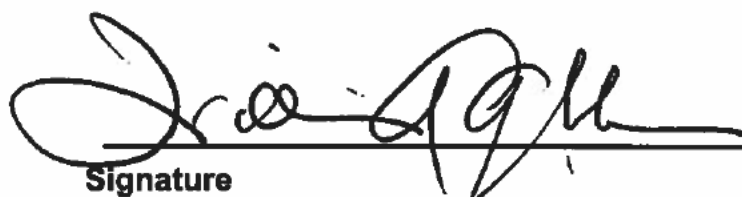
7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation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

☒ **None**

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

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Signature

6-7-2022

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Tanya Jones

Name of Charter School Education Corporation:

Harlem Hebrew Language Academy Charter School

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

Treasurer

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

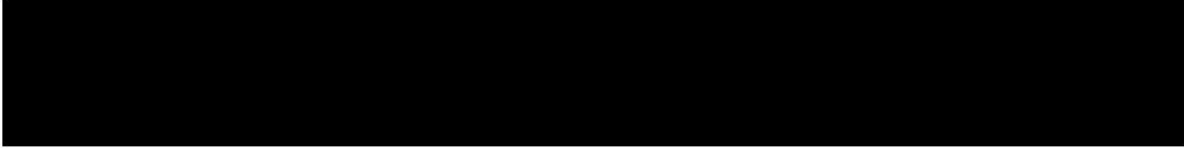
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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

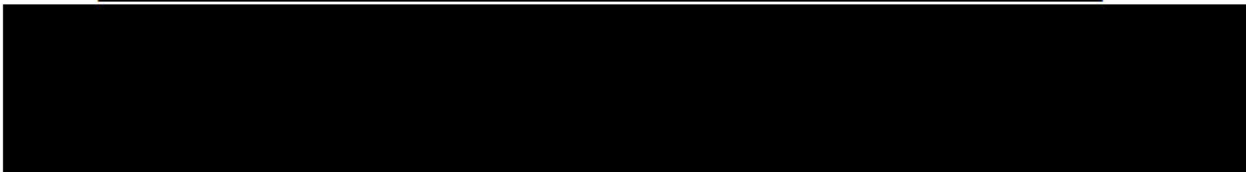
☒ **None**

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

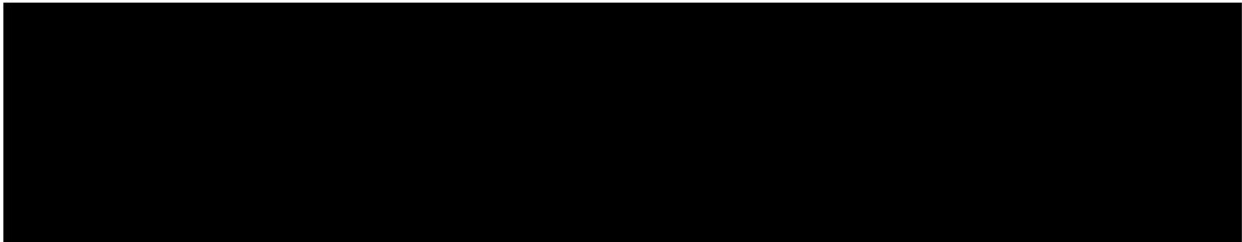
This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.




Business Address:



Home Telephone:




Tanya Jones (on 10, 2022 16:25 EDT)

6/10/2022

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Sara Bloom

Name of Charter School Education Corporation:
Harlem Hebrew Language Academy Charter School

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

Vice-Chair Board ~~Member~~
Member

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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☒ **None**

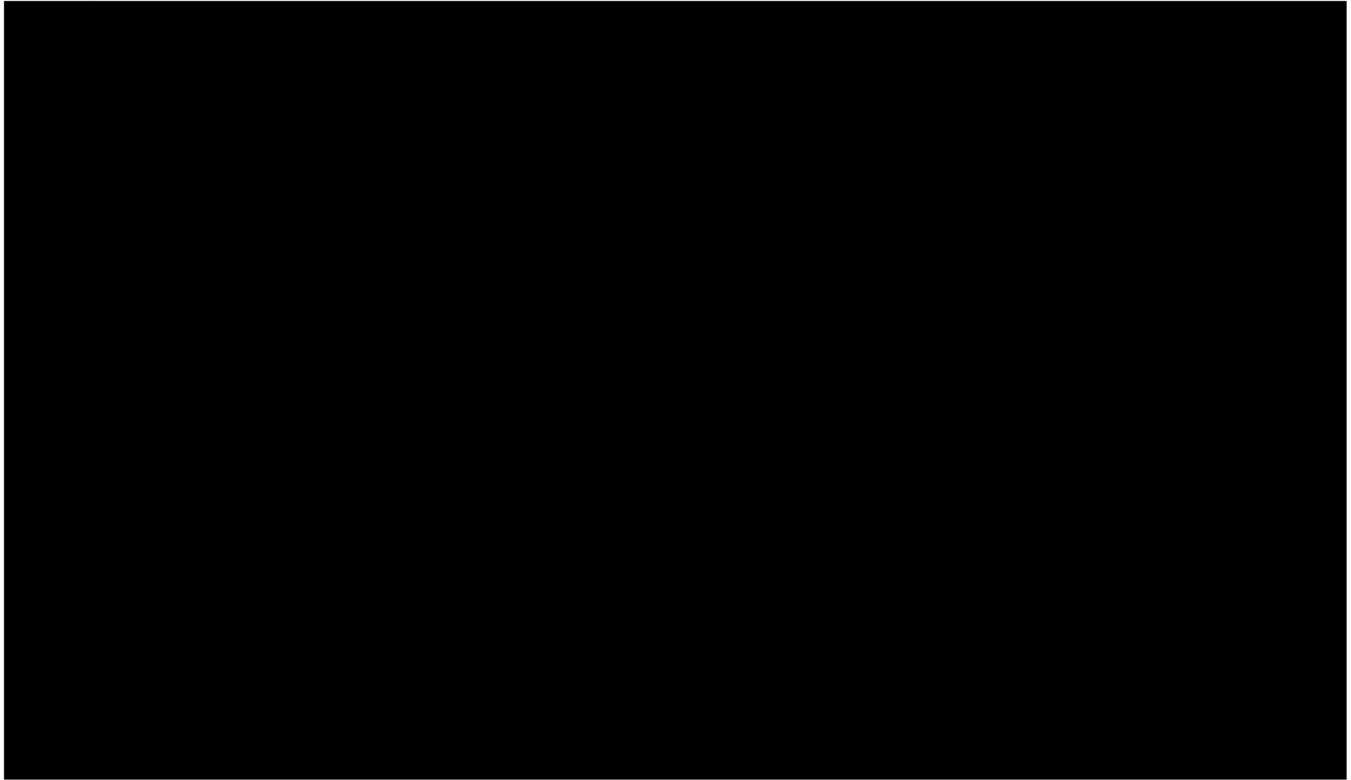
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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☒ 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

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.



 _____  _____
Signature Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Vanessa Goldberg-Drossman

Name of Charter School Education Corporation:

Harlem Hebrew Language Academy Charter School

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

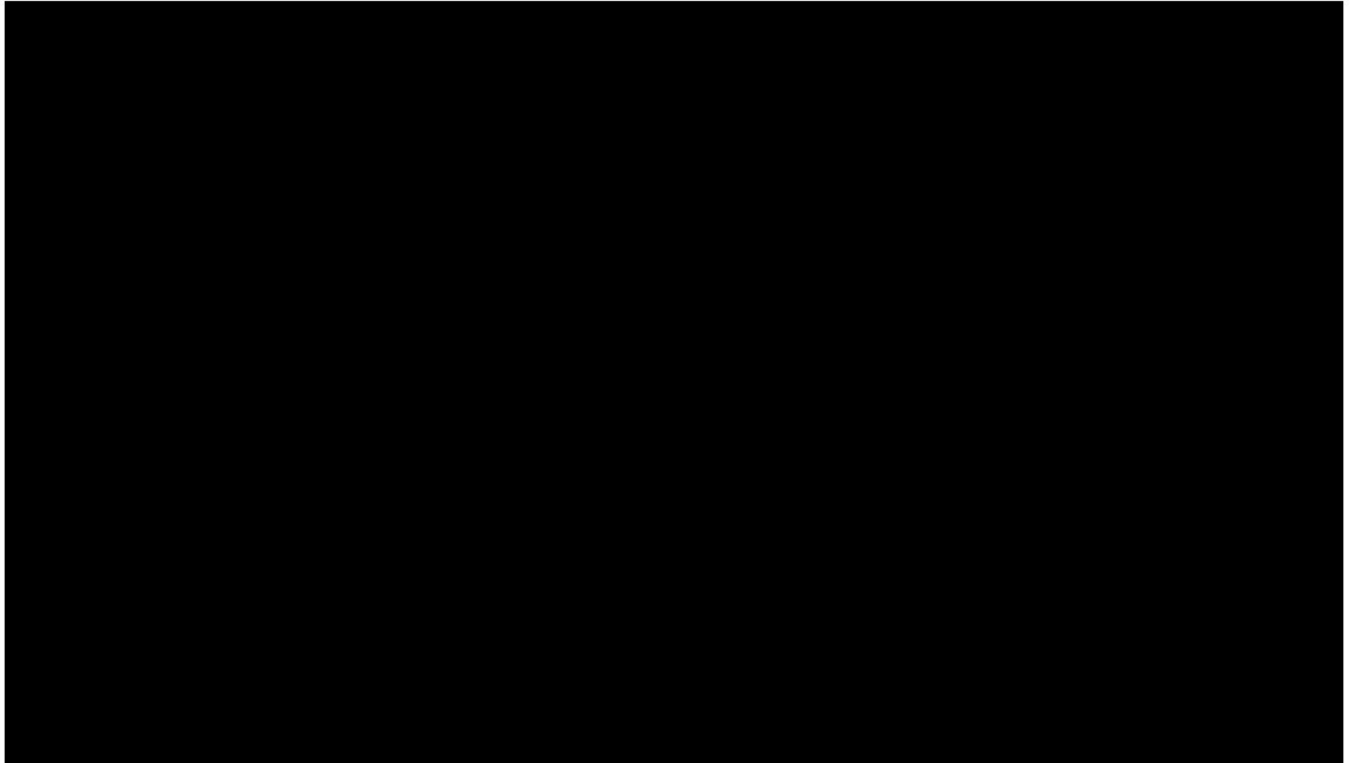
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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

☒ **None**

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

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.




Vanessa Goldberg (Jun 22, 2022 10:51 EDT)

June 9, 2022

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Reverend Linda Tarry-Chard

Name of Charter School Education Corporation:

Harlem Hebrew Language Academy Charter School

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

Trustee

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

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

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

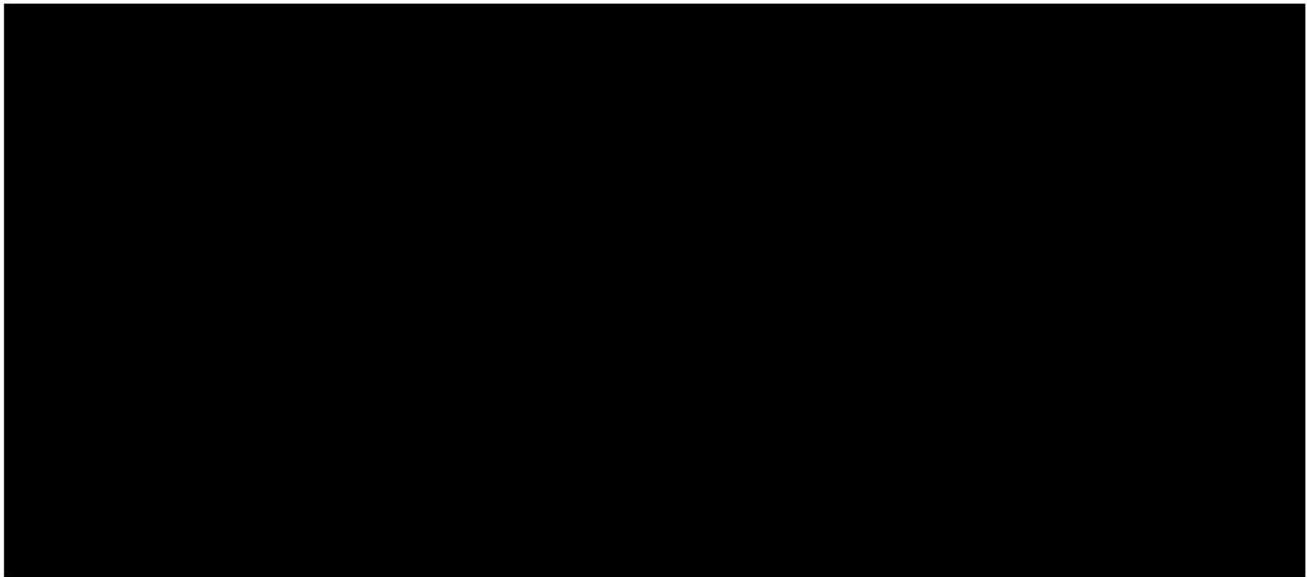
☒ **None**

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

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

Business Address:



Linda Tarry-Chard

Linda Tarry-Chard (May 18, 2022 08:16 EDT)

05-18-2022

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

Board of Trustees Meeting Minutes

December 15, 2021, 6:30 pm

Location: Zoom

Trustees Present

Vanessa Goldberg-Drossman
Scott Wickham
Sara Bloom
Linda Aristondo
William Allen
Tanya Jones

Also Present

Emily Carson, Head of School, Harlem Hebrew
MarrLa Merritt, Director of Operations, Harlem Hebrew
Jon Rosenberg, Chief Executive Officer, Hebrew Public
Valerie Khaytina, Chief External Officer, Hebrew Public
Elly Rosenthal, Chief Financial Officer, Hebrew Public
Lauren Murphy, External Relations Manager, Hebrew Public
2 Members of the Public

1. Call to Order & Reminder for Public Comments

Vanessa Goldberg-Drossman opened the meeting at 6:31 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardharlem@hebrewpublic.org. Members of the public who missed the public notices can sign up now by using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

2. Adoption of December 2021 Agenda

Vanessa Goldberg-Drossman asked for a motion to adopt, Tanya Jones made a motion to adopt the December 2021 agenda. William Allen seconded, and the motion carried unanimously.

3. Approval of the November 2021 Minutes

Vanessa Goldberg-Drossman asked for a motion to approve, William Allen made a motion to approve the November 2021 minutes. Tanya Jones seconded, and the motion carried unanimously.

4. School Leadership Update

Emily Carson, Harlem Hebrew's Head of School updated the board on the following:

- General Updates
 - Currently - 5 Classes Quarantined
 - Tel Aviv (Kindergarten) - Return 12.20
 - Be'er Sheva (First Grade) - Returning after Winter Break
 - Tveriyah (Second Grade) - Return 12.20
 - Metullah (Fifth Grade) - Return 12.20
 - Practice of Lockdown and Shelter-In Drills
- Continuing to Build Joy
 - Spirit Friday Launch - Winning Classes with Extra Recess
 - November 12th: Flannel Friday
 - November 19th: Favorite Color Day
 - December 3rd: Twin Day
 - December 10th: 90s Day
 - This Friday: Holiday Sweater Day!
 - Weekly OLAM Competition in Middle School
 - A chance to earn points each week in the categories added up for classes win prizes
 - First prize is extra recess time
 - Asking kids for input on prizes
 - Reflecting at the end of class, teachers share what they did well and what can be better
 - Deeper reflection and communication

- Grades 6-8 Hebrew Shifts
 - More Hands-On (Cooking and Jiu-Jitsu)
 - Small groups
- Family Updates
 - Family Conferences
 - 262 Families booked 372 Conferences
 - Continuing Family Office Hours with Ms. Emily
 - Families can sign up via Calendly directly to Emily's calendar
 - 2 Vaccine Clinics at Harlem Hebrew
 - 36 Harlem Hebrew students were vaccinated during the clinics
 - Middle School Meeting on Monday!
- Upcoming
 - Flexible Winter Break
 - Announced yesterday, students remote on December 23rd and Monday, January 3, 2022
 - Picture Day!
 - January Interim Assessments (more explicitly aligned to State Exam Structure)
 - ELA & Math
 - Helping kids
 - January Reset with Uniforms, Culture, and Fun
- Staff Focuses
 - Thoughtful Adjustments to School Systems
 - Thoughtful Professional Development and Additional Coaching and Support
 - Professional Development Aligned to Analyzing Data re: Interim Assessments
 - More targeted feedback
 - Officially onboarded Dean of Culture
 - Diving into culture teamwork
 - Focused Middle School PD and Reset Before Thanksgiving
 - Culture Building
 - Happy Hour
 - Thanksgiving Potluck
 - Intentional Culture Building
 - Holiday Party and Some Extra Holiday Joy and Traditions
 - Newly hired Math & Science teachers
- Preview of Far off to the Future
 - 8th-grade graduation planning

- In-person outdoor but socially distanced
- In-person end of year school dance
- 8th-grade graduation portraits
- 8th-grade cap decorating together
- End of Year celebrations
 - In-person
 - One class at a time instead of one grade at a time
- Field trips
 - Planning now more than ever takes a lot of thought and time during COVID due

Board Member, Vanessa Goldberg-Drossman asked Emily about field trip protocols. School trips may require vaccination depending on where the class is scheduled to go. For example, if the field trip is taking place in a museum, HHLA would have to follow the rules set forth by the museum.

