

# Application: Health Sciences Charter School

Maurine Falkowski - mbennettfalkowski@gmail.com  
2022-2023 Annual Report

## Summary

ID: 0000000193

Last submitted: Oct 31 2023 02:31 PM (EDT)

Labels: Board of Regents

## Entry 1 School Info and Cover Page

Completed - Aug 1 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 the [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 2022-2023 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, 2023**) or you may not be assigned the correct tasks.

## BASIC INFORMATION

### a. SCHOOL NAME

(Select name from the drop down menu)

HEALTH SCIENCES CHARTER SCHOOL 800000065871

**a1. Popular School Name**

(No response)

**b. CHARTER AUTHORIZER (As of June 30th, 2023)**

Please select the correct authorizer as of June 30, 2023 or you may not be assigned the correct tasks.

BOARD OF REGENTS

**c. School Unionized**

Is your charter school unionized?

Yes

**c1. Name of Union**

Select the name of the Union representing your school?

United Federation of Teachers

**c2. Date Unionized**

Nov 1 2017

**d. DISTRICT / CSD OF LOCATION**

BUFFALO CITY SD

**e. Date of Approved Initial Charter**

Sep 15 2009

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**f. Date School First Opened for Instruction**

Aug 18 2010

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**g. Approved School Mission and Key Design Elements**

*(Regents, NYCDOE and Buffalo BOE authorized schools only)*

**Mission**

To provide high-school age youth with an academically challenging learning environment that prepares them to communicate effectively, think and reason critically, value diversity, engage in service learning, pursue academic excellence, obtain sustainable and quality careers in the healthcare industry and become productive and valued members of the community

**Key Elements**

- Year-round instruction
  - State-of-the art laboratory instruction
  - Industry-specific curriculum
  - Mentoring
  - Service learning
  - Internships
  - Individual career guidance
  - Hands-on instruction from leading industry and educational professionals
  - Dual college credit courses
-

#### h. School Website Address

<https://www.healthsciencescharterschool.org/>

#### i. Total Approved Charter Enrollment for 2022-2023 School Year

480

#### j. Total Enrollment on June 30, 2023 - excluding Pre-K program enrollment

408

#### k. Grades Served

Grades served during the 2022-2023 school year (exclude Pre-K program students):

Use the CTRL button to select multiple grades to accurately capture every grade level served.

#### Responses Selected:

9

10

11

12

#### l. Charter Management Organization

Do you have a [Charter Management Organization](#)?

No

# FACILITIES INFORMATION

## m. FACILITIES

Will the school maintain or operate multiple sites in 2023-2024?

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

## m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for previous year (K-5, 6-9, etc.)	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	1140 Ellicott St. Buffalo, NY 14209	716-888-4080	Buffalo	9-12	9-12	No

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

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Jaime Venning	Head of School	716-888-4080		<a href="mailto:jvenning@healthsciencescharterschool.org">jvenning@healthsciencescharterschool.org</a>
Operational Leader	Jaime Venning	Head of School	716-888-4080		<a href="mailto:jvenning@healthsciencescharterschool.org">jvenning@healthsciencescharterschool.org</a>
Compliance Contact	Jaime Venning	Head of School	716-888-4080		<a href="mailto:jvenning@healthsciencescharterschool.org">jvenning@healthsciencescharterschool.org</a>
Complaint Contact	Jaime Venning	Head of School	716-888-4080		<a href="mailto:jvenning@healthsciencescharterschool.org">jvenning@healthsciencescharterschool.org</a>
DASA Coordinator	Rick Mammolitti	Assistant Principal	716-888-4080		<a href="mailto:rmammolitti@healthsciencescharterschool.org">rmammolitti@healthsciencescharterschool.org</a>
Phone Contact for After Hours Emergencies	Robert Baxter	Principal	716-888-4080		<a href="mailto:rbaxter@healthsciencescharterschool.org">rbaxter@healthsciencescharterschool.org</a>

**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, 2023.

- Fire inspection certificates must be updated annually. For the upcoming school year 2023-2024, submit a current fire inspection certificate.
- 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, 2023.

### Site 1 Certificate of Occupancy (COO)

[HSCS Certificate of Occupancy.pdf](#)

**Filename:** HSCS Certificate of Occupancy.pdf **Size:** 600.9 kB

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### Site 1 Fire Inspection Report

*This is required, marked optional for administrative purposes.*

[Attachment L Health Sciences Charter School Fire Inspection Certificate.pdf](#)

**Filename:** Attachment L Health Sciences Charter School Fire Inspection Certificate.pdf **Size:** 48.5 kB

### n. List of owned, rented, leased facilities not used to educate students

Separate by semi-colon (;)

1291 Main Street, Buffalo, NY 14209

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## CHARTER REVISIONS DURING THE 2022-2023 SCHOOL YEAR

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**o. Were there any revisions to the school's charter during the 2022-2023 school year? (Please include approved or pending material and non-material charter revisions).**

*Please note, listing the revisions here does not constitute a request. Schools are advised to seek revision requests through their authorizer directly.*

No

## 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	Robert Baxter
Position	Interim Head of School
Phone/Extension	716-888-4080-418
Email	<a href="mailto:rbaxter@healthsciencescharterschool.org">rbaxter@healthsciencescharterschool.org</a>

**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



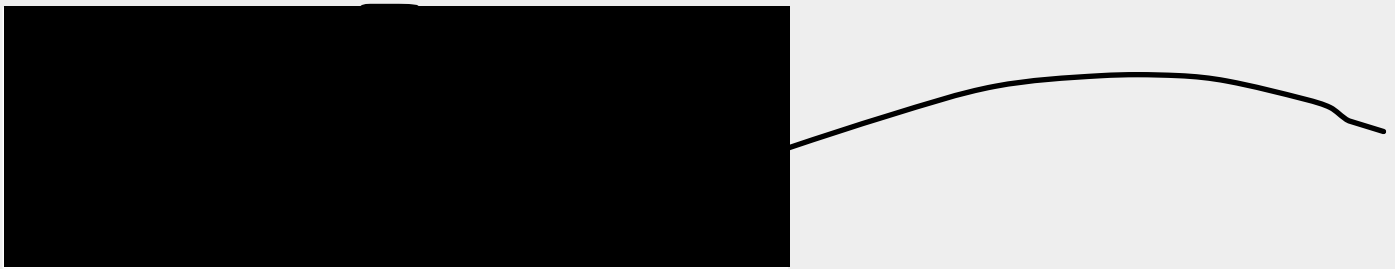
As outlined in ENTRY 10:

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.

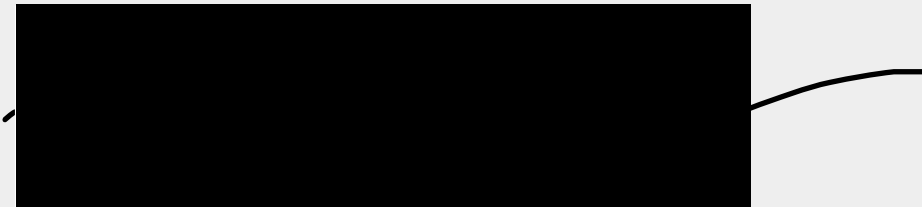
### Responses Selected:

Yes

Signature, Head of Charter School

A black rectangular redaction box covers the signature of the Head of Charter School. A thin black line extends from the right side of the box.

Signature, President of the Board of Trustees

A black rectangular redaction box covers the signature of the President of the Board of Trustees. A thin black line extends from the right side of the box.

Date

Jul 29 2023



Thank you.

**Entry 2 Links to Critical Documents on School Website**

## 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., Report when financials have been submitted in November.)

## Form for Entry 2 Links to Critical Documents on School Website

School Name: Health Sciences Charter School

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**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:

[New York State Report Card](#)

[Emergency Response Plan Memo](#)

[NYSED Subject Matter List](#)

	Link to Documents
1. Current Annual Report (i.e., 2022-2023 Annual Report)	<a href="https://www.healthsciencescharterschool.org/common/pages/DownloadFileByUrl.aspx?key=ce3iEtot0a51IP1WmxELRNRCbP9ZlvefxCEO3x6FUUGkR7IHDWOgsvpDrtIWuwGVKgoqRM9mKahfAcPztZMn5IDdZMGGr1VufbGATYKs2WgLx6Tx3R29TasLI9xkLNtoZ%2f0nU7I6OaW7fCvOu00EFli8y1eJvJZ5PW1%2b4nyfoTLp%2bviAthIkCVAuWr%2fOLkgUe3OdQQoPTG1onFilUs1w27Uvc0Q%3d">https://www.healthsciencescharterschool.org/common/pages/DownloadFileByUrl.aspx?key=ce3iEtot0a51IP1WmxELRNRCbP9ZlvefxCEO3x6FUUGkR7IHDWOgsvpDrtIWuwGVKgoqRM9mKahfAcPztZMn5IDdZMGGr1VufbGATYKs2WgLx6Tx3R29TasLI9xkLNtoZ%2f0nU7I6OaW7fCvOu00EFli8y1eJvJZ5PW1%2b4nyfoTLp%2bviAthIkCVAuWr%2fOLkgUe3OdQQoPTG1onFilUs1w27Uvc0Q%3d</a>
2. Board meeting notices, agendas and documents	<a href="https://www.healthsciencescharterschool.org/our_school/board_of_trustees/board_meeting_information">https://www.healthsciencescharterschool.org/our_school/board_of_trustees/board_meeting_information</a>
3. New York State School Report Card	<a href="https://data.nysed.gov/profile.php?instid=800000065871">https://data.nysed.gov/profile.php?instid=800000065871</a>
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	<a href="https://www.healthsciencescharterschool.org/our_school/board_of_trustees/board_policies">https://www.healthsciencescharterschool.org/our_school/board_of_trustees/board_policies</a>
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	<a href="https://www.healthsciencescharterschool.org/common/pages/DownloadFileByUrl.aspx?key=sgna%2fZknHjmZdcCHF4FdclPsr9IHlnr%2ft0bcA4EXuYg0csoPOaKVDQCsjP3z3UgmJ9XGxk%2bWqBpJCDIHL566Rt50TRWHS�3n0sgu290APWNVe8BvnAwUW9cKgcHbOSjrlR%2bhNUHqig7RWIGN6xzipotPT950q0AbZdclvOruAYLwwjPvaLyB7Ti1%2foUKjugnxveA%3d%3d">https://www.healthsciencescharterschool.org/common/pages/DownloadFileByUrl.aspx?key=sgna%2fZknHjmZdcCHF4FdclPsr9IHlnr%2ft0bcA4EXuYg0csoPOaKVDQCsjP3z3UgmJ9XGxk%2bWqBpJCDIHL566Rt50TRWHS�3n0sgu290APWNVe8BvnAwUW9cKgcHbOSjrlR%2bhNUHqig7RWIGN6xzipotPT950q0AbZdclvOruAYLwwjPvaLyB7Ti1%2foUKjugnxveA%3d%3d</a>
6. Authorizer-approved FOIL Policy	<a href="https://www.healthsciencescharterschool.org/common/pages/DownloadFileByUrl.aspx?">https://www.healthsciencescharterschool.org/common/pages/DownloadFileByUrl.aspx?</a>

[key=V9j15pCSimg6bsjoOdNOjkiYKaCJA9KrEAPJ21qfn  
ytubH6%2bAZ%2f4G%2bpJOI%2behqKgZWqs0VrfsPn  
V0w0kcjJzaY98dD5CMUIHdA5UODI4pAmyE20XSy6TA  
GliBCsUYze%2f97SB4Ym7whYGgUriYIkhembEx4wBYx  
GQZ9oUj12mWKS3ekmSJyZ2WKmkrloyGQ7YIjeg%3d  
%3d](https://www.nysed.gov/sites/default/files/2014%20Subject%20Matter%20List.pdf)

7. Subject matter list of FOIL records. (Example: See  
NYSED Subject Matter List)

[https://www.nysed.gov/sites/default/files/2014%20Subje  
ct%20Matter%20List.pdf](https://www.nysed.gov/sites/default/files/2014%20Subject%20Matter%20List.pdf)



Thank you.

## Entry 3 Progress Toward Goals

Completed - Aug 1 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, 2023**.

**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 1, 2023.

## 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, 2023**.

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## 2022-2023 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	88% of students graduating will receive a NYS Regents Diploma	Per NYSED graduation requirements, the 2022-23 graduation rate was 92%, of which 97% were Regents Diplomas	Met	
Academic Goal 2	Increase dual enrollment opportunities for students	Student transcripts and number of students enrolling in and completing college level coursework at partner IHEs	Met	
Academic Goal 3	Expand student course offerings and activities in Work-Based Learning and Health Equity.	Director of Community Outreach and Health Equity tracks student participation in job shadows, lunch and learns, guests speakers, internships, and career events. Student transcripts also reflect coursework completed.	Met	
Academic Goal 4	Host freshman summer ramp-up program.	Student proficiency and literacy	Met	

		assessments, student attendance.		
Academic Goal 5	Increase the number of students passing three Regents exams in grade 9	Student transcripts and Regents exam scores	Met	
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

2. Do have more academic goals to add?

No

#### 4. ORGANIZATION GOALS

**For the 2022-2023 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”.**

## 2022-2023 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	Demonstrate continuous progress toward meeting or exceeding the NYSED Charter Benchmarks.	NYSED CSO Site Visit Report	Met	
Org Goal 2	Continue to develop and implement school-wide DEI and health equity programming.	Event calendar created by Director of Community Outreach and Health Equity	Met	
Org Goal 3	Increase enrollment to exceed minimum threshold.	Student enrollment on BEDS Day exceeded threshold	Met	
Org Goal 4	Review and strengthen security and safety protocols.	Multiple security grants submitted and awarded to upgrade security through school grounds.	Met	
Org Goal 5	Expand Work-Based Learning and Health Equity partnerships and student opportunities.	BOT monthly report. Director of Community Outreach and Health Equity calendar of events. Monthly report to BOT outlining partnership cultivation, new program	Met	



		development, and grant opportunities.		
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

## 2022-2023 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	Ensure proper controls, procedures, and policies are in place leading to a clean audit opinion and no reportable conditions to the Board.	Independent audit completed by November 1st of each year.	Met	
Financial Goal 2	Prepare and monitor budget and actual activity to meet the goals of the organization	The Finance Committee provides a monthly report to the BOT detailing metrics for debt to asset ratio, debt service ratio, unrestricted days cash, enrollment stability, total margin and composite score.	Met	
Financial Goal 3	Provide timely monitoring of financial activity and reporting and evaluation of charter school fiscal accountability measures. Implement activities to meet or exceed the fiscal benchmarks.	Monthly report to BOT, monthly Finance Committee meetings.	Met	

Financial Goal 4	Continue to renegotiate long term debt financing arrangements.	Monthly report to BOT, monthly Finance Committee meetings.	Met	
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

## Entry 3 Accountability Plan Progress Reports

Incomplete - Hidden from applicant

### Instructions

#### SUNY-Authorized Charter Schools ONLY- Complete Template and Upload to Epicenter

SUNY-authorized charter schools must download an Accountability Plan Progress Report template at [Accountability Plan Progress Report](#). After completing, SUNY-authorized charter schools must upload the document into the Annual Report Portal, **and** into the SUNY Epicenter document management system by September 15, 2023.

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

## Entry 4 - Audited Financial Statements

Completed - Oct 30 2023

#### Required of ALL Charter Schools

**ALL SUNY-authorized charter schools** must upload the financial statements and related documents in PDF format into the [Annual Report Portal](#) and into the SUNY Epicenter document management system no later than **November 1, 2023**. **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, 2023**. 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 2023 but will be identified as a required task thereafter and due on November 1, 2023. This is a required task, and it is marked optional for administrative purposes only.**

#### [HSCS audited FS 06](#)

Filename: HSCS\_audited\_FS\_06.30.2023\_-\_FINAL.pdf Size: 789.7 kB

## Entry 4a – Audited Financial Report Template (SUNY)

Incomplete - Hidden from applicant

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

SUNY-authorized schools must download the Excel spreadsheet entitled “Audited Financial Statement Template” at <http://www.newyorkcharters.org/fiscal/>. After completing, schools must upload the document into the [Annual Report Portal](#) and into the SUNY Epicenter document management system no later than **November 1, 2023**.

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

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

Completed - Oct 30 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 [2022-2023 Annual Reports](#) webpage. Upload the completed file in Excel format and submit by **November 1, 2023**.

**Please complete one spreadsheet at the Education Corporation level and submit the same spreadsheet for each of the schools.**

**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.**

### [HSCS auditedfinancialreporttemplate-nysed 063023](#)

Filename: HSCS\_auditedfinancialreporttempla\_IY4mZQh.xlsx Size: 76.9 kB

## Entry 4c – Additional Financial Documents

Completed - Oct 30 2023

**Regents, NYCDOE and Buffalo BOE authorized schools** must upload financial documents and submit by **November 1, 2023**. 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. Agreed-Upon Procedure Report
4. Evidence of Required Escrow Account for each school<sup>[1]</sup>
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

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

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

### [HSCS M&T Escrow Bank Stmt - 4100 - 2023](#)

Filename: HSCS\_MT\_Escrow\_Bank\_Stmt\_-\_4100\_-\_2023.06.pdf Size: 95.8 kB

### [HSCS Management Letter 06](#)

Filename: HSCS\_Management\_Letter\_06.30.2023\_-\_FINAL.pdf Size: 275.3 kB

### [HSCS NYSED Annual Report 11](#)

Filename: HSCS\_NYSED\_Annual\_Report\_11.1.2023\_MSlo7k.pdf Size: 147.1 kB

## Entry 4d - Financial Contact Information

Completed - Aug 1 2023

Regents, NYCDOE, and Buffalo BOE authorized schools should enter financial contact information directly into the form within the portal by **November 1, 2023**.

