# **Application: Hebrew Language Academy Charter School**

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

## **Entry 1 School Info and Cover Page**

Completed - Jul 29 2022

Instructions

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

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

# **Entry 1 School Information and Cover Page**

(New schools that were not open for instruction for the 2021-2022 school year are not required to complete or

#### submit an annual report this year).

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

## **BASIC INFORMATION**

#### a. SCHOOL NAME

(Select name from the drop down menu)

HEBREW LANGUAGE ACADEMY CHARTER SCHOOL 80000064234

#### a1. Popular School Name

HLA

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

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

NEW YORK CITY CHANCELLOR OF EDUCATION

#### d. DISTRICT / CSD OF LOCATION

CSD #23 - BROOKLYN

#### e. DATE OF INITIAL CHARTER

7/2009

#### f. DATE FIRST OPENED FOR INSTRUCTION

9/2009

#### c. School Unionized

Is your charter school unionized?

No

#### MISSION STATEMENT

Hebrew Language Academy Charter School (HLA) provides students with the academic and personal foundation necessary to successfully pursue advanced studies and achieve continued personal growth as ethical and informed global citizens. In order to accomplish this, HLA offers an academically rigorous K-8 curriculum which includes daily instruction in the Hebrew language.

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

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

KDE 1	OLAM Values: HLA will be organized around this guiding set of values. Olam is the Hebrew word for world, and our OLAM values include: Outstanding Problem-Solving Lifelong Learning Aware Communication Making a Difference The school piloted the OLAM values over the 2019- 2020 and 2020-2021 school years and they have made a meaningful difference in creating a positive school culture and in giving a common language for how both adults and students aspire to be. OLAM values help students and staff to think critically, to demonstrate empathy, to communicate clearly and to listen well, to value learning, and to bring these skills together to improve their communities.
KDE 2	Differentiated Instruction: The school will use different sources of information to ensure that each child is provided with challenging educational content regardless of their current academic level. Teachers will employ significant amounts of small group instruction and providing customized academic support to struggling learners. English Language Arts (ELA) instruction in grades K-2 focuses on phonics instruction, guided reading, and Reader's Workshop and Writer's Workshop. In grades 3-8 students use the EngageNY Expeditionary Learning curriculum and the Close Reading for Meaning Framework. In addition, students also have opportunities for guided reading. In all grades, there are opportunities for small group, targeted instruction. All students take the NWEA MAP to inform their instructional paths. Mathematics instruction is based on research-based programs, and is scheduled to allow for flexible response to individual students' needs and challenges. Students use Eureka Math in

whole-class instruction. In addition, students use a variety of platforms to support their independent learning, including Zearn, IXL, and Khan Academy.

Modern Hebrew Instruction: We provide immersive Modern Hebrew language instruction every day to all students. Hebrew language instruction is delivered through the Proficiency Model of instruction which is aligned with best practices documented by the American Council on the Teaching of Foreign Languages (ACTIFL). Studying Modern Hebrew offers students the opportunity to learn and understand a second language and to witness its growing use across varied communities. Research points to the advantages children gain when they begin the study of a foreign language at an early age, not least of which is their development as bilingual, bi-literate, and cross-culturally competent, better preparing them to be active participants in the global community.

Social and Emotional Learning (SEL) and Supports: SEL is a major component of our educational model. SEL is the process through which children and adults acquire and apply the knowledge, attitudes, and skills necessary to understand and manage emotions, set and achieve positive goals, feel and show empathy for others, establish and maintain positive relationships, and make responsible decisions. Research shows that SEL matters for student success, for both the SEL competencies themselves and academic outcomes. Our commitment to SEL includes the Responsive Classroom model, with features such as morning meeting, closing circle, and advisory. It also includes the work of our social work team, our school culture team, and the training and support that all staff receive to identify and address student SEL needs.

Diversity: HLA will prioritize staff diversity, and ensure that all children and adults in our school community feel a sense of belonging and support. This KDE reflects a commitment to helping every child, regardless of background, to reach their full potential academically and socially.

Professional Development: Recruiting and retaining high quality leadership and staff and continuing to build their leadership and instructional capacities are critical

#### KDE 3

KDE 4

KDE 5

	to ensure successful student outcomes. Our model of job embedded professional development embraces the concept that PD must be integrated throughout the school day. The school leadership work on a daily basis coaching the instructional staff and providing training and guidance in the way teachers work with all learners including ELLs, SWD, at risk students and accelerated learners. We have set aside resources and time in the school day for teachers to engage in reflective practice, individual planning and collaboration with colleagues. Our teachers and school leadership also receive ongoing support from our Charter Management Organization, Hebrew public, including curriculum development, PD, leadership capacity building, technical assistance, and other programmatic grant opportunities. As of fall 2021, we are deepening our commitment to ongoing intensive training and support for all school staff. Our Professional Development Program will now include additional sessions during the summer and each Friday afternoon. This enhancement means the school calendar for students will be reduced slightly to 182 days AND that students will be dismissed at 1PM on Fridays to allow for concentrated weekly staff training.
KDE 7	Partnership with Hebrew Public: HLA will have a strong partner organization supporting the delivery of its academic program. HCSC is a national not-for-profit organization which provides select Hebrew- language charter schools with supportive services, including curriculum development, PD, leadership capacity building, technical assistance, start-up and other programmatic grant opportunities. There will also be opportunities among member schools to participate in shared learning experiences. HLA's students will be the ultimate beneficiaries of the human, financial and other resources that will be available from HCSC to support HLA. HCSC does not charge fees to schools that receive its services.
KDE 8	(No response)
KDE 9	(No response)
KDE 10	(No response)

No

#### h. SCHOOL WEB ADDRESS (URL)

https://hlacharterschool.org/

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

783

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

543

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

Check all that apply

Grades Served

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

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

Yes

#### I2. NAME OF CMO/EMO AND ADDRESS

NAME OF CMO/EMO	Hebrew Public
PHYSICAL STREET ADDRESS	729 8th Ave.
CITY	New York
STATE	NY
ZIP CODE	10019
EMAIL ADDRESS	elyse@hebrewpublic.org
CONTACT PERSON NAME	Elyse Castellano

# **FACILITIES INFORMATION**

#### m. FACILITIES

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

No, just one site.

#### HEBREW LANGUAGE ACADEMY CHARTER SCHOOL 80000064234

School Site 1 (Primary)

#### m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	2186 Mill Ave. Brooklyn, 11234	718.377.7200	NYC CSD 22	K-8	6-8

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

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Daniella Steinberg-Perez	Head of School	917-769-9815		DSteinberg@hla charterschool.or g.
Operational Leader	Lyvette Robles	Assistant Head of School, Operations	718-377-7200		<u>lrobles@hlachart</u> <u>erschool.org</u>
Compliance Contact	Elyse Castellano	Chief of Staff	646-896-9478		<u>elyse@hebrewp</u> <u>ublic.org</u>
Complaint Contact	Emily Fernandez	Chief Schools Officer	212-792-6234		<u>efernandez@he</u> <u>brewpublic.org</u>
DASA Coordinator	Daniella Steinberg-Perez	Head of School	917-769-9815		<u>DSteinberg@hla</u> <u>charterschool.or</u> g.
Phone Contact for After Hours Emergencies	Lyvette Robles	Assistant Head of School, Operations	718-377-7200		<u>lrobles@hlachart</u> <u>erschool.org</u>

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 colocations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2021.

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

Site 1 Certificate of Occupancy (COO)

HLA Cert of Occupancy.pdf

Filename: HLA Cert of Occupancy.pdf Size: 68.2 kB

Site 1 Fire Inspection Report

HLA FDNY Inspection 7-11-22.pdf

Filename: HLA FDNY Inspection 7-11-22.pdf Size: 165.1 kB

#### CHARTER REVISIONS DURING THE 2021-2022 SCHOOL YEAR

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

Yes

#### n2. Summary of Charter Revisions

	Category (Select	Specific Revision	Date Approved by	Date Approved by
	Best Description)	(150 word limit)	BOT (if applicable)	Authorizer (if applicable)
1	Change in design or educational program	This year, HLA received approval to modify it's Key Design Element to be the following: OLAM Values Modern Hebrew Language Differentiated Instruction Professional Development Social Emotional Learning and Supports Diversity Partnership with Hebrew Public	July 13, 2021	March 23, 2022
2	Change in organizational structure	School leadership, in collaboration with the Board of Trustees has concluded that updating the School's Organizational Chart will streamline and simplify the organizational structure by making the chain of command easier to follow.	July 13, 2021	March 23, 2022
3	Change in schedule/calendar	The school calendar has been updated to reflect our increased focus on 11 / 56	July 13, 2021	March 23, 2022

		staff professional development. Students are to be dismissed early (at 1pm) on Fridays to allow for concentrated weekly staff training. This change is consistent with the practices of many of the most academically successful charter school networks in the City.		
4	Change in Maximum Approved Enrollment	HLA reduced its enrollment to 650 from 771.	July 13, 2021	March 23, 2022
5				

#### More revisions to add?

No

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

Yes

#### ATTESTATIONS

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

Name	Elyse Castellano
Position	Chief of Staff
Phone/Extension	646-896-9478
Email	elyse@hebrewpublic.org

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

#### **Responses Selected:**

Yes

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

#### **Responses Selected:**

Yes

#### Signature, President of the Board of Trustees

#### Date

Jul 29 2022



## **Entry 3 Progress Toward Goals**

Completed - Oct 31 2022

## Instructions

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

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

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

# **Entry 3 Progress Toward Goals**

#### PROGRESS TOWARD CHARTER GOALS

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

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

#### HEBREW LANGUAGE ACADEMY CHARTER SCHOOL 80000064234

#### 1. ACADEMIC STUDENT PERFORMANCE GOALS

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

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

	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	1. For each year of HLA's renewal charter term, the percentage of students who score at or above Level 3 on the New York State ELA examination must exceed such percentage for the Community School District (CSD) in which the school is located.	State tests	Met	
Academic Goal 2	2. For each year of HLA's renewal charter term, the percentage of students who score at or above Level 3 on the New York State ELA examination must exceed such percentage for New York City.	State Tests	Not Met	"Met in some grades and not others - We will improve Fundations implementation. Lessons will be implemented in accordance with the scope and sequence. K-2 leaders will conduct weekly walkthroughs of Fundations in each classroom (Sept - December).

				Leaders will coach teachers on lesson fidelity using a consistent, network- wide rubric.
				We will improve our assessment systems and data follow up. We will use MAP
				Fluency rather than F&P.
				All Fundations unit assessment data will be input in Illuminate and analyzed (by network leaders, school leaders, teachers) and action plans implemented in response."
	3. For each year of HLA's renewal charter term, the percentage of students who score at or above Level 3 on the New York			
Academic Goal 3	State Mathematics examination must exceed such percentage for the Community School District (CSD) in which the school is located.	State tests	Met	
Academic Goal 4	4. For each year of HLA's renewal charter term, the percentage of students who score	State Tests	Not Met	Met for some grades and not others We're working on increased teacher professional

	at or above Level 3 on the New York State Mathematics examination must exceed such percentage for New York City.			development and targeted instruction
Academic Goal 5	5. Based on the proficiency rates on the New York State ELA examination, the school will demonstrate positive academic growth in each year of the charter term.	State tests	Unable to Assess	2021 state tests not a valid basis for comparison
Academic Goal 6	6. Based on the proficiency rates on the New York State Mathematics examination, the school will demonstrate positive academic growth in each year of the charter term.	State tests	Unable to Assess	2021 state tests not a valid basis for comparison
Academic Goal 7	7. Where the school has an eligible subgroup population (defined as six or more students) of English language learners, the school will demonstrate positive academic growth on the New York State ELA examination proficiency rates for that applicable population in each year of the charter term.	State tests	Unable to Assess	2021 state tests not a valid basis for comparison

Academic Goal 8	8. Where the school has an eligible subgroup population (defined as six or more students) of students with disabilities, the school will demonstrate positive academic growth on the New York State ELA examination proficiency rates for that applicable population in each year of the charter term.	State tests	Unable to Assess	2021 state tests not a valid basis for comparison
Academic Goal 9	9. Where the school has an eligible subgroup population (defined as six or more students) of who are eligible for free or reduced price lunch, the school will demonstrate positive academic growth on the New York State ELA examination proficiency rates for that applicable population in each year of the charter term.	State tests	Unable to Assess	2021 state tests not a valid basis for comparison
Academic Goal 10	10. Where the school has an eligible subgroup population (defined as six or more students) of English language learners, the school will demonstrate positive academic growth on	State tests	Unable to Assess	2021 state tests not a valid basis for comparison

the New York State	
Mathematics	
examination	
proficiency rates for	
that applicable	
population in each	
year of the charter	
term.	