5. PTO Update

Vanessa Goldberg-Drossman updated the board on the following:

- Attitude of gratitude kicked off
 - Encouraging families to appreciate our faculty in small yet meaningful ways
 - Sent mini pies on thanksgiving
 - Two bulletin boards in the school
 - PTO donated 1500 postcards, Harlem Hebrew Together
 - Kids teachers and parents are encouraged to share messages of gratitude to one another throughout the year
 - Hoping it will increase awareness and keep morale up
- This Friday, PTO holding a lunch-in
 - 22 donations
 - Invited all teachers from 1-2 pm for faculty potluck
- Playdate during winter break if possible
- Continuing to create a sense of community during COVID

6. Network Update

Jon Rosenberg, CEO, Hebrew Public shared the following:

- December Dashboard was shared with the board prior to the meeting which included information on
 - Attendance
 - Enrollment

- Special needs
- ELL
- Staff Demographics
- Budget
 - Slender positive margin

Education and Accountability Committee will convene in January, the *Hebrew Public Program Team* will review important data with the committee members. NY State is requiring HHLA to add 3 extra days. In order to get to 185 days, 2 extra days of remote (asynchronous) learning during the February winter break. During this time, children will have morning meeting or assembly (live instructional part of the day). The bulk of the instruction will be independent work that can be done during the course of the break at a time that works best for families. Next year the school will have 190 instructional days. More written communication will be shared with families soon.

- COVID-19 Update
 - Testing
 - A lot more testing is being done at HHLA than district schools but because of that we have many positive cases, some cases have been reported to us from families who have completed off-site testing
 - Revision of quarantine guidelines as children get vaccinated
 - Anticipating a likely change in policy in the new year
 - Encouraging families to share their vaccination status with school to help guide the decision-making process
 - Guidelines cannot be changed unless all students have access to physical tech (supply chain issues globally)
 - Kids at home cannot have the same instructional experience as the kids who are in class, so we need to provide synchronous instruction
 - Once we have the tech, staff will need to be trained on how to use it
 - Hebrew Public & HHLA acknowledge the burden on families for COVID quarantines
 - Vaccination
 - Currently, all students in a class must quarantine if they are directly exposed, but moving forward we hope to allow students who are vaccinated to come back to school after a negative test once synchronous instruction is in place

- We are doing everything we can and encouraging everyone to share ideas of increasing community vaccination
 - Jon@hebrewpublic.org
- OMICRON Variant
 - Looking at mandates from city and state health before making any shifts
 - Tests to return
 - Currently, OMICRON is showing to be more contagious than Delta but less severe
 - Vaccine is showing to be effective in preventing most hospitalizations
 - Rates in the NYC Metro area have substantially more than doubled in the last month 49 per 100,000
- Until we have more information on OMICRON's impact, we cannot commit to any changes yet in quarantine protocols
- Pathways Partnership
 - After a substantial interaction with a potential subtenant, they have decided to walk away from the deal
 - We will continue our search

7. Public Comments

No comments were made during this time.

8. Adjournment

Vanessa Goldberg-Drossman asked for a motion to adjourn the meeting. Tanya Jones motioned to adjourn the meeting, Sara Bloom seconded, the motion carried unanimously, and the meeting adjourned at 7:08 pm. The board will meet next on January 12, 2022, at 6:30 pm.

Board of Trustees Meeting Minutes

August 11, 2021, 6:30 pm

Location: Zoom

Trustees Present

Vanessa Goldberg-Drossman
Sara Bloom
Linda Aristondo
William Allen
Rev. Linda Tarry-Chard
Scott Wickham
Tanya Jones

Also Present

Emily Carson, Head of School, Harlem Hebrew
Jon Rosenberg, Chief Executive Officer, Hebrew Public
Valerie Khaytina, Chief External Officer, Hebrew Public
Lauren Murphy, External Relations Manager, Hebrew Public
1 HH Staff Member

1. Call to Order & Reminder for Public Comments

Vanessa Goldberg-Drossman opened the meeting at 6:34 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardharlem@hebrewpublic.org. Members of the public who missed the public notices can sign up now by using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

2. Adoption of August 2021 Agenda

Vanessa Goldberg-Drossman asked for a motion to adopt, Linda Aristondo made a motion to adopt the August 2021 agenda. Sara Bloom seconded, and the motion carried unanimously.

3. Approval of the July 2021 Minutes

Vanessa Goldberg-Drossman asked for a motion to approve, William Allen made a motion to approve the July 2021 minutes. Reverend Linda Tarry-Chard seconded, and the motion carried unanimously.

4. School Leadership Update

Emily Carson, Head of School informed the board of the following:

- Summer Professional Development
 - New teachers will begin on Monday
 - Returning teachers will begin on Wednesday
 - Many of the sessions will be facilitated by HH teachers
 - Coaching
 - Practicing lunch, dismissal, arrival...etc.
 - Welcoming back team leaders tomorrow to finish prepping for new teacher arrival
- Family Updates
 - September 1, K & 5th grade to start in-person
 - Full classes of kids in over a year and a half
 - Focus on easing students back into school and routines
 - Family orientation for both new and returning families
 - Will take place virtually
 - Opportunity to meet teachers
 - A traditional back to school night will be planned for later in September

5. Action Items

Two weeks ago, viewing rights were shared with the board for Harlem Hebrew's draft renewal application. They were encouraged to review the documents and ask questions.

a. Approval of the Application for Charter Renewal

After a brief review with Jon Rosenberg, Vanessa Goldberg-Drossman asked for a motion to approve the application for charter renewal. Sara Bloom made the motion,

Linda Aristondo seconded the motion and the motion went to a vote: the board members voted unanimously in favor of the approval, with no objections or abstentions.

b. Approval of the Application Cover Letter

Vanessa Goldberg-Drossman asked for a motion to approve the application cover letter. William Allen made the motion, Sara Bloom seconded the motion, and the motion went to a vote: the board members voted unanimously in favor of the approval, with no objections or abstentions.

6. Staff Vaccine Mandate

Jon Rosenberg led the discussion on the COVID-19 vaccine.

- Health and Safety remains the #1 priority
 - Hebrew Public continues to push an internal public health campaign to emphasize the importance of the vaccine, asking staff to share their status, address concerns 1:1, and offer outreach
 - Collective effort has led Hebrew Public to exceed 3/4 of staff reported that they are partially or fully vaccinated.
 - Under current health guidelines, staff members who are fully vaccinated do not have to quarantine if they are exposed to someone with COVID-19; unvaccinated staff members will still need to quarantine
 - Delta variant is on the rise, a substantial number of cases. Over the last 2 weeks: Denver public schools, US military, medical centers, and more charter schools are mandating the vaccine for staff.
 - All staff will be tested 1x a week in school regardless of vaccination status
 - Hebrew Public will be asking staff members to provide proof of vaccination status
 - Hebrew Public and the Harlem Hebrew team have been speaking about the vaccine mandate daily

Hebrew Public and the Harlem Hebrew Leadership Team recommend implementing the following resolution:

RESOLUTION OF THE BOARD OF TRUSTEES

Based on:

- *the significant rise in Covid cases in recent weeks and the transmissibility of the Delta variant,*
- *the evidence supporting the Covid vaccines' effectiveness and safety, and*

- *the importance of vaccination both to our efforts to serve children in person and to the health of our local, national, and global communities,*

The Board hereby requires that all Harlem Hebrew staff become vaccinated against COVID-19 unless they qualify for an exception under federal or state law. The Board authorizes Hebrew Public to determine a date by which all staff must receive their first dose of the vaccine (but in no case later than September 7th), as well as the date by which all staff must be fully vaccinated (but in no case later than October 15th). Staff members who do not comply with this requirement will be subject to suspension without pay and/or termination.

Scott Wickham suggested the board approve the resolution as written above. A few clarifying questions were answered regarding the mandate.

Vanessa Goldberg-Drossman asked for a motion to approve the aforementioned resolution. Sara Bloom made the motion, Reverend Linda Tarry-Chard seconded. The board then voted on the motion and it was unanimously passed, with no objections and no abstentions.

7. Network Update

Jon Rosenberg, CEO, Hebrew Public shared the following:

- NYC COVID-19 Context
 - Death rates, hospitalizations, and ICU cases are no longer rising at the same rate of infection
 - Rates of infection have increased dramatically by 100,000 dependent on location in NYC
 - COVID-19 outcomes for those vaccinated are far milder than those without the vaccine
- Hebrew Public Schools Fall 2021
 - Planning for a full in-person reopening with VERY limited medical exceptions
 - Hoping 97% of families back in the building
 - Procedures will be in place for the start of school
 - Social distancing, mask-wearing, ventilation system updates
 - Keeping eye on data from the CDC, NYC Department of Health Guidelines

- The Network Team will be ready to shift back to a remote option at any time if needed (not likely, but the team is prepared)
- Renewal Application
 - Submitted Monday, August 16
 - The state will conduct consultant-based site visits, which may take place in person or remotely (very important in the renewal process)
 - Board member capacity interview
 - Letters of support from parents and from local elected officials
 - The timeline of the renewal decision is unknown but likely in January 2022

After Jon's update, he answered questions from board members on the following:

- State Testing
 - Likely to be back in place this year
- Social Distancing Standards
 - Three feet distance between children
- Harlem Hebrew Renovations
 - The 6th floor is likely to be closed down except the roof deck for the first part of the school year
 - It is likely the last of the work will not be done until next summer
 - Continued substantial interest in subletting
 - Hoping to bring 1 or more proposals to the board in the near future
- Vaccine Mandate, Staff, and Vacancies
 - Position Vacancies
 - Offers are out to a few people
 - If offers are accepted then we have 4 vacancies (1 Ops associate, 1 social worker, and 2 teaching positions)
 - Back-up plans are in place if we are unable to hire
 - More interviews this week and next
 - Specials
 - Former 3rd-grade teacher moved into music position
 - Music Degree from NYU
 - No art this year, but will bring it into the classrooms
 - Dance and Music teaching in person
 - This information will be communicated during family orientation on August 30th, recording it and will share the update before the start of the school year
 - The trustees brainstormed and offered some suggestions on how to bring art into the classrooms

8. Public Comments



Vanessa Goldberg-Drossman read a letter from her and six parents. She requested it be shared through Facebook, school email, and school social media platforms. The board fully supported releasing the letter below.

“Dear Harlem Hebrew Community,

Shalom and Hello. Like many of you, we are realizing that school is approaching, summer barely happened and the world is back in a shaky place regarding the Delta Variant and COVID. For many of us, this is our first time sending our children into the world without us in nearly a year and a half and that’s both exciting and frightening.

We are writing to appeal to our community: parents, teachers, guardians, and friends. Like many of you, We have children under the age of 10 (Fifth graders like Sarah, Gabby, Zani, Ben, and Rosa who are not eligible for the vaccine and it is very scary. As responsible adults, we know that all of us would do anything to protect our kids, at no time has our responsibility been greater than now to get the COVID vaccine and **all of us have.**

Our children under 12 do not qualify for the vaccine, but all of us who can get it, taking that step, we make the world safer for our children and all of the other children under 12 like our kids, like your children, grandchildren, and dependents.

By ensuring that the Harlem Hebrew adult community is vaccinated, we make the world safer for our kids. Keeping our kids home another year is just not realistic or good for their education and mental health, but keeping our kids safe is VERY MUCH within our control. Please help us help our children by working to have our community come as close to **100 percent** vaccinated as possible.

We appreciate your support in keeping the Harlem Hebrew Community safe as we return to this new normal.

If you have any questions, don’t hesitate to reach Vanessa Goldberg-Drossman, Harlem Hebrew Mom of Sarah, and HHLA Board Chair, vanessaknows@gmail.com

We are very excited to return to Harlem Hebrew this September and see everyone, as safe as possible.

All the best,
Parents in support:



Vanessa Goldberg-Drossman

Debbie Appel

Annette Zygmunt

Clara Bauler

Galia Galansky

Edward Drossman

Andrea and Puma Jones

Yelena Raffoul"

9. Adjournment

Vanessa Goldberg-Drossman motioned to adjourn the meeting, Scott Wickham seconded, the motion carried unanimously, and the meeting adjourned at 7:19 pm.

Board of Trustees Meeting Minutes

April 6, 2022, 6:30 pm

Location: Zoom

Trustees Present

Vanessa Goldberg-Drossman
Scott Wickham
Sara Bloom
Reverend Linda Tarry-Chard
Tanya Jones
William Allen

Also Present

Emily Carson, Head of School, Harlem Hebrew

Yelena Raffoul, PTO President

Jonathan Werle, Chief Operating Officer, Hebrew Public

Lauren Murphy, External Relations Manager, Hebrew Public

1. Call to Order & Reminder for Public Comments

Vanessa Goldberg-Drossman opened the meeting at 6:32 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardharlem@hebrewpublic.org. Members of the public who missed the public notices can sign up now by using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

2. Adoption of April 2022 Agenda

Vanessa Goldberg-Drossman asked for a motion to adopt the April 2022 agenda. Tanya Jones made the motion to adopt, Scott Wickham seconded, and the motion carried unanimously.

3. Approval of the March 2022 Minutes

Vanessa Goldberg-Drossman asked for a motion to approve, and Reverend Linda Tarry-Chard made a motion to approve the March 2022 minutes. Tanya Jones seconded, and the motion was carried unanimously.