### Form for "Financial Contact Information"

#### 1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Lindsey Cardella	<a href="mailto:lcardella@healthsciencescarterschool.org">lcardella@healthsciencescarterschool.org</a>	716-888-4080

#### 2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Sarah Hopkins, CPA	<a href="mailto:shopkins@lumsdencpa.com">shopkins@lumsdencpa.com</a>	716-856-3300	18

#### 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
	Kirisits & Associates, CPAS, PLLC	Lisa Kirisits	1231 Delaware Avenue, Suite 6 Buffalo, NY 14209	<a href="mailto:LisaK@kirisitscpa.com">LisaK@kirisitscpa.com</a>	716-881-0089	27

## Entry 5 – Fiscal Year 2023-2024 Budget

Completed - Oct 31 2023

**SUNY-authorized charter schools** should download the [2023-2024 Budget and Quarterly Report Template and the 2023-2024 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed templates into the Annual Report Portal and into the Epicenter document management system. **Due November 1, 2023.**

**Regents, NYCDOE, and Buffalo BOE authorized charter schools** should upload a copy of the school's FY22 Budget using the [2023-2024 Budget Template](#) into the Annual Report Portal or from the Annual Report website. **Due November 1, 2023.**

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.**

### [HSCS 2023-2024-ar-budget-template](#)

Filename: HSCS\_2023-2024-ar-budget-template.xlsx Size: 37.6 kB

## Entry 6 – Board of Trustees Disclosure of Financial Interest Form

Completed - Aug 1 2023

### Required of ALL Charter Schools

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 2022-2023 school year must complete and sign a Trustee [Disclosure of Financial Interest Form](#) is due on August 1, 2023. 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 ensuring that each member who served on the board during the 2022-2023 school year completes the form.**

Charter schools **must** submit the latest version of the form. Forms completed from past years will not be accepted.

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

### [Andrew Davis Disclosure Form 6](#)

Filename: Andrew\_Davis\_Disclosure\_Form\_6.29.2023.pdf Size: 68.7 kB

### [Dr](#)

Filename: Dr.\_Allyson\_Lowe\_Disclosure\_Form\_6.29.2023.pdf Size: 317.6 kB

### [Zachary Dewey Disclosure Form 6](#)

Filename: Zachary\_Dewey\_Disclosure\_Form\_6.28.2023.pdf Size: 172.7 kB

### [Jospeh Winter Disclosure Form 6](#)

Filename: Jospeh\_Winter\_Disclosure\_Form\_6.29.2023.pdf Size: 136.6 kB

### [Danielle Evancho-Bozich Disclosure Form 6](#)

Filename: Danielle\_Evancho-Bozich\_Disclosure\_fotLJff.pdf Size: 161.6 kB

### [Dr](#)

**Filename:** Dr.\_Pratibha\_Bansal\_Disclosure\_For\_BmSNRco.pdf **Size:** 326.7 kB

## [Dr](#)

**Filename:** Dr.\_Clement\_Kwakye\_Disclosure\_Form\_TCNj0h3.pdf **Size:** 164.6 kB

## [Daniel Weinstein Disclosure Form 6](#)

**Filename:** Daniel\_Weinstein\_Disclosure\_Form\_6.29.2023.pdf **Size:** 164.0 kB

## [Francesca Mesiah Disclosure Form 6](#)

**Filename:** Francesca\_Mesiah\_Disclosure\_Form\_6.29.2023.pdf **Size:** 171.7 kB

## [Michael Johnson Disclosure Form 6](#)

**Filename:** Michael\_Johnson\_Disclosure\_Form\_6.29.2023.pdf **Size:** 166.1 kB

## [Christie Nelson Disclosure Form 6](#)

**Filename:** Christie\_Nelson\_Disclosure\_Form\_6.29.2023.pdf **Size:** 447.4 kB

## [Alex Collichio Disclosure Form 6](#)

**Filename:** Alex\_Collichio\_Disclosure\_Form\_6.28.2023.pdf **Size:** 179.4 kB

## [Mary Farallo - Disclosure Form](#)

**Filename:** Mary\_Farallo\_-\_Disclosure\_Form.pdf **Size:** 164.0 kB

## **Entry 7 BOT Membership Table**

**Completed** - Aug 1 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.

**Authorizer:**

Who is the authorizer of your charter school?

Board of Regents

---



**1. 2022-2023 Board Member Information (Enter info for each BOT member)**

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Completed Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2022-2023
1	Andrew Davis	[REDACTED]	Chair	Executive	Yes	1	11/18/2021	11/18/2024	11
2	Dr. Allyson Lowe	[REDACTED]	Vice Chair	Academic	Yes	1	07/08/2021	07/08/2024	9
3	Zachary Dewey	[REDACTED]	Secretary	Governance	Yes	2	07/09/2023	07/09/2026	11
4	Joseph Winter	[REDACTED]	Treasurer	Finance	Yes	2	04/09/2023	04/09/2026	11
5	Alexander Collicio, Esq.	[REDACTED]	Trustee/Member	Personnel	Yes	1	07/11/2022	07/11/2025	7
6	Danielle Evancho-Bozich	[REDACTED]	Trustee/Member	Personnel	Yes	1	07/08/2021	07/08/2024	6
7	Mary Farallo	[REDACTED]	Trustee/Member	Personnel	Yes	2	11/8/2021	02/09/2023	5 or less
8	Michael Johnson	[REDACTED]	Trustee/Member	Governance	Yes	1	09/08/2022	09/08/2025	8
9	Dr. Clement Kwakye	[REDACTED]	Trustee/Member	Work-Based Learning	Yes	2	11/08/2021	11/08/2024	10

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

Yes

**1b. Board Member Information**

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2022-2023
10	Francisca Mesiah	[REDACTED]	Trustee/Member	Work-Based Learning, Health Equity	Yes	1	08/06/2021	11/30/2030	10
11	Christie Nelson	[REDACTED]	Trustee/Member	Facilities, Health Equity	Yes	2	05/14/2023	05/14/2026	7
12	Daniel Weinstein	[REDACTED]	Trustee/Member	Work Based Learning	Yes	1	06/29/2023	06/29/2026	5 or less
13	Pratibha Bansal	[REDACTED]	Trustee/Member	Academic, Work-Based Learning	Yes	2	11/03/2020	11/03/2023	11
14					No				
15					No				

**1c. Are there more than 15 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, 2023	12
b.Total Number of Members Added During 2022-2023	2
c. Total Number of Members who Departed during 2022-2023	1
d.Total Number of members, as set in Bylaws, Resolution or Minutes	15

**3. Number of Board meetings held during 2022-2023**

12

**4. Number of Board meetings scheduled for 2023-2024**

12

**Total number of Voting Members on June 30, 2023:**

13

**Total number of Voting Members added during the 2022-2023 school year:**

2

**Total number of Voting Members who departed during the 2022-2023 school year:**

1

**Total Maximum Number of Voting members in 2022-2023, as set by the board in bylaws, resolution, or minutes:**

15

**Total number of Non-Voting Members on June 30, 2023:**

0

**Total number of Non-Voting Members added during the 2022-2023 school year:**

0

**Total number of Non-Voting Members who departed during the 2022-2023 school year:**

0

**Total Maximum Number of Non-Voting members in 2022-2023, as set by the board in bylaws, resolution or minutes:**

0

Thank you.

## Entry 8 Board Meeting Minutes

Completed - Aug 1 2023

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

Schools must upload a complete set of monthly board meeting minutes (July 2022-June 2023), which should match the number of meetings held during the 2022-2023 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, 2023**.

### **Health Sciences Charter School 2022-23 BOT minutes**

Filename: Health\_Sciences\_Charter\_School\_202\_jB796pz.pdf Size: 2.9 MB

## Entry 9 Enrollment & Retention

Completed - Aug 1 2023

### **Instructions for submitting Enrollment and Retention Efforts**

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

Describe the good faith efforts the charter school has made in 2022-2023 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 2023-2024.

#### **\*SUNY-authorized charter schools**

The education corporation must include a plan for the charter to meet or exceed enrollment and retention targets established by the SUNY Trustees for students with disabilities, ELLs, and students who are eligible to participate in the FRPL program. See the [enrollment and retention target calculator](#) to find specific targets.

## Entry 9 Enrollment and Retention of Special Populations

## Good Faith Efforts to Meet Recruitment Targets (Attract)

	Describe Recruitment Efforts in 2022-2023	Describe Recruitment Plans in 2023-2024
Economically Disadvantaged	<p>Since a majority of the student population is ED, all Health Sciences' recruitment efforts focus on ED students. Extensive outreach was conducted in partnership with multiple community organizations. The Director of Community Outreach and Health Equity worked with school staff to conduct outreach activities at local charter schools, after-school programs, churches, and community events. Two Middle Schools visited Health Sciences during the year. Community members were invited to participate in multiple Black History Month events.</p>	<p>The school will participate in a community radio show in August to reach a wider audience. Billboards will again be located in targeted neighborhoods. The Director of Community Outreach and Health Equity will continue ongoing outreach throughout the community. Black History Month will continue to reach out to multiple community organizations.</p>
English Language Learners	<p>The school continued to work closely with families and ELL students from multiple local charter schools. Billboards were strategically placed in primarily immigrant and English-speaking neighborhoods. BOT Executive Committee review recruitment of ELL students on bi-weekly basis.</p>	<p>Billboards will again be strategically placed again in immigrant and non-English-speaking neighborhoods. The school will continue to host a variety of activities celebrating diversity such as Iftar Night, Hispanic Heritage Dinner, and family health fairs. Staff will work with HEAL International on recruitment and student support activities.</p>
Students with Disabilities	<p>Recruitment activities last year outlined the CREW model and highlighted the services provided to SWD.</p>	<p>Staff will continue to present data highlighting SWD graduation and Work-Based Learning activities during outreach activities.</p>

## Good Faith Efforts To Meet Enrollment Retention Targets

	Describe Retention Efforts in 2022-2023	Describe Retention Plans in 2023-2024
Economically Disadvantaged	<p>The CREW Model and two-house structure ensured students were provided academic and social-emotional support from multiple adults on a daily basis. The in-house alternative suspension program enabled suspended students to continue coursework and participate in school events. New Registrar position created to track attendance and retention for ED, ELL and SWD. Black History Month and the Health Disparities class provided the entire school community with opportunities for discussion, community advocacy, and celebration. All students participated in WIOA activities through the Buffalo Urban League. Student athletes participated in a mentoring and entrepreneurship program.</p>	<p>The Director of Community Outreach and Health Equity will continue to focus on engaging family events that provide students and families with access to programs that address the social determinants of health. Black History Month and Health Disparities class will continue to focus on community collaboration, empowerment and advocacy. Students will continue to participate in WIOA activities.</p>
English Language Learners	<p>The school recruited and hired staff from Muslim, Bangali and Spanish speaking communities. ELL CREW family led by a bi-lingual ELL teacher- daily check-in with students. The ELL teacher engaged students in new European sports experiences. The school participated in a charter consortium that collaborated monthly on ELL and SWD services.</p>	<p>The school will continue to support ELL students through the ELL CREW teacher training and charter consortium. The number of culturally- focused family activities will increase. Culturally specific food will be grown in the new Farm to School garden and integrated into the food service program.</p>
Students with Disabilities	<p>The two-house system ensured systems were in place to coordinate all SWD services. SPED teachers worked closely with SWD's CREW families to provide additional support. Multiple trainings with</p>	<p>The school will continue with integrated co-teaching. participation in charter consortium, progress monitoring, and WIOA opportunities for SWD students. Current teachers</p>

	<p>BOCES IEP writing and collaborative teaching, and In-house teacher training for progress monitoring. SWD enrolled in WIOA programs with Buffalo Urban League and received additional supportive after-school services. Due to shortage of SPED teachers, the school has encouraged current Teacher Assistants and certified teachers to return to school for a SPED certification.</p>	<p>will continue to be supported in their pursuit of an additional certification.</p>
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**Entry 10 – Teacher and Administrator Attrition**

Completed - Aug 1 2023

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



## A. TEACH System – Employee Clearance

### Required of ALL Charter Schools

Charter schools must ensure that all prospective employees<sup>[1]</sup> 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. 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](#).

<sup>[1]</sup> 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/employeeefingerprintoct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

**B. Emergency Conditional Clearances**

**Emergency Conditional Clearances**

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

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

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

**Attestation**

**Responses Selected:**

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

**Entry 11 Percent of Uncertified Teachers**

Completed - Aug 1 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 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.

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, 2023)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	4.6
Total Category A: 5 or 30% whichever is less	4.59

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

	FTE Count
i. Mathematics	1
ii. Science	3
iii. Computer Science	0
iv. Technology	0
v. Career and Technical Education	1
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, 2023)	1
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	0
Total Category C: not to exceed 5	1.0

### 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	10.6

### 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	2

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

	FTE Count
Total Category E	17

### CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	29.6

Thank you.



## Entry 12 Organization Chart

Completed - Aug 1 2023

[Instructions](#)

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

Upload the 2022-2023 **Organization Chart**. The organization chart should be a graphic representation (A list will not be accepted.) and should include position titles and reporting (hierarchical) relationships. Employee names should **not** appear on the chart.

### Organizational Structure 2022-2023

Filename: Organizational\_Structure\_2022-2023.pdf Size: 60.4 kB

## Entry 13 School Calendar

Completed - Aug 1 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, 2023 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, 2023**.

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 (also used to align to schools with extended days/years referenced in their mission statements/key design elements). See an example of a calendar showing the requested information. Schools **must** use a calendar format 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.**

### 23 24 Academic Calendar

Filename: 23\_24\_Academic\_Calendar.docx.pdf Size: 48.0 kB

## Entry 14 Staff Roster

Completed - Aug 1 2023

### INSTRUCTIONS

#### Required of Regents and NYCDOE-authorized Charter Schools ONLY

Please click on the MS Excel [Faculty/Staff Roster Template](#) and provide the following information for **ANY and ALL** instructional and non-instructional employees (all faculty and staff employed by the school during the 2022-2023 school year).

**Use of the 2022-2023 Annual Report Faculty/Staff Roster Template is required. Each of the data elements, with the exception of the Notes, are required, and use of the drop-down options, when provided, is also required.**

**Reminders:** Please use the Notes section provided to add any additional information as deemed necessary. Failure to adhere to the guidelines and validations in the Faculty/Staff Roster Template will result in a resubmission of a fully corrected roster.

Here is the complete list of data elements in the roster template and an explanation of what information is required to correctly complete this task.

Roster Data Elements	Explanations
Authorizer <b>NOTE: MUST BE DONE FIRST</b>	Select your school's authorizer from the <b>drop-down list</b> first, before completing the roster.
School Name and Institution ID	Select your school's name from the <b>drop-down list</b> .
Faculty/Staff First Name	Enter the first name of the Faculty/Staff person.
Faculty/Staff Last Name	Enter the last name of the Faculty/Staff person.

TEACH ID	Enter the <b>7 digit TEACH ID</b> for the Faculty/Staff person.
Role in School	<b>Select</b> the best choice of role of the Faculty/Staff person from the <b>drop-down list</b> .
CPR/AED Certification Status	<b>Select</b> the appropriate choice from the <b>drop-down list</b> .
Hire Date	Enter the date that the Faculty/Staff person was hired.
Start Date	Enter the date that the Faculty/Staff person actually began employment in this school.
Total Years' Experience in this Role	Enter Total Years of Experience that the Faculty/Staff person has in their current role.
Total Years at this School	Enter the Total Years that the Faculty/Staff person has been employed in this school.
Out-of-Certification Justification	<b>Select</b> the appropriate choice from the <b>drop-down list</b> .
Subject Taught	<b>Select</b> the appropriate choice from the <b>drop-down list</b> .
Notes	Optional

## [2022-2023 Annual Faculty Spreadsheet for Annual Report](#)

**Filename:** 2022-2023\_Annual\_Faculty\_Spreadsh\_OBaM7Jz.xlsx **Size:** 24.9 kB

## Optional Additional Documents to Upload (BOR)

Incomplete

**HEALTH SCIENCES CHARTER SCHOOL**

**SINGLE AUDIT REPORTING PACKAGE**

**JUNE 30, 2023**



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June 30, 2023

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

Independent Auditors' Report on Compliance for Each Major Federal Program and on Internal Control over Compliance Required by the Uniform Guidance

Schedule of Findings and Questioned Costs

## INDEPENDENT AUDITORS' REPORT

The Board of Trustees  
Health Sciences Charter School

### Report on the Audit of the Financial Statements

#### *Opinion*

We have audited the accompanying balance sheets of Health Sciences Charter School (the School) as of June 30, 2023 and 2022, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the School as of June 30, 2023 and 2022, and the changes in its net assets and cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America (GAAP).

#### *Basis for Opinion*

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the School, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. 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 these financial statements in accordance with GAAP; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

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

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

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

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

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

#### ***Additional Information***

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) is presented for purposes of additional analysis 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 GAAS. 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.

#### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated October 19, 2023 on our consideration of the 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 effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

October 19, 2023

# HEALTH SCIENCES CHARTER SCHOOL

## Balance Sheets

June 30,	2023	2022
<b>Assets</b>		
<b>Current assets:</b>		
Cash	\$ 3,982,587	\$ 2,694,277
Receivables, net (Note 2)	1,283,242	1,447,613
Prepaid expenses	35,217	20,080
	<u>5,301,046</u>	<u>4,161,970</u>
Property and equipment, net (Note 3)	2,524,560	2,632,378
Deposits and other assets	4,200	4,200
Right of use assets - leases (Note 6)	<u>3,148,901</u>	<u>3,400,523</u>
	<u>\$ 10,978,707</u>	<u>\$ 10,199,071</u>
<b>Liabilities and Net Assets</b>		
<b>Current liabilities:</b>		
Current portion of long-term debt (Note 5)	\$ 934,315	\$ 197,331
Current portion of lease liabilities (Note 6)	194,574	178,159
Accounts payable and accrued expenses	<u>611,687</u>	<u>309,106</u>
	<u>1,740,576</u>	<u>684,596</u>
Long-term debt (Note 5)	-	934,315
Lease liabilities (Note 6)	<u>5,361,875</u>	<u>5,556,450</u>
	<u>7,102,451</u>	<u>7,175,361</u>
<b>Net assets:</b>		
Without donor restrictions	3,874,243	3,013,710
With donor restrictions	<u>2,013</u>	<u>10,000</u>
	<u>3,876,256</u>	<u>3,023,710</u>
	<u>\$ 10,978,707</u>	<u>\$ 10,199,071</u>

See accompanying notes.