#### 2. Do have more academic goals to add?

Yes

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	2019-2020 progress toward attainment of goal Met/Not Met/Unable to Assess During Due to Closure
Academic Goal 11	11. Where the school has an eligible subgroup population (defined as six or more students) of students with disabilities, the school will demonstrate positive academic growth on the New York State Mathematics examination proficiency rates for that applicable population in each year of the charter term.	State tests	Unable to Assess	2021 state tests not a valid basis for comparison
Academic Goal 12	12. Where the school has an eligible subgroup population (defined as six or more students) of who are eligible for free or reduced price lunch, the school will demonstrate positive academic growth on the New York State Mathematics examination proficiency rates for that applicable	State tests	Unable to Assess	2021 state tests not a valid basis for comparison

	population in each year of the charter term.			
Academic Goal 13	Each year, more than 50% of students will score at or above the 50th percentile on the NWEA-MAP examination	NWEA-MAP examination	Not Met	<ul> <li>goal not met in either subject- 42% OGL in ELA, 37% in math.</li> <li>ELA Strategies - We will improve Fundations implementation.</li> <li>Lessons will be implemented in accordance with the scope and sequence.</li> <li>K-2 leaders will conduct weekly walkthroughs of Fundations in each classroom (Sept - December).</li> <li>Leaders will coach teachers on lesson fidelity using a consistent, network- wide rubric.</li> <li>We will improve our assessment systems and data follow up.</li> <li>We will use MAP Fluency rather than F&amp;P.</li> <li>All Fundations unit assessment data will be input in Illuminate</li> </ul>
		22.450		and analyzed (by

Academic Goal 14Within each year, the number of students who score at or above the 50th percentile on the examination will grow from the fall administration.NWEA-MAP examinationNot MetPartially Met - for math and not ELA.Sign 12 37% MVEA-MAP examination will grow from the fall administration.Not MetPartially Met - for math and not ELA.ELA strategies: We will improve from the fall administration.ELA strategies: We will improve Fundations implemented in accordance with the scope and sequence.K-2 leaders will comute weakly walkthroughs of Fundations in each classroom (Sept - December).K-2 leaders will consistent, network- wide rubric.				network leaders, school leaders, teachers) and action plans implemented in response." Math Strategies: Increased teacher development and targeted instruction
	Academic Goal 14	number of students who score at or above the 50th percentile on the NWEA-MAP examination will grow from the fall administration of the examination to the spring	Not Met	<ul> <li>math and not ELA.</li> <li>% OGL went from 31% in F21 37% in S22; ELA went from 44% in F21&gt; 42%</li> <li>ELA strategies: We will improve Fundations implementation.</li> <li>Lessons will be implemented in accordance with the scope and sequence.</li> <li>K-2 leaders will conduct weekly walkthroughs of Fundations in each classroom (Sept - December).</li> <li>Leaders will coach teachers on lesson fidelity using a consistent, network-</li> </ul>

				We will improve our assessment systems and data follow up. We will use MAP Fluency rather than F&P. All Fundations unit assessment data will
				be input in Illuminate and analyzed (by network leaders, school leaders, teachers) and action plans implemented in response." Math Strategies:
				Increased teacher development and targeted instruction
Academic Goal 15	Each year, 70% of students who take the Modern Hebrew STAMP examination shall meet proficiency expectations, as defined by number of BEDS days at the school.	Modern Hebrew STAMP examination	Unable to Assess	STAMP not administered at all, OPI administered on a very limited basis due to covid interruptions
Academic Goal 16	Each year, 70% of students who take the Modern Hebrew OPI examination shall meet proficiency expectations, as defined by number of BEDS days at the school.	Modern Hebrew OPI examination	Unable to Assess	STAMP not administered at all, OPI administered on a very limited basis due to covid interruptions
Academic Goal 17				

Academic Goal 18		
Academic Goal 19		
Academic Goal 20		

3. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

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

#### 2021-2022 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	1. Each year, the school self-reported average daily student attendance rate shall meet or exceed the average daily student attendance rate for the Community School District (CSD) of location.	HLA attendance data, CSD 22 attendance data	Unable to Assess	CSD 22 attendance data not publicly released
Org Goal 2	2. Each year, the percentage of students that are enrolled in ATS on 10/31 of a given school year that are enrolled in ATS on 10/31 of the following school year, excluding students who have graduated, shall meet or exceed the rate for the Community School District (CSD) of location.	HLA attendance data, CSD 22 attendance data	Unable to Assess	Unable to find the rate for CSD 22
Org Goal 3	3. Each year, the school will meet or exceed an applicable student enrollment targets, as prescribed by the	HLA enrollment data, Board of Regents targets calculator	Not Met	While this goal was not met for the 2021-2022 school year, during the summer of 2022, HLA enrolled more

	Board of Regents, for English Language Learners.			than 50 many new ELL families, by working with local CBO's and through social media marketing campaigns in multiple languages to support families that had to leave Ukraine and eastern Europe as a result of the war.
Org Goal 4	4. Each year, the school will meet or exceed an applicable student enrollment targets, as prescribed by the Board of Regents, for students with disabilities.	HLA enrollment data, Board of Regents targets calculator	Not Met	We were within 2 students of meeting thi goal for the 2021-22 school year. However, HLA increased their enrollment significantly between June 2022 and October 2022 by more than 60 students. Considering this growth, we are confident that we will meet for the following school year.
Org Goal 5	5. Each year, the school will meet or exceed an applicable student enrollment targets, as prescribed by the Board of Regents, for students who are eligible for free and reduced price lunch.	HLA enrollment data, Board of Regents targets calculator	Not Met	While this goal was not met for the 2021-2022 school year, during the summer of 2022, HLA increased it's overall enrollment by more than 60 students or more than 10% between June 2022 and September 2022. The school

				continues to enroll new students, and is confident that it will meet its enrollment target for students eligible for free and reduced price lunch for the 22-23 school year.
Org Goal 6	6. Each year, the school will meet or exceed an applicable student retention targets, as prescribed by the Board of Regents, for English Language Learners.	HLA enrollment data, Board of Regents targets calculator	Not Met	While this goal was not met for the 2021-22 school year, HLA has worked hard building connections with new ELL families through the summer, especially those most affected by the war in Ukraine. The school has also focused on hiring additional bi-lingual staff members to support both student learning and school communication to ELL families, and is working with the larger school community to support new ELL families who are also struggling with finding things like school uniforms and clothes, and classroom and school supplies.
Org Goal 7	7. Each year, the school will meet or exceed an applicable student retention targets, as	HLA retention data, Board of Regents targets calculator	Not Met	While this goal was not met for the 2021-22 school year, HLA has revamped their afterschool
		28/56		

	prescribed by the Board of Regents, for students with disabilities.			programming for families, to provide free afterschool 4 days a week until 6pm. The afterschool programming includes enrichment and homework support to support students who may need additional support. This programming also includes free SHSAT prep to support students transition to great high schools.
Org Goal 8	8. Each year, the school will meet or exceed an applicable student retention targets, as prescribed by the Board of Regents, for students who are eligible for free and reduced price lunch.	HLA retention data, Board of Regents targets calculator	Not Met	While this goal was not met for the 2021-22 school year, HLA has revamped their afterschool programming for families, to provide free afterschool 4 days a week until 6pm. This programming also includes free SHSAT prep to support students transition to great high schools.
Org Goal 9	1. In each year of the charter term, parents will express satisfaction with the school's program, based on the NYC DOE survey. The school has a percentage of parents that meets or exceeds citywide	NYC DOE Survey	Unable to Assess	Survey results not yet available

	<ul> <li>averages in Top 2</li> <li>box responses (i.e, agree/strongly</li> <li>agree, likely/very</li> <li>likely). The school</li> <li>will only meet this</li> <li>goal if at least 50%</li> <li>of parents</li> <li>participate in the</li> <li>survey or if the</li> <li>school meets the</li> <li>reporting threshold</li> <li>for NYC DOE school</li> <li>survey, whichever is</li> <li>higher.</li> <li>2. In each year of</li> <li>the charter term,</li> </ul>			
Org Goal 10	the charter term, staff will express satisfaction with the school's program, based on the NYC DOE survey. The school has a percentage of staff that meets or exceeds citywide averages in Top 2 box responses (i.e, agree/strongly agree, likely/very likely). The school will only meet this goal if at least 50% of parents participate in the survey or if the school meets the reporting threshold for NYC DOE school survey, whichever is higher.	NYC DOE Survey	Unable to Assess	Survey results not yet available
Org Goal 11	3. In each year of the charter term, students will express	NYC DOE Survey	Unable to Assess	Survey results not yet available

	satisfaction with the school's program, based on the NYC DOE survey. The school has a percentage of students that meets or exceeds citywide averages in Top 2 box responses (i.e, agree/strongly agree, likely/very likely). The school will only meet this goal if at least 50% of parents participate in the survey or if the school meets the reporting threshold for NYC DOE school survey, whichever is higher.		
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

#### 2021-2022 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	1. Each year, the school will maintain a stable cash flow as evidenced by having 60 days of unrestricted cash on hand reported in their yearly independent fiscal audit.	Days of cash on hand calculations	Met	
Financial Goal 2	2. Each year, the school will operate on a balanced budget. A budget are considered "balanced" if revenues equal or exceed expenditures.	Profit/loss statements	Met	
Financial Goal 3	3. Each year, the school will meet or exceed 85% of their authorized enrollment on 10/31 as recorded on ATS.	Charter, ATS	Met	
Financial Goal 4				
Financial Goal 5				

No

Thank you.

## **Entry 4 - Audited Financial Statements**

Completed - Nov 4 2022

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

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

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

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

#### **HEBREW LANGUAGE ACADEMY CHARTER SCHOOL - 06**

Filename: HEBREW\_LANGUAGE\_ACADEMY\_CHARTER\_SC\_raGgOit.pdf Size: 438.5 kB

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

Completed - Nov 4 2022

Instructions - Regents-Authorized Charter Schools ONLY

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

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

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

HLA FY22 Financials (update)

Filename: HLA\_FY22\_Financials\_update.xlsx Size: 73.7 kB

## **Entry 4c – Additional Financial Documents**

Completed - Nov 4 2022

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

1. Advisory and/or Management letter

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

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

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

#### **HLA Evidence of Escrow**

Filename: HLA\_Evidence\_of\_Escrow.pdf Size: 188.2 kB

#### HLA CAP Fall 2022

Filename: HLA\_CAP\_Fall\_2022.docx.pdf Size: 252.7 kB

#### **HEBREW LANGUAGE ACADEMY CHARTER SCHOOL - 06**

Filename: HEBREW\_LANGUAGE\_ACADEMY\_CHARTER\_SC\_Aue3rpm.pdf Size: 557.0 kB

#### **HEBREW LANGUAGE ACADEMY CHARTER SCHOOL - 06**

Filename: HEBREW\_LANGUAGE\_ACADEMY\_CHARTER\_SC\_G2mxo7x.pdf Size: 589.0 kB

#### HLA Entry 4c - Additional Financial Documents

Filename: HLA\_Entry\_4c\_-\_Additional\_Financia\_oxBB9so.pdf Size: 215.3 kB

### **Entry 4d - Financial Services Contact Information**

Completed - Oct 31 2022

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

# Form for "Financial Services Contact Information"

#### **1. School Based Fiscal Contact Information**

School Based Fiscal	School Based Fiscal	School Based Fiscal
Contact Name	Contact Email	Contact Phone
Elly Rosenthal	elly@hebrewpublic.org	

#### 2. Audit Firm Contact Information

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

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

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

## Entry 5 – Fiscal Year 2022-2023 Budget

#### Completed - Oct 31 2022

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

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

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

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

#### HLA - NYSED Budget Template - FY23

Filename: HLA\_\_NYSED\_Budget\_Template\_\_FY23\_\_xlsx Size: 88.8 kB

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

#### Completed - Jul 29 2022

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

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

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

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

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

#### \*Elly Rosenthal, 21-22 HLA Financial Disclosure Form - signed

Filename: Elly\_Rosenthal\_21-22\_HLA\_Financial\_goYF8jb.pdf Size: 491.6 kB

Stella Binkevich, 21-22 HLA Financial Disclosure Form - signed

Filename: Stella\_Binkevich\_21-22\_HLA\_Financi\_FBDf3xO.pdf Size: 657.8 kB

Mike Tobman, 21-22 HLA Financial Disclosure Form - signed

Filename: Mike\_Tobman\_21-22\_HLA\_Financial\_Di\_9RMQGtB.pdf Size: 658.4 kB

Brian Tobin, 21-22 HLA Financial Disclosure Form - signed

Filename: Brian\_Tobin\_21-22\_HLA\_Financial\_Di\_zDbPRxg.pdf Size: 658.1 kB

Ellen Green, 21-22 HLA Financial Disclosure Form - signed

Filename: Ellen\_Green\_21-22\_HLA\_Financial\_Di\_Hu1BKNf.pdf Size: 654.3 kB

Alice Li, 21-22 HLA Financial Disclosure Form - signed

Filename: Alice\_Li\_21-22\_HLA\_Financial\_Discl\_YmVPqKC.pdf Size: 654.9 kB

## Entry 7 BOT Membership Table

Completed - Jul 29 2022

## Instructions

# **Required of ALL charter schools**

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

# Entry 7 BOT Table

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

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

#### HEBREW LANGUAGE ACADEMY CHARTER SCHOOL 80000064234
## Authorizer:

Who is the authorizer of your charter school?