4. School Leadership Update

Emily Carson, Harlem Hebrew's Head of School updated the board on the following and shared photos:

- COVID-19 Updates Specific to Harlem Hebrew
 - 4 positive COVID-19 results since the March board meeting
 - Includes from our own testing AND Family Reports
 - In-School Testing on Tuesday, March 22nd: 1 Positive Test
 - 1 Class Impacted in 5th Grade - Temporarily Required to Wear Masks in School through Friday, April 1st
 - In-School Testing on Tuesday, April 5th: 3 Positive Tests
 - 1 Class Impacted in 6th Grade - Currently and Temporarily Required to Wear Masks in School
 - As a reminder
 - Kids are required to still come to school if they have been exposed
 - All kids who were exposed were sent home with two rapid tests
 - Families must self-report results on the first and fifth day
 - The class, group, and individuals who were exposed must wear masks through 10 days of exposure
 - The school is still maintaining temperature checks
 - Teachers are looking out for any signs and symptoms in their classrooms
- School Lottery for Fall 2022
 - The Operations team has been very hard at work!
 - 633 offers were made to new students to join us for next year
 - Every family will get a phone call from the team
 - A former HHLA 6th grader is now is coming back for 8th grade

- General School Updates
 - State Exams and Test Prep
 - ELA State Exam: Wednesday, March 30th and Thursday, March 31st
 - Women's HERstory Month Celebrations
 - Women's achievements are celebrated throughout the school
 - School Celebrations
 - Women's HERstory Door Decorating Competition
 - First Place: Rehovot, Fourth Grade
 - Second Place: Sderot, Fifth Grade
 - Third Place: Akko, Fourth Grade
 - Pi Day Fun!
 - March 14th
 - Grades K-4: Self-Esteem Pizza Pis!
 - A mix of math, art, and celebrating what they love about themselves
 - Grades 5-8: Pi Competition
 - Competition in Math Class to recite as many numbers of Pi as possible
 - Winners won pizza
 - The overall winner won Pizza for their entire class
 - Our individual class winners won pizza for lunch and a certificate
 - Roza Legum of Sderot was able to recite 86 numbers of Pi and was the Pi Day Champion!
 - Purim
 - Cultural celebration of Israel
 - In Hebrew Class, kids learned about different uses of masks around the world and created their own
 - Spirit Days
 - Friday, March 11: Super Hero Day
 - Friday, March 18th: Tie-Dye Day
 - Friday, March 25th: Women's HERstory Spirit Day
 - Friday, April 1st: Wear a Mismatched Outfit for April Fools' Day
 - Special Visitor in Grades K-1
 - Adina Lichtman, Founder of Knock Knock, Give a Sock

- Throughout the Pandemic she wrote 2 books and read them to our students during the visit
- Staffing Updates
 - Ms. Sandra was hired as an 8th Grade ELA teacher
 - Mr. Quintin, Operations Associate, started yesterday
 - Ms. Gina, moving from Student Support Associate to a Culture Associate
 - Expanded the team this year
 - Background and trained as a social worker
- Key Dates
 - End of the Third Marking Period: Thursday, April 14th
 - Math State Exams
 - Wednesday, April 27th
 - Thursday, April 28th
 - Family Conferences: Thursday, May 5th
 - Deadline to Sign-Up: Tuesday, May 3rd
 - Currently 84 Families have Signed-Up!
 - Staff Appreciation Week: Week of May 2nd (aligned with National Teacher Appreciation Week)
 - School Closures
 - Spring Break: School Closed - Friday, April 15th - Friday, April 22nd
 - First Day of No School: Friday, April 15th
 - Eid: School Closed - Tuesday, May 2nd
 - Remote Learning:
 - Monday, May 1st (Adjustment in Winter, DOE School Day)
 - Thursday, May 5th (Family Conferences)
- Additional Opportunity for Family Engagement
 - Coffee Chats
 - These chats will be led by different people and will revolve around future planning and visions for HHLA.
 - Leaning into our OLAM values as a community
 - This round will be led by Ms. Emily and Emily Fernandez, Hebrew Public's Chief Schools Officer, and will be dedicated to gathering input on future planning and vision for Harlem Hebrew
 - Middle School Coffee Chats
 - Thursday, April 13th,
 - 11:30-12:30 pm
 - 4-5 pm
 - Elementary School Coffee Chat:
 - Friday, April 29th,

- 11:45-12:45 pm
 - In order to create an intimate space for families to communicate and following COVID-19 restrictions, there will be a sign-up for families who are interested in attending
 - Meetings will be capped at 30 families
 - Advanced sign up is required to attend
 - Ms. Emily's regular office hours continue
 - Tuesday afternoons and Thursday mornings
 - Sign up links are always included in weekly emails
- Looking Ahead
 - Field Trips to the Bronx Zoo
 - Tuesday, April 12th: Grades K-2
 - Wednesday, April 13th: Grades 3-4
 - Math State Exams
 - Wednesday, April 27th and Thursday, April 28th
 - Family Conferences on Thursday, May 5th
 - Last Day to Sign Up: Tuesday, May 3rd

A member of the board asked a question regarding the school lottery and the number of offers that HHLA has sent out. Emily Carson told the board she would follow up with them next week with a report on lottery enrollment, progress, and the goals for next year.

5. PTO Update

Yelena Raffoul, PTO President shared the following with the board:

- Book Fair success
 - A big thank you to Ms. Emily and the Operations team for all of their help
- Moving Forward
 - Many fun events for kids and families in the near future once approved in the next PTO meeting

6. Public Comments

No public comments were made during this time.

7. Adjournment

Vanessa Goldberg-Drossman asked for a motion to adjourn the meeting. Reverend Linda Tarry-Chard motioned to adjourn the meeting, Sara Bloom seconded, the motion carried unanimously, and the meeting adjourned at 6:50 pm. The board will meet next on May 11, 2022, at 6:30 pm.

Board of Trustees Meeting Minutes

March 9, 2022, 6:30 pm

Location: Zoom

Trustees Present

Vanessa Goldberg-Drossman
Scott Wickham
Sara Bloom
Reverend Linda Tarry-Chard
Tanya Jones
William Allen

Also Present

Emily Carson, Head of School, Harlem Hebrew

Valerie Khaytina, Chief External Officer, Hebrew Public

Lauren Murphy, External Relations Manager, Hebrew Public

1. Call to Order & Reminder for Public Comments

Vanessa Goldberg-Drossman opened the meeting at 6:33 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardharlem@hebrewpublic.org. Members of the public who missed the public notices can sign up now by using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

2. Adoption of March 2022 Agenda

Vanessa Goldberg-Drossman asked for a motion to adopt the March 2022 agenda.

Tanya Jones made the motion to adopt, Sara Bloom seconded, and the motion carried unanimously.

3. Approval of the February 2022 Minutes

Vanessa Goldberg-Drossman asked for a motion to approve, Reverend Linda Tarry-Chard made a motion to approve the February 2022 minutes. Tanya Jones seconded, and the motion was carried unanimously.

4. School Leadership Update

Emily Carson, Harlem Hebrew's Head of School updated the board on the following and shared photos:

- COVID-19 Updates at Harlem Hebrew
 - New mask policy launched on Monday, March 7th
 - Moved from mask required to mask optional
 - Timeline aligned with DOE schools
 - All classes engaged in Morning Meeting (K-4) or Advisory (5-8) to discuss the mask change
 - Discussion embraced OLAM values and reflective of how students can support and respect one another students are making different choices
 - If they have classmates who decide to wear/ not wear a mask
 - The lessons were written by Emily in order to share a unified message across the entire school
 - Facilitated by Homeroom Teachers first thing in the morning
 - Supported by Leadership Team Members
 - 1 positive COVID-19 result that came from weekly testing
 - Kids are required to still come to school if they have been exposed, but test negative for COVID-19
 - All kids who were exposed were sent home with two rapid tests
 - Families must self-report results on the first and fifth day
 - The class that was exposed must wear masks through next Friday (through 10 days of exposure)
 - Still maintaining temperature checks and remaining diligent
 - Teachers are looking out for any signs and symptoms in their classrooms
- General School Updates
 - Scholastic Book Fair
 - The HHLA Operations team and family volunteers have been helping run the school's book fair
 - Make-up picture day & 8th grade graduation photos

- Focus on differentiation and supporting students in grades 3-8
- Spirit Days
 - Pattern Day
 - Superhero Day
 - Tie Dye Day
 - International Women's Day
- Read-A-Thon!
 - The first since the pandemic began
 - Students wore PJs to school
- Special Visitor this Past Week: Israel's Consul General in New York!
 - Asaf Zamir visited HHLA classrooms and students showed off their Hebrew
- Crisis in Ukraine
 - Along with other Hebrew Public schools, Harlem Hebrew has been collecting donations
 - Each homeroom will have an age-appropriate facilitated discussion
 - The lesson was centrally created by the Staten Island Hebrew Public Head of School
- Staffing Updates
 - 1 Hebrew teacher resigned from Harlem Hebrew
 - Notice was communicated to all staff, students, and families
 - 5th-grade classes were extra supported given the numerous turnaround they have experienced this year
 - As a reminder all of the Hebrew classes are co-taught
 - New Hires!
 - Mr. Jason, Sixth Grade ELA Teacher
 - Ms. Tima, Sixth Grade Humanities ICT Teacher
 - Hebrew Public's Remote Hebrew Teacher in Third and Fourth Grades
 - Currently lives in Israel
 - Joining or Returning Soon
 - Ms. Sandra, 8th Grade ELA Teacher begins on Monday!
 - Ms. Rebekah, 8th Grade Math, family leave ending in April
 - Ms. Stephanie, Assistant Head of School: family leave ending
- Upcoming Events
 - Field Trips to the Bronx Zoo
 - Permission forms and information will go out to families soon
 - Many elementary students have not yet been on a school trip this year

- State Exams and Test Prep
 - Family Workshop: State Exams on Thursday, March 10th at 7:30 pm
 - For those who cannot attend, the meeting will be recorded and shared out
 - ELA State Exam on Wednesday, March 30th and Friday, March 31st
- Women's HERstory Month Celebrations
 - Learning in Class
 - Daily SHERo Spotlights
 - Door Decorating Competition
- NYC Schools Survey
 - Due on Friday, March 25th!
 - HHLA's goal is 100% participation
 - Ops team will be outside on Friday getting more people to participate
- Ring in the Spring on Sunday, March 20th at Harlem Hebrew from 12-2 pm
 - Vaccines will be offered on-site
- Emily's regular office hours continue
 - Tuesday afternoons and Thursday mornings
 - Sign up links are always included in the weekly emails
- Planning in-person events, policies for letting folks inside the building

5. PTO Update

Vanessa Goldberg-Drossman updated the board on the following

- PTO is having a meeting tomorrow night
 - Questions around when will HHLA's doors open for in-person experiences so the PTO can plan in-person in-school events
 - The level of interaction has been broken down due to COVID-19 policies so the PTO is really hoping to begin planning to rebuild and restrengthen
- The PTO is very grateful to MarrLa and the entire Operations team for getting the book fair up and running smoothly

6. Public Comments

No public comments were made during this time.

7. Adjournment



Vanessa Goldberg-Drossman asked for a motion to adjourn the meeting. Sara Bloom motioned to adjourn the meeting, Reverend Linda Tarry-Chard seconded, the motion carried unanimously, and the meeting adjourned at 6:57 pm. The board will meet next on April 6, 2022, at 6:30 pm.

Board of Trustees Meeting Minutes

June 23, 2022, 6:30 pm

Location: Zoom

Trustees Present

Vanessa Goldberg-Drossman
Scott Wickham
Sara Bloom
Tanya Jones
William Allen

Also Present

Emily Fernandez, Chief Schools Officer, Hebrew Public
Valerie Khaytina, Chief External Officer, Hebrew Public
Elly Rosenthal, Chief Financial Officer, Hebrew Public
Lauren Murphy, External Relations Manager, Hebrew Public

1. Call to Order & Reminder for Public Comments

Vanessa Goldberg-Drossman opened the meeting at 6:34 pm. No members of the public were present during the call to order, so there was no need for a public comment reminder.

2. Adoption of June 2022 Agenda

Vanessa Goldberg-Drossman asked for a motion to adopt the June 2022 agenda. William Allen made the motion to adopt, Sara Bloom seconded, and the motion carried unanimously.

3. Approval of the May 2022 Minutes

Vanessa Goldberg-Drossman asked for a motion to approve, and Sara Bloom made a motion to approve the May 2022 minutes. William Allen seconded, and the motion was carried unanimously.

4. Approval of the 2022/23 Board Meeting Dates

Vanessa Goldberg-Drossman asked for a motion to approve and William Allen made a motion to approve the 2022/23 Board Meeting Dates. Sara Bloom seconded, and the motion was carried unanimously.

5. Review of 2022/23 Committee Meeting Dates

Board members reviewed the dates and times of the Finance Committee meetings and Education & Accountability Committee dates for the 2022-23 year.

6. Approval of 2022/23 School Calendar

Vanessa Goldberg-Drossman asked for a motion to approve, and Sara Bloom made a motion to approve the 2022/23 School Calendar. Tanya Jones seconded, and the motion was carried unanimously.

7. Review and Approve Board officer roles for 2022/23

- a. Vanessa Goldberg-Drossman - Chair
- b. Sara Bloom - Vice-Chair
- c. Tanya Jones - Treasurer
- d. William Allen - Secretary

Vanessa Goldberg-Drossman asked for a motion to approve, and William Allen made a motion to approve the Board Officer Roles for 2022/23. Tanya Jones seconded, and the motion was carried unanimously.

8. Review and Approve Board Member Term Renewals through 2025

- a. William Allen
- b. Sara Bloom
- c. Linda Aristondo
- d. Vanessa Goldberg-Drossman

Vanessa Goldberg-Drossman asked for a motion to approve and Tanya Jones made a motion to approve the Board Term Renewals through 2025 for the aforementioned trustees. Sara Bloom seconded, and the motion was carried unanimously.

9. Review and Approval of 2022/23 Budget

Elly Rosenthal, Hebrew Public's CFO reviewed the budget highlights with the board. HHLA's Finance Committee did meet prior to the annual meeting to review and discuss the budget.

The areas of key focus were:

- Student Enrollment
 - Most of HHLA's funding is driven by enrollment
 - NYC is in the midst of an enrollment decline that began prior to the pandemic and has accelerated since the start. Across the country enrollment in many charter and district, schools are down, with accompanying strains on school budgets
 - HHLA's budget for enrollment is based on historical trends + how many offers typically turn into students in seats. The projected number of enrollment for this fall K-8 is 473 students
- Revenue
 - Per-pupil funding is the primary source of public funding
 - Almost a 5% increase
 - Special Education is a major funding source based on the number of students receiving the services for a substantial portion of the day
 - Facilities Aid
 - Facilities aid is received only for students in grades 2 through 8, at an amount per student equal to 30% of the per-pupil funding level
 - ESSERS funding
 - COVID-related \$ that will phase out over the next 2 years
 - ERC (Employee Retention Credit)
 - Funding for entities who did not reduce their staff due to COVID (not a credit, it will be received via wire or check)
 - Hebrew Public applied for this funding for all schools + the network
 - It is a form of short-term budget support
 - The funding will be paid out on a quarterly basis
- Expenses
 - Staff Compensation
 - This represents the largest expense area in the budget
 - It reflects HHLA serving 19 sections of students in grades K-8
 - It also reflects cost-of-living increases for staff given the extremely high levels of inflation we have seen over the past year
 - Building Rent

- Through negotiations with several parties (including Bank of America), HHLA has been able to lower the School's rent for 2022-23
- Bronx Busing
 - For several years now, HHLA has paid for private busing to help students from the Bronx attend school
 - NYC only provides bus service for charter school students who live beyond a certain distance from a school but within the same borough in which the school is located

After a brief discussion, Vanessa Goldberg-Drossman asked for a motion to approve, Sara Bloom made a motion to approve the 2022/23 Budget. William Allen seconded, and the motion was carried unanimously.

10. Review and Approval of 2022/23 Vendor List

HHLA's finance committee met before the board meeting to review the vendor list. After a brief review of the vendors, Vanessa Goldberg-Drossman asked for a motion to approve, William Allen made a motion to approve the 2022/23 Vendor Lists, Sara Bloom seconded, and the motion was carried unanimously.

11. Preview 2022/23 School Safety Plans

The Board all received a copy of the school safety plan for the 2022/23 year. As per Section 155.17 of the Commissioner of Education's Regulations, charter schools do have to draft, publicly notice, and adopt a safety plan with a 30-day public comment period. That period will begin on July 1, the safety plan will be posted on the school's website.

12. School Leadership Update

Emily Fernandez, Hebrew Public's Chief Program Officer shared a presentation prepared by Emily Carson and updated the board on the following and shared photos:

- Family Events
 - Social Events
 - Elementary School Movie Night on Wednesday, May 18th
 - Middle School Movie Night on Thursday, May 26th
 - New Family Welcome Event on Saturday, June 11th
 - Academic Events
 - "What is Hebrew Learning at Harlem Hebrew?" with Morah Alona on Friday, May 20th from 9-10am (In-Person)
 - Sixth and Seventh Grade High School Admissions Informational Meeting with Ms. Sarah on Wednesday, May 25th at 7:30pm (Virtual)

- Spring Back to School Night with All Harlem Hebrew Staff on Thursday, June 9th from 6:30-8pm (Virtual)
 - EOY Celebrations and Ceremonies: One In-Person Event During the Last Week of School for ALL Families
- Special 8th Grade Graduation Planning and Events
 - Continued Traditions
 - Cap Decorating Together
 - New Traditions
 - (New For Us) 8th Grade Capstone Trip to Israel
 - School Yearbook
 - 8th Grade Formal Dance
 - 8th Grade Graduation Trip
 - In-Person Graduation
- Field Trips
 - Bronx Zoo: Finishing Trip to the Bronx Zoo with 8th Grade Tomorrow!
 - New York Botanical Garden: Kindergarten - Seventh Grade
 - Second Trip of the Year with K-4
 - Third Trip of the Year with 5-7
 - Eighth Grade Graduation Trip to Six Flags
 - Third Trip of the Year with Grade 8
 - New Additional Fun this School Year!
- End-of-Year Assessments
 - NWEA Map Assessments
 - Fourth and Eighth Grade NYS science exams
 - NYSESLAT Assessments for multi-language learners
 - Last round of monthly quizzes
- Other Fun and Learning
 - Israel Week: Week of May 31st
 - Harlem Day: Friday, June 10th
 - Field Day: Friday, June 17th
- Communications to families
 - End-of-Year NWEA MAP Assessments
 - Promotion In Doubt and Retention
 - School calendar
 - Dress code and school uniform
 - Summer work
 - Resources for families
 - School supplies list
- Coming Soon but already communicated

- Final report card - Sent through ParentSquare (Email) at the end of the school year
- Summer school
 - Virtual and run by the organization TutoredByTeachers
- Classroom assignments for next year
 - Will be shared in late August

13. PTO Update

Vanessa Goldberg-Drossman shared the following with the board:

- 2 in-person PTO meetings
 - 20-30 families at the meetings
- Very successful bake sale fundraiser
- Big thanks to MarrLa for helping Yelena plan the 22-23 calendar
- Tomorrow is the end of the year PTO picnic

14. Public Comments

No public comments were made during this time

15. Adjournment

Vanessa Goldberg-Drossman asked for a motion to adjourn the meeting at 7:16 pm. Tanya Jones made the motion, Sara Bloom seconded and the motion carried unanimously. The board will meet next on July 13th at 6:30 pm.