HEALTH SCIENCES CHARTER SCHOOL

**Statements of Activities**

For the years ended June 30,	2023	2022
<b>Changes in net assets without donor restrictions:</b>		
Support and revenue:		
Enrollment fees:		
Revenue - resident student enrollment	\$ 5,587,077	\$ 4,957,541
Revenue - students with disabilities	499,444	432,488
Contributions:		
Federal awards	1,244,759	1,427,611
State and other awards	29,910	13,043
In-kind	19,565	15,013
Food service	19,011	1,885
Other income	81,000	61,434
Net assets released from restrictions	10,487	20,000
<b>Total support and revenue</b>	<b>7,491,253</b>	<b>6,929,015</b>
Expenses:		
Program expenses:		
Regular education	3,750,647	3,943,783
Special education	233,158	267,020
Other programs	839,322	562,370
Total program expenses	4,823,127	4,773,173
Supporting services:		
Management and general	1,807,593	1,357,666
<b>Total expenses</b>	<b>6,630,720</b>	<b>6,130,839</b>
<b>Change in net assets without donor restrictions</b>	<b>860,533</b>	<b>798,176</b>
<b>Changes in net assets with donor restrictions:</b>		
Contributions - state and other awards	2,500	10,000
Net assets released from restrictions	(10,487)	(20,000)
<b>Change in net assets with donor restrictions</b>	<b>(7,987)</b>	<b>(10,000)</b>
Change in net assets	852,546	788,176
Net assets - beginning	3,023,710	2,235,534
Net assets - ending	\$ 3,876,256	\$ 3,023,710

See accompanying notes.

HEALTH SCIENCES CHARTER SCHOOL

**Statement of Functional Expenses**

For the year ended June 30, 2023

	Number of positions	Regular Education	Special Education	Other Programs	Management and General	Total
Administrative personnel	16.3	\$ -	\$ -	\$ -	\$ 1,086,078	\$ 1,086,078
Instructional personnel	34.5	1,586,346	105,612	-	-	1,691,958
Non-instructional personnel	6.0	-	-	171,579	-	171,579
Total salaries	56.8	1,586,346	105,612	171,579	1,086,078	2,949,615
Salaries		1,586,346	105,612	171,579	1,086,078	2,949,615
Employee benefits and taxes		329,359	21,928	35,624	225,494	612,405
Retirement		72,700	4,840	7,863	49,774	135,177
Instructional consultants		6,000	-	-	-	6,000
Contracted services - special education		-	15,267	-	-	15,267
Classroom supplies and materials		53,410	-	-	-	53,410
Technology		253,691	-	-	-	253,691
Student activities		-	-	88,098	-	88,098
Student services		15,734	-	-	-	15,734
Athletics		-	-	120,566	-	120,566
Nurse supplies		-	-	5,899	-	5,899
Student testing and assessment		5,337	-	-	-	5,337
Uniforms		27,459	-	-	-	27,459
Transportation		-	-	2,430	-	2,430
Food service		-	-	309,682	-	309,682
Staff development		32,450	-	-	-	32,450
Student and teacher recruitment		-	-	-	41,688	41,688
Scholarships		-	-	12,070	-	12,070
Utilities		76,268	4,767	4,767	9,534	95,336
Occupancy		386,863	24,179	24,179	48,358	483,579
Telephone and internet		10,052	628	628	1,257	12,565
Insurance		43,671	2,730	2,730	5,459	54,590
Office expense		44,171	2,761	2,761	5,520	55,213
Professional fees		-	-	-	170,554	170,554
Payroll processing fees		-	-	-	62,985	62,985
Interest		457,546	28,597	28,597	57,193	571,933
Other		12,862	804	804	1,608	16,078
		3,413,919	212,113	818,277	1,765,502	6,209,811
Depreciation		336,728	21,045	21,045	42,091	420,909
Total		\$ 3,750,647	\$ 233,158	\$ 839,322	\$ 1,807,593	\$ 6,630,720

See accompanying notes.

HEALTH SCIENCES CHARTER SCHOOL

**Statement of Functional Expenses**

For the year ended June 30, 2022

	Number of positions	Regular Education	Special Education	Other Programs	Management and General	Total
Administrative personnel	15.0	\$ -	\$ -	\$ -	\$ 732,436	\$ 732,436
Instructional personnel	39.0	1,845,614	141,942	-	-	1,987,556
Non-instructional personnel	5.0	-	-	154,658	-	154,658
Total salaries	59.0	1,845,614	141,942	154,658	732,436	2,874,650
Salaries		1,845,614	141,942	154,658	732,436	2,874,650
Employee benefits and taxes		423,009	32,533	35,447	167,872	658,861
Retirement		94,322	7,254	7,904	37,432	146,912
Instructional consultants		1,670	-	-	-	1,670
Contracted services - special education		-	8,299	-	-	8,299
Classroom supplies and materials		58,453	-	-	-	58,453
Technology		197,985	-	-	-	197,985
Student activities		-	-	42,504	-	42,504
Student services		-	-	-	-	-
Athletics		-	-	63,335	-	63,335
Nurse supplies		-	-	1,899	-	1,899
Student testing and assessment		9,839	-	-	-	9,839
Uniforms		28,301	-	-	-	28,301
Transportation		-	-	6,420	-	6,420
Food service		-	-	162,238	-	162,238
Staff development		52,452	-	-	-	52,452
Student and teacher recruitment		-	-	-	15,612	15,612
Scholarships		-	-	10,973	-	10,973
Utilities		81,758	5,110	5,110	10,220	102,198
Occupancy		288,388	18,024	18,024	36,049	360,485
Telephone and internet		14,442	903	903	1,805	18,053
Insurance		36,822	2,301	2,301	4,603	46,027
Office expense		36,024	2,252	2,252	4,502	45,030
Professional fees		-	-	-	192,396	192,396
Payroll processing fees		-	-	-	57,936	57,936
Interest		465,674	29,105	29,105	58,209	582,093
Other		5,255	311	311	622	6,499
		3,640,008	248,034	543,384	1,319,694	5,751,120
Depreciation		303,775	18,986	18,986	37,972	379,719
Total		\$ 3,943,783	\$ 267,020	\$ 562,370	\$ 1,357,666	\$ 6,130,839

See accompanying notes.

HEALTH SCIENCES CHARTER SCHOOL

**Statements of Cash Flows**

For the years ended June 30,	2023	2022
<b>Operating activities:</b>		
Cash received from public school districts	\$ 5,598,527	\$ 5,382,776
Cash received from federal, state and other awards	1,931,299	883,110
Cash received from other sources	98,246	63,828
Payments to employees for services and benefits	(3,543,511)	(3,860,373)
Payments to vendors and suppliers	(1,785,482)	(1,332,758)
Interest paid	(573,809)	(583,794)
<b>Net operating activities</b>	<b>1,725,270</b>	<b>552,789</b>
<b>Investing activities:</b>		
Property and equipment expenditures	(75,378)	(559,877)
<b>Financing activities:</b>		
Payments on long-term debt	(197,331)	(189,852)
Principal payments on lease liabilities	(164,251)	(146,114)
<b>Net financing activities</b>	<b>(361,582)</b>	<b>(335,966)</b>
<b>Net change in cash</b>	<b>1,288,310</b>	<b>(343,054)</b>
Cash - beginning	2,694,277	3,037,331
Cash - ending	\$ 3,982,587	\$ 2,694,277

See accompanying notes.



## Notes to Financial Statements

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### 1. Summary of Significant Accounting Policies:

#### Organization and Purpose:

Health Sciences Charter School (the School) was established in 2009 to operate a charter school in the City of Buffalo, New York (the City) pursuant to its Charter Agreement with the Board of Regents of the University of the State of New York. The School currently offers grades 9 through 12. The School is chartered through 2024 and continued operations are contingent upon approval of its charter renewal.

#### Cash:

Cash in financial institutions potentially subjects the School to concentrations of credit risk since it may exceed insured limits at various times throughout the year. The School complies with a requirement to hold no less than \$100,000 in an escrow account to pay for dissolution costs, should it occur.

#### Property and Equipment:

Property and equipment is stated at cost or fair market value as of the date of donation, net of accumulated depreciation. Depreciation is provided using the straight-line method over estimated useful asset lives. Maintenance and repairs are charged to operations as incurred; significant improvements are capitalized.

#### Net Assets:

The School's financial position and activities are reported according to two net asset categories: net assets without donor restrictions and net assets with donor restrictions. Net assets with donor restrictions are those whose use has been limited by donors for a specified time period, purpose, or to be maintained by the School in perpetuity.

#### Revenue Recognition:

##### Enrollment Fees:

Enrollment fees are received from the public-school districts in which the student resides. The amount received each year from the resident district is generally the product of the approved operating expense per pupil and the full-time equivalent enrollment of the students in the School residing in that district. The respective districts also reimburse the School for special education services based on approved applicable rates for the services provided.

Revenues are recognized over the period services are provided. The School generally invoices the resident district bimonthly and payment is due in 30 days. Enrollment fees received in advance are deferred and recognized when earned. The School's enrollment fees are received primarily from the Buffalo Board of Education (the District).

##### Contributions:

Contributions are reported at fair value at the date the pledge or award is received. Contributions are recorded as restricted support if they are received with donor stipulations that limit their use. When a donor restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions. Contributions received with donor-imposed restrictions that are met in the same reporting period are shown as support without donor restrictions.

Conditional contributions, primarily government awards, are recognized as revenue when the School meets requirements in compliance with specific agreements. When applicable, amounts received before the required conditions are met are reported as refundable advances on the accompanying balance sheets. These conditional contributions are subject to compliance and financial audits by the funding sources. Management believes no significant adjustments are necessary to recognized amounts.

In-kind contributions represent donated commodities for the food service program which would typically be purchased if not contributed. These goods are recognized as revenue and expense at estimated fair value when received.

##### Receivables:

Receivables are stated at the amounts management expects to collect from outstanding balances. Balances that are still outstanding after management has used reasonable collection efforts are written off. An allowance for doubtful accounts is considered unnecessary by management because all significant amounts deemed uncollectible are written off each year.

##### Income Taxes:

The School is a 501(c)(3) corporation exempt from taxation under §501(a) of the Internal Revenue Code.

### Subsequent Events:

Management has evaluated events and transactions for potential recognition or disclosure through October 19, 2023, the date the financial statements were available to be issued.

### Transportation:

The District provides the School with certain transportation services without cost. The value of these services has not been recorded in these financial statements.

### Use of Estimates:

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates.

### Functional Expense Allocation:

The School's costs of providing its various programs and activities have been summarized on a functional basis in the statements of functional expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited. These costs include salaries and benefits, which are allocated based on estimates of time and effort, and depreciation, interest, insurance, and occupancy and related which are allocated based on management's estimate of program benefit.

### 2. Receivables:

	2023	2022
Enrollment fees	\$ 1,074,581	\$ 586,587
Contributions	206,896	861,026
Other	1,765	-
	<u>\$ 1,283,242</u>	<u>\$ 1,447,613</u>

Enrollment fees receivable at June 30, 2023 and 2022 include amounts withheld by the District for disputed rates of special education services provided by the School from 2008 through 2018 (Note 9).

### 3. Property and Equipment:

	2023	2022
Land	\$ 152,520	\$ 152,520
Buildings and improvements	3,178,395	3,170,545
Equipment	1,669,373	1,601,845
	<u>5,000,288</u>	<u>4,924,910</u>
Less accumulated depreciation	2,475,728	2,292,532
	<u>\$ 2,524,560</u>	<u>\$ 2,632,378</u>

### 4. Short-Term Borrowings:

The School has available a \$450,000 bank demand line of credit for working capital financing. The line requires monthly interest payments at the greater of prime plus 1.0% or 4.0%. The line is secured by certain assets, is subject to the usual terms and conditions applied by the bank for working capital financing and is annually reviewed and renewed. There were no amounts outstanding at June 30, 2023 and 2022.

### 5. Long-Term Debt:

	2023	2022
Mortgage note payable, monthly payments of \$6,090 including interest at prime plus 2.75%, estimated balloon payment of \$472,000 due December 2023, secured by related assets.	\$ 490,709	\$ 532,957
Mortgage note payable, monthly payments of \$7,771 including interest at prime plus 2.75%, estimated balloon payment of \$29,000 due December 2023, secured by related assets.	66,148	152,602
Bank note payable, monthly payments of \$5,719 plus interest at prime plus 1%, estimated balloon payment of \$349,000 due December 2023, secured by related assets.	377,458	446,087
	<u>934,315</u>	<u>1,131,646</u>
Less current portion	934,315	197,331
	<u>\$ -</u>	<u>\$ 934,315</u>

The bank note payable includes a restrictive covenant relative to debt service coverage.

The School may seek to refinance the balloon payments due December 2023.

## 6. Lease Obligations:

Accounting Standards Update (ASU) 2016-02, *Leases*, requires for leases longer than one year, a lessee recognize on the balance sheets a right of use asset (ROU), representing the right to use the underlying asset for the lease term, and a lease liability, representing the present value of future lease payments. Additionally, the School elected the practical expedient not to separate any combined lease and non-lease components for the lease contracts. This ASU was adopted as of July 1, 2021 using the retrospective method. As of July 1, 2021 ROU assets and lease liabilities of \$3,565,703 and \$5,808,190 were recognized. Under previous accounting guidance for leases, these amounts would have been presented on the balance sheet as property and equipment and capital lease obligation, respectively.

In 2011, the School entered into a series of purchase, lease, and sublease contracts with a developer to acquire and renovate the School, and currently subleases the premises from the developer under an absolute triple net financing lease. The financing lease term extends through July 2036, with four successive five-year renewal options and a fifth renewal period of three years and seven months.

The agreement contains a buyout provision whereby the School may terminate the financing lease any time after July 31, 2016 in consideration of payment of the remaining balance on the mortgage note payable and any other amounts due the landlord, plus a buyout provision. The buyout provision is based on a fixed schedule starting at \$1,860,931, with an annual escalation clause of 2.5%.

The present value of the School's financing lease liability represents the rate that is implicit in the building lease agreement, which is 9.0%.

In 2022, the School entered into an agreement to lease equipment under the terms of an operating lease. As of June 30, 2022, the School recognized operating ROU assets and a lease liability of \$72,533.

As permitted by guidance, leases with expected durations of 12 months or less from inception (i.e. short-term leases) were excluded from the School's calculation of its lease liabilities and ROU assets.

The following is a summary of the School's total lease costs for the years ended June 30:

	2023	2022
Operating lease cost	\$ 18,545	\$ 12,363
Financing lease cost:		
Interest on lease liabilities	502,924	516,980
Amortization of right of use assets	237,713	237,713
	<u>\$ 759,182</u>	<u>\$ 767,056</u>

The following is a summary of cash paid for amounts included in the measurement of lease liabilities for the years ended June 30:

	2023	2022
Operating cash flows used for operating lease	\$ 18,545	\$ 12,363
Operating cash flows used for interest payments	502,924	516,980
Financing cash flows used for principal payments	164,251	146,114
	<u>\$ 685,720</u>	<u>\$ 675,457</u>

The following is a summary of the School's maturity of its operating and financing lease liabilities at June 30, 2023:

	Operating Lease	Financing Lease	Total
2024	\$ 18,545	\$ 667,176	\$ 685,721
2025	18,545	667,176	685,721
2026	18,545	667,176	685,721
2027	10,570	716,104	726,674
2028	-	720,552	720,552
Thereafter	-	6,112,702	6,112,702
	<u>66,205</u>	<u>9,550,886</u>	<u>9,617,091</u>
Amounts representing interest	7,581	4,053,061	4,060,642
Net liability	58,624	5,497,825	5,556,449
Less current portion	14,914	179,660	194,574
Long-term portion	<u>\$ 43,710</u>	<u>\$ 5,318,165</u>	<u>\$ 5,361,875</u>

## 7. Retirement Plan:

The School has a tax-deferred annuity plan qualified under §403(b) of the Internal Revenue Code covering essentially all employees (as defined). The plan requires certain minimum employer contributions based on salaries and employee deferrals. Expenses related to the plan for the years ended June 30, 2023 and 2022 were \$135,177 and \$146,912.

## 8. Financial Assets Available for Operations:

The School obtains financial assets generally through enrollment fees and contributions. The financial assets are acquired throughout the year to help meet the School's cash needs for general expenditures. If necessary, the School also has access to a \$450,000 bank demand line of credit (Note 4).

The School's financial assets available within one year of the balance sheet date to meet cash needs for general expenditures consist of the following at June 30:

	<b>2023</b>	2022
Cash	<b>\$ 3,882,587</b>	\$ 2,594,277
Receivables	<b>1,283,242</b>	1,447,613
	<b>\$ 5,165,829</b>	\$ 4,041,890

## 9. Contingencies:

### ***Special Education Aid:***

In 2019, an audit by the Office of the New York State Comptroller determined the District had provided incorrect special education rates for over a decade. As a result, there is a dispute with the rate used for aid that passes through the District to the School for special education services.

The District recouped approximately \$569,000 in special education aid in the 2019-20 and 2020-21 school years through a reduction in the District's payments for enrollment fees earned by the School. To recover amounts withheld and pursuant to guidance, the School has submitted a State intercept to the New York State Education Department Commissioner and is following all administrative procedures to resolve the matter.

In May 2023, the School received payment from the State for the 2019-20 school year recoupment for a total of approximately \$325,000. Management believes the School will receive the remaining funds through the State administrative procedure for the 2020-21 school year as well.

### ***Pending Litigation:***

The School is subject to claims and lawsuits that arise in the ordinary course of business. Management does not believe these claims will have a material adverse effect on the School.

HEALTH SCIENCES CHARTER SCHOOL

**Additional Information**  
**Schedule of Expenditures of Federal Awards**

For the year ended June 30, 2023

Federal Grantor/Pass-Through Grantor/Program Title	Assistance Listing Number	Grantor Number	Expenditures
<u>U.S. Department of Education:</u>			
Passed through New York State Education Department:			
Title I Grants to Local Educational Agencies	84.010	0021-23-0863	\$ 215,154
Supporting Effective Instruction State Grants	84.367	0147-23-4665	17,363
Student Support and Academic Enrichment Program	84.424	0204-23-4665	16,786
Education Stabilization Fund:			
Elementary and Secondary School Emergency Relief Fund	84.425D	5891-21-4665	268,216 <sup>1</sup>
American Rescue Plan Elementary and Secondary School Emergency Relief Fund	84.425U	5880-21-4665	396,257 <sup>1</sup>
Total U.S. Department of Education			<u>913,776</u>
<u>U.S. Department of Agriculture:</u>			
Passed through New York State Education Department:			
Child Nutrition Cluster:			
School Breakfast Program	10.553	N/A	48,945 <sup>2</sup>
National School Lunch Program	10.555	N/A	237,985 <sup>2</sup>
Summer Service Program for Children	10.555	N/A	<u>4,722 <sup>2</sup></u>
			291,652
Pandemic EBT Administrative Costs	10.649	N/A	628
Passed through New York State Office of General Services:			
Child Nutrition Cluster:			
National School Lunch Program	10.555	N/A	19,565 <sup>2</sup>
Direct Program:			
Farm to School Grant Program	10.575	228NY303L5103	<u>38,703</u>
Total U.S. Department of Agriculture			<u>350,548</u>
Total Expenditures of Federal Awards			<u>\$ 1,264,324</u>

<sup>1</sup> Total Education Stabilization Fund - \$664,473

<sup>2</sup> Total Child Nutrition Cluster - \$311,217

**Notes to Schedule of Expenditures of Federal Awards**

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**1. Summary of Significant Accounting Policies:**

**Basis of Presentation:**

The accompanying schedule of expenditures of federal awards (SEFA) presents the activity of all federal award programs administered by Health Sciences Charter School (the School), an entity as defined in Note 1 to the School's financial statements. Federal awards received directly from federal agencies, as well as federal awards passed through from other governmental agencies, are included on the SEFA.