NYCDOE

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

	Trustee Name	Trustee Email Address	Position on the Board	Committe e Affiliation s	Voting Member Per By- Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/ YYYY)	End Date of Current Term (MM/DD/ YYYY)	Board Meetings Attended During 2021- 2022
1	Ellen Green		Chair	Governa nce, Finance & Audit, Educatio n and Account ability	Yes	1	07/01/20 21	06/30/20 24	12
2	Michael Tobman		Vice Chair	Governa nce, Finance & Audit, Educatio n and Account ability	Yes	2	07/01/20 22	06/30/20 25	9
3	Alice Ya Min Li		Treasure r	Governa nce, Finance & Audit	Yes	1	07/01/20 21	06/30/20 24	9
4	Brian Tobin		Secretar y	Governa nce, Finance & Audit	Yes	1	07/01/20 20	06/30/20 23	5 or less
5	Stella Binkevic h		Trustee/ Member	Educatio n and Account ability Committe e Finance and Audit	Yes	2	07/01/20 22	06/30/20 25	9

6	Elly Rosenth al	Trustee/ Member	Governa nce Committe e	Yes	1	7/01/202 1	6/30/202 4	12
7								
8								
9								

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

No

## 2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2022	6
b.Total Number of Members Added During 2021-2022	0
c. Total Number of Members who Departed during 2021- 2022	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	6

## 3. Number of Board meetings held during 2021-2022

13

12

## Total number of Voting Members on June 30, 2022:

6

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

0

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

0

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

11

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

0

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

0

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

0

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

N/A

## Board members attending 8 or fewer meetings during 2021-2022

1

Thank you.

## **Entry 8 Board Meeting Minutes**

Completed - Jul 29 2022

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

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

## HLA April 2022 Minutes (1)

Filename: HLA\_April\_2022\_Minutes\_1.pdf Size: 109.3 kB

## HLA June 2022 Minutes (1)

Filename: HLA\_June\_2022\_Minutes\_1.pdf Size: 131.5 kB

#### HLA December 2021 Minutes

Filename: HLA\_December\_2021\_Minutes.pdf Size: 172.3 kB

## HLA January 2022 Minutes

Filename: HLA\_January\_2022\_Minutes.pdf Size: 181.7 kB

## HLA February 2022 Minutes

Filename: HLA\_February\_2022\_Minutes.pdf Size: 220.9 kB

## August 2021 - HLA Minutes

Filename: August\_2021\_-\_HLA\_Minutes.pdf Size: 245.4 kB

## HLA May 2022 Minutes (1)

Filename: HLA\_May\_2022\_Minutes\_1.pdf Size: 108.8 kB

## HLA March 2022 Minutes

Filename: HLA\_March\_2022\_Minutes.pdf Size: 112.7 kB

## HLA Special Meeting August 2021 Minutes

Filename: HLA\_Special\_Meeting\_August\_2021\_Minutes.pdf Size: 51.2 kB

## HLA September 2021 Minutes

Filename: HLA\_September\_2021\_Minutes.pdf Size: 133.4 kB

## HLA November 2021 Minutes

Filename: HLA\_November\_2021\_Minutes.pdf Size: 142.4 kB

## July 2021 - HLA Minutes

Filename: July\_2021\_-\_HLA\_Minutes.pdf Size: 121.1 kB

## HLA October 2021 Minutes

Filename: HLA\_October\_2021\_Minutes.pdf Size: 119.7 kB

## **Entry 9 Enrollment & Retention**

Completed - Jul 29 2022

## Instructions for submitting Enrollment and Retention Efforts

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

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

# **Entry 9 Enrollment and Retention of Special Populations**

Describe Recruitment Efforts in 2021-2022

HLA employed a number of targeted strategies to market and recruit ED families to school. -This past year HLA unveiled a free after school program open to all families. -School staff continued to visit local Pre-K's and Headstarts in neighborhoods that have high populations of ED's throughout CSD 22. -HLA marketing materials include information about the schools free transportation offerings and meal offerings. -HLA leverages digital paid advertisements on popular social media platforms like Facebook, Instagram, Youtube, and similar applications to connect with families that have high populations of ED families -HLA sent out 3 postcard mailings to zip codes that have high proportions of ED families to promote the school, including new areas outside Flatbush -HLA offered monthly live virtual school tours and quarterly live virtual open houses to provide families with the opportunity to learn more about school culture and programatic offerrings -HLA invites families to participate in virtual visits during the summertime after families complete their enrollment at HLA to ensure families feel a connection with the school and staff and feel prepared to enter the school.

English Language Learners

Economically Disadvantaged

HLA engaged in an ambitious recruitment campaign focused within CSD22, as well as well as outlying areas focused on connecting with Describe Recruitment Plans in 2022-2023

HLA will continue with recruitment strategies that were found to be successful this past recruitment season which included the following: -Offer a free afterschool program open to all families. -School staff continued to visit local Pre-K's and Headstarts in neighborhoods that have high populations of ED's throughout CSD 22. -HLA marketing materials include infromation about the schools free transportation offerrings and meal offerings. -HLA leverages digital paid advertisements on popular social media platforms like Facebook, Instagram, Youtube, and similar applications to connect with families that have high populations of ED families -HLA sent out 3 postcard mailings to zip codes that have high proportions of ED families to promote the school, including new areas outside Flatbush -HLA offered monthly live virtual school tours and quarterly live virtual open houses to provide families with the opportunity to learn more about school culture and programatic offerings -HLA invites families to participate in virtual visits during the summertime after families complete their enrollment at HLA to ensure families feel a connection with the school and staff and feel prepared to enter the school.

HLA will continue with recruitment strategies that were found to be successful this past recruitment season which include following:

#### ELL families.

-When visiting local Pre-K's, CBO's, and houses of worship, HLA brings marketing materials and paper applications, They prioritize staff who are themselves are multilingual speakers when making these visits to best communicate with interested community partners.

-On the HLA website, there is a language translation plug-in to allow ELL/MLL families the opportunity to review our website in their native language.

-Downloadable paper applications are also available in 6 of the most commonly spoken languages within the community.

-HLA leverages digital paid advertisements on popular social media platforms like Facebook, Instagram, Youtube, and similar applications, using targeting features to translate ads into the language of the user.

-Virtual open houses were offered in Spanish and Russian.

-In-person school tours are and will continue to be available to families in multiple languages including Spanish and Russian.

-Registration documents are available to families in multiple foreign languages

-For all groups of students a major recruitment/retention strategy has been scheduling "virtual home visits" with all newly enrolled students over the summer prior to the start of the school year. These visits with new families help to build relationships and create an authentic line of communication. -HLA advertised with El Diario Newspaper to market Harlem to MLL communities in CSD22. El Diario is the largest visiting local Pre-K's, CBO's, and houses of worship, HLA brings marketing materials and paper applications, They prioritize staff who are themselves are multilingual speakers when making these visits to best communicate with interested community partners.

-On the HLA website, there is a language translation plug-in to allow ELL/MLL families the opportunity to review our website in their native language.

-Downloadable paper applications are also available in 6 of the most commonly spoken languages within the community.

-HLA leverages digital paid advertisements on popular social media platforms like Facebook, Instagram, Youtube, and similar applications, using targeting features to translate ads into the language of the user.

-Virtual open houses were offered in Spanish and Russian.

-In-person school tours are and will continue to be available to families in multiple languages including Spanish and Russian.

-Registration documents are available to families in multiple foreign languages

-For all groups of students a major recruitment/retention strategy has been scheduling "virtual home visits" with all newly enrolled students over the summer prior to the start of the school year. These visits with new families help to build relationships and create an authentic line of communication. -HLA advertised with El Diario Newspaper to market Harlem to MLL communities in CSD22. El Diario is the largest spanish language daily newspaper

	spanish language daily newspaper in New YorkHLA updated its enrollment policy to include a weight of 2.0 for each applicant who identifies as ELL within the lottery preference, prioritizing enrollment of new ELLs -To support enrollment of further ELLs, HLA has made a concerted effort through new marketing materials, social media posts/ads, and through word of mouth in the community to support and enroll Ukrainian refugee families as they enter Brooklyn, resulting in the enrollment of numerous students	in New YorkHLA updated its enrollment policy to include a weight of 2.0 for each applicant who identifies as ELL within the lottery preference, prioritizing enrollment of new ELLs -To support enrollment of further ELLs, HLA has made a concerted effort through new marketing materials, social media posts/ads, and through word of mouth in the community to support and enroll Ukrainian refugee families as they enter Brooklyn, resulting in the enrollment of numerous students
Students with Disabilities	HLA employed the following strategies to recruit an enroll SWD's: - Continue to offer robust support services such as speech, counseling, OT, PT, APE, SETSS, and ICT classrooms in all grades - Include visits to ICT classrooms in virtual school tours with prospective familiesSchool representatives canvassed local Pre-K's and Headstarts across CSD21 making sure to mention that our school was and inclusive and welcoming community that was open to all familiesAll marketing materials highlight the fact that we are an inclusive and welcoming community and that we welcome all students including those that may have disabilities -HLA leveraged digital paid advertisements on popular social media platforms like Facebook, Instagram, Youtube, and similar applications to connect with communities that have populations of SWD's -HLA sent out 3 postcard mailings to zip codes that have high proportions of SWD's to promote the school -HLA offered monthly virtual	HLA will continue to employ the following strategies to recruit an enroll SWD's: - Continue to offer robust support services such as speech, counseling, OT, PT, APE, SETSS, and ICT classrooms in all grades -Include visits to ICT classrooms in virtual school tours with prospective familiesSchool representatives canvassed local Pre-K's and Headstarts across CSD22 making sure to mention that our school was and inclusive and welcoming community that was open to all familiesAll marketing materials highlight the fact that we are an inclusive and welcoming community and that we welcome all students including those that may have disabilities -HLA leveraged digital paid advertisements on popular social media platforms like Facebook, Instagram, Youtube, and similar applications to connect with communities that have populations of SWD's -HLA sent out 3 postcard mailings to zip codes that have high proportions of SWD's to promote the school -HLA offered monthly virtual

school tours and quarterly virtual open houses to learn more about school culture and programatic offerings -HLA invites families to participate in virtual visits during the summertime after families complete their enrollment at HLA2 to ensure families feel a connection with the school and staff and feel prepared to enter the school. school tours and quarterly virtual open houses to learn more about school culture and programatic offerings -HLA invites families to participate in virtual visits during the summertime after families complete their enrollment at HLA to ensure families feel a connection with the school and staff and feel prepared to enter the school.