Board of Trustees Meeting Minutes

February 9, 2022, 6:30 pm

Location: Zoom

Trustees Present

Vanessa Goldberg-Drossman
Scott Wickham
Sara Bloom
Reverend Linda Tarry-Chard
Linda Aristondo
William Allen

Also Present

Emily Carson, Head of School, Harlem Hebrew
MarrLa Merritt, Director of Operations, Harlem Hebrew
Jon Rosenberg, Chief Executive Officer, Hebrew Public
Valerie Khaytina, Chief External Officer, Hebrew Public
Lauren Murphy, External Relations Manager, Hebrew Public
Yelena Raffoul, PTO President, Harlem Hebrew
2 members of the public

1. Call to Order & Reminder for Public Comments

Vanessa Goldberg-Drossman opened the meeting at 6:32 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardharlem@hebrewpublic.org. Members of the public who missed the public notices can sign up now by using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

2. Adoption of February 2022 Agenda

Vanessa Goldberg-Drossman made a motion to adopt the February 2022 agenda. Reverend Linda Tarry-Chard seconded, and the motion carried unanimously.

3. Approval of the January 2022 Minutes

Vanessa Goldberg-Drossman asked for a motion to approve, Sara Bloom made a motion to approve the January 2022 minutes. Linda Aristondo seconded, and the motion was carried unanimously.

4. School Leadership Update

Emily Carson, Harlem Hebrew's Head of School updated the board on the following:

- COVID-19 Updates at Harlem Hebrew
 - Friday, January 28th - New "Test-to-Stay" Policy communicated to families with Monday, January 31st Start
 - Test-to-Stay Policy
 - Weekly COVID-19 testing will continue
 - Any students who have had close contact with an individual who has tested positive will have a chance to "test-to-stay".
 - Quarantine due to exposure will not be necessary for any student. All students will be expected to come to school and participate in our test-to-stay protocols.
 - Remote learning will not be an option for students who have been exposed, and students who are not in school will be marked absent.
 - Policies for students who test positive for COVID-19 remain the same. Students who have tested positive for COVID-19 will be shifted to remote learning and must stay home (quarantine) for a 10 day period after the positive test.
 - Tuesday, February 1st - 3 positive tests in weekly testing + 1 positive test from outside community update
 - Tuesday, February 8th - 0 Positive tests in weekly testing
- General School Updates
 - 100th day of school celebration
 - Staff & Students were invited to dress up for the occasion!
 - Many photos were emailed out to families today
 - Second Round of Interim Assessments

- 2 days long to mirror state assessments
- Unfortunately, not all kids were able to participate in the testing because of quarantine but the staff is finding creative ways to get student data in the building
- Sending home tests to families so they know what the kids were taking in grades 3-8
- All of the questions are mirrored off past exams or are old exam questions used in previous years
- Field Trip
 - Middle School, Ice-skating at Bryant Park
 - One grade at a time went on the trip
 - OLAM values in action, kids were helping one another and having a lot of fun
 - Already in the processing of planning more field trips for both elementary and middle school
- Launch of Black History Month
- Daily announcements launched!
 - Birthday shoutouts
- Announcement of Student Council
 - 36 middle school kids who applied
 - Meeting every other week
 - Leadership
 - Mental health team is planning and supporting council
- Fun for kids
 - Daily Announcements
 - Spirit Week!
 - 2/14 Valentine's Day, wear pink, red, and white
 - 2/15 Arabian Leopard Pride Day, wear leopard print
 - 2/16 Wacky Wednesday, wear your wackiest clothes and accessories
 - 2/17 Black History Spirit, dress like a Black hero or wear the colors of the Pan-African Flag (black, red, green)
 - 2/18 Read-A-Thon, wear your pajamas to school
 - Makeup Picture Day, for any student who missed pictures
- Sign up for conferences has officially closed and family conferences are tomorrow
 - 310 families signed up for 412 conferences
 - Those that didn't sign up will be called to schedule an appointment
- Next Thursday, Middle School Family Webinar

- Providing special updates to middle school community at 6:30 pm
 - Postponed Vaccine Drive because of the snowstorm– New Date TBD
 - MLK Jr. Weekend: HHLA and Repair the World at JCC Harlem on Sunday in community partnership in honor of MLK Day of Service!
 - 8th Grade High School Admissions Family Meeting on February 2nd at 7pm
 - Hebrew Public Event: Cooking with Caroline on Tuesday, February 8th
- Key School Dates
 - Thursday, February 9th - Remote School for Family Conferences
 - Monday, February 21st - Wednesday, February 23rd: Midwinter Recess and No School
 - Thursday, February 24th - Friday, February 25th - Added Days to the Calendar, Remote School
- Staff
 - Working with Leadership Team to Begin Launching Mid-Year Review Process
 - Full Day Professional Development to Focus on Data: Friday, January 28th
 - Welcoming New Staff
 - Ms. Abby, Seventh Grade STEM ICT
 - Ms. Renee, Fifth Grade STEM ICT
 - Ms. Florence, Seventh and Eighth Grade Math Teacher
 - Mr. Jason, Sixth Grade ELA Teacher
 - Staff Fun
 - Winter Olympics
 - Different challenge every week
 - Team Naming Challenge
 - Photo Scavenger Hunt
 - Appreciation Challenge
 - Trivia Challenge
 - Teacher Relays
 - Culminating in Next Week's Championship Announcement with a Happy Hour for Staff
 - Staff Focus
 - Analyzing data to impact changes in classroom, not only state assessment data but classroom assignments as well
 - Doing a lot in the school community to meet kids where they are
 - Daily meetings with Academic Deans of Literacy
 - Leadership weekly meetings, classroom walkthroughs

- Office Hours with Ms. Emily
 - Every Tuesday afternoon and Thursday morning
 - Anyone is able to make an appointment for a time to speak with Ms. Emily
 - Families can sign up for an appointment in the weekly email
 - Any concerns or feedback is always welcome

Ms. Emily said a huge thank you to all of the Harlem Hebrew staff who have been working extremely hard and very grateful to all of our families!

5. PTO Update

Yelena Raffoul, PTO President, updated the board on the following:

- MLK Spirit and Sock Drive, ends February 17th
 - Donation to Knock Knock Give a Sock
- Launching a book fair in early March in partnership with HHLA leaders

6. Network Update

Jon Rosenberg, CEO, Hebrew Public shared the following:

- COVID-19 Update
 - Test-to-Stay Model is a significant loosening of the COVID-19 procedures we previously have had in place
 - Hebrew Public waited several weeks after the Department of Education's roll out to see the outcome
 - Hebrew Public's response to the pandemic has been thoughtful, careful and grounded in evidence and input, focused on effective implementation of protocols and balancing health and safety for families and staff with effective education
- Mask Mandate Prediction (not policy change)
 - New Jersey and Delaware announced an intention to move away from mask-wearing in public schools, which is a state-level mandate. This has not happened in NY yet but the Governor stated yesterday that she is likely not to renew the public mask mandate. The public school mandate is still being discussed
 - Hebrew Public is preparing a network response if the state policies do change
 - Evidence suggests
 - Three substantial studies have been done on the impact of mask-wearing in public schools compared to those that don't have mandates in place as far as covid rates and community spread, 1 study was thrown out due to methodology and the 2 other studies did not find causal connection

- This doesn't mean masks can't reduce the cause of covid spread, they can especially when they are medical grade or KN95 masks worn properly by an adult
- The reality of schools is despite our best efforts and families best efforts kids are wearing all kinds of masks and are wearing them inconsistently
- One possibility of where we may land is a mask optional policy in which staff and students could continue to wear them
- COVID-19 Rates
 - Decreased number of cases in Harlem Hebrew's school community
- School Policy– any adult entering the school building need to be fully vaccinated
 - This applies to staff, vendors, contractors, and all visitors
 - All adults are asked to present their vaccine card and ID
 - Hebrew Public is mirroring policies of NY Department of Education and all NY Charter Schools
- Enrollment Season
 - The lottery for next year will be conducted in April
 - Relaunching HHLA's Pre-K for next year
 - Likely to have one 18 seat section
 - Partnering with Apple Tree organization for program
 - Support and training for teachers
 - Programmatic partnership
- During the February recess break, the leadership team including Heads of School will travel to Israel
- Harlem Hebrew Renewal
 - Either Regents March or April Meeting
 - Likely prediction is a 3 year renewal

7. Public Comments

1 parent commented on Israeli studies in school.

1 parent commented on the addition of remote learning days to the school calendar.

8. Adjournment

Vanessa Goldberg-Drossman asked for a motion to adjourn the meeting. Sara Bloom motioned to adjourn the meeting, Linda Aristondo seconded, the motion carried unanimously, and the meeting adjourned at 7:19 pm. The board will meet next on March 9, 2022, at 6:30 pm.

Board of Trustees Meeting Minutes

January 12, 2022, 6:30 pm

Location: Zoom

Trustees Present

Vanessa Goldberg-Drossman
Scott Wickham
Sara Bloom
Reverend Linda Tarry-Chard
William Allen
Tanya Jones

Also Present

Emily Carson, Head of School, Harlem Hebrew
MarrLa Merritt, Director of Operations, Harlem Hebrew
Jon Rosenberg, Chief Executive Officer, Hebrew Public
Valerie Khaytina, Chief External Officer, Hebrew Public
Lauren Murphy, External Relations Manager, Hebrew Public
Yelena Raffoul, PTO President, Harlem Hebrew

1. Call to Order & Reminder for Public Comments

Vanessa Goldberg-Drossman opened the meeting at 6:32 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardharlem@hebrewpublic.org. Members of the public who missed the public notices can sign up now by using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

2. Adoption of January 2022 Agenda

Vanessa Goldberg-Drossman asked for a motion to adopt, Tanya Jones made a motion to adopt the January 2022 agenda. Sara Bloom seconded, and the motion carried unanimously.

3. Approval of the December 2021 Minutes

Vanessa Goldberg-Drossman asked for a motion to approve, William Allen made a motion to approve the December 2021 minutes. Sara Bloom seconded, and the motion carried unanimously.

4. School Leadership Update

Emily Carson, Harlem Hebrew's Head of School updated the board on the following:

- COVID Updates at Harlem Hebrew
 - Committed to making the safest possible decisions in order to maximize in-person instruction
 - General Timeline
 - Monday 12/20 - move to fully remote instruction (impacting two days of in-person learning)
 - Wednesday 12/22 - the decision to shift to remote learning the week of January 3rd (impacting 4 days of in-person learning)
 - Friday 1/7 confirmed to families, HHLA students would be returning to school in person on Monday
 - Focus on kids in the building, normally when kids are quarantining synchronous instruction takes place but this week was total focus on in-person instruction and kids in the classroom
 - Resetting of expectations in the building, COVID-19 procedures and protocols that keep the community safe and healthy
 - Weekly COVID-19 testing this week
 - 1 positive case
 - Testing service confirmed 7 more positive cases
 - Total number of recorded positive COVID-19 cases in student and staff community since last board meeting
 - December–17 cases

- Over winter break– many families communicated to HHLA positive cases and 6 staff members tested positive
- Last week
 - 9 positive cases (8 from our testing)
 - It was very helpful everyone was remote last week
- This week
 - 8 positive cases
- Current quarantine policy
 - In the case of exposure
 - Vaccinated students
 - Vaccinated students will no longer be mandated to quarantine in the event of close contact with a person who tests positive for COVID
 - Students must be fully vaccinated (*two weeks past the second dose*) and families must provide proof of vaccination.
 - You can submit proof of vaccination (*an image of a completed vaccination card showing dates*) by emailing our operations team at opsteam@harlemhebrewcharter.org.
 - Unvaccinated students
 - Unvaccinated students will be mandated to quarantine in the event of close contact, but we are introducing a Test to Return approach to allow for a shortened quarantine period
 - Unvaccinated, asymptomatic students who have been exposed may take a COVID test on the 5th day or later day of quarantine and, if the test returns negative, they can return on the day after the negative test.
 - Test results must be shared with the main office before the student can return to the school building.
 - Students who don't test must complete a full 10-day quarantine period.
 - HHLA will provide at-home rapid tests to students if they elect to take one
- Vax & Snax Saturday, January 29th, 12-4 pm
 - HHLA is hosting a vaccination clinic on the rooftop
 - COVID-19 vaccines and boosters will be available

- To receive a 2nd vaccine dose or booster you must bring your vaccine card
- The event is open to the entire community ages 5 and up
- Will do a big push for communication
- Everyone is encouraged to attend

Board Member Scott Wickham, asked if the event is being shared out to the public, to which Emily Carson responded it will be. HHLA will also provide a 1 pager about the school for the event attendees.

- Family Updates
 - Hosted Middle School meeting
 - Consistent communication with families
 - Weekly school email
 - Weekly classroom newsletter
 - COVID-19 updates
 - Continued office hours with Emily Carson
 - Many families have signed up
 - 2 additional fully-funded scholarships for Splash Fit swim club (Shoutout to Reverend Linda)
 - 7 total fully funded scholarships
 - Breakthrough NY Applications for 6th graders (*now closed*)
 - Helps students get ready for high school
 - Working with Strides2Success
 - Test Prep with 4th & 7th Graders
 - 35 students already involved between HLA & HHLA
 - Spirit Fridays
 - Picture Day Best for Picture Day on Friday!
 - In-school picture day
 - Kids are encouraged to dress up
 - Individual photos (*can choose to take the mask off or leave it on*)
 - Class photos (*masks required*)
 - Will host a makeup Picture Day on January 14th
 - More information will be shared with families soon, you will be able to order proofs this year
 - Arabian Pride Sweatshirts on sale until tonight at midnight
- Staff Updates
 - HHLA staff continued holiday traditions in December
 - Secret Snowflake
 - Holiday party

- Holiday toasts
 - New faculty lunch with PTO
- HHLA Winter Olympics
 - The staff had a blast!
- Staff Focuses
 - HHLA is supporting staff to support kids
 - Being thoughtful with health and safety in the classrooms
 - Shifting to focus to data and launching the testing season
- New Staff!
 - Two new Middle School Teachers
 - Two new STEM ICT Teachers are onboarding
 - Two Support Associates have been hired as well
- Upcoming
 - For Students
 - Interim Assessments for Math and ELA
 - Testing dress rehearsal
 - Last year students who were hybrid had to opt-in, the year before there were no state exams so many kids in the building haven't yet taken a state exam
 - Teachers will help students build testing habits
 - Middle School Field Trips
 - Ice Skating in Bryant Park
 - Black History Month Celebrations
 - Launching daily announcements and daily kid celebrations
- For Families
 - End of the second marking period, family conference sign up will begin tomorrow
 - 8th grade High School Admissions meeting on 2/2 at 7 pm
 - Hebrew Public virtual event: Cooking with Caroline!
 - 2/8 @ 5 pm
 - All grades are welcome to attend
- 8th-grade Graduation– Save the Dates!
 - Second Annual 8th Grade Graduation Portraits: Friday, February 11th
 - Second Annual Virtual High School Decision Day Celebration in Assemblies with Whole School: Date To Be Determined - Early June
 - First Annual 8th Grade End-of-Year Formal Dance: Friday, June 17th from 6-8:30 pm

- In-Person and Outdoor Graduation: Tuesday, June 21st with a Rain Date of Thursday, June 23rd

5. PTO Update

Yelena Raffoul, PTO President, updated the board on the following:

- PTO hosted a Staff Potluck
- Attitude of Gratitude Campaign Continues
 - Encouraging kids and staff to share their gratitude with one another
- HHLA & Repair the World at JCC Harlem on Sunday in community partnership to honor MLK Day of Service
 - Sunday, 11:15 AM shift
 - Roger Katz from Hebrew Public will be there
 - Community building
- MLK Serve & Love Sock Drive
 - Working with the organization to hand out socks to the homeless
 - Creating a fun activity for the kids to participate in with a chance to win a prize for their class
 - PTO will provide boxes and the students will have a chance to decorate them

Vanessa Goldberg-Drossman encouraged all board members to share HHLA's posts and ads in all parent and community groups they participate in.