**Basis of Accounting:**

The amounts reported as federal expenditures generally were obtained from the appropriate federal financial reports for the applicable programs and periods. The amounts reported in these federal financial reports are prepared from records maintained for each program, which are periodically reconciled with the School's financial reporting system. The federal expenditures are recorded on the accrual basis.

**Indirect Costs:**

The School does not use the 10% de minimis indirect cost rate permitted by the Uniform Guidance.

**Non-Monetary Federal Program:**

The School is the recipient of a federal award program that does not result in cash receipts or disbursements, termed "non-monetary program." During the year ended June 30, 2023, the School used \$19,565 worth of commodities under the National School Lunch Program (Assistance Listing Number 10.555).

## **INDEPENDENT AUDITORS' 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***

The Board of Trustees  
Health Sciences Charter School

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Health Sciences Charter School (the School) which comprise the balance sheet as of June 30, 2023, and the related statements of activities, 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 19, 2023.

### **Report on Internal Control over Financial Reporting**

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

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the 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 or significant deficiencies may exist that have not been identified.

### **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the 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 no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

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



October 19, 2023



**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND ON  
INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

The Board of Trustees  
Health Sciences Charter School

**Report on Compliance for Each Major Federal Program**

***Opinion on Each Major Federal Program***

We have audited Health Sciences Charter School's (the School) 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 the School's major federal programs for the year ended June 30, 2023. The School's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the School complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2023.

***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 Auditors' Responsibilities for the Audit of Compliance section of our report.

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

***Responsibilities of Management for Compliance***

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

### ***Auditors' Responsibilities for the Audit of Compliance***

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

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

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

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


### **Report on Internal Control Over Compliance**

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

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' 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 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.



October 19, 2023

**Schedule of Findings and Questioned Costs**For the year ended June 30, 2023

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**Section I. Summary of Auditors' Results**Financial Statements

Type of auditors' report issued: *Unmodified*

Internal control over financial reporting:

- Material weakness(es) identified? No
- Significant deficiency(ies) identified? None reported

Noncompliance material to financial statements noted? No

Federal Awards

Internal control over major programs:

- Material weakness(es) identified? No
- Significant deficiency(ies) identified? None reported

Type of auditors' report issued on compliance for major programs: *Unmodified*

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

Identification of major programs:

<u>Name of Federal Program or Cluster</u>	<u>Assistance Listing Number</u>	<u>Amount</u>
Education Stabilization Fund	84.425	<u>\$ 664,473</u>

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

Auditee qualified as low-risk auditee? No

**Section II. Financial Statement Findings**

No matters were reported.

**Section III. Federal Award Findings and Questioned Costs**

No matters were reported.



FOR INQUIRIES CALL:

NOT FOR PROFIT WESTERN NY  
(716) 848-7355

00 0 01559M NM 017

000000P

HEALTH SCIENCES CHARTER SCHOOL  
ESCROW ACCOUNT  
1140 ELLICOTT ST  
BUFFALO NY 14209-1934

ACCOUNT TYPE	
M&T ADVANCED BUSINESS CHECKING	
ACCOUNT NUMBER	STATEMENT PERIOD
	06/01/23 - 06/30/23
BEGINNING BALANCE	\$99,969.40
DEPOSITS & CREDITS	0.00
LESS CHECKS & DEBITS	0.00
LESS SERVICE CHARGES	2.00
ENDING BALANCE	\$99,967.40

ACCOUNT ACTIVITY

POSTING DATE	TRANSACTION DESCRIPTION	DEPOSITS & OTHER CREDITS (+)	WITHDRAWALS & OTHER DEBITS (-)	DAILY BALANCE
06/01/2023	BEGINNING BALANCE			\$99,969.40
06/08/2023	SERVICE CHARGE FOR ACCOUNT 000009855084100		\$2.00	99,967.40
	NUMBER OF DEPOSITS/CHECKS PAID	0	0	

# HOW TO BALANCE YOUR M&T BANK ACCOUNT

TO BALANCE YOUR ACCOUNT WITH THIS STATEMENT COMPLETE STEPS 1,2, & 3.

**STEP 1** Place a checkmark ( ✓ ) beside each item listed on this statement which has a corresponding entry in your register.  
Also place a checkmark next to the item in your register.

**STEP 2** Add to your register:  
(a) Any deposits and other credits shown on this statement which you have not already entered.  
(b) Any interest this statement shows credited to your account.

**STEP 3** Subtract from your register:  
(a) Any checks or other withdrawals shown on this statement which you did not enter into your register.  
(b) Any automatic loan payments or ATM or other electronic debits shown on this statement which you have not already subtracted.  
(c) Any service charges shown on this statement which you have not already subtracted.

TO DETERMINE THE CURRENT BALANCE IN YOUR ACCOUNT:

**STEP 4** List any outstanding checks or debits written in your register, but not yet appearing on your statement.

OUTSTANDING CHECKS AND OTHER DEBITS		
NUMBER	AMOUNT	
1	\$	
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
SUBTOTAL OF COLUMN 1	\$	

OUTSTANDING CHECKS AND OTHER DEBITS		
NUMBER	AMOUNT	
13	\$	
14		
15		
16		
17		
18		
19		
20		
21		
22		
SUBTOTAL OF COLUMN 2		
SUBTOTAL OF COLUMN 1 +		
TOTAL OUTSTANDING CHECKS AND DEBITS	\$	

**STEP 5** Enter on this line the **Ending Balance** shown in the summary on the front of this statement.

\$	
----	--

**STEP 6** Enter the total of any deposits or other credits shown on your register which are not shown on this statement.

\$	
----	--

**STEP 7** Enter the total of STEPS 5 & 6.

\$	
----	--

**STEP 8** Enter TOTAL OUTSTANDING CHECKS & DEBITS (from STEP 4).

\$	
----	--

**STEP 9** Subtract STEP 8 from STEP 7 and enter the difference here.

\$	
----	--

This amount should be your current account balance.

If you have questions, think your statement is incorrect, or for information regarding Treasury Management Services, please contact your M&T Relationship Manager or the Commercial Service Team at 1-800-724-2240, Monday through Friday, 8am - 6pm ET.

**M&T Bank**

## MANAGEMENT LETTER

October 19, 2023

The Board of Trustees and Management  
Health Sciences Charter School

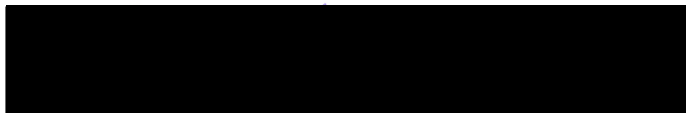
In planning and performing our audit of the financial statements of Health Sciences Charter School (the School) as of and for the year ended June 30, 2023, in accordance with auditing standards generally accepted in the United States of America, we considered the School's internal control over financial reporting (internal control) as a basis for designing auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to errors or fraud may occur and not be detected by such controls. 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.

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



November 1, 2023

New York State Education Department  
Charter School Office

Re: Health Sciences Charter School

Dear New York State Education Department representative:

Below pertains to Entry 4c – Additional Financial Documents:

- Advisory and/or Management letter – *not applicable, no management letter issued*
- Federal Single Audit – included with audited financial statements
- CSP Agreed-Upon Procedure Report - *not applicable*
- Evidence of Required Escrow Account for each school - *attached*
- Corrective Action Plan for Audit Findings and Management Letter Recommendations - *not applicable, no management letter issued*

Very truly yours,

*Karen Burhans*

Karen Burhans, CPA  
Partner



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

**Trustee Name:**

Andrew L. Davis

**Name of Charter School Education Corporation:**

Health Science 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.).

Chairman of the Board

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**

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

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
ECMC				

*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:**

[REDACTED]

**Business Address:**

[REDACTED] 4000 1st St. N. #100, Minneapolis, MN 55412

**E-mail Address:**

[REDACTED]

**Home Telephone:**

[REDACTED]

**Home Address:**

[REDACTED]

[REDACTED]

**Signature**

6/29/23

**Date**

Acceptable signature formats include:

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

last revised 04/2022

<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
--

**Trustee Name:**

---

**Name of Charter School Education Corporation:**

---

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

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**

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



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**

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

-

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**Business Telephone:**

\_\_\_\_\_

**Business Address:**

\_\_\_\_\_

**E-mail Address:**

\_\_\_\_\_

**Home Telephone:**

\_\_\_\_\_

**Home Address:**

\_\_\_\_\_

\_\_\_\_\_

**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:**

Zachary Dewey

**Name of Charter School Education Corporation:**

Health Sciences 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

Chair of Governance Committee

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**

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

*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:**

[REDACTED]

**Business Address:**

[REDACTED]

**E-mail Address:**

[REDACTED]

**Home Telephone:**

[REDACTED]

**Home Address:**

[REDACTED]

**Signature**

[REDACTED SIGNATURE]

**Date**

7/6/29/2023

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:**

JOSEPH F. WINDL, CPA, CRE, CFP

**Name of Charter School Education Corporation:**

HEALTH SCIENCES 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.

N/A

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.

N/A



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.

N/A

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.

N/A

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
		N/A	

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
		N/A		

*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:**

[REDACTED]

**Business Address:**

[REDACTED]

**E-mail Address:**

[REDACTED]

**Home Telephone:**

[REDACTED]

**Home Address:**

[REDACTED]

[REDACTED]

June 29, 2023

**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:**

Danielle Evancho-Bozich

---

**Name of Charter School Education Corporation:**

Health Sciences 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.).

Board 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.

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:**

[REDACTED]

**Business Address:**

[REDACTED]

**E-mail Address:**

[REDACTED]

**Home Telephone:**

[REDACTED]

**Home Address:**

[REDACTED]

[REDACTED]

June 29, 2023

**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:**

Pratibha Bansal

**Name of Charter School Education Corporation:**

Health Sciences 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.).

Board

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:**

716 446 5900

**Business Address:**

1515 Kensington Ave, Buffalo NY  
14205

**E-mail Address:**

pratibhabansal@gmail.com

**Home Telephone:**

716 446 5775 759 2219

**Home Address:**

9707 The Pines Clarence NY  
14031

[Redacted Signature]

June 29, 2023

**Signature**

**Date**

Acceptable signature formats include:

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

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

Trustee Name: Dr. Clement Kwakye

Name of Charter School Education Corporation:

Health Sciences 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.).

Executive member of the board

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**

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

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:** [REDACTED]

**Business Address:** [REDACTED] St Ct 110

**E-mail Address:** [REDACTED]

**Home Telephone:** [REDACTED]

**Home Address:** [REDACTED]

**Signature** [REDACTED]

**Date**

6/29/2023

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:**

Daniel Weinstein

**Name of Charter School Education Corporation:**

Health Sciences 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.).

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.

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:**

[REDACTED]

**Business Address:**

[REDACTED]

**E-mail Address:**

[REDACTED]

**Home Telephone:**

[REDACTED]

**Home Address:**

[REDACTED]

**Signature**

[REDACTED]

**Date**

6/29/23

Acceptable signature formats include:

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- Print form, manually sign, scan to PDF

*last revised 04/2022*



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

**Trustee Name:**

Francesca Mesiah

**Name of Charter School Education Corporation:**

Health Science 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.).

Board 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.

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:**

[Redacted]

**Business Address:**

[Redacted]

**E-mail Address:**

[Redacted]

**Home Telephone:**

[Redacted]

**Home Address:**

[Redacted]

[Redacted]

6/29/23

**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:**

Michael E. Johnson

**Name of Charter School Education Corporation:**

Health Sciences 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.).

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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**Business Telephone:**

[Redacted]

**Business Address:**

[Redacted] 11 5th St

**E-mail Address:**

[Redacted]

**Home Telephone:**

[Redacted]

**Home Address:**

[Redacted]

**Signature**

**Date**

[Redacted Signature]

6/29/23

Acceptable signature formats include:

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

*last revised 04/2022*

<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
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**Trustee Name:**

---

**Name of Charter School Education Corporation:**

---

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

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**

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

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**

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

-

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**Business Telephone:**

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**Business Address:**

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**E-mail Address:**

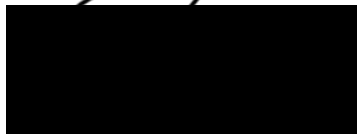
---

**Home Telephone:**

---

**Home Address:**

---

A black rectangular box redacting a signature. A handwritten mark, possibly a checkmark or the letter 'L', is visible to the right of the box.

---

**Signature**

**Date**

Acceptable signature formats include:

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

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*last revised 04/2022*

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

**Trustee Name:**

Alexander Collichio

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**Name of Charter School Education Corporation:**

Health Sciences Charter School

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

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**

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

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
		NONE		

*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:**

[REDACTED]

**Business Address:**

[REDACTED]

**E-mail Address:**

[REDACTED]

**Home Telephone:**

[REDACTED]

**Home Address:**

[REDACTED]

[REDACTED]

6/28/23

**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:**

Mary Farallo

---

**Name of Charter School Education Corporation:**

Health Sciences Charter School

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

Board 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.

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**

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

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:**

[REDACTED]

**Business Address:**

[REDACTED]

**E-mail Address:**

[REDACTED]

**Home Telephone:**

[REDACTED]

**Home Address:**

[REDACTED]

[REDACTED]  
Signature

2/9/2023

Date

Acceptable signature formats include:

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

*last revised 04/2022*

## Health Sciences Charter School Board Meeting Minutes

**Date:** July 14, 2022  
**Location/Time:** Health Sciences Charter School - 7:00 a.m. to 8:30 a.m. (Virtually via Zoom)

Topic	Discussion	Action
<b>Call to Order</b>	Mr. Davis called the meeting to order.	
<b>Public Comment</b>	None	
<b>Treasurer's Report (Ms. Beiter)</b>	<ol style="list-style-type: none"> <li>1. Financial statements and balance sheet remain strong.</li> <li>2. A request for funds/closeout of grants (FS25's), which reflects all requirements pertaining to grants be met, is in development.</li> </ol>	Dr. Lowe moved acceptance of the Treasurer's report; Mr. Dewey seconded (all approved)
<b>Mission Moment (Mr. Venning)</b>	<ul style="list-style-type: none"> <li>• Summer school is underway and running smoothly.</li> <li>• For the 4<sup>th</sup> straight year, WNY StemHub's Hand-in-Hand program is utilizing our building for their award-winning program that creates and builds free prosthetics for children in need. This year, the program includes eight slots for our students with four being in receipt of a paid internship.</li> <li>• Farm to Table will launch over the summer, which is a locally-sourced healthy food program that provides students with healthy food options for lunch.</li> </ul>	No action required
<b>Consent Agenda (Mr. Davis)</b>	(Distributed via email) <ul style="list-style-type: none"> <li>• June Board Meeting Minutes - 6.9.22</li> <li>• Personnel Committee Minutes - 5.24.22</li> <li>• Finance Committee Minutes - 6.1.22</li> <li>• Food Service Management Contract</li> <li>• Financial Statements and Narrative</li> <li>• June Grant Report</li> <li>• By-Laws Ratification</li> </ul>	Mr. Winter moved acceptance; Ms. Mesiah seconded (all approved)
<b>New Business (Mr. Davis)</b>	<ul style="list-style-type: none"> <li>• <b>Board Recruitment</b> - There are currently three vacant seats on the Board. Paperwork for potential Board candidate, Michael Johnson, is in process with the SED.</li> <li>• <b>Advisory Council</b> – Planning is underway to identify and recruit community leaders to serve on an Advisory Council that will support the school's mission; assist with fundraising; make introductions to like-minded individuals/stakeholder groups, and advocate for the school to increase its visibility.</li> </ul>	Mr. Davis requested the board send to him and Ms. Barrett names of person for consideration on both the board and Advisory Council.

<b>Principal Update (Mr. Baxter)</b>	<ul style="list-style-type: none"> <li>• <b>Academic Update</b> - Students are encouraged to read five books before the start of school; ARP funds are being used to create a "library atmosphere" by acquiring new furniture and books that will mimic a Barnes and Noble environment; All students took the SATs; Data has been sent to a SAT firm for feedback, which will provide additional data regarding learning loss.</li> <li>• <b>Regents Data and Strategies</b> – Unlike other schools, Health Sciences sat all students for Regents exams in order to assess learning loss; a PPT identified assessment data that presented pre/post Pandemic test scores that are being used to create improvement plans for both students and teachers.</li> </ul>	<p>Data will be provided monthly to the Academic Committee and also the board.</p>
<b>Head of School Update (Mr. Venning)</b>	<ul style="list-style-type: none"> <li>• <b>Enrollment</b> – Applications are at a historic high; process is underway to work with parents to 'complete' the application process.</li> <li>• <b>ELL</b> – The school continues to aggressively identify and recruit prospective ELL students; the soccer program has been a catalyst to tell our story to students and parents.</li> <li>• <b>1291 Update</b> – Based on safety issues regarding the building, the Planning Committee is exploring taking the building down before winter; issuing a new RFP to developers; and working with the newly-formed Advisory Council to move the project forward.</li> <li>• <b>WBL Committee</b> – The re-start of the WBL committee is underway which provides internship and service-learning opportunities for students. A meeting has been scheduled for mid-August.</li> </ul>	<ul style="list-style-type: none"> <li>• Ms. Mesiah and Dr. Kwayke expressed interest in serving on the WBL Committee.</li> </ul>
<b>Adjournment</b>	<p>Mr. Davis called for the meeting to be adjourned.</p>	<p>Dr. Lowe moved acceptance; Mr. Winter seconded (all approved)</p>

**Next Meeting: August 11, 2022 @ 7:00 a.m. (Virtual via Zoom)**

[illegible]

[illegible]



**Board of Trustees Meeting**  
**August 11, 2022 / Health Sciences Charter School / 7:00-8:30 a.m. (via Zoom)**

Topic	Discussion	Action
Call to Order	Mr. Davis called the meeting to order.	
Public Comment	None	
Treasurer's Report (Ms. Beiter)	<ul style="list-style-type: none"> <li>• RFPs for Concrete Repairs and Food Service were approved.</li> <li>• Financial statements and balance sheet remain strong.</li> <li>• Receivables and cash flow are running high. No deferred revenue.</li> <li>• Ended school year on a positive trend with no concerns or significant changes from previous months.</li> <li>• ESSER funds continue to be used.</li> </ul>	Due to not meeting quorum requirements, approval will be tabled until the September 8 <sup>th</sup> board meeting.
Mission Moment (Mr. Venning)	<ul style="list-style-type: none"> <li>• Summer school continues to run smoothly with 250 students in attendance.</li> <li>• Regents Exam review has started.</li> <li>• Middle school outreach is in process.</li> <li>• "Home Beneath Our Feet" is underway on campus. This is a nonprofit organization geared towards providing youth the platforms to become their best-self through learning how to garden, eat healthy and acquire basic life skills that can be utilized in their everyday life.</li> </ul>	No action required.
Consent Agenda (Mr. Davis)	<ul style="list-style-type: none"> <li>• July Board Meeting Minutes - 6.14.22</li> <li>• Academic Committee Minutes - 7.12.22</li> <li>• Finance Committee Minutes - 6.1.22</li> <li>• Financial Statements and Narrative</li> <li>• July Grant Report</li> <li>• RFP for Concrete Repairs and Personal Touch Services</li> <li>• Account Signers Memorandum</li> <li>• New Hires / Resignations</li> <li>• Motion Document for Michael Johnson</li> </ul>	Due to not meeting quorum requirements, approval will be tabled until the September 8 <sup>th</sup> board meeting.