	Describe Retention Efforts in 2021- 2022	Describe Retention Plans in 2022- 2023
Economically Disadvantaged	Student Retention continues to be a primary focus for HLA. The school continuously surveys parents frequently to solicit feedback to adopt programmatic plans to ensure that the needs of students and families were met. Additionally, the school provided opportunities for families to submit feedback during virtual Town Hall meetings throughout the year in fall and spring town halls. HLA teachers and leaders frequently contacted families via weekly school messages or more personalized communication to support each student's individual needs.	In addition to the previous years retention strategies, HLA plans to connect families with community organizations that treat trauma and mental health, offer free after-care for families during Friday afternoons (days in which the school dismisses at 1pm for staff PD), and continue to survey families to identify areas that might be impediments to retention or to academic and social success.
English Language Learners	HLA implemented new processes to strengthen relationships with ELL families. At the start of the year MLL providers created Learning Profiles for their students utilizing their most recent NYSESLAT scores. These profiles detail specific challenges and strengths that the student currently has and maps out a plan on how to best support that student. These profiles are referenced to guide each lesson with a student. These profiles were shared with families of MLL students as well.	HLA will continue to employ its strategies from 2021-2022 school year to ensure that MLL families feel engaged and informed about their student's progress, and that all communications from the school are inclusive and accessible.
Students with Disabilities	All newly enrolled families of SWD's meet with HLA Special Education Coordinator. Together, they review the student's IEP, focusing on management needs, yearly goals, and specific supports for which that student qualifies. The special education coordinator details how	Given that HLA serves a larger proportion of SWD's than the district, the school plans to continue the practices employed over the previous year which include the following: All newly enrolled families of SWD's meet with HLA Special Education Coordinator. Together,

these services will be provided to ensure fidelity. Families are informed about the quarterly IEP progress reports they can expect and the biweekly goal monitoring that teachers complete with students so that they are always informed and able to communicate a student's progress. If a student qualifies for a placement that HLA does not offer, the school will advise families to take part in a weekly or biweekly meeting with the student's teacher and special education coordinator. During this meeting, goal tracking and progress monitoring is reviewed to ensure that the family is aware of all of the support provided for their child. The school also discusses how the family can support a student at home academically and behaviorally. This may include supporting with continuing a behavior plan that is being implemented in school, or offering a student accommodations that they receive in school such as extended time to complete work, reading questions or directions, or offering on task focusing prompts. If a special education student is found to possibly benefit from more support than they qualify for, the school will often provide them with additional support in the form of SETSS groups, joining an ICT class, or working 1:1 with a teacher during specific times during the week. HLA places a heavy emphasis on ensuring that students and families know that they will offer as much support as possible to help students access their academic environment and instruction.

Rather than focus only on the goals on a student's IEP (which are meant to be achieved in a year), the school they review the student's IEP, focusing on management needs, yearly goals, and specific supports for which that student gualifies. The special education coordinator details how these services will be provided to ensure fidelity. Families are informed about the guarterly IEP progress reports they can expect and the bi-weekly goal monitoring that teachers complete with students so that they are always informed and able to communicate a student's progress. If a student qualifies for a placement that HLA does not offer, the school will advise families to take part in a weekly or biweekly meeting with the student's teacher and special education coordinator. During this meeting, goal tracking and progress monitoring is reviewed to ensure that the family is aware of all of the support provided for their child. The school also discusses how the family can support a student at home academically and behaviorally. This may include supporting with continuing a behavior plan that is being implemented in school, or offering a student accommodations that they receive in school such as extended time to complete work, reading questions or directions, or offering on task focusing prompts. If a special education student is found to possibly benefit from more support than they qualify for, the school will often provide them with additional support in the form of SETSS groups, joining an ICT class, or working 1:1 with a teacher during specific times during the week. HLA places a heavy emphasis on ensuring that students and families know that they will offer as much

	works with students to set smaller	support as possible to help students
	benchmarks that will help them	access their academic environment
	achieve their larger goals. The	and instruction.
	school celebrates all successes with	Rather than focus only on the goals
	families and teachers of students	on a student's IEP (which are meant
	which helps motivate students to	to be achieved in a year), the school
	engage in our school community.	works with students to set smaller
		benchmarks that will help them
		achieve their larger goals. The
		school celebrates all successes with
		families and teachers of students
		which helps motivate students to
		engage in our school community.

# Entry 10 – Teacher and Administrator Attrition

Completed - Jul 29 2022

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

## A. TEACH System - Employee Clearance

Charter schools must ensure that all prospective employees<sup>[1]</sup> receive clearance through <u>the NYSED Office of</u> <u>School Personnel Review and Accountability</u> (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 <u>not</u> employed by the school.

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

## 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 <u>automatically</u> 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 <u>NYSED CSO Employee Clearance and Fingerprint Memo 10-2019</u>.

## **Attestation**

## **Responses Selected:**

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

## **Entry 11 Percent of Uncertified Teachers**

Completed - Jul 29 2022

#### Instructions

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

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

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

# **Entry 11 Uncertified Teachers**

School Name:

# **Instructions for Reporting Percent of Uncertified Teachers**

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

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

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

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

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

	FTE Count
i. Mathematics	2
ii. Science	3
iii. Computer Science	
iv. Technology	
v. Career and Technical Education	0
Total Category B: not to exceed 5	5.0

## CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

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

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

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

	FTE Count
Total	15

## CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

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

	FTE Count
Total Category D	28

## CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	20

## CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	63



# Entry 12 Organization Chart

Completed - Jul 29 2022

Instructions

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

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

## HLA Org Chart 2021-2022

Filename: HLA\_Org\_Chart\_2021-2022.pdf Size: 343.3 kB

# Entry 13 School Calendar

Completed - Sep 15 2022

Instructions for submitting School Calendar

## Required of ALL Charter Schools

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

School calendars must meet the <u>minimum instructional requirements</u> 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 <u>indicate the</u> start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month. See an example of a calendar showing the requested information. Schools are encouraged to use a calendar template and ensure there is a monthly tally of instructional days.

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

## HLA Academic Calendar 2022-2023

Filename: HLA\_Academic\_Calendar\_2022-2023.pdf Size: 99.5 kB

## Entry 14 Links to Critical Documents on School Website

Completed - Jul 29 2022

## Instructions

## <u>Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item</u> <u>5: Authorizer-approved DASA policy</u> 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 <u>Emergency Response</u> <u>Plan Memo</u>;
- 6. Authorizer-approved FOIL Policy; and
- 7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)

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

# Form for Entry 14 Links to Critical Documents on School Website

School Name: Hebrew Language Academy Charter School

<u>Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item</u> <u>4: Authorizer-approved DASA policy</u> 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 <u>link</u> from the school's website for each of the items:

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



Thank you.

## **BROOKLYN, NEW YORK**

## **AUDITED FINANCIAL STATEMENTS**

## AND

**INDEPENDENT AUDITOR'S REPORT** 

JUNE 30, 2022 (With Comparative Totals For 2021)

## **CONTENTS**

AUDITED FINANCIAL STATEMENTS	PAGE
Independent Auditor's Report	3
Statement of Financial Position	5
Statement of Activities and Changes in Net Assets	6
Statement of Functional Expenses	7
Statement of Cash Flows	8
Notes to Financial Statements	10

## **INDEPENDENT AUDITOR'S REPORT**

Board of Trustees Hebrew Language Academy Charter School

#### **Report on the Audit of the Financial Statements**

#### **Opinion**

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

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

#### **Basis for Opinion**

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

#### **Responsibilities of Management for the Financial Statements**

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

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

#### Auditor's Responsibilities for the Audit of the Financial Statements

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

In performing an audit in accordance with GAAS, we:

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

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

#### **Report on Summarized Comparative Information**

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

#### Other Reporting Required by Government Auditing Standards

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

Mongel, Metzger, Barn & Co. LAP

Rochester, New York October 28, 2022

## STATEMENT OF FINANCIAL POSITION

## JUNE 30, 2022 (With Comparative Totals For 2021)

		June	30,	
ASSETS		 2022		2021
CURRENT ASSETS				
Cash		\$ 4,140,207	\$	4,321,588
Grants and other receivables		1,117,078		720,018
Due from related parties		1,440		74,616
Prepaid expenses		142,060		26,000
	TOTAL CURRENT ASSETS	 5,400,785		5,142,222
OTHER ASSETS				
Property and equipment, net		456,934		287,903
Cash in escrow		100,000		70,668
Deposits		267,216		264,310
-		 824,150		622,881
	TOTAL ASSETS	\$ 6,224,935	\$	5,765,103
LIABILITIES AND N	<u>ET ASSETS</u>			
CURRENT LIABILITIES				
Accounts payable and accrued expenses		\$ 410,460	\$	359,250
Accrued payroll and benefits		372,861		532,967
Due to Charter Management Organization		460,036		344,115
Due to related parties		 296,509		380,302
	TOTAL CURRENT LIABILITIES	1,539,866		1,616,634
OTHER LIABILITIES				
Paycheck Protection Program note payable		-		1,302,230
Deferred lease liability		622,557		232,371
-	TOTAL OTHER LIABILITIES	 622,557		1,534,601
	TOTAL LIABILITIES	 2,162,423		3,151,235
		· ·		
<u>NET ASSETS</u>				<b>a</b> (1 <b>a</b> a)(c)
Without donor restrictions		 4,062,512		2,613,868
TOTAL	LIABILITIES AND NET ASSETS	\$ 6,224,935	\$	5,765,103

## STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

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

		Year ended June 30,	
		2022	2021
Operating revenue and support:			
State and local per pupil operating	revenue	\$ 11,009,574	\$ 11,533,382
Governmental grants and contracts		1,706,824	759,665
Paycheck Protection Program note	and accrued interest forgiveness	1,317,817	-
Other revenue		6,896	3,836
	TOTAL REVENUE AND SUPPORT	14,041,111	12,296,883
Expenses:			
Program services:			
Regular education		8,282,243	6,663,418
Special education		3,435,084	2,927,212
	TOTAL PROGRAM SERVICES	11,717,327	9,590,630
Management and general		875,140	1,537,623
	TOTAL OPERATING EXPENSES	12,592,467	11,128,253
	CHANGE IN NET ASSETS	1,448,644	1,168,630
Net assets at beginning of year		2,613,868	1,445,238
	NET ASSETS AT END OF YEAR	\$ 4,062,512	\$ 2,613,868

## STATEMENT OF FUNCTIONAL EXPENSES

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

					ed June 30,		
				2022			2021
			Program Services		Supporting Services	_	
	No. of positions June 30, 2022	Regular Education	Special Education	Sub-total	Management and general	Total	Total
Personnel services costs:	0			¢ 466.295		¢ 041.702	¢ 1 201 4(0
Administrative staff personnel	9	\$ 165,990 2 164 012	\$ 300,395	\$ 466,385	\$ 375,398	\$ 841,783	\$ 1,301,469 2,651,742
Instructional personnel	54	3,164,912	1,209,959	4,374,871		4,374,871	3,651,743
TOTAL PERSONNEL SERVICES COSTS	63	3,330,902	1,510,354	4,841,256	375,398	5,216,654	4,953,212
Fringe benefits & payroll taxes		801,381	363,375	1,164,756	70,648	1,235,404	1,125,496
Retirement		35,106	15,918	51,024	3,095	54,119	54,152
Management company fees		650,632	295,021	945,653	57,359	1,003,012	1,050,314
Legal services		-	-	-	5,435	5,435	25,539
Accounting / audit services		-	-	-	142,461	142,461	124,264
Other purchased / professional / consulting services		283,573	88,394	371,967	11,863	383,830	177,418
Occupancy		1,242,135	563,229	1,805,364	109,505	1,914,869	2,196,771
Repair and maintenance		378,119	171,454	549,573	33,335	582,908	300,883
Insurance		58,161	26,372	84,533	5,127	89,660	77,297
Utilities		158,301	71,779	230,080	13,955	244,035	221,961
Supplies / materials		454,950	83,584	538,534	-	538,534	116,948
Staff development		180,870	33,419	214,289	62	214,351	112,758
Marketing / recruitment		79,892	36,226	116,118	7,043	123,161	86,921
Technology		-	-	-	-	-	10,114
Food service		221,308	42,572	263,880	625	264,505	76,492
Student service		189,550	34,824	224,374	-	224,374	4,613
Office expense		68,819	31,206	100,025	26,133	126,158	215,139
Depreciation and amortization		130,727	59,277	190,004	11,525	201,529	150,601
Miscellaneous		17,817	8,080	25,897	1,571	27,468	47,360
		\$ 8,282,243	\$ 3,435,084	<u>\$ 11,717,327</u>	<u>\$ 875,140</u>	<u>\$ 12,592,467</u>	<u>\$ 11,128,253</u>