6. Network Update

Jon Rosenberg, CEO, Hebrew Public shared the following:

- Education and Accountability Committee Overview
 - This committee has been largely dormant, but will now meet about 3x a year to discuss a mix of programmatic and operational topics
 - Program
 - Reviewing student engagement data (e.g., attendance and discipline data), and student academic data (e.g., interim assessments and State assessments).
 - Operations
 - Reviewing operational issues/updates (e.g., Covid protocols, building safety, or facility updates)



- Committee members will receive an email from Hebrew Public's Chief of Staff in the next week regarding the committee's availability in February

Jon also gave a very deserving shout out to Vanessa Goldberg-Drossman for all of her support to HHLA and for participating and representing the school at the December Community Board 10 Meeting.

7. Public Comments

No comments were made during this time.

8. Adjournment

Vanessa Goldberg-Drossman asked for a motion to adjourn the meeting. William Allen motioned to adjourn the meeting, Scott Wickham seconded, the motion carried unanimously, and the meeting adjourned at 7:19 pm. The board will meet next on February 9, 2022, at 6:30 pm.

Board of Trustees Meeting Minutes

May 11, 2022, 6:30 pm

Location: Zoom

Trustees Present

Vanessa Goldberg-Drossman
Scott Wickham
Sara Bloom
Tanya Jones
William Allen

Also Present

Emily Carson, Head of School, Harlem Hebrew

Yelena Raffoul, PTO President

Emily Fernandez, Chief Schools Officer, Hebrew Public

Lauren Murphy, External Relations Manager, Hebrew Public

1. Call to Order & Reminder for Public Comments

Vanessa Goldberg-Drossman opened the meeting at 6:35 pm. No members of the public were present during the call to order, so there was no need for a public comment reminder.

2. Adoption of May 2022 Agenda

Vanessa Goldberg-Drossman asked for a motion to adopt the May 2022 agenda. Sara Bloom made the motion to adopt, Tanya Jones seconded, and the motion carried unanimously.

3. Approval of the April 2022 Minutes

Vanessa Goldberg-Drossman asked for a motion to approve and Sara Bloom made a motion to approve the April 2022 minutes. Tanya Jones seconded, and the motion was carried unanimously.

4. School Leadership Update

Emily Carson, Harlem Hebrew's Head of School updated the board on the following and shared photos:

- COVID-19 Updates Specific to Harlem Hebrew
 - In-school testing
 - Over Spring Break, we were notified by LabQ that they are unable to continue In-School Testing
 - Signed-up for DOE In-School Testing
 - Have not heard back yet
 - Starting Friday: 2 rapid tests sent home with each student weekly on Fridays
 - Rapid tests are available for families, staff, and students
 - COVID Cases in Harlem Hebrew
 - 4 Vaccinated adults tested positive
 - Limited to no impact on classes
 - 3 Students tested positive
 - 3 classes impacted
 - Existing Protocols
 - Kids are required to still come to school if they have been exposed
 - All kids who are exposed are sent home with two rapid tests
 - Families must self-report results on the first and fifth day
 - The class, group, and/or individuals exposed must wear masks through 10 days of exposure in school
- General School Updates
 - School Closures
 - Spring Break - 6 school days
 - Eid
 - One day of remote learning
 - One day of no school
 - Everyone Appreciation Week: May 2-6th
 - Aligned with National Teacher Appreciation Week
 - Monday: school-wide video + daily personal note of appreciation

- Tuesday: No school
 - Wednesday: Bagel Breakfast, Surprise puppy party (6 puppies for staff to visit and play with) + daily personal note of appreciation
 - Thursday: Remote– Starbucks gift card + daily personal note of appreciation
 - Friday: Harlem Hebrew sweatshirt, Hebrew Public gift, staff party
 - From the PTO: Donuts on Wednesday, photobooth for puppy party, and balloons on Friday
- Math State Exams: Wednesday, April 27th and Thursday, April 28th
 - Directly followed Spring Break
 - Grades 3-8
- Special Visitor for 5th Grade: DOROT's Pearls of Wisdom
 - A program we have worked with in the past supporting senior citizens
 - 2 Members of older generations visited to talk with kids about story-writing and community
- Israel Independence Day - Yom Ha'atzmaut
 - Fun learning in Hebrew class + dance party!
- School-Wide Spirit Days (Fridays)
 - 80s Day
 - Dress Like a Teacher Day!
- Family Updates
 - Coffee Chats
 - Relaunched after the pandemic
 - Limited # of families have signed up
 - Hoping to have another round soon
 - Family Conferences on Thursday, May 5th
 - 331 Families signed up for 360 Conferences
 - Not at 100% participation but phone calls were made to those families who did not sign up so teachers could still provide updates
 - Report cards were sent out
- Upcoming Special Events for Families
 - Free fun family events
 - K-4th grade family movie night
 - May 18th, 5:30-7 PM
 - Featured movie is "Mulan"
 - Guests must RSVP if interested in attending
 - All children must be accompanied by an adult for the full duration of the event

- 5th-6th grade family movie night
 - May 26th, 5:30-7:30 PM
 - Featured movie is “Turning Red”
 - Guests must RSVP if interested in attending
 - All children must be accompanied by an adult for the full duration of the event
- 7th-8th grade family game night
 - May 26th, 5:30-7:30 PM
 - Guests must RSVP if interested in attending
 - All children must be accompanied by an adult for the full duration of the event
- Upcoming Academic Events
 - “What is Hebrew Learning at Harlem Hebrew?” with Morah Alona
 - Friday, May 20th from 9-10 am (In-Person)
 - Sign-up required
 - Virtual sixth and seventh grade high school admissions informational meeting with Ms. Sarah
 - Wednesday, May 25th at 7:30 pm
 - No advance sign-up required
 - Important Family Event: Spring Back to School Night on Thursday, June 9th from 6:30-8 pm (Virtual)
 - Introduction to teachers for next year
 - Introduction to curriculum for next year
 - Key Information from the Special Education Department, Culture Team, Mental Health Team, and more!
 - No advance sign-up required
- 8th Grade Graduation Planning & Events
 - Continued Traditions
 - Cap decorating together
 - High School decision day event
 - Kids share where they are going to school next year
 - New Traditions
 - 8th grade Capstone trip to Israel (New For HHLA)
 - Last year it was postponed due to the pandemic
 - A virtual trip to Israel will be hosted with HLA in Mill Basin in June for all 8th graders
 - School yearbook
 - Gifting to 8th graders

- 8th grade formal dance
 - 8th grade graduation trip
- In-person graduation
 - Tuesday, June 21st, 5:30-7 pm
 - All students are allotted 5 guests
 - Andrew Freedman Home in the Bronx
- Field Trips
 - Bronx Zoo
 - Tuesday, April 12th: Grades K-2
 - Wednesday, April 13th: Grades 3-4
 - 8th graders will go tomorrow!
 - New York Botanical Garden
 - Second trip of the year with grades K-4
 - Third trip of the year with grades 5-7
 - Eighth Grade Graduation Trip to Six Flags
 - Third trip of the year with grade 8
- End-of-Year Assessments
 - NWEA Map Assessments
 - National growth assessment
 - How HHLA compares nationally
 - It is part of HHLA's charter
 - Fourth and Eighth Grade New York State Science Exams
 - NYSESLAT Assessments for Multi-Language Learners
 - Last Round of Monthly Quizzes (Important Data for Our Team)
- End of Year Planning
 - Fun Planned
 - Israel Week: Week of May 31st
 - Harlem Day: Friday, June 10th
 - More details to follow
 - End of Year Celebrations with Families: last week of school
 - In-person events
 - Invite families into the building
 - Related to grading and student progress
 - Final Report Card - Sent through ParentSquare (Email) at the end of the school year
 - Promotion in doubt and retention
 - Offering Summer School opportunities
 - Virtual and run by TutoredByTeachers

- Classroom Assignments for next year
 - Will be shared in late August
- Ms. Emily's regular office hours continue
 - Tuesday afternoons and Thursday mornings
 - Sign up links are always included in weekly emails

5. PTO Update

Yelena Raffoul, PTO President shared the following with the board:

- Teacher Appreciation Week
 - Photobooth fun for the puppy party
 - Decorated the school hallways
 - Provided individual donuts
 - Provided balloons on every floor
- First in-person PTO meeting
 - May 25th, a sign-up sheet will go out this week
- Upcoming
 - Scheduling a family fun day for the park
 - Supporting the 8th-grade dance

6. Network Update

Emily Fernandez, Chief Schools Officer, Hebrew Public provided a general network-wide update for the board and members of the public

- Final School Calendar 22-23
 - Carefully developing, being mindful of DOE schedules and protocols (DOE has not formally published the next year's calendar)
 - This fall will be our 3rd school year navigating COVID
 - The final calendar will be shared with schools in June
- Summer programming with TutoredByTeachers (TBT)
 - Summer programming with kids
- Summer programming with adults
 - Leadership Institute
 - Staff training and adult learning with 12 month staff
 - Training and development
 - All Staff Institute
 - Already began planning with all HOS' and network leaders
 - Network leaders gathered earlier this week for in depth planning and identifying priorities for next year
- Hiring and retention for staff next year
 - Top priority for the Hebrew Public Network right now
 - Partnerships with all HOS' and Network's Talent Team

7. Public Comments

No public comments were made during this time.

8. Adjournment

Vanessa Goldberg-Drossman asked for a motion to adjourn the meeting at 7:09 pm. Sara Bloom made the motion, Tanya Jones seconded and the motion carried unanimously. The board will meet next on June 22, 2022, at 6:30 pm.

Board of Trustees Meeting Via Zoom

Wednesday, July 14, 2021

6:30 pm

Minutes

Trustees Present

Vanessa Goldberg-Drossman
Sara Bloom
Linda Aristondo
William Allen
Rev. Linda Tarry-Chard
Scott Wickham
Tanya Jones

Also Present

Emily Carson, Head of School, Harlem Hebrew
Jon Rosenberg, Chief Executive Officer, Hebrew Public
Elly Rosenthal, Chief Financial Officer, Hebrew Public
Lauren Murphy, External Relations Manager, Hebrew Public
2 members of the public

1. Call to Order & Reminder for Public Comments

Vanessa Goldberg-Drossman opened the meeting at 6:33 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardharlem@hebrewpublic.org. Members of the public who missed the public notices can sign up now by using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

2. Adoption of July 2021 Agenda



Vanessa Goldberg-Drossman asked for a motion to adopt, Linda Aristondo made a motion to adopt the July 2021 agenda. William Allen seconded, and the motion carried unanimously.

3. Approval of the June 2021 Minutes

Vanessa Goldberg-Drossman asked for a motion to approve, William Allen made a motion to approve the June 2021 minutes. Scott Wickham seconded, and the motion carried unanimously.

4. School Leadership Update

Emily Carson, Head of School informed the board of the following:

- 8th Grade graduation via Zoom
 - Over 100 participants
- Send off to staff
- Hiring new staff members
- Summer Projects
 - Deans of Culture, creating celebrations
 - Student of the month
 - Attendance
 - Bringing in joy
 - How to support teachers
 - Reading excitement
- Israeli Studies Planning
- Getting ready for Fall

5. PTO Update

No update was given at this time. Vanessa Goldberg-Drossman introduced the board and members of the public to Harlem Hebrew's new PTO President, Francia Peña.

6. Charter Revisions

Harlem Hebrew is approaching the end of its current four-year charter term and is preparing its renewal application for submission to the New York City Department of Education in August. The following revisions will be included. These proposed changes have been previously discussed at great length with the board, staff, and members of the school community prior to this meeting.

a. School Calendar/Early Dismissal on Fridays

The school calendar has been updated to reflect Harlem Hebrew's increased focus on staff professional development. The new calendar includes early student dismissal (at 1

pm) on Fridays to allow for concentrated weekly staff training. Free child care will be provided to those who need it. This change is consistent with the practices of many of the most academically successful charter school networks in the City.

Vanessa Goldberg-Drossman asked for a motion to approve the school calendar. Sara Bloom made the motion and Reverend Linda Tarry-Chard seconded, with no abstentions and no objections, the motion carried unanimously.

b. Decreasing the Maximum Enrollment

- i. Lower the max to 550 meaning anyone enrolled over 550 we would not receive any money for
- ii. Current 466 budgeted for
- iii. May be forced to amend again in the future
- iv. Under Enrolled, saturated with schools in Harlem
- v. Under 85%

Vanessa Goldberg-Drossman asked for a motion to approve decreasing the maximum enrollment, Scott Wickham made a motion, Tanya Jones seconded, with no abstentions and no objections, the motion carried unanimously.

c. Updating Key Design Elements

Harlem Hebrew's charter lists a number of Key Design Elements (KDEs) that make the school distinct from other schools. Based on experiences over the first 8 years of Harlem Hebrew's existence, and on input from both staff and families, there are several changes being proposed to the KDEs.

- | | |
|------------------------------|------------------------------------|
| ○ OLAM values | ○ Diversity, Equity, and Inclusion |
| ○ Modern Hebrew | ○ Harlem Studies |
| ○ Differentiated Instruction | ○ Community Partnerships |
| ○ Professional Development | ○ Partnership with Hebrew Public |
| ○ SEL | |

Combined with Harlem Hebrew's rigorous curriculum, it is believed these 9 proposed key design elements will help move the school community forward and will ensure that each child served thrives and succeeds at a high level.

Vanessa Goldberg-Drossman asked for a motion to approve the updated KDEs. Linda Aristondo made the motion to approve and Reverend Linda Tarry-Chard seconded, with no abstentions and no objections, the motion carried unanimously.

d. Updating the Organizational Chart



Harlem Hebrew's organizational chart has been updated to reflect the changes in leadership and staffing structure over the past several years.

Vanessa Goldberg-Drossman asked for a motion to approve the updated organizational chart. Scott Wickham made the motion, Sara Bloom seconded, with no abstentions and no objections, the motion carried unanimously.

7. NY State Data Privacy Requirements

The policy has been updated to reflect changes in New York law. Vanessa Goldberg-Drossman asked for a motion to approve:

- a. Adoption of Data Security and Privacy Policy
- b. Adoption of Parent's Bill of Rights Data Privacy and Security

Sara Bloom made a motion to approve the documents described above, Reverend Linda Tarry-Chard seconded, with no abstentions and no objections, the motion carried unanimously.

8. Family Needs Initial Survey Results

Harlem Hebrew sent out a survey to all current and incoming families to gather information on the following areas of need:

Mental Health/Trauma

Child Care

Food Security

Clothing

Housing Security

Health/Medical Care

- Family Needs Taskforce
 - Newly Formed with a few board members, a Harlem Hebrew staff representative, and a Hebrew Public representative
 - Will meet to discuss recommendations for addressing how to best serve the needs of families in our school community
 - Open to support from other members of the community and the PTO
- Survey Results
 - Supplemental information was shared with board members prior to the meeting
 - Many of the families who completed the survey indicated more than one area of need

9. Network Update

Due to time constraints, the network update was skipped.