[illegible]





**Board of Trustees Meeting**  
**September 8, 2022 / Health Sciences Charter School / 7:00-8:30 a.m. (via Zoom)**

Topic	Discussion	Action
Call to Order	Mr. Davis called the meeting to order.	
Public Comment	None	
New Board Member	NYSED approved Michael Johnson being seated on the Board of Trustees	Mr. Davis moved Mr. Johnson be seated on the board; Mr. Dewey seconded (all approved)
Treasurer's Report (Ms. Beiter)	<p><b>July (not voted on due to lack of quorum)</b></p> <ul style="list-style-type: none"> <li>• Approved RFPs for Concrete Repairs and Food Service</li> <li>• Financial statements and balance sheet remain strong</li> <li>• Receivables and cash flow are running high; No deferred revenue</li> <li>• Ended school year on a positive trend with no concerns or significant changes from previous months</li> <li>• ESSER funds continue to be used</li> </ul> <p><b>August</b></p> <ul style="list-style-type: none"> <li>• August Financials tabled until October 13, due to Finance Committee meeting on September 7<sup>th</sup></li> </ul>	Mr. Winter moved the July Treasurer's report be approved; Mr. Collichio seconded (all approved)
Mission Moment (Mr. Venning)	<p>School was recently awarded a Farm to School grant from the USDA that will provide an afterschool Cooking Club, Garden Club, plant an edible urban garden on the school grounds, grow herbs and produce indoors during the winter, and focus on healthy eating with several community partners</p> <p>With our partner, the WNY STEM Hub, students will participate in STEM and Robotics programming during the school day and afterschool. The Robotics Club will participate in local team competitions during the year and be trained to work as team leaders for the 2023 summer Hand-In-Hand program</p>	Board members are invited to participate in Lunch and Learn programming in support of nutrition and dietary education and employment opportunities within their organizations
2023 Charter Renewal	Ms. Falkowski reviewed the charter renewal process, key design elements, benchmarks and timeframe	Committees will create goals and send to Ms. Falkowski



<b>Consent Agenda (Mr. Davis)</b>	<p><b>July (<i>not voted on due to lack of quorum</i>)</b></p> <ul style="list-style-type: none"> <li>• Board Meeting Minutes - 6.14.22</li> <li>• Academic Committee Minutes - 7.12.22</li> <li>• Finance Committee Minutes - 6.1.22</li> <li>• Financial Statements and Narrative</li> <li>• July Grant Report</li> <li>• RFP for Concrete Repairs and Personal Touch Services</li> <li>• Account Signers Memorandum</li> <li>• New Hires / Resignations</li> <li>• Motion for Michael Johnson</li> </ul> <p><b>August</b></p> <ul style="list-style-type: none"> <li>• August Grant Report</li> <li>• New Hires / Resignations</li> <li>• 2022-2023 School Safety Plan</li> </ul>	Mr. Collichio moved acceptance; Ms. Farallo seconded (all approved)
<b>Discussion Items (Mr. Davis)</b>	<p><b>Advisory Council</b> – Mr. Davis reviewed the concept of the Advisory Council (AC) and urged board members to provide prospective names of individuals that will potentially help with advocacy, fundraising, and student supports</p> <p><b>Board Meetings</b> – While board attendance has been consistently good, please let Ms. Mannes know if you will not be attending prior to the monthly meeting</p>	<p>Dr. Lowe and Mr. Dewey will work with Mr. Davis to assess skills and interests of prospective AC members prior to their names coming before the governing board</p> <p>Ms. Barrett will distribute the AC overview to board members and finalize a fact sheet</p>
<b>Principal Update (Mr. Baxter)</b>	<p><b>Class of 2022 Graduation Rate</b> – based on the results of summer school for two remaining seniors, the unofficial graduation rate for 2022 is 100%!!!!</p> <p><b>Athletics</b> – Fall sports are underway for both girls and boys; school spirit is high and parents, students, staff and board members are encouraged to attend</p> <p><b>Marketing</b> – Mr. Duncan Kirkwood will be working with the school on a 12-month marketing initiative in preparation for charter renewal</p>	<p>Board congratulates the teachers and staff on this extraordinary accomplishment</p> <p>Fall sports schedule is posted on the website</p>
<b>HOS Update (Mr. Venning)</b>	<p><b>Enrollment</b> – current enrollment is 450 students with a waiting list in all grades</p> <p><b>ELLs</b> – based on targeted outreach, our ELL numbers are growing</p> <p><b>Staffing</b> – remains a challenge with enrollment at capacity</p> <p><b>1291 Committee</b> – standing meetings are taking place bi-monthly</p> <p><b>Vacant Lots</b> – exploring relationships with Habitat and other NFP to assess interest</p>	Board again saluted the teachers and staff for the increase in enrollment and ELLs
<b>Adjournment</b>	Mr. Davis called for adjournment	Ms. Farallo moved to adjourn; Mr. Johnson seconded (all approved)

**Next Meeting: October 13, 2022 @ 7:00 a.m. (Virtual via Zoom)**

[illegible]



**Board of Trustees Meeting**  
**October 13, 2022 - 7:00-8:30 a.m.**

Topic	Discussion	Action
Call to Order	Mr. Davis called the meeting to order.	
Public Comment	None	
Treasurer's Report (Ms. Kirisits)	<p><b>July (<i>lack of quorum and scheduling conflict</i>)</b></p> <ul style="list-style-type: none"> <li>• Approved RFPs for Concrete Repairs and Food Service</li> <li>• Financial statements and balance sheet remain strong</li> <li>• Receivables and cash flow are running high; No deferred revenue</li> <li>• Ended school year on a positive trend with no concerns or significant changes from previous months</li> <li>• ESSER funds continue to be spent down</li> </ul> <p><b>August</b></p> <ul style="list-style-type: none"> <li>• August financials tabled, due to the Finance Committee not meeting until September 7<sup>th</sup></li> <li>• Mr. Winter reported the annual audit was conducted by Lumsden McCormick and revealed no reportable issues or conditions</li> <li>• Cash flow at a healthy balance</li> <li>• Net assets show a slight deliberate change with no concerns; trending ahead of budget</li> </ul>	Ms. Mesiah moved the Treasurer's report be approved; Dr. Lowe seconded (all approved).
Mission Moment (Mr. Venning)	<p>The 2022-2023 Holiday Drive planning has begun. Wish list items were shared with the Board; any participation during the holiday season including donating, decorating, wrapping gifts, or delivering meals to students and families is welcome.</p> <p>The recently awarded USDA Farm to School grant will focus on healthy eating with several community partners to better the availability of food and choices made by students regarding healthy eating habits. Ms. Mesiah discussed "Wellness Wednesdays" which will begin with approximately ten student ambassadors, teaching them concepts of nutrition and food preparation. Once a month, families</p>	Progress and updates pertaining to the Holiday Drive and Farm to Table will be brought back to the Board during future meetings.

	<p>will be invited into the school and students will prepare a meal to be shared. The amount of student and family participation will increase over time as the program progresses.</p> <p>A Breaking Barriers Student Success Fund, which will award funds to a college-bound senior based on demonstrated academic achievement, financial need, and an interest in pursuing higher education. The fund will specifically target students who because of financial need might or will choose to work instead of attending school.</p>	
<b>Consent Agenda (Mr. Davis)</b>	<ul style="list-style-type: none"> <li>• Board Meeting Minutes - 9.8.22</li> <li>• Academic Committee Minutes - 8.9.22 &amp; 9.13.22</li> <li>• Finance Committee Minutes - 8.3.22 &amp; 9.7.22</li> <li>• Financial Statements and Narrative (July and August)</li> <li>• September Grant Report</li> <li>• HVAC RFP</li> <li>• 2021-2022 Auditors Report</li> <li>• 403(b) Contribution Calculation</li> <li>• 2022-2023 Student Handbook</li> <li>• HSCS Benefits Manual 2022-2023</li> <li>• HSCS Employee Handbook 2022-2023</li> <li>• Breaking Barriers Student Success Fund</li> <li>• New Hires / Resignations</li> </ul>	Ms. Farallo moved acceptance; Mr. Collichio seconded (all approved)
<b>Discussion Items (Mr. Davis)</b>	<p><b>Committee Goals</b> - Finance Committee and Academic Committee have submitted their goals. Additional Committees are still working to finalize their goals.</p> <p><b>Advisory Council</b> - Board members were provided with a list of prospective names of individuals that will potentially help with advocacy, fundraising, and student supports. Mr. Dewey distributed an overview fact sheet that was provided by Ms. Barrett to be distributed to potential members. The Board voted to move the Advisory Council discussion to the Governance Committee which will hold its' meeting on October 18 and updates will be brought back to the Board.</p>	<p>The Board will review all Committee goals once they become finalized.</p> <p>Mr. Dewey moved acceptance to forward Advisory Council to the Governance Committee; Ms. Nelson seconded (all approved)</p>
<b>Principal Update (Mr. Baxter)</b>	<p><b>Academic Update</b> - All students will be taking basic diagnostic testing in reading and mathematics to determine individual skill levels. Saturday school begins in the next week and will help to increase learning for students who are struggling. The Board is invited to attend Spanish Heritage Night that will take place at the school on October 13<sup>th</sup>.</p> <p><b>Athletics</b> - Fall sports are underway and both girls and boys are performing well; Boys' soccer is headed to playoffs; Girls' Volleyball enjoyed their senior night at the last game; HSCS remains one of few schools to hold Girls' competitive</p>	Mr. Baxter will continue to update the Board regarding academics, athletics, and upcoming events.

	<p>Cheerleading; and Boys' Football will hold their senior night on Oct. 15<sup>th</sup> at Erie Community College. Parents, students, staff and board members are encouraged to attend the events.</p> <p><b>Halloween Event</b> - New this school year. Students will decorate hallways and encourage their families, siblings, and community members to participate in a trick or treat event. Participating students will receive service hours.</p>	
<b>HOS Update (Mr. Venning)</b>	<p><b>Enrollment / Staffing</b> - Current enrollment is 448 students, all grade levels have a wait list.</p> <p><b>Facility Update</b> – The Facility Committee will be issuing an RFP for the demolition of 1291 Main Street. Concrete work in the parking lot has been completed and the elevator construction will most likely take place in summer 2023 when school is not in session.</p> <p><b>Charter Renewal Report</b> - Report findings were overall positive. Discussion and feedback will be provided to the Executive Committee and at the November board meeting.</p>	Mr. Venning will provide a summary of findings, depicting the strengths and weaknesses noted, at the November board meeting.
<b>Executive Session</b>	<p>Mr. Davis motioned to go into Executive Session to discuss a personnel matter.</p> <p>Mr. Davis motioned to come out of Executive Session.</p>	<p>Mr. Dewey moved acceptance; Dr. Lowe seconded (all approved)</p> <p>Dr. Lowe moved acceptance; Mr. Dewey seconded (all approved)</p>
<b>Adjournment</b>	Mr. Davis called for adjournment.	Ms. Mesiah moved to adjourn; Mr. Collichio seconded (all approved)

**Next Meeting: November 10, 2022 @ 7:00 a.m.**

Member/Guest	7/14/22	8/11/22	9/8/22	10/13/22	11/10/22	12/8/22	1/12/23	2/9/23	3/9/23	4/13/23	5/11/23	6/8/23
<b>Dr. Pratibha Bansal</b>	x	x	x	x								
<b>Danielle Bozich</b>	x		x									
<b>Alexander Collichio</b>			x	x								
<b>Andrew Davis</b>	x	x	x	x								
<b>Zachary Dewey</b>	x		x	x								
<b>Mary Farallo</b>	x		x	x								

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**Board of Trustees Meeting  
November 10, 2022 - 7:00-8:30 a.m.**

Topic	Discussion	Action
<b>Call to Order</b>	Mr. Davis called the meeting to order.	
<b>Public Comment</b>	None	
<b>Treasurer's Report (Ms. Beiter)</b>	<ul style="list-style-type: none"> <li>Auditors have filed the annual report on time with no audit adjustments needed.</li> <li>Balance sheet is strong. Cash flow at a healthy balance. No concerns.</li> <li>Tuition revenue is beginning to be paid.</li> </ul>	Dr. Lowe moved the Treasurer's report to be approved; Mr. Dewey seconded (all approved).
<b>Mission Moment</b>	<p>Ms. Falkowski provided an update regarding the recently awarded USDA Farm to School grant that focuses on healthy eating and bettering the availability and access to healthy food. "Smoothie" Wednesday breakfasts have been well received with over 200 students participating. The Board is welcome to help serve the Smoothies from 7:00-8:00 am in the cafeteria. Chef Bobby Anderson has also been on campus to assist with Cooking Club and has created team-building activities for students while introducing students to basic cooking skills, food preparation and nutrition.</p> <p>Mr. Baxter discussed the Alternative Education program and described it as a successful and crucial part of Health Sciences. A student who had been part of the program spoke to the Board and described his personal experience. He found the journey to be helpful in successfully getting back on track academically and is ready and looking forward to transitioning back into the school. He thanked his mother, the teachers in the program and Mr. Baxter for not giving up on him.</p>	Updates pertaining to the Holiday Drive and Farm to Table events will be ongoing.
<b>Consent Agenda (Mr. Davis)</b>	<ul style="list-style-type: none"> <li>Board Meeting Minutes - 10.13.22</li> <li>Academic Committee Minutes - 11.4.22</li> <li>Athletic Training RFP</li> <li>Masonry Repairs RFP</li> <li>Snowplowing Services RFP</li> </ul>	Ms. Mesiah moved acceptance; Dr. Lowe seconded (all approved)

	<ul style="list-style-type: none"> <li>October Grant Report</li> <li>New Hires / Resignations</li> </ul>	
<b>Discussion Items (Mr. Davis)</b>	<b>Advisory Council</b> - Members of the Governance Committee continue to reach out to individuals that will potentially help with advocacy, fundraising, and student supports. Further discussion will take place at the November 15 <sup>th</sup> meeting.	No action required.
<b>Principal Update (Mr. Baxter)</b>	<p><b>Athletics</b> - Unfortunately, the Charter High Schools once again will be banning together with regards to the class discrimination that Section VI is demonstrating to Health Sciences and others. Legal action is being considered. Winter sports are beginning and parents, students, staff and board members are encouraged to attend.</p> <p><b>Holiday Drive</b> - The 2022-2023 Holiday Drive is about to launch. Wish list items have been shared, the dates scheduled, and volunteer support to decorate, wrap gifts, or deliver meals to families is available to board members.</p>	<p>Mr. Baxter will continue to update the Board regarding academics, athletics, and upcoming events.</p> <p>If board members are able to participate in the Holiday Drive, please communicate your interest to Mr. Venning.</p>
<b>HOS Update (Mr. Venning)</b>	<p><b>Enrollment / Staffing</b> - Current enrollment is 433 students and all grade levels have a wait list. Administration is developing strategies and creative opportunities to actively recruit and fill open staff positions.</p> <p><b>HSCS 2.0 (Update on Growth)</b> - An RFP regarding the demolition of 1291 Main Street has been sent to a preferred list of demolition companies. "Heart of the City" is currently working with the school to purchase five of the eleven lots owned by the school for affordable housing. Administration meets weekly to prepare for Charter Renewal. Included in the discussion is the development of grades 5-8.</p>	Mr. Venning will continue to update the board regarding HSCS 2.0.
<b>Executive Session</b>	None	
<b>Adjournment</b>	Mr. Davis called for adjournment.	Ms. Mesiah moved to adjourn; Dr. Lowe seconded (all approved)

**Next Meeting: December 8, 2022 @ 7:00 a.m.**

Member/Guest	7/14/22	8/11/22	9/8/22	10/13/22	11/10/22	12/8/22	1/12/23	2/9/23	3/9/23	4/13/23	5/11/23	6/8/23
<b>Dr. Pratibha Bansal</b>	x	x	x	x	x							
<b>Danielle Bozich</b>	x		x		x							
<b>Alexander</b>			x	x								



<b>Collichio</b>												
<b>Andrew Davis</b>	x	x	x	x	x							
<b>Zachary Dewey</b>	x		x	x	x							
<b>Mary Farallo</b>	x		x	x								
<b>Michael Johnson</b>		x	x	Excused	x							
<b>Dr. Clement Kwakye</b>	x	x	x	Excused	x							
<b>Dr. Allyson Lowe</b>	x	x	Excused	x	x							
<b>Francesca Mesiah</b>	x	x	x	x	x							
<b>Christie Nelson</b>	x		Excused	x	x							
<b>Joseph Winter</b>	x	x	x	x	x							
<b>GUESTS:</b>												
<b>Jan Barrett</b>	x	x	x	x	x							
<b>Robert Baxter</b>	x	x	x	x	x							
<b>Angel Beiter</b>	x	x	x		x							
<b>Maurine Falkowski</b>			x		x							
<b>Dr. Richard Hershberger (Emeritus)</b>			x		x							
<b>Lisa Kirisits</b>				x	x							
<b>Richard Mammoliti</b>												
<b>Lindsey Mannes</b>	x	x		x	x							
<b>Alisa Officer</b>				x	x							

[illegible]



**Board of Trustees Meeting  
December 8, 2022 - 7:00-8:30 a.m.**

Topic	Discussion	Action
<b>Call to Order</b>	Mr. Davis called the meeting to order.	
<b>Public Comment</b>	None	
<b>Treasurer's Report (Ms. Beiter)</b>	<ul style="list-style-type: none"> <li>Balance sheet remains strong. Cash flow remains at a healthy balance.</li> <li>Progress is being made with M&amp;T Bank regarding the potential refinance of 1291 Main Street.</li> <li>BPS claw back is still being reviewed by NYS.</li> </ul>	Mr. Dewey moved the Treasurer's report to be approved; Dr. Lowe seconded (all approved).
<b>Mission Moment</b>	Social Studies teacher, Kate McGillicuddy, provided an overview of the holiday drive, which is a yearly event that allows students to receive gifts as well as shop for family members. Donations and wish lists have been provided to staff, Board members and vendors. Santa's workshop opens to students on December 19 <sup>th</sup> .	Any person interested in volunteering to wrap or deliver meals should contact Mr. Baxter or Ms. McGillicuddy.
<b>Consent Agenda (Mr. Davis)</b>	<ul style="list-style-type: none"> <li>Board Meeting Minutes - 11.10.22</li> <li>Personnel Committee Minutes - 9.27.22</li> <li>Financial Statements &amp; Narrative</li> <li>November Grant Report</li> <li>New Hires / Resignations</li> <li>Policy Renewal - 6500 Transportation</li> </ul>	Mr. Winter moved acceptance; Mr. Dewey seconded (all approved)
<b>Discussion Items (Mr. Davis)</b>	<b>Advisory Council</b> – Outreach is underway to identify interested individuals to serve on the Advisory Council. In addition to providing support for the school and students, Ms. Barrett and Mr. Baxter will be soliciting personalized letters of support for inclusion in the charter renewal submission.	Ms. Barrett will facilitate letters of support to include in the charter renewal submission.
<b>Principal Update (Mr. Baxter)</b>	<p><b>Charter Renewal</b> – The Executive, Finance, Personnel and Academic Committees will facilitate discussion regarding Letters of Support, a Middle School, Budget and staffing considerations, and Collaboration with BPS and/or Charter Schools.</p> <p><b>Section VI</b> – Remains a frustrating relationship for the school. They tentatively</p>	Mr. Baxter and Committee Chairs will report monthly on progress related to the charter renewal process.