## STATEMENT OF CASH FLOWS

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

	Year ended June 30,	
	2022	2021
CASH FLOWS - OPERATING ACTIVITIES		
Change in net assets	\$ 1,448,644	\$ 1,168,630
Adjustments to reconcile change in net assets to net cash		
provided from operating activities:		
Forgiveness of Paycheck Protection Program note		
and accrued interest	(1,317,817)	-
Depreciation and amortization	201,529	150,601
Changes in certain assets and liabilities affecting operations:		
Grants and other receivables	(397,060)	(362,400)
Due from related parties	73,176	(55,936)
Prepaid expenses	(116,060)	(13,446)
Deposits	(2,906)	2,664
Accounts payable and accrued expenses	66,797	102,876
Accrued payroll and benefits	(160,106)	78,712
Due to Charter Management Organization	115,921	51,365
Due to related parties	(83,793)	371,804
Deferred lease liability	390,186	(203,229)
NET CASH PROVIDED FROM		
OPERATING ACTIVITIES	218,511	1,291,641
CASH FLOWS - INVESTING ACTIVITIES		
Purchases of property and equipment	(370,560)	(140,889)
NET CASH USED FOR		
INVESTING ACTIVITIES	(370,560)	(140,889)
NET (DECREASE) INCREASE IN CASH AND RESTRICTED CASH	(152,049)	1,150,752
	(152,015)	1,100,702
Cash and restricted cash at beginning of year	4,392,256	3,241,504
CASH AND RESTRICTED CASH AT END OF YEAR	\$ 4,240,207	\$ 4,392,256

## STATEMENT OF CASH FLOWS, Cont'd

## <u>YEAR ENDED JUNE 30, 2022</u> (With Comparative Totals For 2021)

	Year ended June 30,		ne 30,	
		2022		2021
SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION				
Reconciliation of cash and restricted cash reported within the				
statement of financial position that sum to the total amounts				
shown in the statement of cash flows:				
Cash	\$	4,140,207	\$	4,321,588
Cash in escrow		100,000		70,668
Total cash and restricted cash shown in the statement of cash flows	\$	4,240,207	\$	4,392,256

## NOTES TO FINANCIAL STATEMENTS

## JUNE 30, 2022 (With Comparative Totals For 2021)

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

## The Charter School

Hebrew Language Academy Charter School (the "Charter School"), is an education corporation operating as a charter school in the Borough of Brooklyn, New York. The Charter school opened in 2009 with a charter for a term of 5 years, granted by the Board of Regents and the Board of Trustees of the University of the State of New York, on behalf of the State Education Department. In March 2015, the charter was renewed through June 30, 2019. In May 2019, the charter was renewed for a second time and expired on June 30, 2022. In March 2022, the charter was renewed for a third time and will expire on June 30, 2025. The Charter School also received approval from the New York City Department of Education to operate a Pre-K program beginning in Fall 2022.

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

## Basis of accounting

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

## Classification of net assets

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

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

## Net Assets Without Donor Restrictions

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

## Net Assets With Donor Restrictions

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

## NOTES TO FINANCIAL STATEMENTS, Cont'd

## JUNE 30, 2022 (With Comparative Totals For 2021)

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

## Revenue recognition

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

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

## Per pupil allocation income and students with disabilities revenue

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

## Rental assistance

Facilities rental assistance funding is provided by the New York City Dept of Education (NYCDOE) to qualifying charter schools located in the five boroughs of NYC. In order to receive rental assistance funding, a charter school must have commenced instruction or added grade levels in the 2014-15 school year or thereafter, and go through a space request process with the NYCDOE. If NYCDOE is not able to provide adequate space, the charter school can become eligible for rental assistance. Rental assistance is calculated as the lesser of 30% of the per-pupil tuition rate for NYC times the number of students enrolled, or actual total rental costs. As rental assistance is based on the number of students enrolled, revenue is recognized throughout the year as educational programming is provided to students. Rental assistance totaled \$992,196 and \$1,029,897 for the years ended June 30, 2022 and 2021, respectively, and is included in state and local per pupil operating revenue in the accompanying statement of activities and changes in net assets.

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

	June 30,					
	2022		2021		2020	
Grants and other receivables	\$	9,438	\$	136,562	\$	121,563

## NOTES TO FINANCIAL STATEMENTS, Cont'd

## JUNE 30, 2022 (With Comparative Totals For 2021)

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

## Contributions

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

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

## Grant revenue

Some of the Charter School's revenue is derived from cost-reimbursable federal and state contracts and grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when the Charter School has incurred expenditures in compliance with specific contract or grant provisions. Certain grants are subject to audit and retroactive adjustments by its funders. Any changes resulting from these audits are recognized in the year they become known. Qualifying expenditures that have been incurred but are yet to be reimbursed are reported as grants receivable in the accompanying statement of financial position. Amounts received prior to incurring qualifying expenditures are reported as deferred revenue in the accompanying statement of financial position. There were no revenues deferred at June 30, 2022 and 2021. The Charter School received cost-reimbursement grants of approximately \$1,560,960 and \$7,013 that have not been recognized at June 30, 2022 and 2021, respectively, because qualifying expenditures have not yet been incurred.

#### Cash

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

#### Cash in escrow

The Charter School maintains cash in an escrow account, pursuant to its Charter Agreement, to pay off expenses in the event of dissolution of the Charter School. The amount in escrow was \$100,000 and \$70,668 at June 30, 2022 and 2021, respectively.

#### Grants and other receivables

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

## NOTES TO FINANCIAL STATEMENTS, Cont'd

## JUNE 30, 2022 (With Comparative Totals For 2021)

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

## Due from related parties

The Charter School has an amount due from other charter schools that are in the same network. The charter schools share other services in which the related parties reimburse the Charter School for these expenses. The amounts due were approximately \$1,400 and \$74,600 at June 30, 2022 and 2021, respectively.

## Property and equipment

Property and equipment are recorded at cost. Depreciation is computed using the straight-line method on a basis considered adequate to depreciate the assets over their estimated useful lives which range from three to seven years.

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

## Deferred lease liability

The Charter School leases its facility. The lease contains significant pre-determined fixed escalations of the base rent. In accordance with GAAP, the Charter School recognizes the related rent expense on a straight-line basis and records the difference between the recognized rental expense and the amounts paid under the lease as a deferred lease liability. The amount of additional rent expense in excess of amounts paid under the lease was \$390,186 for the year ended June 30, 2022. The amount of additional rent paid in excess of rent expense under the lease was \$203,229 for the years ended June 30, 2021.

## Due to related parties

The Charter School receives meal subsidies from the federal and state governments on behalf of all the charter schools in the network. The charter schools also share employees, for which the Charter School reimburses the related party for the expenses. The amount due to the other charter schools was approximately \$169,500 and \$180,300 at June 30, 2022 and 2021, respectively. In addition, at June 30, 2022 and 2021 the Charter School owes approximately \$127,000 and \$200,000, respectively, to Friends of Hebrew Language Academy Charter Schools, Inc. for rent.

## Deferred revenue

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

## Tax exempt status

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

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

## NOTES TO FINANCIAL STATEMENTS, Cont'd

## JUNE 30, 2022 (With Comparative Totals For 2021)

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

## Contributed services

The Charter school receives contributed services from volunteers to develop its academic program and to serve on the Board of Trustees. In addition, the Charter School received donated transportation services, office equipment, computers, classroom equipment, nursing, speech, occupational and physical therapy services that were provided for the students from the local district. The Charter School was unable to determine a value for these services.

## Marketing costs

The Charter School expenses marketing costs as they are incurred. Total marketing and recruiting costs approximated \$123,200 and \$86,900 for the years ended June 30, 2022 and 2021, respectively.

## Use of estimates in the preparation of financial statements

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

## Comparatives for year ended June 30, 2021

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

#### Adoption of new accounting standard - gifts-in-kind

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

## NOTES TO FINANCIAL STATEMENTS, Cont'd

## JUNE 30, 2022 (With Comparative Totals For 2021)

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

## New accounting pronouncement - leases

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

## Accounting Impact of COVID-19 Outbreak

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

In response to the COVID-19 outbreak, the Federal Government passed several COVID relief acts which include funding for elementary and secondary education. The Elementary and Secondary School Emergency Relief Fund (ESSER Fund) was established to award grants to state and local educational agencies. The Charter School has recognized \$787,902 and \$189,203 of revenue relative to ESSER grants during the years ended June 30, 2022 and 2021, respectively. At June 30, 2022, the Charter School has \$1,552,600 of ESSER grants still available through September 30, 2024.

## Subsequent events

The Charter School has conducted an evaluation of potential subsequent events occurring after the statement of financial position date through October 28, 2022, which is the date the financial statements are available to be issued. No subsequent events requiring disclosure were noted, except as disclosed in Note K.

#### NOTES TO FINANCIAL STATEMENTS, Cont'd

#### <u>JUNE 30, 2022</u> (With Comparative Totals For 2021)

## NOTE B: LIQUIDITY AND AVAILABILITY

The Charter School regularly monitors liquidity required to meet its operating needs and other contractual commitments. The Charter School's main source of liquidity is its cash accounts.

For purposes of analyzing resources available to meet general expenditures over a 12-month period, the Charter School considers all expenditures related to its ongoing activities of teaching, and public service as well as the conduct of services undertaken to support those activities to be general expenditures.

In addition to financial assets available to meet general expenditures over the next 12 months, the Charter School operates with a balanced budget and anticipates collecting sufficient revenue to cover general expenditures not covered by donor-restricted resources. Refer to the statement of cash flows which identifies the sources and uses of the Charter School's cash.

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

	June 30,		
	2022	2021	
Cash	\$ 4,140,207	\$ 4,321,588	
Grants and other receivables	1,117,078	720,018	
Due from related parties	1,440	74,616	
Total financial assets available to management			
for general expenditures within one year	\$ 5,258,725	\$ 5,116,222	

#### NOTE C: SCHOOL FACILITY

Effective September 28, 2016, the Charter School entered into an eight year lease with Friends of Hebrew Language Academy Charter Schools, Inc. ("FOHLA") for its facilities through June 30, 2024. Effective July 1, 2020, FOHLA reduced the monthly rent by approximately \$200,000 through June 30, 2021. On March 23, 2021, FOHLA amended the lease agreement to reduce the rent for the year ending June 30, 2022 to \$1,524,682. On April 19, 2022 the Charter School reached an agreement to increase the monthly rent to \$147,524 for an annual amount of \$1,770,295 for the year ending June 30, 2023. The lease will have escalating payments throughout the term. Rent expense totaled approximately \$1,914,869 and \$2,196,771 for the years ended June 30, 2022 and 2021, respectively. The Charter School was required to provide a security deposit, which amounted to \$212,859 at June 30, 2022 and 2021.

The future minimum payments on this agreement are as follows:

Year ending June 30,	Amount
2023	\$ 1,770,295
2024	2,682,000
	\$ 4,452,295
#### NOTES TO FINANCIAL STATEMENTS, Cont'd

#### JUNE 30, 2022 (With Comparative Totals For 2021)

#### NOTE D: OPERATING LEASE

The Charter School leases office equipment under four non-cancelable lease agreements expiring at various dates through September 2023. Lease expense was approximately \$57,700 and \$47,600 for the years ended June 30, 2022 and 2021, respectively. The future minimum payments on these agreements are as follows:

Year ending June 30,	 Mount
2023	\$ 22,200
2024	 4,550
	\$ 26,750

#### NOTE E: RETIREMENT PLAN

The Charter School has a defined contribution retirement plan which covers substantially all full-time employees. The Charter School contributes a dollar-to-dollar match up to 3% of the employees' compensation. During the years ended June 30, 2022 and 2021, the Charter School contributed \$54,119 and \$54,152, respectively, for the employer match. There were no administrative fees charged for the years ended June 30, 2022 and 2021.

#### NOTE F: CONTINGENCY

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

#### NOTE G: CONCENTRATIONS

At June 30, 2022 and 2021, approximately 78% and 76%, respectively, of grants and other receivables are due from New York State relating to certain grants.

For the years ended June 30, 2022 and 2021, 78% and 94%, respectively, of total operating revenue and support came from per-pupil funding provided by New York State. The per-pupil rate is set annually by the State based on the school district in which the Charter School's students are located.

## NOTES TO FINANCIAL STATEMENTS, Cont'd

#### <u>JUNE 30, 2022</u> (With Comparative Totals For 2021)

## NOTE H: PROPERTY AND EQUIPMENT

Property and equipment consist of the following:

	June 30,	
	2022	2021
Furniture, fixtures and equipment	\$ 2,119,564	\$ 1,749,004
Leasehold improvements	325,694	325,694
	2,445,258	2,074,698
Less accumulated depreciation and amortization	1,988,324	1,786,795
	\$ 456,934	\$ 287,903

## NOTE I: PAYCHECK PROTECTION PROGRAM NOTE PAYABLE

In response to the COVID-19 outbreak, in April 2020, the School applied for and was approved by a bank for a loan of \$1,302,230 through the Paycheck Protection Program established by the Small Business Administration. The loan had a maturity of 2 years and an interest rate of 1%. The loan had the potential for forgiveness provided certain requirements were met by the Charter School. The loan was funded in April 2020 and is included in the accompanying statement of financial position as Paycheck Protection Program note payable at June 30, 2021. On January 10, 2022, the Small Business Administration approved the forgiveness of the loan and accrued interest of \$15,587, which is reported as Paycheck Protection Program note and accrued interest forgiveness on the accompanying statement of activities and changes in net assets for the year ended June 30, 2022.