10. Staff Vaccinations

Jon Rosenberg, CEO, Hebrew Public shared the following:

- Continuing Staff Vaccination Campaign
 - Hebrew Public continues to follow up with all staff members about vaccine status
 - Internal efforts, 74% are fully vaccinated, 19% of returning staff has not been vaccinated. It is important to note, 82% are staff of color
- Mandating COVID-19 Vaccinations for Staff
 - Permissible with exceptions for religious and health reasons
 - EEOC Federal Guidance supports the mandate
 - School council advises it is permissible
 - Most charter networks and individual charter schools as well as NYC DOE have not.
 - Important Considerations
 - Health/safety of students, staff, and visitors in the building
 - No evidence of any COVID-19 transmission within the school buildings
 - Disruption to operations and academic programming:
 - When unvaccinated staff need to quarantine, other staff, must cover for them which creates a potential impact on staff morale of a vaccination requirement
 - Potential loss of staff
 - Challenges of hiring replacement staff, especially high-quality replacements during a difficult hiring season
 - Hebrew Public and School Leadership Inputs
 - Unanimously recommended not to proceed with a mandate at this time
 - When the vaccines become permanently authorized (as opposed to the current temporary use authorization), it will be revisited

The board members along with Jon Rosenberg and Emily Carson discussed mandating the vaccine for Harlem Hebrew staff members. Jon suggested revisiting this topic every month as the school gathers new data on vaccination status. Trustees also suggested pro-vaccine posters, banners, backpacking information home...etc.

Board member Scott Wickham proposed the following motion for the board to vote on: "As of August 30, 2021, a full COVID-19 vaccination will be a requirement for every employee of Harlem Hebrew, and every contractor to Harlem Hebrew who spends more than 5 minutes a day in the building. The people who are in the building for less than 5

minutes should be masked while they are there.” The motion was seconded by William Allen.

Vanessa Goldberg-Drossman called for a vote on the aforementioned motion:

In Favor	Against	Abstentions
Scott Wickham William Allen	Vanessa Goldberg-Drossman Sara Bloom Tanya Jones	Reverend Linda Tarry-Chard Linda Aristondo

With two trustees in favor, two abstentions, and two against, the motion proposed did not pass.

11. Public Comments

No public comments were made during this time.

12. Executive Session

No votes were taken during this time.

13. Adjournment

Vanessa Goldberg-Drossman motioned to adjourn the meeting, Tanya Jones seconded, the motion carried unanimously, and the meeting adjourned at 8:10 pm.

Board of Trustees Meeting Minutes

November 10, 2021, 6:30 pm

Location: Zoom

Trustees Present

Vanessa Goldberg-Drossman
Sara Bloom
Linda Aristondo
William Allen
Tanya Jones

Also Present

Emily Carson, Head of School, Harlem Hebrew
MarrLa Merritt, Director of Operations, Harlem Hebrew
Jon Rosenberg, Chief Executive Officer, Hebrew Public
Valerie Khaytina, Chief External Officer, Hebrew Public
Emily Fernandez, Chief Schools Officer, Hebrew Public
Lauren Murphy, External Relations Manager, Hebrew Public
Yelena Raffoul, PTO President, Harlem Hebrew
2 Members of the Public

1. Call to Order & Reminder for Public Comments

Vanessa Goldberg-Drossman opened the meeting at 6:32 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardharlem@hebrewpublic.org. Members of the public who missed the public notices can sign up now by using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

2. Adoption of November 2021 Agenda

Vanessa Goldberg-Drossman asked for a motion to adopt, William Allen made a motion to adopt the November 2021 agenda. Sara Bloom seconded, and the motion carried unanimously.

3. Approval of the October 2021 Minutes

Vanessa Goldberg-Drossman asked for a motion to approve, William Allen made a motion to approve the October 2021 minutes. Tanya Jones seconded, and the motion carried unanimously.

4. Approval of the Harlem Hebrew Safety Plan 2021-22

The updated 2021-22 Harlem Hebrew Safety Plan was shared with the board last week and will be posted on the school website for community members. The document has been updated modestly from prior years and under the charter, it is required to be approved yearly by the board of trustees. Vanessa Goldberg-Drossman asked for a motion to approve Harlem Hebrew's 2021-22 Safety Plan, Sara Bloom made the motion to approve, William Allen seconded, and the motion went to a vote where it was passed unanimously with no objections or abstentions.

5. Approval of Charter Revisions

Harlem Hebrew is currently pursuing revisions to the school charter as part of the renewal process with the authorizer, the NYS Education Department (NYSED). The following revisions are being proposed:

- a. Enrollment: Harlem Hebrew has updated the enrollment policy to include a school employee preference. The revision is really important because it will help to attract and retain staff.

The lottery preferences are as follows:

1. 1st preference to returning students and their siblings
2. 2nd preference to employee's students (both within the charter school and the CMO)
3. 3rd preference to students within the district
4. 4th preference to students outside the district



Vanessa Goldberg-Drossman asked for a motion to approve adding a lottery preference for school employees. Sara Bloom made the motion to approve, William Allen seconded, and the motion went to a vote where it was passed unanimously with no objections or abstentions. As such, the board adopted the following resolution:

The resolutions hereinafter set forth as the action of the Board of Trustees of HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL (the "School") have been duly adopted at a meeting of the Board of Trustees of the School (the "Board") duly called and held for such purpose, and do hereby direct that these Resolutions be filed in the minute book of the School:

WHEREAS, the School was granted a charter (the "Charter") by the New York State Board of Regents (the "Regents") at a regularly scheduled meeting on June 19, 2012, to operate pursuant to its charter application (the "Application") which was incorporated by reference into the Charter Agreement (the "Charter Agreement") signed by and between the State Education Department of New York ("Authorizer") and the School, which Charter was subsequently renewed by the Regents at its January 2018 meeting for an additional term of four (4) years through and including June 30, 2022; and

WHEREAS, at its meeting on November 9, 2016, the Board duly voted to amend the School's lottery preference categories beginning with admissions for the 2017-18 school year, to the following in order of preference 1: siblings of enrolled students; 2: children of staff; 3: residents of community school district three 4: out of district residents, subject to approval from its Authorizer; and

WHEREAS, on November 16, 2016, in consultation with the Authorizer, the Board Chair submitted the School's request for the aforementioned change(s) to its lottery preferences as a non-material revision to its charter (the "Enrollment Preference Revision") to the Authorizer for approval; and

WHEREAS, on November 16, 2016, the Executive Director of the Authorizer, responded by email that a formal approval letter for the Charter Revision Request would be "provided shortly" and on November 17, 2016, the Authorizer's liaison to the School responded by email that she would be sending the formal approval for the Charter Revision Request by "the end of the week" (together, the "Email Approvals"); and

WHEREAS, no formal approval was ever sent by the Authorizer but the School in good faith relied on the Email Approvals to implement the Enrollment Preference Revision; and

WHEREAS, the Authorizer has recently requested in connection with the School's 2nd renewal application that the Enrollment Preference Revisions is resubmitted with supporting documentation so that the Authorizer can officially approve the Enrollment Preference Revisions along with a renewal of the School's Charter.



NOW, THEREFORE BE IT RESOLVED, that the Board hereby ratifies the original Enrollment Preference Revisions and directs that the School make a new charter revision request (the "Request") to the Authorizer to amend the Charter Agreement to reflect the Enrollment Preference Revisions effective as of the soonest possible date; and

BE IT FURTHER RESOLVED, that any Trustee or officer of the School or Board designee from Hebrew Public, Charter Management Office (the "CMO") of the School (each, a "Proper Representative"), be and hereby is authorized and directed, jointly and severally, to execute and deliver the Request and any other documents consistent with the transactions described above and such further agreements, assignments, pledges, instruments, consents, and documents ancillary to the Request or necessary in the determination of any Proper Representative, in the name of and on behalf of the School, in order to fully carry out the intent and accomplish the purposes of the foregoing resolutions; and

BE IT FURTHER RESOLVED, all actions heretofore taken by any Proper Representative, for and on behalf of the School in connection with the Request shall be and hereby are ratified and approved, and that the authority given hereunder shall be retroactive and any and all acts hereunder performed prior to the passage of these resolutions are hereby ratified and approved.

Another change proposed was:

School Calendar: The calendar is being modestly updated, NYSED is requiring Harlem Hebrew to move from 183 school days to 185 days for 21-22 and increase to 190 days next year. More details will be shared with families and staff at a later date.

Vanessa Goldberg-Drossman made the motion to approve the school calendar update, Sara Bloom seconded, and the motion went to a vote where it was passed unanimously with no objections or abstentions.

6. Approval of Harlem Hebrew Bylaw Amendment Resolutions

The Harlem Hebrew Board of Trustees discussed the following changes to the bylaws:

- a. In an effort to clarify the role and function of Board committees, the following change is being proposed: Modifying the committee structure by eliminating the Executive Committee, reducing the number of committees to three: Governance, Finance, and Audit, & Education and Accountability. The Governance Committee will be chaired by the Board President and will combine the current Executive and Governance committees.
- b. In an effort to retain strong Board engagement and align all of Hebrew Public's NYC school boards, the following changes are being proposed: Removing the current term limits for Harlem Hebrew trustees and reducing the maximum number of trustees from 15 to 11.



After a brief discussion amongst the board members, Vanessa Goldberg-Drossman asked for a motion to approve the aforementioned changes to the Harlem Hebrew bylaws. Tanya Jones made the motion to approve, William Allen seconded, and the motion went to a vote where it was passed unanimously with no objections or abstentions. As such, the board adopted the following resolutions:

The resolutions hereinafter set forth as the action of the Board of Trustees of HARLEM HEBREW LANGUAGE ACADEMY CHARTER SCHOOL (the "School") have been duly adopted at a meeting of the Board of Trustees of the School (the "Board") duly called and held for such purpose, and do hereby direct that these Resolutions be filed in the minute book of the School:

WHEREAS, the School was granted a charter by the New York State Board of Regents (the "Board of Regents") at a regularly scheduled meeting on June 19, 2012, to operate pursuant to its Charter Application (the "Application") which was incorporated by reference into the Charter Agreement (the "Charter Agreement") signed by and between the State Education Department of New York ("Authorizer") and the School, with the charter subsequently renewed by the Board of Regents for an additional consecutive term on January 22-23, 2018, expanding the charter through June 30, 2022;

WHEREAS, the School's Bylaws ("Bylaws") state that the Board shall not have less than five (5) members and no more than fifteen (15) members; and

WHEREAS, the Board desires to have its membership minimum/maximum number of trustees align with those of its sister Hebrew Public charter schools.

WHEREAS, the Bylaws require Board Members to step down for at least one year after serving three consecutive three year terms; and

WHEREAS, the Board desires to allow its members to serve consecutive terms without term limitation in order to more efficiently govern the School.

WHEREAS, the Charter Agreement and Bylaws state the Board shall have four (4) standing committees; (1) Executive; (2) Governance; (3) Finance and Audit and (4) Education and Accountability; and

WHEREAS, the Board wishes to decrease the number of its committees from four (4) standing committees to three (3), and to allocate the tasks of the Executive Committee



to the Governance Committee in order to align its committee structure with those of its sister Hebrew Public schools.

WHEREAS, the School originally based its school calendar on an instructional model of 190 days and has since changed to 185 days of instruction; and

WHEREAS, the current school year of 2021-2022 was originally set to have 183 days of instruction; and

WHEREAS, the Authorizer is requiring that the School have 185 days of instruction for the 2021-2022 school year and revert to 190 days of instruction beginning with the 2022-2023 school year.

THEREFORE, BE IT RESOLVED, that the Board directs that the Bylaws be amended to set the minimum number of Board Members at five (5) and the maximum at eleven (11) in order to align with its sister Hebrew Public schools; and

BE IT FURTHER RESOLVED, that the Board directs that the Bylaws be amended to allow for Board Members to serve consecutive board terms without limitation or interruption; and

BE IT FURTHER RESOLVED, that the Board directs that the Charter Agreement and Bylaws be amended to change the number of standing board committees from four (4) to three (3), with the revised committees being: (1) Governance; (2) Finance and Audit, and; (3) Education and Accountability, and with the Governance Committee assuming all the requirements, tasks and structure of the Executive Committee, subject to approval from the Authorizer; and

BE IT FURTHER RESOLVED, that Board directs that School Leadership add an additional two (2) days of instruction to the school calendar for the current school year to bring the total days of instruction to 185; and

BE IT FURTHER RESOLVED, that the Board authorizes School Leadership to construct a school calendar with 190 days of instruction beginning with the 2022-2023 school year and directs that the Charter Agreement be amended to reflect 190 instructional days, accordingly; and

BE IT FURTHER RESOLVED, that the School is authorized to make these requests (the "Revision Requests") to the Authorizer to amend the Charter Agreement; and

BE IT FURTHER RESOLVED, that that any Trustee or officer of the School or Board designee from Hebrew Public ("Hebrew Public"), Charter Management Organization of the School, (each, a "Proper Representative"), be and hereby is authorized and directed, jointly and severally, to execute and deliver the Revision Requests and any other documents consistent with the transactions described above and such further agreements, assignments, pledges, instruments, consents and documents ancillary to the Revision Request or necessary in the determination of any Proper Representative, in the name of and on behalf of the School, in order to fully carry out the intent and accomplish the purposes of the foregoing resolutions; and

BE IT FURTHER RESOLVED, all actions heretofore taken by any Proper Representative, for and on behalf of the School in connection with the Revision Requests shall be and hereby are ratified and approved, and that the authority given hereunder shall be retroactive and any and all acts hereunder performed prior to the passage of these resolutions are hereby ratified and approved.

7. School Leadership Update

Emily Carson, Harlem Hebrew's Head of School updated the board on the following:

- Current Vacancies
 - Emily Carson shared vacancies that currently exist at the school
 - Dean of Culture
 - 5th grade Math Teacher
 - 3 Middle School ICT Teachers
 - Specials Teacher
 - Members of the leadership team have stepped into classrooms to teach to help support the vacancies
 - In an effort to ensure all new staff members feel fully supported and mentored, Harlem Hebrew will introduce them to the community after the on-boarding process is completed
- General Updates
 - Election Day!
 - Voting and civics engagement across all grades in the school including kindergarten (who voted on favorite cookie)
 - Middle school spoke about the mayoral candidates and did a mock voting activity
 - Currently, 2 classrooms are quarantined
 - All students have to quarantine for ten days
 - First Interim assessment (practice state exam) took place
 - Much shorter than the state exam
 - Easing students into testing

- Adjusting school systems and schedules to make them more efficient and effective
 - Dismissal and bus support
 - Lunch schedules and locations
 - Middle schoolers now have more time outside and to socialize
- Student of the Month!
 - Launched this month
- Book Charter Day
 - Students and staff had an option to dress up as their favorite book character
- Draw Me a City competition
 - A network-wide competition that focuses on Hebrew and Israel studies
 - Students drew the city their homeroom classroom is named after
- High School meetings with families to discuss the application process
- Upcoming
 - Thanksgiving Break
 - Students dismissed at noon on Wednesday
 - Virtual Family Conferences are next week
 - 117 families signed up for parent conferences
 - The goal is to have 100% of families signed up
 - Families must meet with their child's homeroom teacher but can also select other teachers to meet with Interventionists, Hebrew, Deans, Specials, Emily Carson...etc.
 - Launching of office hours with Emily
 - Opportunities for families to sign up weekly
 - Spirit Friday with competition for extra recess time
 - Class with the highest % of engagement will get extra time at recess
 - Spirit Week for joy during Thanksgiving week
- Staff Focuses
 - Supporting strong classroom culture, particularly with upper grades given teacher vacancies
 - Feedback on student work
 - Continuing partnership with families

8. PTO Update

Vanessa Goldberg-Drossman introduced the board to the new PTO President, Yelena Raffoul who then updated the board on the following:

- Teacher Appreciation Bagel Breakfast
 - COVID Safe, individually packaged
- Welcome Picnic/Halloween Scavenger Hunt
 - Over 50 families showed up and participated
- Attitude of Gratitude Month, November
 - Sharing Kindness

9. Network Update

Jon Rosenberg, CEO, Hebrew Public shared the following:

- Public Education Sector Trends
 - Staff Turnover and Vacancies
 - Many sectors other than education have been affected
 - 3 Broad Categories for vacancies
 - Vaccine mandate
 - In place at the end of summer requiring staff to get vaccinated by early fall
 - Natural turnover
 - Smaller % of applications received
 - Staff Burnout
 - Higher number of resignations during the school year than ever before
 - Tapping all resources and incentives to support and encourage staff members to continue
 - Creating a positive, warm, encouraging, and supportive environment for staff
 - Strain on remaining staff when staff members leave because they are stretched thin, multiple network staff members are pushing in to support in school when needed
 - Emily Fernandez, Chief Schools Officer spoke about the charter sector and the steps Hebrew Public's Talent Director, Jennice Hyde is taking to actively seek out staff members
- COVID-19/Quarantine Policy
 - Direct exposure with staff members or students COVID-19 positive means all kids in the class must remain quarantined for ten days
 - Leadership acknowledges how it is hard on parents and families with child care

- If parents/guardians are struggling to find child care, please reach out to the school directly
- Currently, Harlem Hebrew cannot soften the COVID-19 policies
 - Although there is no sign of spread in the building, the school has had an extremely high number of COVID-19 positive cases in the school community
 - This is not related to school protocol
 - HVAC system is in place
 - Strong policies
 - Parents and family members have been very helpful with enforcing what students need to do in the building
 - Positive cases must decrease before the school can move toward partial quarantine
- In-Person Visits
 - Although Hebrew Public schools would like to welcome visitors in the building, it is not safe yet, hopefully in the near future
- COVID-19 Vaccination
 - The Federal Government approved vaccines for children ages 5+
 - Hebrew Public strongly encourages families to speak with their doctors and see if it is the right thing for their family to do
 - Hebrew Public will be looking into the following:
 - Mobile vaccination units that may be able to provide vaccinations on-site
 - Working with the NYC Dept of Health to set up a Town Hall where public health medical experts speak about the child vaccine and answer family questions
 - Hebrew Public will not require vaccination for anyone other than staff members unless the city and state government mandate it under law

10. Public Comments

There was a comment from one member of the public in regards to middle school teachers.