	<p>moved the boys' basketball to Triple AAA, which means the school will be playing the largest enrollment schools within NYS of which there are only 75. Football has not been determined yet due to a new merger with Global Concepts and Buff Sci. Discussions are ongoing with other charters regarding legal strategies.</p>	
<b>HOS Update (Mr. Venning)</b>	<p><b>Enrollment / Staffing</b> - Current enrollment is 430 students with all grade levels having a wait list. The school is currently above projections for the freshmen class which bodes well for the future. There is a National and NYS teacher shortage, therefore, the administration continues to develop strategies and creative opportunities to actively recruit and fill open positions.</p> <p><b>HSCS 2.0 (Update on Growth)</b> - Administration meets weekly to prepare for Charter Renewal. Included in the discussion is the development of grades 5-8. It was discussed that challenges the school faces such as career and technology programs would decrease by expanding with a middle school. Expansion must remain a focus and renewal efforts will remain a priority for all. The Finance and Personnel Committees are engaged in these discussions.</p> <p><b>Facilities Update</b> - RFPs for the demolition of 1291 Main Street have been released to firms with the expertise and insurance to bid the job. 1285 Main Street remains a potential location for a middle school, pending zoning issues being researched.</p>	Mr. Venning will continue to update the board regarding HSCS 2.0, Facilities, and the demolition of 1291 Main Street.
<b>Executive Session</b>	None	
<b>Adjournment</b>	Mr. Davis called for adjournment.	Ms. Bozich moved to adjourn; Dr. Lowe seconded (all approved)

**Next Meeting: January 12, 2023 @ 7:00 a.m.**

Board Members	7/14/22	8/11/22	9/8/22	10/13/22	11/10/22	12/8/22	1/12/23	2/9/23	3/9/23	4/13/23	5/11/23	6/8/23
Dr. Pratibha Bansal	x	x	x	x	x	x						
Danielle Bozich	x		x		x	x						
Alexander Collichio			x	x								
Andrew Davis	x	x	x	x	x	x						
Zachary Dewey	x		x	x	x	x						

[illegible]



**Board of Trustees Meeting / January 12, 2023 - 7:00-8:30 a.m.**

Topic	Discussion	Action
<b>Call to Order</b>	Mr. Davis called the meeting to order.	
<b>Public Comment</b>	None.	
<b>Treasurer's Report (Ms. Beiter)</b>	<ul style="list-style-type: none"> <li>Enrollment and Balance Sheet remain strong. Cash flow at a healthy balance.</li> <li>The BPS claw-back is under review by NYS. Kirsits continues to monitor the intercept closely.</li> <li>Two changes to the Purchasing Policy were presented: 1. Payment Process procedure for the amount of checks. 2. Repeat, reliable vendors no longer require additional quotes.</li> </ul>	<p>Mr. Johnson moved the Treasurer's report be approved; Mr. Dewey seconded (all approved).</p> <p>Mr. Winter moved acceptance of the changes to the purchasing policy; Dr. Lowe seconded (all approved)</p>
<b>Mission Moment</b>	Mr. Baxter saluted and thanked the Board for their participation and donations that made this year's holiday drive one of the most successful to date. It was heartwarming to see the students shop for their respective families and special family-friends. In addition to the Santa shopping, all students received a gift for themselves and 50+ students received a holiday meal that included a \$25.00 grocery store gift card to round out their meal.	<p>Applause to the Board and volunteers who wrapped gifts, donated items, and helped with set-up.</p> <p>Special thanks to Ms. McGillicuddy and Ms. Haley for their leadership.</p>
<b>Consent Agenda (Mr. Davis)</b>	<ul style="list-style-type: none"> <li>December Board Meeting Minutes - 12.8.22</li> <li>Academic Committee Minutes - 12.5.22</li> <li>Finance Committee Minutes - 12.7.22</li> <li>Financial Statements &amp; Narrative</li> <li>Revision to Consolidated Fiscal Policy</li> <li>December Grant Report</li> <li>New Hires / Resignations / Student Teacher</li> <li>Policy Renewal - 6310 Students with Disabilities; 6311 Discipline of Students with Disabilities; and 7320 Parent Involvement, Title I</li> </ul>	Dr. Lowe moved acceptance; Ms. Mesiah seconded (all approved)
<b>Principal Update (Mr. Baxter)</b>	<b>Enrollment Update</b> - Referring to benchmark goals and based on previous years, enrollment is at a high and is on par with NYS requirements, if not ahead of the	Mr. Baxter and Committee Chairs (Personnel, Academic, Finance,

	<p>pattern. Administration is actively continuing efforts for recruiting ELL and SWAN students. Events are planned to target recruitment in many ELL communities.</p> <p><b>Benchmarks and Charter Renewal</b> - The Board reviewed the benchmarks from the annual retreat in July 2022. Mr. Baxter stressed the importance of meeting or exceeding each benchmark. A Renewal Committee meets weekly with Messrs. Baxter and Venning to review Board Committee assignments. In addition to the 12 month marketing plan that is underway, a new effort to "show who HSCS is" as a school is launching and will include social media, press events, community outreach, and a monthly communication that shares the highlights of students, faculty and partners to stakeholder groups. The newly formed Advisory Council will connect with community leaders to secure Letters of Support to include in the renewal process.</p> <p><b>Equity Statement and Diversity Policy</b> is in the process of being finalized.</p> <p><b>Black History Month</b> - A key event within Black History Month will take place on Thursday, February 16th at Bethesda Church on Main Street. It will provide opportunity for the students, faculty, board, partners, and the school community to come together to showcase Black excellence in its many forms: food, music, community leaders, sports, the arts etc. This is a not to-be-missed event. Watch for more details.</p>	Marketing, 1291) will report monthly on progress related to the charter renewal process.
<b>Executive Session</b>	Mr. Davis requested an Executive Session to discuss a personnel matter.	<p>Mr. Dewey motioned to go into Executive Session to discuss the personnel matter. Dr. Lowe seconded. All approved.</p> <p>Ms. Farallo motioned to come out of Executive session. Mr. Johnson seconded. All approved.</p>
<b>Adjournment</b>	Mr. Davis called for adjournment.	Ms. Mesiah moved to adjourn; Mr. Winter seconded (all approved)

**Next Meeting: February 9, 2023 @ 7:00 a.m.**

Board Members	7/14/22	8/11/22	9/8/22	10/13/22	11/10/22	12/8/22	1/12/23	2/9/23	3/9/23	4/13/23	5/11/23	6/8/23
<b>Dr. Pratibha Bansal</b>	x	x	x	x	x	x	x					
<b>Danielle</b>	x		x		x	x	x					

<b>Bozich</b>												
<b>Alexander Collichio</b>			x	x			x					
<b>Andrew Davis</b>	x	x	x	x	x	x	x					
<b>Zachary Dewey</b>	x		x	x	x	x	x					
<b>Mary Farallo</b>	x		x	x			x					
<b>Michael Johnson</b>		x	x	Excused	x	x	x					
<b>Dr. Clement Kwakye</b>	x	x	x	Excused	x		x					
<b>Dr. Allyson Lowe</b>	x	x	Excused	x	x	x	x					
<b>Francesca Mesiah</b>	x	x	x	x	x		x					
<b>Christie Nelson</b>	x		Excused	x	x	x	x					
<b>Joseph Winter</b>	x	x	x	x	x	x	x					
<b>Guests</b>												
<b>Jan Barrett</b>	x	x	x	x	x	x	x					
<b>Robert Baxter</b>	x	x	x	x	x	x	x					
<b>Angel Beiter</b>	x	x	x		x	x	x					
<b>Maurine Falkowski</b>			x		x							
<b>Dr. Richard Hershberger</b>			x		x	x						
<b>Lisa Kirsits</b>				x	x		x					
<b>Richard Mammoliti</b>												
<b>Lindsey Mannes</b>	x	x		x	x	x	x					
<b>Kate McGillicuddy</b>						x						



[illegible]



**Board of Trustees Meeting / February 9, 2023 - 7:00-8:30 a.m.**

Topic	Discussion	Action
<b>Call to Order</b>	Mr. Davis called the meeting to order.	
<b>Public Comment</b>	None.	
<b>Treasurer's Report (Ms. Beiter)</b>	<ul style="list-style-type: none"> <li>Balance Sheet is strong. Receivables running at a high. Cash flow remains at a healthy balance.</li> <li>The BPS claw-back is still under review by NYS. Kirisits will continue to monitor the intercept closely.</li> <li>There has been a decrease in net assets on the income statement but there are no concerns or unusual activity.</li> </ul>	Ms. Mesiah moved the Treasurer's report be approved; Dr. Lowe seconded (all approved).
<b>Mission Moment</b>	Mr. Gary discussed Black History Month celebrations and noted that key events will take place on Thursday, February 16th at Bethesda Church on Main Street as well at a Taste of the Health event to take place on Friday, February 17 <sup>th</sup> in the cafeteria. Both events provide opportunities for students, faculty, board, partners, and the community to come together to display Black excellence in its' many forms: food, music, community leaders, sports, the arts etc. All Board members were welcomed and encouraged to participate.	Updates, photos, and feedback will be presented at the March board meeting.
<b>Prospective Board Member</b>	Mr. Dewey presented Daniel B. Weinstein, Vice President of Enterprise Strategy at Highmark Health, as a prospective board member. Mr. Weinstein has met with Andy Davis, Jamie Venning, and Rob Baxter to learn about the school, its' successes and challenges, and the role of the board.	<p>Mr. Dewey moved acceptance of Mr. Weinstein as a prospective board member, pending NYSED approval; Ms. Mesiah seconded (all approved)</p> <p>Ms. Barrett will facilitate the required NYSED paperwork with Mr. Weinstein.</p>

<b>Consent Agenda (Mr. Davis)</b>	<ul style="list-style-type: none"> <li>• January Board Meeting Minutes - 1.12.23</li> <li>• Academic Committee Minutes - 2.2.23</li> <li>• Personnel Committee Minutes - 12.22.22</li> <li>• Finance Committee Minutes - 1.4.23</li> <li>• Financial Statements &amp; Narrative</li> <li>• January Grant Report</li> <li>• New Hires / Resignations</li> </ul>	Ms. Farallo moved acceptance; Mr. Winter seconded (all approved)
<b>Principal Update (Mr. Baxter)</b>	<p><b>Instructional Staffing Needs</b> - While offering extra benefits and competitive compensation, the school continues to struggle with recruiting qualified Special Ed and Science teachers. The Personnel Committee is assessing the benefit plans and other aspects that may attract, retain, and drive interest in these vacant positions.</p> <p><b>Athletics</b> - After a ten-year struggle, the school has been accepted in the BPS Athletic League! This will provide equity and post-season competition for both boys and girls sports. Girls Flag Football will begin for the first time this spring/summer.</p> <p><b>Benchmarks</b> - Mr. Baxter continues to stress the importance of meeting or exceeding the NYSED Benchmarks. These benchmarks are top-of-mind for the Administration and board committees. Efforts include:</p> <ol style="list-style-type: none"> <li>1. Academic Committee and Administration are assessing progress towards Benchmark 1, teaching and learning, to identify students' strengths and weaknesses, which will inform future instruction strategies;</li> <li>2. Increased work-based learning initiatives consist of guest speakers, internships and community service hours;</li> <li>3. Letters of Support from community leaders and members of the newly formed, Advisory Council;</li> <li>4. Finalizing the Diversity Equality Inclusion (DEI) plan, which continues to be advanced in the Personnel Committee and Administration. Once implemented, all policies and procedures will advance with fidelity and urgency;</li> <li>5. An analysis of pathway careers in healthcare that can be communicated to both students and parents and the needed removal of barriers required in order to gain entry into college and/or a healthcare career.</li> </ol>	<p>Mr. Baxter and Committee Chairs (Personnel, Academic, Finance, Student Recruitment, 1291) will report monthly on progress related to the charter renewal process.</p> <p>Ms. Barrett will provide sample LOS to the Advisory Council and Community Leaders.</p>
<b>HOS Update (Mr. Venning)</b>	<p><b>Enrollment</b> - Current enrollment is 420 students. Applications for the 2023-24 schoolyear remain high. Administration continues to actively work with select community partners to recruit ELL and SWAN students.</p> <p><b>School Safety</b> - Administration is reviewing safety measures and looking at ways to invest in necessary security upgrades. Grants are in development to assist with new</p>	Updates on safety measures of the current building and the progress of 1285 Main St. will be discussed at future Board meetings.

	security equipment such as an updated camera system and entranceway protocol that will include staff training etc.  <b>1285 Main Street</b> – Mr. Venning and the 1292 Task Force continues to meet with architects, potential partners, and to discuss the fiscal oversight of the project. Currently working through stated and learned concerns.	
<b>Adjournment</b>	Mr. Davis called for adjournment.	Mr. Winter moved to adjourn; Dr. Lowe seconded (all approved)

**Next Meeting: March 9, 2023 @ 7:00 a.m.**

Board Members	7/14/22	8/11/22	9/8/22	10/13/22	11/10/22	12/8/22	1/12/23	2/9/23	3/9/23	4/13/23	5/11/23	6/8/23
<b>Dr. Pratibha Bansal</b>	x	x	x	x	x	x	x	x				
<b>Danielle Bozich</b>	x		x		x	x	x					
<b>Alexander Collichio</b>			x	x			x	x				
<b>Andrew Davis</b>	x	x	x	x	x	x	x	x				
<b>Zachary Dewey</b>	x		x	x	x	x	x	x				
<b>Mary Farallo</b>	x		x	x			x	x				
<b>Michael Johnson</b>		x	x	Excused	x	x	x					
<b>Dr. Clement Kwakye</b>	x	x	x	Excused	x		x	x				
<b>Dr. Allyson Lowe</b>	x	x	Excused	x	x	x	x	x				
<b>Francesca Mesiah</b>	x	x	x	x	x		x	x				
<b>Christie Nelson</b>	x		Excused	x	x	x	x					
<b>Joseph Winter</b>	x	x	x	x	x	x	x	x				

Guests												
Jan Barrett	x	x	x	x	x	x	x	x				
Robert Baxter	x	x	x	x	x	x	x	x				
Angel Beiter	x	x	x		x	x	x	x				
Maurine Falkowski			x		x							
Dr. Richard Hershberger			x		x	x						
Lisa Kirisits				x	x		x	x				
Richard Mammoliti								x				
Lindsey Mannes	x	x		x	x	x	x	x				
Kate McGillicuddy						x						
Alisa Officer				x	x		x					
Jaime Venning	x	x	x	x	x	x	Excused	x				
Nichole Walls												
Isaiah Gary								x				



**Board of Trustees Meeting / March 9, 2023 - 7:00-8:30 a.m.**

Topic	Discussion	Action
<b>Call to Order</b>	Mr. Davis called the meeting to order.	
<b>Public Comment</b>	None.	
<b>Treasurer's Report (Ms. Beiter)</b>	<ul style="list-style-type: none"> <li>Balance Sheet is strong. Cash generated has been used effectively and remains at a healthy balance.</li> <li>Budget is ahead and enrollment is strong.</li> <li>Federal and State grants are behind. The BPS claw-back is still under review by NYS. Kirsits will continue to monitor the intercept closely.</li> <li>All financials look good and should finish the year on a strong note. There are no concerns or unusual activity.</li> </ul>	Mr. Winter moved the Treasurer's report be approved; Ms. Bozich seconded (all approved).
<b>Mission Moment</b>	Coach Tyree Parker discussed the success of the athletic program and thanked the Board for their ongoing support. His goal is to bring a NYS championship to the school! He explained the struggle of classification with the basketball program. Originally, the team was placed as a Class B team in Section 6 athletics; then moved to Class A, which represents larger schools; and is currently faced with potentially being moved to an even larger school classification of Double A or Triple A next year. Mr. Parker requested the assistance of the Board to help work through and represent the school in this battle to bring equality back to the athletic program and to be treated as a small school where we belong and is fair for all students in the athletic program. This is especially important because it opens athletic scholarship opportunities within NCAA colleges and universities.	Mr. Parker and Mr. Baxter will continue to update the Board throughout this process of classification changes.
<b>Resignation of Board Member</b>	<p>Ms. Farallo has voluntarily resigned her seat on the Board, effective March 9, 2023.</p> <p>Mr. Dewey announced that Alex Collichio will take over the Chair position for the Personnel Committee moving forward.</p> <p>Mr. Dewey reported two vacancies on the Board.</p>	<p>Mr. Dewey moved acceptance, with regret, for the resignation of Ms. Farallo; Mr. Collichio seconded (all approved)</p> <p>Mr. Winter moved acceptance to accept Mr. Collichio as Personnel Committee Chair; Ms. Bozich</p>