## NOTE J: NET ASSETS

Net assets without donor restrictions are as follows:

	June 30,	
	2022	2021
Undesignated	\$ 3,605,578	\$ 2,325,965
Invested in property and equipment	456,934	287,903
	\$ 4,062,512	\$ 2,613,868

## NOTES TO FINANCIAL STATEMENTS, Cont'd

#### JUNE 30, 2022 (With Comparative Totals For 2021)

# NOTE K: CHARTER MANAGEMENT ORGANIZATION

On July 1, 2015, the Charter School entered into an educational services agreement with a charter management organization, National Center for Hebrew Language Charter School Excellence and Development, Inc. ("Hebrew Public") to provide expertise necessary to effectively provide essential programming and services to the Charter School. The agreement continued through June 30, 2019. In April 2018, the agreement was amended to increase the percentage for the 2018-2019 school year. In May 2019, the agreement was renewed through June 30, 2022 with the percent of gross revenue used for the calculation of 10% for each school year. In October 2022, the agreement was renewed effective July 1, 2022 through June 30, 2027 with the percent of gross revenue used for the calculation of 10% for each school year.

For the years ended June 30, 2022 and 2021, the expense amounted to approximately \$1,003,000 and \$1,050,300, respectively. Amounts due to Hebrew Public relating to the management fee were \$251,747 and \$270,406 at June 30, 2022 and 2021, respectively.

An additional \$208,289 and \$73,709 is due to Hebrew Public for various other expenses for which the Charter School will reimburse Hebrew Public at June 30, 2022 and 2021, respectively.

#### NOTE L: FUNCTIONAL EXPENSES

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

# **Corporate Business Account Statement**



Page 1 of 1 Account Number:

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

HEBREW LANGUAGE ACADEMY CHARTER SCHO 729 7TH AVE FL 9 NEW YORK NY 10019 Number of enclosures: 0 Tax ID Number: 26-4117186 For Client Services: Call 1-800-669-1518

Sisit us at PNC.com/treasury

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

# Account Summary Information

#### Balance Summarv

Balance Summary	Beginning balance	Deposits and other credits		Ending balance	
10	0,000.00	.00	.00	100,000.00	
Deposits and Other Credits			Checks and Other Debits		
Description	Items	Amount	Description	Items	Amount
Deposits	0	.00	Checks	0	.00
National Lockbox	0	.00	Returned Items	0	.00
ACH Credits	0	.00	ACH Debits	0	.00
Funds Transfers In	0	.00	Funds Transfers Out	0	.00
Trade Services	0	.00	Trade Services	0	.00
Investments	0	.00	Investments	0	.00
Zero Balance Transfers	0	.00	Zero Balance Transfers	0	.00
Adjustments	0	.00	Adjustments	0	.00
Other Credits	0	.00	Other Debits	0	.00
Total	0	.00	Total	0	.00

06/01 100,000.00





# NYSED Charter School Office Corrective Action Plan Form

# Charter School Name: Hebrew Language Academy\_\_\_\_\_\_ Submission Date: \_\_Updated\_10/31/2022\_\_\_\_\_\_

*Insert the deficiency cited in Notice of Deficiency* - Based on school year 21-22 data, the number of students enrolled by the school is less than 85% of the projected enrollment.

## **Action Steps:**

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

# Strategies Employed: .

- We did the following additional outreach to further increase HLA's enrollment:
  - HLA continued to engage in an aggressive multi- media marketing plan. The school will continue to advertise with each of the print, online, and social media marketers it used in the 2021-2022 year, incorporating languages other than English where appropriate.
  - o The school continues to use Parent Square, a communication platform, which allows new and current families to translate all school communications into their preferred language.
  - o Spanish and Russian in-person tours are also and will continue to be available for interested families.
  - o This year we added a language translation plugin to the school's website so that MLL families could review the website in their preferred language.
  - o Marketing materials in foreign languages were also provided to local CBO's and PreK's.
  - o HLA also leveraged digital paid advertisements on popular social media platforms like facebook, instagram, youtube, and similar applications, using targeting features to translate ads into the language of the user.



# **<u>REPORT TO THE FINANCE COMMITTEE</u>**

JUNE 30, 2022

October 28, 2022

The Finance Committee Hebrew Language Academy Charter School

We have audited the financial statements of Hebrew Language Academy Charter School as of and for the year ended June 30, 2022, and have issued our report thereon dated October 28, 2022. Professional standards require that we advise you of the following matters relating to our audit.

## Our Responsibility in Relation to the Financial Statement Audit

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

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

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

## Planned Scope and Timing of the Audit

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

## **Compliance with All Ethics Requirements Regarding Independence**

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

## Significant Risks Identified

We have identified the following significant risk:

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

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

## Qualitative Aspects of the Entity's Significant Accounting Practices

#### Significant Accounting Policies

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

## Significant Accounting Estimates

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

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

#### Financial Statement Disclosures

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

#### Significant Difficulties Encountered during the Audit

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

#### **Uncorrected and Corrected Misstatements**

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole. There were no uncorrected or corrected misstatements identified by us during the audit.

#### **Disagreements with Management**

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

#### **Representations Requested from Management**

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

#### Management's Consultations with Other Accountants

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

## Other Significant Matters, Findings or Issues

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

\* \* \* \* \*

- 4 -

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

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

Very truly yours,

Mongel, Metzger, Barn & Co. LLP

MENGEL, METZGER, BARR & CO. LLP

# **BROOKLYN, NEW YORK**

# SCHEDULES REQUIRED BY GOVERNMENT AUDITING STANDARDS AND THE UNIFORM GUIDANCE

# AND

# **INDEPENDENT AUDITOR'S REPORTS**

JUNE 30, 2022

# **CONTENTS**

<u>SCHEDULES REQUIRED BY GOVERNMENT AUDITING</u> <u>STANDARDS AND THE UNIFORM GUIDANCE</u>	<u>PAGE</u>
Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with	
Government Auditing Standards	3
Independent Auditor's Report on Compliance for Each Major Federal Program; Report on Internal Control over Compliance; and Report on the Schedule of	
Expenditures of Federal Awards in Accordance with the Uniform Guidance	5
Schedule of Expenditures of Federal Awards	8
Schedule of Findings and Questioned Costs	10

## INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board of Trustees Hebrew Language Academy Charter School

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

## **Internal Control Over Financial Reporting**

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

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

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

## **Compliance and Other Matters**

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

## Hebrew Language Academy Charter School's Response to Finding

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

## **Purpose of This Report**

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

Mongel, Metzger, Barn & Co. LAP

Rochester, New York October 28, 2022

## INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM; <u>REPORT ON INTERNAL CONTROL OVER COMPLIANCE; AND REPORT ON THE SCHEDULE OF</u> <u>EXPENDITURES OF FEDERAL AWARDS IN ACCORDANCE WITH THE UNIFORM GUIDANCE</u>

Board of Trustees Hebrew Language Academy Charter School

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

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

We have audited Hebrew Language Academy Charter 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 Hebrew Language Academy Charter School's major federal programs for the year ended June 30, 2022. Hebrew Language Academy Charter School's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

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

#### Basis for Opinion on Each Major Federal Program

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

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

## **Responsibilities of Management for Compliance**

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

#### Auditor's Responsibilities for the Audit of Compliance

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

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

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

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

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

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

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

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

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

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

We have audited the financial statements of Hebrew Language Academy Charter School as of and for the year ended June 30, 2022, and have issued our report thereon dated October 28, 2022, which contained an unmodified opinion on those financial statements. Our audit was performed for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and other records used to prepare the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the financial statements as a whole.

Mongel, Metzger, Barn & Co. LLP

Rochester, New York October 28, 2022

# SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

# YEAR ENDED JUNE 30, 2022

	Federal AL Number	Pass-through Grantor's Number	Total Federal Expenditures
U.S. Department of Education:			
Passed through New York State Education Department:			
Title I - Grants to Local Educational Agencies	84.010	0021	\$ 197,592
Title IIA - Supporting Effective Instruction			
State Grant	84.367	0147	25,661
Title IV- Student Support and Academic			
Enrichment Program	84.424	0204	16,209
<u>Education Stabilization Funds -</u>			
ESSER II - Elementary and Secondary School			
Emergency Relief Fund	84.425D	5891	360,356
ARP ESSER - American Rescue Plan-Elementary			
and Secondary School Emergency Relief	84.425U	5880	427,546
Total Education Stabilization Funds			787,902
Passed through National Center for Hebrew Language			
Charter School Excellence and Development, Inc.:			
Charter Schools Program - Replication and Expansion			
of High-Quality Charter Schools	84.282M	U282M160011	9,368
TOTAL U.S. DEPARTMENT OF EDUCATION			1,036,732
U.S. Department of Agriculture: <u>Passed through New York State Education Department:</u> <i>Child Nutrition Cluster</i>	10 552	2222000/0055	65.000
School Breakfast Program	10.553	332200860955	65,996
National School Lunch Program	10.555	332200860955	282,251
Supply Chain Assistance - COVID	10.555	332200860955	11,585
Emergency Operational Cost - COVID	10.555	332200860955	55,608
Total Child Nutrition Cluster			415,440
State Pandemic Electronic Benefit Transfer (P-EBT)			
Administrative Cost Grant	10.649	332200860955	1,803
TOTAL U.S. DEPARTMENT OF AGRICULTURE			417,243
Federal Communications Commission: <u>Passed through the Universal Service</u> <u>Administrative Company</u>			
Emergency Connectivity Fund Program	32.009	16072383	34,300
TOTAL FEDERAL			
COMMUNICATIONS COMMISSION			34,300
TOTAL ALL PROGRAMS			\$ 1,488,275

## SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS, Cont'd

## YEAR ENDED JUNE 30, 2022

#### NOTE A: BASIS OF PRESENTATION

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

## NOTE B: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

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

## HEBREW LANGUAGE ACADEMY CHARTER SCHOOL SCHEDULE OF FINDINGS AND QUESTIONED COSTS

# YEAR ENDED JUNE 30, 2022

## SUMMARY OF AUDITOR'S RESULTS

#### Financial Statements

Type of auditor's report issued:	Unmodified
Internal control over financial reporting:	
• Material weakness (es) identified?	yes <u>x</u> no
• Significant deficiency(ies) identified that are not considered to be material weaknesses?	yes <u>x</u> none reported
Noncompliance material to financial statements noted?	<u>x</u> yes no
<u>Federal Awards</u>	
Internal control over major programs:	
• Material weakness (es) identified?	yesno
• Significant deficiency(ies) identified that are not considered to be material weaknesses?	yes none reported
Type of auditor's report issued on compliance for major programs:	Unmodified
Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?	yes no
Identification of major program:	
AL Number:	Name of Federal Program or Cluster:
84.425D & 84.425U	ESSER II & ARP ESSER
Dollar threshold used to distinguish between type A and type B programs:	\$750,000
Auditee qualified as low-risk auditee?	yes <u>x</u> no

## SCHEDULE OF FINDINGS AND QUESTIONED COSTS, Cont'd

## YEAR ENDED JUNE 30, 2022

## FINDINGS – FINANCIAL STATEMENT AUDIT

#### Finding 2022-001

#### Statement of condition

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

#### Criteria and effect of conditions

During our audit, we noted the Charter School's charter agreement requires the Charter School to obtain written approval from NYCDOE prior to commencing or continuing instruction when the total number of students enrolled is less than 85% of the projected enrollment for a given academic year. We noted the Charter School's enrollment was 74% of the projected enrollment for the 2021-2022 academic year.

#### **Recommendation**

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

#### Management response

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

## FINDINGS AND QUESTIONED COSTS - MAJOR FEDERAL AWARD PROGRAMS AUDIT

• NONE

# SCHEDULE OF FINDINGS AND QUESTIONED COSTS, Cont'd

# YEAR ENDED JUNE 30, 2022

#### SCHEDULE OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS

#### Finding 2021-001

#### Statement of condition

During our audit, we noted the Charter School did not adhere to the terms of their charter agreement as the Charter School's enrollment fell below 85% of the projected enrollment for 2020-2021 academic year and written approval from NYCDOE was not obtained.