11. Adjournment

Vanessa Goldberg-Drossman asked for a motion to adjourn the meeting. Tanya Jones motioned to adjourn the meeting, Sara Bloom seconded, the motion carried unanimously, and the meeting adjourned at 7:11 pm. The board will meet next on December 15 at 6:30 pm.

Board of Trustees Meeting Minutes

October 13, 2021, 7:00 pm

Location: Zoom

Trustees Present

Vanessa Goldberg-Drossman
Sara Bloom
Linda Aristondo
William Allen
Scott Wickham
Tanya Jones

Also Present

Emily Carson, Head of School, Harlem Hebrew
MarrLa Merritt, Director of Operations, Harlem Hebrew
Jon Rosenberg, Chief Executive Officer, Hebrew Public
Elly Rosenthal, Chief Financial Officer, Hebrew Public
Lauren Murphy, External Relations Manager, Hebrew Public

1. Call to Order & Reminder for Public Comments

Vanessa Goldberg-Drossman opened the meeting at 7:02 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardharlem@hebrewpublic.org. Members of the public who missed the public notices can sign up now by using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

2. Adoption of October 2021 Agenda

Vanessa Goldberg-Drossman asked for a motion to adopt, Tanya Jones made a motion to adopt the October 2021 agenda. Sara Bloom seconded, and the motion carried unanimously.

3. Approval of the September 2021 Minutes

Vanessa Goldberg-Drossman asked for a motion to approve, Sara Bloom made a motion to approve the September 2021 minutes. Tanya Jones seconded, and the motion carried unanimously.

4. School Leadership Update

Emily Carson, Harlem Hebrew's Head of School updated the board on the following:

- General Updates
 - Three weeks of school officially
 - Beginning of the year assessments
 - MAP testing completed for entire school
 - Starting to analyze data along with reading level data
 - Launching monthly quizzes in ELA
 - Analysis with teachers during Friday PD
 - Leaders analyze in advance
 - Focus on strong routines and procedures
 - This year more than ever it is very important, some kids have not been in a school building ever or consistently in school 5 days a week (last year, hybrid groups only came to school 2x a week in-person)
 - Attention and follow up is required by teachers
 - COVID-19 Routines and Procedures
 - Weekly in-school testing for students whose families consented
 - 4 classes are currently in quarantine
 - Families and all staff are notified day-of
 - In the last month:
 - 1 other additional class and about 38 students individual students have quarantined
- Bussing
 - Operationally & logistically improvements have been made
 - Devoting a lot of attention to bus behavior

- Actively recruiting bus attendants
 - Interviews are in progress, offers have been made
- Events
 - Student assemblies launched
 - LatinX Heritage Month
 - Back to School Night (already took place)
 - Focused on curriculum
 - Many families attended, at least 40% in each individual session
- Partnership with Hebrew Public Capstone
 - Trip to Israel for eighth graders
 - Family meetings
- Family PowerSchool Access
 - Grading portal, families can access at any time
- Highschool Admissions Meetings
 - NYC has been slow to roll out plans, dates of specialized high school tests were just announced
- Upcoming
 - Launching Harlem Studies
 - Team leaders are planning, working together to come up with themes for each month
 - Launching Student of The Month
 - Native American Heritage Month
 - Book Character Day, October 29th
 - Ending of the 1st marking period at the start of November
- Staff Focuses
 - Analyzing data and adjusting what happens in the classroom based on what individual students need
 - Individual behavior plans
 - SEL as well as instruction
 - Guided reading
 - Book clubs
 - Differentiating math based on the data we have
 - Accommodating the wide variety of student needs

Emily Carson gave a big shout-out to all Harlem Hebrew staff and leaders, who have been working tirelessly, putting in additional work to help our students.

Board Member, Scott Wickham, commented on learning loss due to COVID-19. Scott made a suggestion for addressing differentiated learning levels for students in the same class/grade and noted the importance of flexibility for both students and teachers moving forward. Emily Carson and Scott will continue the discussion offline.

5. PTO Update

Vanessa Goldberg-Drossman updated the board on the following:

- Halloween Welcome Picnic being held on October 24
 - First in-person event in 2 years
 - 27 families RSVP
- New Student Volunteer
 - Kicking off her Bat Mitzvah project for Harlem Hebrew at the picnic
 - Will focus on Harlem Hebrew Together (in memory of former board member, Celia Wickham)
 - Making bracelets and keychains
 - Proceeds will go to the principal fund
 - When a situation arises in the school, a discretionary fund is in place to help that family
- First PTO meeting took place on Zoom
 - Over 30 parents participated
- Still searching for a Co-president

6. Network Update

Jon Rosenberg, CEO, Hebrew Public shared the following:

- Pre-K Proposal
 - Hebrew Public is submitting an RFP (*request for proposal*) for all three NY schools
 - Partnership with a program service provider, AppleTree
 - Ideally, two or three sections of pre-k (*at least 18 students each*)
 - 1 Main Teacher and 1 Assistant Teacher (*ideally Hebrew speaking*)
 - Will allow for a natural progression in our Hebrew program as well as a Kindergarten pipeline
 - The program would begin in Fall 2022 if approved
- Cancellation of Public Hearing by NYC
 - The hearing was scheduled to take place today, but was canceled and will be rescheduled for next month
- Harlem Hebrew Charter Renewal
 - Along with the application, it will include
 - Virtual visits to classrooms
 - Board capacity interview
 - In-person visit
 - The length of the renewal will be decided in early 2022, and will ultimately be decided by the NYS Board of Regents

- Gathering Community Support for Harlem Hebrew's Renewal
 - Letters are needed from community organizations, local officials, elected officials at state level
 - All help with outreach is appreciated
 - Two government affairs associates are being engaged for this work

7. Pathways Proposal

After many conversations over the last few years and months with public, charter, and private schools, Hebrew Public is now in preliminary discussion with Pathways.

Pathways is a private school for students who have various neurophysiological disorders, which affect their physical, cognitive, social, and emotional development. Currently, they have a roster of ten students and would occupy three classrooms, office spaces, and bathrooms. Shared space in the building would be negotiated. The funds this partnership would provide to Harlem Hebrew are market rate.

Jon Rosenberg recommended the board consider the proposal to help offset the substantial facilities cost. The Harlem Hebrew Board of Trustees provided consent for Hebrew Public to proceed with formal negotiations. Once there is a finalized proposal to bring to the board, an approval from the landlord and approval from *Bank of America* are needed.

One of the trustees asked two questions about renting Harlem Hebrew's building for summer programming. Important factors to consider include the impact on Harlem Hebrew's summer school program and staff training. Board members were encouraged to share any partnerships they had in mind.

8. Public Comments

N/A

9. Adjournment

Vanessa Goldberg-Drossman asked for a motion to adjourn the meeting. William Allen motioned to adjourn the meeting, Sara Bloom seconded, the motion carried unanimously, and the meeting adjourned at 7:32 pm. The board will meet next on November 10 at 6:30 pm.

Board of Trustees Meeting Minutes

September 22, 2021, 6:30 pm

Location: Zoom

Trustees Present

Vanessa Goldberg-Drossman
Sara Bloom
Linda Aristondo
William Allen
Rev. Linda Tarry-Chard
Scott Wickham
Tanya Jones

Also Present

Stephanie Branovan, Assistant Head of School, Harlem Hebrew
MarrLa Meritt, Director of Operations, Harlem Hebrew
Jon Rosenberg, Chief Executive Officer, Hebrew Public
Jonathan Werle, Chief Operating Officer, Hebrew Public
Emily Fernandez, Chief Schools Officer, Hebrew Public
Lauren Murphy, External Relations Manager, Hebrew Public
Michelle Galeotti, Senior Director of Operations, Hebrew Public
2 members of the public

1. Call to Order & Reminder for Public Comments

Vanessa Goldberg-Drossman opened the meeting at 6:32 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting,



email boardharlem@hebrewpublic.org. Members of the public who missed the public notices can sign up now by using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

2. Adoption of September 2021 Agenda

Vanessa Goldberg-Drossman asked for a motion to adopt, Sara Bloom made a motion to adopt the September 2021 agenda. Tanya Jones seconded, and the motion carried unanimously.

3. Approval of the August 2021 Minutes

Vanessa Goldberg-Drossman asked for a motion to approve, Sara Bloom made a motion to approve the August 2021 minutes. Reverend Linda Tarry-Chard seconded, and the motion carried unanimously.

4. School Leadership Update

Emily Carson, Harlem Hebrew's Head of School pre-recorded a video presentation for the board and members of the public.

- Welcome
 - First Board Meeting of the school year and the 12th day of school!
 - Introduction to MarrLa Meritt, the new Operations Director
- Instructional Updates
 - The Harlem Hebrew Leadership Team spent the first three weeks of school in classes real-time coaching
 - MAP testing, which is done throughout the year, started this week
 - MAP testing is a computer-based diagnostic test
 - Gauges how students are performing at national education standards
 - Provides information about skill level in order to differentiate instruction
 - Students will take the exam again later in the year
 - Helps to monitor and measure progress toward individual goals in ELA & Math
 - The results will be shared and explained to families
 - Staff Coaching
 - Bi-weekly individual coaching meetings
 - Regular intellectual preparation

- Continued weekly feedback on lesson plans and in-the-moment coaching

Emily Carson praised Harlem Hebrew teachers and staff for all of their hard work and dedication to creating a strong foundation for the start of the school year!

- COVID Policy and Procedure Updates
 - Structures within the School Day
 - Seating in classrooms
 - Students are seated 3 feet apart, some classrooms are adjusted because of spacing but all desks face the same direction
 - Masks are worn by every person in the building
 - Students wear a mask at all times except when eating lunch
 - Middle School transitions and electives
 - Students stay in their homeroom classrooms throughout the day and participate in specials with their homeroom pod
 - Subject to change in the upcoming months
 - Lunch
 - Some classes eat lunch on the roof or in the cafeteria or other areas where they have 6 feet of space but many of the elementary classes eat lunch in their classrooms
 - When eating lunch in a classroom, only half of the students are eating at a time
 - Weekly COVID-19 Testing
 - Not required for students, but strongly encouraged
 - All students whose families provided consent are tested weekly
 - A shallow nose swab is the method used
 - Testing has been going well with limited instructional disruptions
 - There was a data glitch during the first week of testing-- it has since been corrected, families were notified, and multiple reviews of data collection to ensure this does not happen again
 - Quarantined Classes
 - Four positive COVID cases within the community since the start of school
 - Contact tracing protocols were followed
 - 5 classes quarantined and 1 bus quarantined
 - 10 individual students (unrelated to school)

- All quarantined students moved to remote learning

Harlem Hebrew is extremely grateful to everyone for their quick responses, aware communication, and supporting the health of the community.

- Staffing
 - Three teachers have left Harlem Hebrew
 - Communicated with all staff and student families
 - Positions are being covered internally
 - A temporary long-term sub has been hired to support with Art Lessons
- Bussing
 - Partnership with two organizations for bussing
 - Bronx Bussing (Grades K-8)- Selby at 718-881-1010
 - Manhattan Bussing (Grades K-6) - OPT with App
 - When kids arrive at school late because of bussing, they are NOT penalized
 - Harlem Hebrew is looking for bus attendants, any incidents that take place on the bus should be reported to the school
 - Requests for bussing changes can take up to 48 hours, they should be directed to the Harlem Hebrew Operations Team in the Main Office at opsteam@harlemhebrewcharter.org
- Who to Contact for What?
 - Anything Instructional: Your Child's Teacher!
 - Anything Operational or Logistical: The Operation Team at opsteam@harlemhebrewcharter.org OR calling 212.866.4608 during school hours
 - Anything Behavioral (including Bussing Behaviors): Deans of Culture Taharah Smalls (tsmalls@harlemhebrewcharter.org) and Jose Silva (jsilva@harlemhebrewcharter.org)
 - If Those Communications Aren't Working: Emily at ecarson@harlemhebrewcharter.org
- Family Events
 - Hebrew Public hosted a Town Hall on 8/19 where general school reopening information was shared
 - Family Orientation was held on 8/30
 - Over 190 families attended
 - Hebrew Public hosted a PowerSchool(parent communication portal) meeting tonight at 6 pm
 - 8th Grade Family Meeting re: High School Admissions on Wednesday, October 20th

- 8th Grade Family Meetings on Capstone Trip to Israel led by Hebrew Public
- Late October: 5th Grade Family Meeting on Middle School Admissions
- Various Dress Down Days (for students, families invited)
 - Friday: Arabian Leopard Pride Day
- Virtual Back to School Night, September 23 @ 6:45 - 8:15 pm
 - One required session, two family choice sessions
 - Required: with your child's teachers
 - Choice Sessions
 - Special Education Overview
 - Student Supports and Services
 - Mental Health Team and Culture Team
 - Specials Curriculum and Overview
 - Hebrew Curriculum and Overview
 - Operations office hours the entire night

5. Network Update

Jon Rosenberg, CEO, Hebrew Public shared the following:

- NYC Announcement of Relaxation of Quarantine Standards
 - These changes apply to district schools, but not to public charter schools such as ours
 - The announcement comes from a review of the CDC guidance released in late August defining “close contact” in a K-12 setting
 - Situations such as lunch, riding the bus, gym class, and regular classroom instruction, cannot always guarantee the 3 ft distance is kept all the time
- Hebrew Public along with Harlem Hebrew leadership are looking closely at the current quarantine rules and will make decisions in the coming days about potential changes to procedures
- Keeping in mind
 - Health and safety of students, staff members, and their households and loved ones
 - Disruptions to families caused by mandatory quarantines (childcare)
 - Effectiveness of instruction for children
- Upcoming Charter Renewal Visit

- Harlem Hebrew is up for charter renewal in the 2022-23 school year, a substantial portion of the application has already been submitted
- HHLA NYSED Site Visit - 2 Days - October 13, 14 (*classroom observations will most likely be in person*)
- HHLA Board Capacity Interview has not been scheduled yet but will be with Board Officers.
 - Board capacity prep meeting will occur a week prior to the next board meeting
- Public Hearing is on Wednesday, October 13 at 5:30
 - All three Hebrew Public NY schools are up for renewal so this year the city has requested one public hearing for all
 - 1 board member from each of the schools to speak briefly during the hearing
 - Members of the public and parents can sign up to speak during the public comment portion
 - Board meeting for October will begin at 7 pm

6. Dashboard Review

Jon Rosenberg reviewed the September Dashboard which provided some key data points focused on the below criteria:

a. Enrollment

- i. Current enrollment is being tracked by ATS & PowerSchool, some students have not shown up to school, Harlem's average enrollment will likely be around 460 students

b. Staff Vacancies and COVID-19 impact

- i. 8 total vacancies
 - 1. 11% of staff
 - 2. One of the vacancies has an offer extended
- ii. Each school year vacancies are common, this year more so than ever, schools in NY and around the country are struggling with staffing shortages
 - 1. Our schools are offering
 - a. Referral bonuses
 - b. Signing bonuses
- iii. 1 case of COVID-19 reported by a staff member and 3 cases reported among students
- iv. Weekly COVID-19 testing has just begun in school

c. Staff Demography

- i. Efforts to increase staff diversity continues

7. Board Member Recruitment

Jon Rosenberg encouraged board members and members of the community to nominate qualified individuals to join the board of trustees.