		<p>seconded (all approved)</p> <p>Mr. Davis encouraged board members to inform him, Mr. Dewey or Ms. Barrett regarding potential candidates to fill skills gaps on the board.</p>
<b>Academic Committee</b>	<p>Ms. Officer and Mr. Baxter shared a PPT focusing on education outcome tiers and Benchmark 1 and 9. Interim testing data from January 2023, as well as the Regents prescription of goals and procedures, will be used to prepare students for Regents examinations. Also discussed: projected graduation rates; BEDS enrollment; 2023 cohort retention rate; and new classes and plans for the 2023-2024 school year. The Academic Committee and Administration continue to work behind the scenes to create and better the pathways to graduation.</p>	<p>Update from the Academic Committee will come to the Board at future Board meetings.</p>
<b>Consent Agenda (Mr. Davis)</b>	<ul style="list-style-type: none"> <li>• February Board Meeting Minutes - 2.9.23</li> <li>• Finance Committee Minutes - 2.1.23</li> <li>• Financial Statements &amp; Narrative</li> <li>• Form 990 - Lisa Kirisits shared a link to the portal with each Board member to review the 990 and give any feedback. After 10 days, it will be deleted from the portal and submitted to the State</li> <li>• February Grant Report</li> <li>• Personnel Committee Minutes - 12.22.22</li> <li>• New Hires / Resignations / Internships</li> </ul>	<p>Mr. Collichio moved acceptance; Mr. Winter seconded (all approved)</p>
<b>Principal Update (Mr. Baxter)</b>	<p><b>Charter Renewal</b> - Mr. Baxter reiterated the importance of meeting or exceeding the NYSED Benchmarks, which is a focused theme among the administration and faculty. Current and new community relationships are centered on student internships, work-based learning opportunities, health equity, certificate programming and dual college credit, charter renewal, the athletic program and funding capital projects.</p> <p><b>Athletics</b> – The athletic department is working with Grant Builders to identify a funding gap for the football program, based on the new relationship with two charter high schools.</p>	<p>Mr. Baxter and the Personnel, Academic, Finance, Student Recruitment, and 1291 Committees will report to the board monthly with regards to the charter renewal process.</p> <p>Please let Mr. Baxter or Ms. Barrett know of any potential funders for the football program.</p>
<b>HOS Update (Mr. Venning)</b>	<p><b>Enrollment</b> - Current enrollment is 415 students. Applications for the 2023-24 school year remain high. The alternative education program continues to "save" students by providing options to suspension that is keeping them in school, remaining engaged, and focusing on their needs, skills, academic abilities, and learning styles. It is uplifting to see them return and re-engage with their teachers and fellow students.</p>	<p>Mr. Venning will give an update each meeting on the progress of the demolition.</p> <p>Please let Mr. Venning know of any potential award or scholarship</p>

	<p><b>Senior Awards/Scholarship Sponsors</b> – Graduation and the senior dinner will soon be upon us. As in previous years, the board has facilitated sponsors for senior awards and scholarships. The business office will be sending solicitation requests in the coming weeks.</p> <p><b>RFP for Demolition of 1291 Main Street</b> - The RFP was awarded to Empire Building Diagnostics, Inc. The demolition will begin soon.</p>	sponsors.
<b>Adjournment</b>	Mr. Davis called for adjournment.	Mr. Winter moved to adjourn; Ms. Bozich seconded (all approved)

**Next Meeting: April 13, 2023 @ 7:00 a.m.**

[illegible]



Guests												
Jan Barrett	x	x	x	x	x	x	x	x	x			
Robert Baxter	x	x	x	x	x	x	x	x	x			
Angel Beiter	x	x	x		x	x	x	x	x			
Maurine Falkowski			x		x							
Isaiah Gary								x				
Dr. Richard Hershberger			x		x	x						
Lisa Kirsits				x	x		x	x	x			
Richard Mammoliti								x	x			
Lindsey Mannes	x	x		x	x	x	x	x	x			
Kate McGillicuddy						x						
Alisa Officer				x	x		x		x			
Tyree Parker									x			
Jaime Venning	x	x	x	x	x	x	Excused	x	x			
Nichole Walls									x			



**Board of Trustees Meeting / April 13, 2023 - 7:00-8:30 a.m.**

Topic	Discussion	Action
<b>Call to Order</b>	Mr. Davis called the meeting to order.	
<b>Public Comment</b>	None.	
<b>Treasurer's Report (Ms. Beiter)</b>	<ul style="list-style-type: none"> <li>There was no Finance meeting this past month due to scheduling issues. Any updates will be brought to the Board next month.</li> <li>Cash position remains at a healthy balance.</li> <li>Budget is trending ahead and enrollment remains strong.</li> <li>Kirisits is currently working on FS 25's.</li> <li>The BPS claw-back continues to be under review by NYS. Kirisits will continue to monitor the intercept closely as it continues to be an issue.</li> <li>Financials are strong with no concerns.</li> </ul>	Mr. Winter moved the Treasurer's report be approved; Mr. Dewey seconded (all approved).
<b>Mission Moment</b>	Assistant Principal Nichole Walls informed the Board that the school conducted a lottery on 4.12.23, using Enroll Buffalo. Results were posted publicly. 162 seats were offered to 150 freshmen; 18 sophomores; 33 Juniors; and 12 seniors. 12 families declined the offer and 47 freshmen have been waitlisted to date.	Updates will be provided at the upcoming board meetings.
<b>Academic Committee</b>	<ul style="list-style-type: none"> <li>Dr. Hershberger has voluntarily resigned his seat on the Academic Committee.</li> <li>PSAT and interim data will assist in preparation of Regents exams.</li> </ul>	<p>Mr. Winter moved acceptance with regret to accept Dr. Hershberger's resignation; Ms. Mesiah seconded (all approved)</p> <p>Mr. Davis encouraged board members to inform him, Mr. Dewey or Ms. Barrett regarding potential candidates to fill skills gaps on the board.</p>
<b>Consent Agenda (Mr. Davis)</b>	<ul style="list-style-type: none"> <li>March Board Meeting Minutes - 3.9.23</li> <li>Academic Committee Minutes - 3.3.23 &amp; 3.31.23</li> <li>Financial Statements &amp; Narrative</li> <li>March Grant Report</li> </ul>	Ms. Mesiah moved acceptance; Dr. Lowe seconded (all approved)

	<ul style="list-style-type: none"> <li>• Personnel Committee Minutes - 2.28.22</li> <li>• New Hires / Resignations / Internships</li> </ul>	
<b>Principal Update (Mr. Baxter)</b>	<p><b>Academic Update</b></p> <ul style="list-style-type: none"> <li>• Ms. Officer and Mr. Baxter attended a teacher recruitment event and found high-interest with several highly-qualified candidates. In-school meetings with potential candidates are in process.</li> <li>• Third Quarter Interims will take place in the coming week. The results are vital to predicting how students will perform on their Regents exams. For students who are found to need further preparation, they will receive additional supports including summer programming to ensure exam success.</li> <li>• The Administration and Academic Committee will review results and present data to the board at the May meeting.</li> </ul> <p><b>Charter Renewal</b></p> <ul style="list-style-type: none"> <li>• Mr. Baxter again reiterated the importance of meeting or exceeding the NYSED Benchmarks.</li> <li>• The onsite visit from the CSO will be conducted virtually this year. Mr. Davis requested securing a date ASAP to ensure strong board attendance.</li> <li>• Enrollment targets are meeting the benchmark.</li> <li>• Select Administration members and faculty continue to aggressively reach out and attend special events of community-based organizations serving potential ELL students and families.</li> </ul>	All committees will continue to report to the board monthly with regards to the charter renewal process.
<b>HOS Update (Mr. Venning)</b>	<p><b>Enrollment</b></p> <ul style="list-style-type: none"> <li>• Enrollment remains strong and in compliance with SED target requirements.</li> <li>• Likely that all grade levels will start the upcoming school year with a wait list.</li> <li>• Applause to the recruitment staff who have engaged with the community, including those serving ELL populations.</li> </ul> <p><b>Senior Awards/Scholarship Sponsors</b></p> <ul style="list-style-type: none"> <li>• Business office is in solicitation mode regarding sponsors for senior awards and scholarships.</li> </ul> <p><b>Event Support</b></p> <ul style="list-style-type: none"> <li>• Board members are encouraged to attend the senior dinner and graduation ceremony.</li> </ul>	Ms. Mannes will send a comprehensive list of relevant information regarding sponsorship opportunities and dates/times for the senior dinner and graduation ceremony.
<b>Adjournment</b>	Mr. Davis called for adjournment.	Mr. Dewey moved to adjourn; Dr. Lowe seconded (all approved)

**Next Meeting: May 11, 2023 @ 7:00 a.m.**

<b>Board Members</b>	<b>7/14/22</b>	<b>8/11/22</b>	<b>9/8/22</b>	<b>10/13/22</b>	<b>11/10/22</b>	<b>12/8/22</b>	<b>1/12/23</b>	<b>2/9/23</b>	<b>3/9/23</b>	<b>4/13/23</b>	<b>5/11/23</b>	<b>6/8/23</b>
<b>Dr. Pratibha Bansal</b>	x	x	x	x	x	x	x	x	x	x		
<b>Danielle Bozich</b>	x		x		x	x	x		x			
<b>Alexander Collichio</b>			x	x			x	x	x	Excused		
<b>Andrew Davis</b>	x	x	x	x	x	x	x	x	x	x		
<b>Zachary Dewey</b>	x		x	x	x	x	x	x	x	x		
<b>Mary Farallo</b>	x		x	x			x	x	Resigned			
<b>Michael Johnson</b>		x	x	Excused	x	x	x		Excused	x		
<b>Dr. Clement Kwakye</b>	x	x	x	Excused	x		x	x	x	x		
<b>Dr. Allyson Lowe</b>	x	x	Excused	x	x	x	x	x	Excused	x		
<b>Francesca Mesiah</b>	x	x	x	x	x		x	x	Excused	x		
<b>Christie Nelson</b>	x		Excused	x	x	x	x			x		
<b>Joseph Winter</b>	x	x	x	x	x	x	x	x	x	x		
<b>Guests</b>												
<b>Jan Barrett</b>	x	x	x	x	x	x	x	x	x	x		
<b>Robert Baxter</b>	x	x	x	x	x	x	x	x	x	x		
<b>Angel Beiter</b>	x	x	x		x	x	x	x	x	x		
<b>Maurine</b>			x		x							

Falkowski												
Isaiah Gary								x				
Dr. Richard Hershberger			x		x	x				Resigned		
Lisa Kirisits				x	x		x	x	x			
Richard Mammoliti								x	x	x		
Lindsey Mannes	x	x		x	x	x	x	x	x	x		
Kate McGillicuddy						x						
Alisa Officer				x	x		x		x	x		
Tyree Parker									x			
Jaime Venning	x	x	x	x	x	x	Excused	x	x	x		
Nichole Walls									x	x		



**Board of Trustees Meeting / May 11, 2023 - 7:00-8:30 a.m.**

Topic	Discussion	Action
<b>Call to Order</b>	Dr. Lowe called the meeting to order.	
<b>Public Comment</b>	None.	
<b>Treasurer's Report (Ms. Beiter)</b>	<ul style="list-style-type: none"> <li>• Receivables are currently artificially inflated due to the lateness of BPS.</li> <li>• Cash remains at a healthy balance and trending well.</li> <li>• Enrollment remains strong.</li> <li>• The BPS 2020 intercept has been approved. Kirsits will soon begin work on the 2021 intercept.</li> <li>• Financials are strong with no concerns.</li> </ul>	Mr. Winter moved the Treasurer's report be approved; Mr. Johnson seconded (all approved).
<b>Mission Moment</b>	Dr. Kwakye introduced Dwight Lowe who is the Executive Director of the Home Beneath Our Feet program, a community-based nonprofit, that is working with the school to build a Sensory Garden at 1117 Ellicott St. It will be an all-inclusive, wheelchair accessible garden area where the community can experience their senses within a safe space. Mr. Lowe and Mr. Venning met with neighbors prior to the garden being built by volunteers. Students will receive service hours for their participation.	Applause and thanks to Mr. Lowe for the Sensory Garden and all that he does for our students.
<b>Update on State Visit</b>	Maurine Falkowski discussed the upcoming CSO site visit and gave a quick overview of the general schedule and expectations for new Board members who have never participated in a visit. Maurine reviewed the benchmarks that outline the criteria for Charter Renewal.	Mr. Venning will provide the Board with a date and time slot for the Board focus group that will meet with the State at the visit.
<b>Consent Agenda (Mr. Davis)</b>	<ul style="list-style-type: none"> <li>• April Board Meeting Minutes - 4.13.23</li> <li>• Academic Committee Minutes - 5.5.23</li> <li>• Finance Committee Minutes - 3.1.23</li> <li>• RFP for Janitorial Services</li> <li>• Financial Statements &amp; Narrative</li> </ul>	Ms. Mesiah moved acceptance; Mr. Collichio seconded (all approved)

	<ul style="list-style-type: none"> <li>• April Grant Report</li> <li>• Personnel Committee Minutes - 3.28.23</li> <li>• Policy Renewal - 3300 Wellness</li> <li>• Daniel Weinstein motion w/letter regarding fingerprinting from Erie County Sheriff's office</li> <li>• No New Hires / Resignations</li> </ul>	
<b>Principal Update (Mr. Baxter)</b>	<p><b>Site Visit</b></p> <ul style="list-style-type: none"> <li>• Mr. Baxter added key points to the previous discussion of the CSO site visit. He stressed the importance of the benchmarks and Regents Exam performance.</li> </ul> <p><b>Radio Sponsorships</b></p> <ul style="list-style-type: none"> <li>• From now until August, HSCS is in the process of campaigning with partners and families/parents of students on the importance of expanding the school.</li> <li>• Radio station 96.5 conducts Saturday morning academic talk sessions. HSCS would like to participate in these academic sessions and join the broadcasts but is seeking sponsorship to help get this process started.</li> </ul>	All committees will continue to report to the board monthly with regards to the charter renewal process.
<b>HOS Update (Mr. Venning)</b>	<p><b>Enrollment</b></p> <ul style="list-style-type: none"> <li>• Enrollment remains strong and in compliance with SED target requirements.</li> <li>• Recruitment staff remains engaged with the community, including those serving ELL populations.</li> </ul> <p><b>Senior Awards/Scholarship Sponsors</b></p> <ul style="list-style-type: none"> <li>• A senior scholarship letter was shared with the Board. Business office remains in solicitation mode regarding sponsors for senior awards and scholarships. The senior dinner will take place on May 17, 2023.</li> </ul> <p><b>Event Support</b></p> <ul style="list-style-type: none"> <li>• Board members are encouraged to attend the senior dinner and graduation ceremony.</li> </ul>	Ms. Mannes will keep a spreadsheet of Board members who reserve a seat and will correlate between for any of the senior events.
<b>Executive Session</b>	Mr. Venning requested to move into an executive session to discuss a personnel matter.	<p>Dr. Kwakye moved acceptance to go into an executive session; Dr. Lowe seconded (all approved)</p> <p>Mr. Winter moved acceptance to come out of executive session; Mr. Dewey seconded (all approved)</p>
<b>Adjournment</b>	Dr. Lowe called for adjournment.	Mr. Winter moved to adjourn; Ms. Mesiah seconded (all approved)

Next Meeting: June 8, 2023 @ 7:00 a.m.