#### Criteria and effect of conditions

During our audit, we noted the Charter School's charter agreement requires the Charter School to obtain written approval from NYCDOE prior to commencing or continuing instruction when the total number of students enrolled is less than 85% of the projected enrollment for a given academic year. We noted the Charter School's enrollment was 81% of the projected enrollment for the 2020-2021 academic year.

#### **Recommendation**

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

#### Management response

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

<u>Status</u> Refer to Finding 2022-001.



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

# Disclosure of Financial Interest by a Current or Former Trustee

# Trustee Name:

Elly Rosenthal

# Name of Charter School Education Corporation:

Elly Rosenthal

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

Trustee

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



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?



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?



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?



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

CFO...May 2014

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**.



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 <u>and</u> 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**.



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.



Ro.senthal Elly Rosenthal (May 18, 2022 07:50 EDT)

Signature

5/18/2022

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:

Stella Binkevich

# Name of Charter School Education Corporation:

Hebrew Language Academy Charter School (HLA)

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

Trustee

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



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?



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?



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?



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**.



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 <u>and</u> 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**.

# **V**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.



Stella Binkevich Stella Binkevich (May 12, 2022 10:20 EDT)

# Signature

5/12/2022

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:

Michael Tobman

# Name of Charter School Education Corporation:

Michael Tobman

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

Vice-Chair

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



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?



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?



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?



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

Since before creation of the Hebrew Public CMO, I worked first with the family office that supported creating of the first Hebrew Public School, and have been a consultant with the CMO since then. My monthly retainer is \$3,333. I assist with political consulting & communications. In all matters with the Board, I am transparent concerning my longtime relationship with the school's longtime supporters and first applicants. I report to the CMO CEO.

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**.



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
	Since before creation of the Hebrew Public CMO, I worked first with the family office that supported creating of the first Hebrew Public School, and have been a consultant with the CMO since then. My monthly retainer is \$3,333. I assist with political consulting & communications. In all matters with the Board, I am transparent concerning my longtime relationship with the school's longtime supporters and first applicants. I report to the CMO CEO.		

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 <u>and</u> 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**.

# V 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.



MD Tobman (Jun 13, 2022 13:28 EDT)

# Signature

Date

Acceptable signature formats include:

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

last revised 04/2022



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

#### Trustee Name:

Brian Tobin

# Name of Charter School Education Corporation:

Hebrew Language Academy Charter School (HLA)

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

Secretary

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



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?



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?



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?



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**.



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 <u>and</u> 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**.

# **V** 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.



Brian Tobin (Jun 9, 2022 16:35 EDT)

#### Signature

06/09/2022

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:

Ellen Green

# Name of Charter School Education Corporation:

Hebrew Language Academy Charter School (HLA)

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

Chair

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



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?



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?



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?



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**.



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 <u>and</u> 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**.

# **V** None

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

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

**Business Telephone:** 

**Business Address:** 



Ellen Green (May 11, 2022 20:42 EDT)

#### Signature

May11, 2022

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:

Alice Ya Min Li

# Name of Charter School Education Corporation:

Hebrew Language Academy Charter School (HLA)

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?



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?



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?



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?



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**.



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 <u>and</u> 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**.

# **V** 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.



Ya Min Li (un 7, 2022 12:10 EDT)

# Signature

6/7/2022

Date

Acceptable signature formats include:

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





# **Board of Trustees Meeting Minutes**

April 5, 2022, 6 pm

Location: Zoom

#### **Trustees Present**

	Elly Rosenthal
	Ellen Green
	Alice Li
ľ	Stella Binkevich
ſ	Brian Tobin

#### **Also Present:**

Daniella Steinberg, Head of School, HLA Lauren Murphy, External Relations Manager, Hebrew Public 8 members of the public

# 1. Call to Order/Public Comments

Ellen Green called the meeting to order at 6:03 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardhla@hebrewpublic.org. Members of the public who missed the public notices were given a chance to sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

# 2. Adoption of March & April 2022 Agendas

Ellen Green asked for a motion to adopt, and Elly Rosenthal made a motion to adopt the March & April 2022 agendas. Alice Li seconded, and the motion carried unanimously.

# 3. Approval of February & March 2022 Meeting Minutes

Ellen Green asked for a motion to approve, and Elly Rosenthal made a motion to approve the February & March 2022 meeting minutes. Alice Li seconded, and the motion carried unanimously.



# 4. School Leadership Update

Daniella Steinberg, Head of School shared updates and school photographs with the board and members of the public

- General School Updates
  - Teacher & staff appreciation
    - "If someone makes you happy, make them happier"
      - Big shout out to all teachers and HLA staff members for
        - going above and beyond always but especially during testing
  - ELA State Tests
    - Completed!
    - Students all brought a positive mindset
    - Teachers continue to be very committed to all students
  - Ukrainian Refugees
    - Two siblings arrived from Kyiv
    - Both are 6th graders
    - Daniella shared a picture of them both working with the MLL (multilanguage learner) teacher on their first day of school
  - Celebrated Purium
    - The school ordered Hamantaschen for all classes
      - A delicious pastry
    - Cultural celebration of Israel
  - New Books!
    - Students got a chance to add new books to their existing bags
- Events
  - 6th Grade Movie Night
    - April 7th at 6:30 pm
    - Held in the gymnasium
    - Cotton candy and popcorn for the kids
  - Art Auction
    - Raising money for Make a Wish Foundation
    - Students have been working on their art pieces for all of quarter 3
    - Families can attend in person or can view all art virtually
      - Vaccine policy must be followed to enter the school building
    - \$5 minimum donation is requested
  - Shoot-a-Thon
    - Basketball team fundraiser that took place this month
    - A lot of money was raised
- Staff Update
  - Made an offer to one of HLA's current teachers for the Dean of Math position
    - William Mann, a 7th-grade teacher
      - 15 years of teaching experience



- Went through the interview process with several external candidates
- All 8th graders will take regents next year

#### 5. Public Comments

1 member of the public made a comment about the school's website.

1 member of the public made a comment about the visitor vaccination policy for HLA's school building. Daniella Steinberg replied that HLA is following the same protocol as the Department of Education schools. HLA Leadership is currently looking at options for accommodating unvaccinated community members for graduation ceremonies. If HLA policy changes, the school community will be made aware.

# 6. Adjournment

Ellen Green asked for a motion to adjourn the meeting, Stella Binkevich made the motion, Elly Rosenthal seconded the motion and the meeting adjourned at 6:18 pm. The board will meet next on May 10 at 6:00 pm.



# **Board of Trustees Meeting Minutes**

June 21, 2022, 6 pm

Location: Zoom

#### **Trustees Present**

Elly Rosenthal

Ellen Green

Alice Li

Mike Tobman

Stella Binkevich

Brian Tobin

# Also Present:

Daniella Steinberg, Head of School, HLA Lauren Murphy, External Relations Manager, Hebrew Public 19 members of the public

# 1. Call to Order/Public Comments

Ellen Green called the meeting to order at 6:02 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardhla@hebrewpublic.org. Members of the public who missed the public notices were given a chance to sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

# 2. Adoption of June 2022 Agenda

Ellen Green asked for a motion to adopt, Elly Rosenthal made a motion to adopt the June 2022 agenda. Alice Li seconded, and the motion carried unanimously.

# 3. Approval of May 2022 Meeting Minutes

Ellen Green asked for a motion to approve, and Elly Rosenthal made a motion to approve the May 2022 meeting minutes. Alice Li seconded, and the motion carried unanimously.



# 4. Review and Approve 2022/23 Board Meeting Dates

Ellen Green asked for a motion to approve the 2022-23 board meeting calendar. Elly Rosenthal made the motion, and Alice Li seconded and the motion carried unanimously.

#### 5. Review 2022/23 Committee Meeting Dates

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

#### 6. Review and Approve 2022/23 School Calendar

Ellen Green asked for a motion to approve the 2022-23 academic calendar. Stella Binkevich made the motion, and Elly Rosenthal seconded and the motion carried unanimously.

#### 7. Review and Approve Board Officer Roles for 2022/23

- Ellen Green Chair
- Mike Tobman Vice-Chair
- Alice Li Treasurer
- Brian Tobin Secretary

After a discussion, Ellen Green asked for a motion to approve the aforementioned slate of officers for the 2022-23 school year. Elly Rosenthal made the motion to approve the 2022-23 Board Officer slate, Stella Binkevich seconded and the motion carried unanimously.

#### 8. Review and Approve Board Member Term Renewals through 2025

- Mike Tobman
- Stella Binkevich

Ellen Green asked for a motion to approve the aforementioned board member term renewals. Elly Rosenthal made the motion, Alice Li seconded and the motion carried unanimously.

# 9. Review and Approve 2022/23 Budget

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

The areas of key focus were:

• Student Enrollment



- Most of our funding is driven by enrollment, and enrollment within each grade determines the number of classroom sections
- NYC is in the midst of a long-term enrollment decline that began prior to the pandemic and has accelerated since its start. Across the City, (and in many other urban centers in the country) enrollment in most charter and district schools is down, with accompanying strains on school budgets
- HLA's budget for enrollment is based on historical trends, how many offers turn into students in seats. The budget is set for 521 for the new school year
- Revenue
  - Per-pupil funding is the primary source of public funding for HLA
    - Almost a 5% increase
  - ESSERS funding
    - COVID-related \$ that will phase out over the next 2 years
  - Bloomberg's Summer Boost Program
    - Funding for summer programs either virtually or in-person
  - ERC (Employee Retention Credit)
    - Funding for entities who did not reduce their staff due to COVID (not a credit, it will be received via wire or check)
    - Hebrew Public applied for this funding for all of our schools + network
    - It is a form of short-term budget support
    - The funding is paid out on a quarterly basis

# • Expenses

- Staff Compensation
  - This represents the largest expense area in the budget
  - It reflects our serving 22 sections of students in grades K-8
  - It also reflects cost-of-living increases for staff given the extremely high levels of inflation we have seen over the past year
- Building Rent
  - High expense that was reduced this year and for the next school year

Ellen Green asked for a motion to approve, Stella Binkevich made the motion for the 2022/23 budget, and Alice Li seconded and the motion was approved. Elly Rosenthal, Hebrew Public's CFO and HLA board member abstained from the vote.

# 10. Review and Approve 2022/23 Vendor List

HLA's finance committee met before the board meeting to review the vendor list. After a brief review of the vendors and discussion, Ellen Green asked for a motion to approve, Stella Binkevich made the motion to approve the 2022/23 vendor list, and Alice Li



seconded and the motion was approved. Elly Rosenthal, Hebrew Public's CFO and HLA board member abstained from the vote.

# 11. Preview 2022/23 School Safety Plans

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

# 12. School Leadership Update

Daniella Steinberg, Head of School shared updates and school photographs with the board and members of the public

- General School Updates for September
  - HLA Calendar 185 Days vs DOE 180 Days
  - September 6th, first day of school
  - September 8th will be the start of school buses
    - Buses follow the DOE schedule
    - Working to see if there is a solution for those first two days of no busing
  - Mandatory in-person and live on Zoom family orientation
    - Grades K-2 August 30th @ 6-7:30 PM
    - Grades 3-5 August 31st @ 6-7:30 PM
    - Grades 6-8 September 1st @ 6-7:30 PM
    - Very important to have family engagement
  - Five days a week with a half day on Fridays (not a change)
    - Continuing to have professional development for teachers once students are dismissed
  - All half days for 22-23 school year will be 1 PM dismissal regardless of the day
- Planning Ahead
  - New Programs for next year
    - STEM with Mr. Sutton in grades K-5
    - Algebra Cohort
      - An entire section of 8th graders will take the course and Regents exam
      - As mentioned in previous meetings, HLA added algebra
    - Teacher Mentor



- 50% of her time will be teaching 6th-grade social studies and 50% of her time will be mentoring and supporting new teachers
- Middle School Mentors
  - 6-8 grade will have opportunities to apply for the youth group that will volunteer during after school programs
  - A pilot program launched this year, but next year it will launch fully
  - Requirements in order to stay in the program (85 average and behavioral expectations)
  - Will begin after the fall holidays
- Monthly Parent Events
  - Working closely with PTO
  - Change some events to in-person meetings
  - A way to get families in the building to create community and connect
- 4 Social Work Events
  - 4x a year, our social work team will schedule workshops for families
  - SEL and parenting workshops
- Billion Oyster Project
  - Middle school students in science
  - Have done it in the past
- Implementing *Writing by Design* in all grades
  - Curriculum purchased for K-8
  - Supplement to what HLA currently has
- No Friday after school programs
  - HLA is here to help families with resources and connections
  - Plenty of organizations that provide after school care in the neighborhood
- 7-8th Grade "Build your Program"
  - This year was the pilot program for electives this past year
    - 22 minutes at the end of the day
  - Next year, full 45 minute block
  - Many choices for the program they want to be in
    - Creative Writing (Grade 7)
    - Creative Writing (Grade 8)
    - Pre Algebra (Grade 7)
    - Living Environment (Grade 8)
    - Home Economics (Grade 7-8)
    - STEM (Grade 7-8)
    - Fundamentals of Keyboarding (Grade 7-8)
    - Drawing and Sculpture (Grade 7-8)
- Summer Boost



- ELA & Math
- 9-12 pm
- Free hot lunch
- Rising grades 3-6 In Person
- Rising grades 1-2 and grades 7-8 virtual
- Assessment Update
  - Regents
    - Living Environment
    - Hebrew
  - Report Cards
    - Will be distributed on the last day and available digitally for families as well
- Support Needed
  - Orchestra program grant for 2023-24 school year
  - SMART Board grants and ideas K-2
  - Clubs and Extracurricular Activities
  - Email Daniella if you have ideas or know someone who is able to help HLA

#### **13. Public Comments**

One member of the public made a comment about the Israel Day parade and gave suggestions for next year.