- Ideally, the board should have at least nine individuals in order to create functional committees, representative of the school population and community, and have a diverse skillset

8. PTO Update

Vanessa Goldberg-Drossman encouraged families to join the PTO, everyone is welcome to join!

- Upcoming Events
 - Welcome Picnic
 - Halloween themed, Sunday, October 24th
 - Looking for volunteers
 - Free event sponsored by the PTO
 - Fun, COVID-19 safe afternoon
 - 1st PTO meeting via Zoom
 - First week of October
 - Great chance to meet the PTO

9. Public Comments

N/A

10. Executive Session

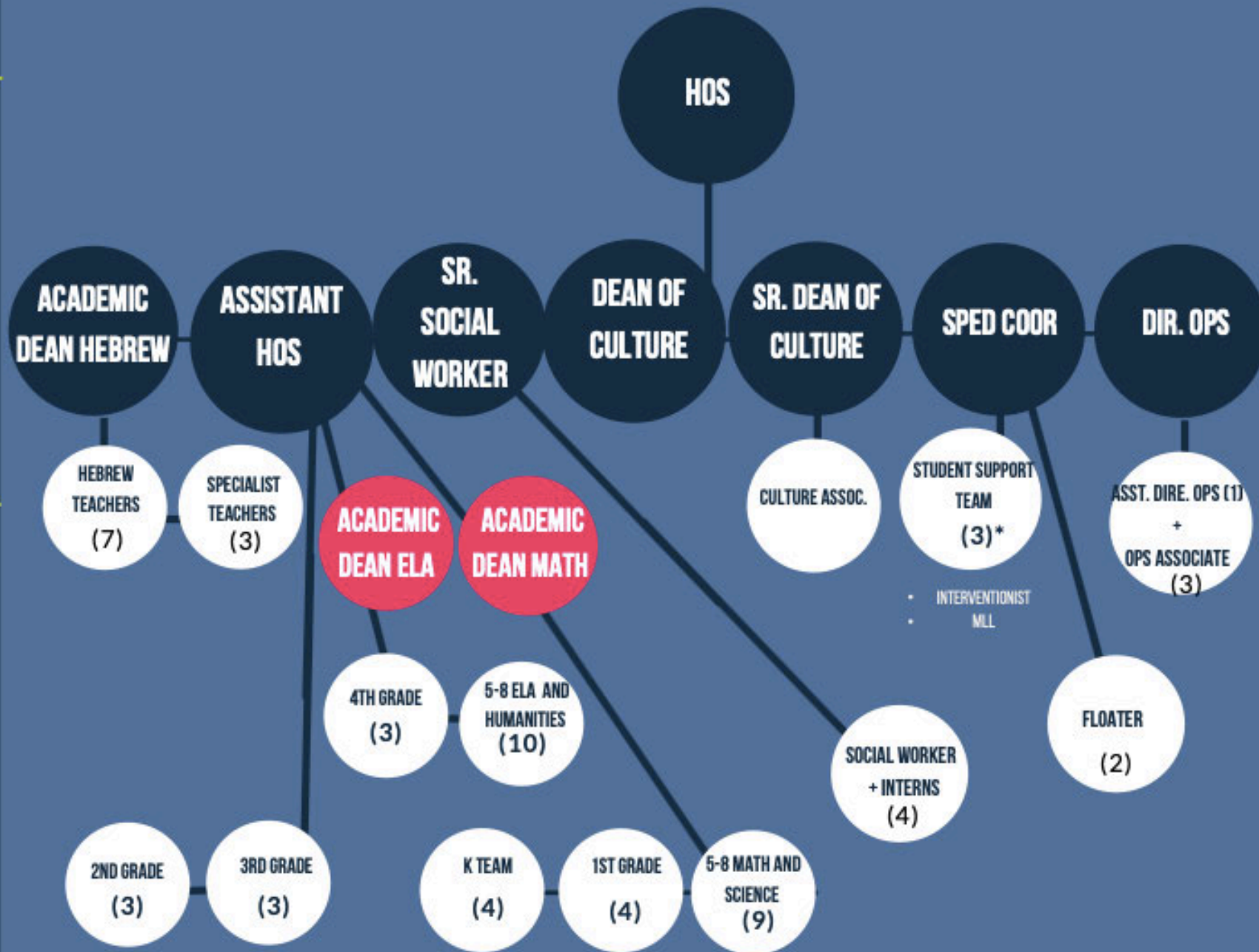
Vanessa Goldberg-Drossman asked for a motion to enter executive session at 7:27 pm, Tanya Jones made the motion, Sara Bloom seconded, and the board voted unanimously to move into executive session.

Vanessa Goldberg-Drossman asked for a motion to enter executive session at 7:41 pm, William Allen made the motion, Reverend Linda Tarry-Chard seconded, and the board voted unanimously to exit executive session.

11. Adjournment

William Allen motioned to adjourn the meeting, Reverend Linda Tarry-Chard seconded, the motion carried unanimously, and the meeting adjourned at 7:43 pm. The board will meet next on October 13 at 7 pm.

HARLEM ORG CHART



HHLA 2022-2023 Academic Calendar

General Notes:

- August 29th: First Day of School, half day. August 29th-9/2 are half days.
- Family conferences will be in-person 1/2 days
- Harlem has 190 school days scheduled (as per charter). 180 are in person. We are using remote asynchronous days over April Break and February break to ensure we meet our charter requirements.
- This calendar does not reflect the full set of assessments (e.g. monthly quizzes).

School Closings

September 5: Labor Day

September 26-27: Rosh Hashanah

October 5: Yom Kippur

October 10: Indigenous Peoples' Day

November 24-25: Thanksgiving

December 26-January 2: Winter break

January 3: Professional Development (staff attend, students asynch)

January 16: MLK Day

January 23: Lunar New Year (observed)

January 27: Professional Development (staff attend, students asynch)

February 20-24: Midwinter Break

April 6-14: Spring Break

April 21: Eid

May 29: Memorial Day

June 19: Juneteenth

Half Days (9)

August 29-September 2: Half days for students (in-person)

October 4: Half Day for students (in-person)

November 17: Half Day for students (in-person)

November 23: Half Day for students (remote)

December 23: Half Day for students (remote)

February 2: Half Day for students (in-person)

April 5: Half day for students (in-person)

April 27: Half Day for students (in-person)

June 29-30: Half Day for students (in-person)

Remote Days (9)

November 23: Half Day for students (remote)

December 23: Half Day for students (remote)

January 3: PD Day

January 27: PD Day

February 23-24: Remote Asynchronous Days

April 12-14: Remote Asynchronous Days

Family Conferences (half day for students)

Thursday, November 17th: Q1 Family Conferences

Thursday, February 2nd: Q2 Family Conferences

Thursday, May 11: Q3 Family Conferences

Marking Periods

Marking Period 1: Thursday, 9/1 - Friday, 11/4

Marking Period 2: Monday, 11/7 - Friday, 1/20

Marking Period 3: Tuesday 1/24 - Friday, 4/5

Marking Period 4: Monday 4/7 - Friday 6/23

Reading Assessment Windows

9/6-9/23

1/4-1/20

5/8-5/26

State Testing

- NYS ELA Window : Wednesday, April 19 - Friday, April 21
- NYS Math Window : Tuesday, May 2 - Thursday, May 4
- NYSESLAT Speaking Testing Window (NY) : Monday, April 17 - Friday, May 26
- NYSESLAT Listening, Reading, Writing Testing Window (NY) : Monday, May 15 - Friday, May 26
- Grade 8 Science Performance Test (NY) : Tuesday, May 23 - Friday, June 2
- Grade 8 Science Written Test (NY) : Monday, June 5

Proposed Times MAP & Interim Assessments:

- **MAP #1** Sept 19th-Oct 7th (all students, K-8)
- **MAP #2** June 5th-June 16th (all students, K-8)
- **IA #1**
 - ELA: Tuesday, November 1st, (grades 3-8)
 - Math: Tuesday, November 8th, (grades 2-8)
- **IA #2**
 - ELA: Tuesday, January 10th & Wednesday, January 11th, (grades 3-8)
 - Math: Tuesday, January 17th & Wednesday, January 18th, (grades 2-8)

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June 2023

September 2022

22 days - K-5: 120 Instructional Hours, 6-8: 112 Instructional Hours

Monday	Tuesday	Wednesday	Thursday	Friday
8/29 First Day of School (All Grades, Half Day)	8/30 Half Day	8/31 Half Day	1 Half Day	2 Half Day
5 Labor Day	6 <i>MAP Fluency Testing Window Opens</i>	7	8	9
12	13	14	15	16
19 <i>MAP Growth Window Opens</i>	20	21	22	23 <i>MAP Fluency Testing Window Closes</i>
26 Rosh Hashanah	27 Rosh Hashanah	28	29	30

October 2022

19 days, K-5: 103 Instructional hours, 6-8: 96 Instructional hours

Monday	Tuesday	Wednesday	Thursday	Friday
3	4 Half Day for Students & Staff	5 Yom Kippur	6	7 <i>MAP Growth Window Closes</i>
10 Indigenous Peoples' Day	11 ELA Quiz I	12	13	14
17 Math Quiz I	18	19	20	21
24	25	26	27	28
31				

November 2022

20 days, K-5: 115 Instructional Hours, 6-8: 108 Instructional Hours

Monday	Tuesday	Wednesday	Thursday	Friday
	1 ELA IA	2	3	4 Quarter 1 Ends
7 Quarter 2 Begins	8 Math IA	9	10	11
14	15	16	17 Half Day for Students Family Conferences	18
21	22	23 Half Day (Remote)	24 Thanksgiving Break	25 Thanksgiving Break
28	29	30		

December 2022

17 days, K-5: 98 Instructional Hours, 6-8: 92 Instructional Hours

Monday	Tuesday	Wednesday	Thursday	Friday
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23 Half Day (Remote)
26 Winter Break	27 Winter Break	28 Winter Break	29 Winter Break	30 Winter Break

January 2023

19 days, K-5: 111 Instructional Hours, 6-8: 104 Instructional Hours

Monday	Tuesday	Wednesday	Thursday	Friday
2 New Year's Day (Observed)	3 Staff PD Day: Asynch for Students	4 <i>MAP Fluency Administration Opens</i>	5	6
9	10 ELA IA	11 ELA IA	12	13
16 Martin Luther King Jr. Day	17 Math IA ELA IA (HLA2)	18 Math IA	19	20 Quarter 2 Ends MAP Fluency Administration Closes
23 Lunar New Year (Observed)	24 Quarter 3 Begins Math IA (HLA2)	25	26	27 Staff PD Day: Asynchronous Remote for Students
30	31			

February 2023

17 days, K-5: 99 Instructional Hours, 6-8: 92 Instructional Hours

Monday	Tuesday	Wednesday	Thursday	Friday
		1	2 Half Day for students Family Conferences	3
6	7	8	9	10
13	15	16	17	18
20 President's Day & Mid-Winter Break No Staff No Students	21 Mid-Winter Break: No Staff No Students	22 Mid-Winter Break: No Staff No Students	23 Asynchronous Remote for Students	24 Asynchronous Remote for Students
27 Math Quiz	28			

March 2023

23 days, K-5: 134 Instructional Hours, 6-8: 125 Instructional hours

Monday	Tuesday	Wednesday	Thursday	Friday
		1	2	3
6	7	8	9	10
13 <i>F&P Testing Window Opens</i>	14	15	16	17
20	21	22	23	24
27 Math Quiz	28	29	30	31

April 2023

15 days, K-5: 88 Instructional Hours, 6-8: 82 Instructional Hours

Monday	Tuesday	Wednesday	Thursday	Friday
3	4	5 Half day Quarter 3 Closes	6 Spring Break	7 Spring Break
10 Spring Break	11 Spring Break	12 Asynchronous Remote for Students	13 Asynchronous Remote for Students	14 Asynchronous Remote for Students
17 <i>NYSESLAT Speaking Testing Window Opens</i>	18	19 <i>NYS ELA Exam</i>	20 <i>NYS ELA Exam</i>	21 Eid al-Fitr
24	25	26	27	28

May 2023

22 days, K-5: 128 Instructional Hours, 6-8: 119 Instructional Hours

Monday	Tuesday	Wednesday	Thursday	Friday
1	2	3 <i>NYS Math Exam</i>	4 <i>NYS Math Exam</i>	5
8 MAP Fluency Administration Opens	9	10	11 Half Day for students Family Conferences	12
15 <i>NYSESLAT Listening, Reading, Writing Testing Window Opens</i>	16	17	18	19
22	23 <i>Grade 8 Science Performance Test Window Opens</i>	24	25	26 <i>NYSESLAT Speaking & L.R.W. Testing Windows Close</i> MAP Fluency Administration Closes
29 Memorial Day	30 MAP Growth Window Opens	31		

June 2023

16 days, K-5: 90 Instructional Hours, 6-8: 84 Instructional Hours

Monday	Tuesday	Wednesday	Thursday	Friday
			1	2 <i>Grade 8 Science Performance Test Window Closes</i>
5 <i>Grade 8 Science Written Test (NY)</i>	6	7	8	9 MAP Growth Window Closes
12	13	14	15	16

Monday	Tuesday	Wednesday	Thursday	Friday
19 Juneteenth	20	21	22 Half Day	23 Last Day for HHLA and SI Half Day
26	27	28	29	30



FIRE DEPARTMENT

9 METROTECH CENTER

BROOKLYN, NY 11201-3857

BUREAU OF LEGAL AFFAIRS

ADMINISTRATIVE ENFORCEMENT UNIT

CURE LETTER

Date

9/29/2022

You are hereby notified that your Certificate of Correction for FDNY

Summons No. **14032106K** issued on **8/26/22** against the premises situated
at **147 ST. NICHOLAS AVENUE, NEW YORK, NY** has been approved on the

records of this Department. No fines or penalties will be imposed and you are excused
from appearing at the scheduled hearing at the OATH hearing center.

BY ORDER OF BUREAU OF LEGAL AFFAIRS

BY:

JAMES CARROLL

**VOID IF ALTERED
OR DUPLICATED**



Certificate of Occupancy

CO Number:1058397-0000006

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

A.	Borough: MANHATTAN Address: 147 SAINT NICHOLAS AVENUE Building Identification Number(BIN): 1058397	Block Number: 1923 Lot Number(s): 49 Additional Lot Number(s): Application Type: A1 - ALTERATION TYPE 1	Full Building Certificate Type: Temporary Date Issued: 11/09/2022
This building is subject to this Building Code: 2014			
This Certificate of Occupancy is associated with job# 122544112-01			
B.	Construction Classification: I-B: 2 HOUR PROTECTED - NON-COMBUSTI Building Occupancy Group classification: E - EDUCATIONAL Multiple Dwelling Law Classification: Not Available		
	No.of stories: 6	Height in feet: 72	No.of dwelling units: Not Available
C.	Fire Protection Equipment: Fire Alarm System, Sprinkler System, Standpipe System		
D.	Parking Spaces and Loading Berths: Open Parking Spaces: 0 Enclosed Parking Spaces: 0 Total Loading Berths: Not available		
E.	This Certificate is issued with the following legal limitations: Restrictive Declaration: None Zoning Exhibit: 2015000175652, 2015000175651, 2015000175654, 2015000175653 BSA Calendar Number(s): None CPC Calendar Number(s): None		
Borough Comments:			

Borough Commissioner

Commissioner

 Acting Commissioner of Buildings



Permissible Use and Occupancy

FLOOR	Occ Group	Max. Persons Permitted	Live Loads (lbs per sq ft)	Zoning Use Group	Dwelling or Rooming Units	Job Reference	Certificate of Occupancy Type	CO Expiration Date
						122544112	Temporary	02/07/2023
						Exceptions: Occupancy limited to PA 74 people		
						122544112	Temporary	02/07/2023
						Exceptions:		
						122544112	Temporary	02/07/2023
						Exceptions:		
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						Exceptions:		

CofO Comments: CITYV RRECORD FILING NUMBERS:CRFN 2015000175652: EXHIBIT III-ZONING LOT DESCRIPTION;CRFN 2015000175651: EXHIBIT II-CERTIFICARION OF ZONING LOT;CRFN 2015000175654: EXHIBIT V-WAIVER OF DECLARATION OF ZONING LOT RESTRICTIONS;CRFN 2015000175652: EXHIBIT IV DECLARATION OF ZONING OF ZONING LOT RESTRICTIONS

Borough Commissioner

Commissioner

Acting Commissioner of Buildings