Board Members	7/14/22	8/11/22	9/8/22	10/13/22	11/10/22	12/8/22	1/12/23	2/9/23	3/9/23	4/13/23	5/11/23	6/8/23
Dr. Pratibha Bansal	x	x	x	x	x	x	x	x	x	x	x	
Danielle Bozich	x		x		x	x	x		x			
Alexander Collichio			x	x			x	x	x	Excused	x	
Andrew Davis	x	x	x	x	x	x	x	x	x	x		
Zachary Dewey	x		x	x	x	x	x	x	x	x	x	
Mary Farallo	x		x	x			x	x	Resigned			
Michael Johnson		x	x	Excused	x	x	x		Excused	x	x	
Dr. Clement Kwakye	x	x	x	Excused	x		x	x	x	x	x	
Dr. Allyson Lowe	x	x	Excused	x	x	x	x	x	Excused	x	x	
Francesca Mesiah	x	x	x	x	x		x	x	Excused	x	x	
Christie Nelson	x		Excused	x	x	x	x			x	x	
Joseph Winter	x	x	x	x	x	x	x	x	x	x	x	
Guests												
Jan Barrett	x	x	x	x	x	x	x	x	x	x	x	
Robert Baxter	x	x	x	x	x	x	x	x	x	x	x	
Angel Beiter	x	x	x		x	x	x	x	x	x	x	
Maurine			x		x						x	



[illegible]



**Board of Trustees June and Annual Meeting / June 29, 2023, 8:00–11:30 am, Saturn Club**

Topic	Discussion	Action
<b>Call to Order</b>	Mr. Davis called the meeting to order	None
<b>Public Comment</b>	None	
<b>June Meeting / Consent Agenda</b>	<ul style="list-style-type: none"> <li>Based on the annual board retreat, the June Board meeting was abbreviated to include the consent agenda and Mr. Weinstein's approval by the NYSED.</li> <li>Mr. Weinstein has completed all required documents for the NYSED to seat him on the board including a board resolution that states: the Health Sciences Charter School Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, and having reviewed the application in its entirety, has voted to select Daniel Weinstein as a member to its Board of Trustees, with a term expiring on June 30, 2032 pending approval by NYSED.</li> </ul>	<p>Mr. Dewey moved the Consent Agenda for approval, Ms. Mesiah seconded (all approved)</p> <p>Mr. Collichio moved that Daniel Weinstein be seated on the board, pending approval from the NYSED; Dr. Kwakye seconded (all approved)</p>
<b>Head of School / Board Evaluations</b>	Mr. Davis and Mr. Venning reviewed a proposal from SuperEval by PLS 3 <sup>rd</sup> Learning to facilitate online Head of School and Board Evaluations. Based on their reputation and long-history of conducting such evaluations, it was presented to the board for a vote to move forward.	Mr. Dewey moved acceptance; Mr. Johnson seconded (all approved); Grant Builders will work with the board to move forward with the process.
<b>Annual Meeting</b>	Mr. Davis called the annual board retreat to order and reviewed the objectives that included board responsibilities, recapping 2022–2023, next steps for strategic initiatives, and to finalize 2023-2024 board goals.	None
<b>Board Responsibilities</b>	<p>Per Mr. Davis:</p> <ul style="list-style-type: none"> <li>Monitor progress toward the 10 NYSED benchmarks</li> <li>Support strategic growth of the school</li> <li>Help develop infrastructure to support such growth</li> </ul>	None

	<ul style="list-style-type: none"> <li>• Annually evaluate Head of School</li> <li>• Participate in school events / presence in the school</li> <li>• Provide input/oversight in development of Annual Report and Charter Renewal Application</li> </ul>	
<b>State of the School</b>	<ul style="list-style-type: none"> <li>• Educational soundness <ul style="list-style-type: none"> <li>• Graduation rate</li> <li>• Increased community partnerships</li> </ul> </li> <li>• Organizational soundness <ul style="list-style-type: none"> <li>• Fiscal stability</li> <li>• Engaged BOT committees</li> </ul> </li> <li>• Faithfulness to charter and law <ul style="list-style-type: none"> <li>• Family Engagement activities</li> <li>• Farm to School</li> <li>• Enrollment</li> <li>• Equity</li> </ul> </li> </ul>	Mr. Venning answered questions and provided clarity to the benchmarks and their importance.
<b>2022-2023 Challenges</b>	<ul style="list-style-type: none"> <li>• Educational soundness <ul style="list-style-type: none"> <li>• Teacher shortage / quality</li> <li>• Teacher retention</li> <li>• Feeder school</li> </ul> </li> <li>• Organizational soundness <ul style="list-style-type: none"> <li>• Capacity to implement and manage new programs</li> <li>• Financial management of innovative programming</li> </ul> </li> <li>• Faithfulness to charter and law <ul style="list-style-type: none"> <li>• ELL enrollment</li> <li>• SPED enrollment</li> <li>• Student retention</li> <li>• Implementation of multiple key design elements (Work-based learning, dual enrollment, certifications)</li> </ul> </li> </ul>	Mr. Baxter facilitated a spirited discussion regarding the 2022-2023 challenges that resulted in the board committees being assigned to work with the administration on select issues.
<b>BM1 Student Performance (Ms. Officer)</b>	<ul style="list-style-type: none"> <li>• Student Performance <ul style="list-style-type: none"> <li>• Two-year course options for Living Environment and Algebra</li> <li>• School remains strong with high Regents graduation rate and cohort data</li> <li>• Using all of the graduation pathways geared towards students' abilities and interests</li> <li>• Seal of civic readiness approved earlier this year</li> <li>• Submitting Individual Arts Evaluation Pathway documents in August</li> <li>• Personal Training year 3 goal: Add PT course with exam</li> <li>• Dual enrollment year 3 goal: Increase to 1/3 of seniors and ¼ of juniors receiving college credits</li> </ul> </li> </ul>	Ms. Officer lead a discussion regarding the need to identify funding to support increased college coursework next year, many families contributed what they could this year, but it was challenging, and many students are ready to complete even more credits next year. Multiple BOT members noted that there is funding for STEAM

	<ul style="list-style-type: none"> <li>• Successful completion of college credits for many juniors and seniors this year, great partnerships with three local colleges</li> </ul>	occupations and recommended admin research healthcare-related engineering pathways and programming.
<b>BM2 Teaching and Learning (Ms. Officer/Mr. Mammoliti)</b>	<ul style="list-style-type: none"> <li>• All staff certification workshops offered throughout the year</li> <li>• "Excellence without Excuses" How to best use data to guide Core Classes towards better Regents results</li> <li>• Staff received de-escalation training</li> <li>• Effective co-teaching this year</li> <li>• Individual guidance given to staff pursuing teaching certifications</li> <li>• Alternative Instruction Impact <ul style="list-style-type: none"> <li>• One of the most unique features is that the school still allows students to participate in school activities, keeping them engaged with their classmates and enables them to feel as though they are still part of the school family-this was a great motivating factor this year and had an impact on the students' desire to re-join their classmates at school</li> <li>• 90% Gen Ed, 10% SWAN</li> <li>• 80% success rate</li> <li>• Grade level breakdown-36.7% 9<sup>th</sup>, 50% 10<sup>th</sup>, 6.7% 11<sup>th</sup>, 6.7% 12<sup>th</sup></li> </ul> </li> </ul>	Mr. Mammoliti would like to identify a space for this program to host the program next year, preferably with a gym and kitchen and nearby the main school building.
<b>BM2 School Culture and Climate (Ms. Walls)</b>	<ul style="list-style-type: none"> <li>• Major emphasis on social-emotional learning and well-being</li> <li>• Introduced the crew model with the social emotional learning piece this school year</li> <li>• One social worker and one school counselor in each house = four mental health professionals in our building</li> <li>• Multiple events have been added to increase student/parent engagement. (Iftar Night, Mother's/Father's Day Event, Welcome Back Event, Parent &amp; Family Engagement Night, Hispanic Heritage Night)</li> </ul>	Ms. Walls presented an overview of the extensive events/activities that have taken place and the plan to address the challenges to ensure success regarding this benchmark.
<b>Current/new Strategic Initiatives</b>	1291 <ul style="list-style-type: none"> <li>• Needs and Uses</li> <li>• Community input update</li> <li>• Planning Committee</li> </ul> Squire Building – Center for Health Equity <ul style="list-style-type: none"> <li>• Uses YTD</li> <li>• Proposed Partners</li> <li>• Financial Management</li> </ul> Advisory Board <ul style="list-style-type: none"> <li>• Partnership development</li> <li>• Capital Fundraising</li> </ul>	Mr. Venning will continue to update the board regarding the status of the 1291 project. The board will refocus the planning committee to address current issues.  Mr. Baxter will continue developing MOUs with strategic partners to form a Center of Health Equity in the Squire. Building.

		Ms. Barrett will work with Mr. Davis to bring together the Advisory Board to discuss support for the renewal and potential capital funding
<b>2023-2024 Board Goals</b>	<p>Based on discussion and input from the board the 2023 board goals were presented and amended to be:</p> <ul style="list-style-type: none"> <li>• Meet minimum overall enrollment target of 85% of 480 students</li> <li>• Increase social-emotional supports for students and families</li> <li>• Maintain fiscal stability</li> <li>• Sustain and grow academic success</li> <li>• Obtain a five-year renewal from NYS Board of Regents</li> <li>• Implement certificate programs with current/new partnerships</li> <li>• Refocus a 1291 planning committee</li> <li>• Finalize use and budget for 1291 and create a capital campaign plan</li> <li>• Launch the proposed Advisory Committee</li> </ul>	Mr. Venning will work with the board and administration to facilitate said goals.

**Next Meeting: July 13, 2023 @ 7:00 a.m. (ZOOM)**

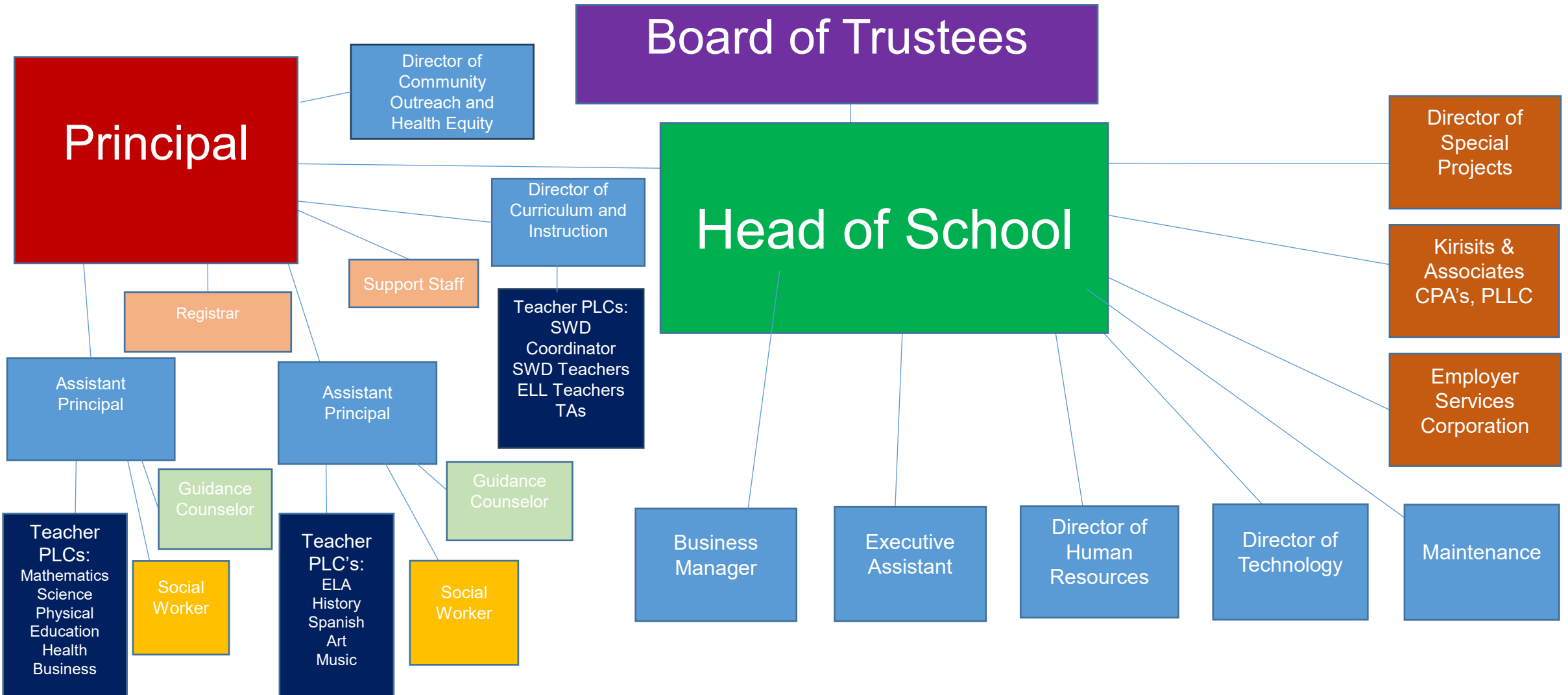
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Dewey												
Mary Farallo	x		x	x			x	x	Resigned			
Michael Johnson		x	x	Excused	x	x	x		Excused	x	x	x
Dr. Clement Kwakye	x	x	x	Excused	x		x	x	x	x	x	x
Dr. Allyson Lowe	x	x	Excused	x	x	x	x	x	Excused	x	x	Excused
Francesca Mesiah	x	x	x	x	x		x	x	Excused	x	x	x
Christie Nelson	x		Excused	x	x	x	x			x	x	Excused
Daniel Weinstein												x
Joseph Winter	x	x	x	x	x	x	x	x	x	x	x	Excused
Guests												
Jan Barrett	x	x	x	x	x	x	x	x	x	x	x	x
Robert Baxter	x	x	x	x	x	x	x	x	x	x	x	x
Angel Beiter	x	x	x		x	x	x	x	x	x	x	
Maurine Falkowski			x		x						x	x
Isaiah Gary								x				
Dr. Richard Hershberger			x		x	x				Resigned		
Lisa Kirisits				x	x		x	x	x			
Richard Mammoliti								x	x	x		x
Lindsey Mannes	x	x		x	x	x	x	x	x	x	x	
Kate McGillicuddy						x						
Alisa				x	x		x		x	x	x	x

<b>Officer</b>												
<b>Tyree Parker</b>									<b>x</b>			
<b>Jaime Venning</b>	<b>x</b>	<b>x</b>	<b>x</b>	<b>x</b>	<b>x</b>	<b>x</b>	<b>Excused</b>	<b>x</b>	<b>x</b>	<b>x</b>	<b>x</b>	<b>x</b>
<b>Nichole Walls</b>									<b>x</b>	<b>x</b>		<b>x</b>
<b>Daniel Weinstein</b>									<b>x</b>	<b>x</b>	<b>x</b>	



## 2022-2023 Organizational Structure





# HEALTH SCIENCES CHARTER SCHOOL | 2023-2024 CALENDAR

AUGUST '23						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

4 (0) DAYS IN SESSION

SEPTEMBER '23						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

20 (19) DAYS IN SESSION

OCTOBER '23						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

21 (21) DAYS IN SESSION

NOVEMBER '23						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
	27	28	29	30		

19 (19) DAYS IN SESSION

DECEMBER '23						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

16 (16) DAYS IN SESSION

JANUARY '24						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

21 (21) DAYS IN SESSION

21-25 - NEW TEACHER ORIENTATION  
28-31 - SUPERINTENDENTS DAY

1 - SUPERINTENDENTS DAY  
4 - LABOR DAY (NO SCHOOL)  
5 - FIRST DAY OF SCHOOL

6 - END OF 5 WEEKS  
9 - INDIGENOUS PEOPLES & ITALIAN HERITAGE DAY (NO SCHOOL)  
11 - PROGRESS REPORTS DUE  
SAT SENIOR  
PSAT JUNIOR

10 - VETERANS DAY OBSERVANCE (NO SCHOOL)/ END OF QUARTER 1  
11 - VETERANS DAY  
15 - REPORT CARDS DUE  
23 - 24 - THANKSGIVING BREAK  
PSAT

15 - END OF 15 WEEKS  
18-22 - HOLIDAY DRIVE  
20 - PROGRESS REPORTS DUE  
25- 29 - WINTER BREAK

1- NEW YEAR'S DAY  
2 - STUDENTS RETURN  
15 - MLK DAY (NO SCHOOL)  
23-25 - INTERIM/REGENTS EXAMS  
26 - END OF QUARTER 2/ RATING DAY  
31 - Q3 GRADES DUE

FEBRUARY '24						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

16 (16) DAYS IN SESSION

MARCH '24						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

20 (20) DAYS IN SESSION

APRIL '24						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

17 (17) DAYS IN SESSION

MAY '24						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

22 (22) DAYS IN SESSION

JUNE '24						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

18 (17) DAYS IN SESSION

19 - PRESIDENTS DAY  
20- 23 - MID-WINTER BREAK (NO SCHOOL)

8 - END OF 25 WEEKS  
13 - PROGRESS REPORTS DUE  
29 - GOOD FRIDAY (NO SCHOOL)  
31 - EASTER SUNDAY

1-5 - SPRING BREAK  
19 - LAST DAY OF QUARTER 4  
16-19 - 3RD QUARTER INTERIMS & RATING DAY  
24 - REPORT CARD GRADES DUE  
PSAT'S

SENIOR DINNER  
- PROM  
24 - END OF 25 WEEKS  
29 - PROGRESS REPORTS DUE  
27 - MEMORIAL DAY (NO SCHOOL)

4 - ALGEBRA 1 REGENTS EXAM  
13 - REGENTS REVIEW  
14- 25 - REGENTS EXAMS (NO EXAMS 6/17)  
19 - JUNETEENTH OBSERVANCE (NO SCHOOL)  
26 - END OF 4TH QUARTER, LAST DAY OF SCHOOL, RATING DAY, FINAL GRADES DUE, GRADUATION REHEARSAL  
27 - SUPERINTENDENTS DAY/GRADUATION

Key: 190 DAYS IN SESSION/ (188 STUDENT DAYS IN SESSION)

Superintendent's Day
Quarter 3
Breaks/NO SCHOOL
Quarter 2
Quarter 1
Rating Days
Quarter 4
Regents/Local Exams/SAT & PSAT
Half Days





Department of Fire  
195 Court Street  
Buffalo, NY 14202

**CITY OF BUFFALO**  
**BUREAU OF FIRE PREVENTION**  
65 Niagara Square, Room 321 City Hall  
Buffalo, New York 14202  
(716) 851-5707 EXT 752 FAX (716) 851-4680



Mark A. Morganti, Chief  
Bureau of Fire Prevention

May 18, 2023

**RE: Certificate of Fire Inspection for:**

**HEALTH SCIECES CHARTER SCHOOL**  
**1140 ELLICOTT ST**  
**BUFFALO, NY 14209**

To Whom It May Concern:

An inspection was conducted at 1140 ELLICOTT 14209, by a member of the City of Buffalo Bureau of Fire Prevention.

HEALTH SCIECES CHARTER SCHOOL was found to be in compliance with the Fire Code of New York State and Fire Ordinance of the City of Buffalo.

All mechanical systems, wiring and equipment at the structure should be inspected by a qualified, certified/licensed individual to insure proper installation, venting and operation.

Sincerely,

BUFFALO FIRE DEPARTMENT

A black rectangular redaction box covering the signature of Charles Graver.

CHARLES GRAVER  
BUREAU OF FIRE PREVENTION



# CITY OF BUFFALO

## Certificate of Occupancy

Certificate No.: 19957

In accordance with the appropriate laws of the State of New York and/or the Ordinances of the City of Buffalo the structure(s) located at **1140 ELLICOTT** Buffalo, New York, having been inspected and found to conform substantially to applicable laws, ordinances, rules or regulations, said structure(s) is hereby certified for occupancy. This certificate is issued subject to the limitation herein specified and is valid until revoked unless automatically voided by the conditions set forth on the reverse side of this certificate.



Commissioner of Permit and Inspection Services

Date Issued: 09/07/2011

Amended: 08/13/2012

Total Occupancy: N/A

No. Units: 1	No. Stories: 4	No. Rooms: N/A	Building Type: 2b
Construction: Masonry	Class: E (Health Science Charter School)		
Zoning District: R-3	Smoke Detectors: Y	Carbon Monoxide Detectors: Y	
Application Codes:			
Permit No: 165984 177325	Permit Date: 08/05/2011 08/08/2012	Receipt No: N/A	
Inspector: Felschow, Robert	Date Inspected: 9/02/2011 8/09/2012		

### Building Usage:

<u>Story</u>	<u>Use</u>
--------------	------------

Basement:	Mechanical rooms/storage/classrooms/bathrooms
1 <sup>st</sup> Floor:	Offices/classrooms/bathrooms
2 <sup>nd</sup> Floor:	Classrooms/bathrooms
3 <sup>rd</sup> Floor:	Classrooms/Bathrooms
4 <sup>th</sup> Floor:	Classrooms/Bathrooms

SEE REVERSE SIDE