One member of the public thanked Ms. Steinberg for her leadership and made a comment about the PTO participation and hopes for in-person events next school year.

#### 14. Adjournment

Ellen Green asked for a motion to adjourn the meeting, Stella Binkevich made the motion, Elly Rosenthal seconded the motion and the meeting adjourned at 6:49 pm. The board will meet next on July 12th at 6:00 pm.



# **Board of Trustees Meeting Minutes**

December 7, 2021, 6 pm

Location: Zoom

# **Trustees Present**

Elly Rosenthal
Ellen Green
Mike Tobman
Stella Binkevich

# Also Present:

Daniella Steinberg, Head of School, HLA Jon Rosenberg, CEO, Hebrew Public Lauren Murphy, External Relations Manager, Hebrew Public 16 members of the public

# 1. Call to Order/Public Comments

Ellen Green called the meeting to order at 6:02 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardhla@hebrewpublic.org. Members of the public who missed the public notices were given a chance to sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

# 2. Adoption of December 2021 Agenda

Ellen Green asked for a motion to adopt, Elly Rosenthal made a motion to adopt the December 2021 agenda. Mike Tobman seconded, and the motion carried unanimously.

# 3. Approval of November 2021 Meeting Minutes

Ellen Green asked for a motion to adopt, Stella Binkevich made a motion to approve the November 2021 meeting minutes. Mike Tobman seconded, and the motion carried unanimously.



# 4. School Leadership Update

Daniella Steinberg, Head of School shared updates and school photographs with the board and members of the public

- General School Updates
  - Events
    - Spirit Week begins next week, each day will be a different theme for students to dress up
      - 12/13 Hoodie Day
      - 12/14 Pajama Day
      - 12/15 Festive Sock Day
      - 12/16 Mix & Match Day
      - 12/17 Ugly Sweater Day
    - After school is canceled on 12/17 for a staff holiday party
    - Decade Day (already occurred)
      - Dress up fun for students and staff
    - All School Dress Down Day
      - 1st PTO & Student Council event
      - \$1 donated by each child to the PTO
      - Greatly appreciate all of the support from families
    - 8th-grade Winter Wonderland Dance
      - 12/9 @ 6:30 PM in the gymnasium
      - Tickets are \$2
      - COVID-19 safe with masks and social distancing
      - DJ & Photobooth
    - Holiday Toys for Tots
      - Student Council initiative
      - Many donations have already been received
      - Kids giving back to their community
    - Can Drive
      - Donations will go to a community food pantry
      - Student Council initiative
    - Sufganiyot (Donuts) were given out to students for the holidays
    - First Girls Volleyball Game
      - HLA's team, Lady Hawks
      - A visiting team came to the school
      - Other charter schools don't have teams competing because of the vaccine requirement for sport teams
    - Dance Team (1st ever!)
      - Led by Morah Bosmat
      - Performed at the Lady Hawk game (video was shared)
- Driving Instruction with Data



- All school F&P (reading levels) assessments occurring during the next two weeks (almost complete)
  - All lower school students
  - Middle school students that scored below the 50th percentile on MAP
- Assessments were formally done by teachers, but this year the Intervention and Leadership teams are conducting the assessments
- Tutored by Teachers Intervention began yesterday
  - Virtual tutoring in classrooms launched successfully
  - 20 groups of students logging on during small group block for virtual intervention in ELA and MATH
- SEL Screener Update
  - Launched yesterday, everyone in grades 3-8 are taking the screener
  - Assessment takes an average of 5-7 minutes to complete
  - The screener is essentially providing an intervention library with SEL content for HLA
  - Low lift for teachers
  - Will continue to update families on the progress



- HLA Community Partnerships
  - HLA is looking to further build community partners exist
    - Community service
    - Fundraising for a good cause in the community
  - Basketball tournament raising money for a specific cause
  - Welcoming ideas from the community and board
  - Sports team would like to physically do community service as well
  - Jon Rosenberg suggested a few organizations that he will reach out to
    - NY Cares
    - Shorefront Y
- New Hires
  - 2 Culture Associates who will be working with the Assistant Deans

# 5. Network Update

Jon Rosenberg, Hebrew Public's CEO, shared a brief update on the following:


- SEL Screener
  - HLA is piloting this program, which we, as a network will learn from and possibly implement in our other schools
- COVID-19
  - Omicron Virus
    - More transmissible than Delta, might be less severe, but we are watching the research closely
    - No changes yet in COVID protocols for our school community
- December 2021 Dashboard Review
  - 18% of the student population are students with special needs
  - Higher student enrollment than previously expected
    - Current enrollment is 542
  - 8 open staffing positions, inclusive of three bus attendants

## 6. Public Comments

No public comments were made during this time.

# 7. Adjournment

Ellen Green asked for a motion to adjourn the meeting, Stella Binkevich made the motion, Mike Tobman seconded the motion and the meeting adjourned at 6:22pm. The board will meet next on January 11 at 6:00 pm.



January 11, 2022, 6 pm

Location: Zoom

#### **Trustees Present**

Elly Rosenthal
Ellen Green
Brian Tobin
Stella Binkevich
Alice Li

#### **Also Present:**

Daniella Steinberg, Head of School, HLA Jon Rosenberg, CEO, Hebrew Public Valerie Khaytina, Chief External Officer, Hebrew Public Lauren Murphy, External Relations Manager, Hebrew Public 17 members of the public

## 1. Call to Order/Public Comments

Ellen Green called the meeting to order at 6:03 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardhla@hebrewpublic.org. Members of the public who missed the public notices were given a chance to sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

## 2. Adoption of January 2022 Agenda

Ellen Green asked for a motion to adopt, Stella Binkevich made a motion to adopt the January 2022 agenda. Elly Rosenthal seconded, and the motion carried unanimously.

## 3. Approval of December 2021 Meeting Minutes



Ellen Green asked for a motion to adopt, Elly Rosenthal made a motion to approve the December 2021meeting minutes. Stella Binkevich seconded, and the motion carried unanimously.

# 4. School Leadership Update

Daniella Steinberg, Head of School shared updates and school photographs with the board and members of the public

- General School Updates
  - Monday 1/10 was the first day back in person since the pre-holiday break closure
  - Ugly Sweater Competition, January 13, 2022,
    - Since HLA had to close before the originally scheduled break in December, the event has been rescheduled
    - Staff and students are encouraged to participate
  - Virtual Movie Night, January 6
    - Over 100 kids joined
    - Last-minute activity that was planned to bring students joy
  - Giving Back to HLA's Community
    - Toys for Tots
      - HLA collected A LOT of toys in the lobby
      - A way to teach kids to give back to other kids
    - Can Drive
      - Giant boxes filled with cans
      - So many families donated and participated
      - Student Council lead the event, big success
  - Basketball Try-Outs for HLA Hawks This Week!
    - Games run by the Charter Athletic Association
    - All students must be vaccinated to participate
      - This has been communicated to all families
    - Working to navigate safely and keep sports going
      - Even if games are canceled with hold their own games
- SEL Screener Update
  - All data is back from the screener, the majorit students in grades 3-8 took the screener
  - A way for students to tell the teacher what the feel they need help with and then the teacher review the screener
  - Groups are being assigned this week and beg will have Lunch Bunch





- Aside from pull out-groups, students will be on computers during morning meetings some days and assigned specific videos from the SEL screener company-this will help with self-management
- Check-In
  - Daniella checked in with families, students, staff about how everyone is feeling
    - Acknowledging the challenges during this difficult time
    - Many staff are out sick and/or are worried about their health
    - Reaffirmed the decision to close the school before the holiday break was an important decision, safety remains a #1 priority
    - HLA is supporting the staff as best as they can
      - Leadership Team
        - Checks in with staff all the time
        - $\circ$  Trying to uplift staff and think of little things to do to support them
      - One of the Hebrew teachers lost her husband who passed away from COVID-19
        - HLA is doing what they can to really support her, Daniella visited her yesterday and some teachers went today to visit
  - Daniella gave a very big shout out to HLA's hardworking staff who continue to provide high-level instruction during what continues to be a difficult time for all

## 5. Network Update

Jon Rosenberg, Hebrew Public's CEO, shared a brief update on the following:

- COVID-19
  - Third school year with COVID-19 and the impact on families and staff is felt
  - Hebrew Public has been committed to ensuring all of our schools are maximizing instruction and social and emotional support for children
  - The Network remains focused on following public health guidelines and data, reviewing peer organization policies, and researching what is possible for Hebrew Public to implement
- COVID-19 Protocol Shifts
  - For Students
    - Student who tests positive must quarantine for 10 days
      - Currently in NY that is still the isolation period
      - This may change down the line but not as of today



- A student is exposed to someone who tests positive, now there will be a protocol distinction between vaccinated and unvaccinated students
  - Vaccinated students
    - Are allowed to continue coming to school
  - Unvaccinated students
    - Must quarantine for at least 5 days, but they may take a test on the 5th day or later and if it is negative, the student can return to school sooner than the 10 day period
- Simulcasting will begin
  - Some kids will be physically in the classroom while others quarantining will be learning from home, all led by the same teacher at the same time
  - In the move toward a synchronous model, This method is not something the schools have done before, teachers are going to need practice
- Hebrew Public strongly recommends the vaccine
  - Helps to halt the spread of COVID-19
  - Helps to ensure mild or asymptomatic outcomes with a positive test result
- January 2022 Dashboard Review
  - Enrollment
    - Nearly 550 students
    - 18% of students having IEPs
    - 11% ELL students
  - Job Openings
    - 8 openings with three bus attendant positions
    - Talent team in partnership with Daniella's leadership team is focused on filling the positions
  - Attendance
    - Overall 91%
- Education and Accountability Committee Overview
  - This committee has been largely dormant, but will now meet about 3x a year to discuss a mix of programmatic and operational topics
  - Program



- Reviewing student engagement data (e.g., attendance and discipline data), and student academic data (e.g., interim assessments and State assessments).
- Operations
  - Reviewing operational issues/updates (e.g., Covid protocols, building safety, or facility updates)
- Committee members will receive an email from Hebrew Public's Chief of Staff in the next week regarding the committee's availability in February
- Board Member Recruitment
  - Continuing to encourage members of the board and public to bring new trustees forward
  - Questions and attributes to think about
    - Does this person have a clear understanding of the mission of the school?
    - Are they familiar with the requirements of board service?
    - How will they fit within the current trustees?
    - Diverse in gender, race, skillset, connections to different communities, professional background...etc
  - Anyone with questions can contact Jon directly via email: jon@hebrewpublic.org

# 6. Public Comments

One member of the public commented on the effectiveness of the COVID-19 vaccine, the DOE school's testing process "Test-to-Stay", and questioned if HLA would mandate the vaccine.

Jon Rosenberg briefly responded and clarified a statement from earlier regarding the vaccine's effectiveness. Hebrew Public is looking at public health data and the data shows if you are vaccinated, you are less likely to catch COVID-19, and you are much less likely to have a negative health outcome.

In regards to DOE's "Test-to-Stay", Jon Rosenberg stated Hebrew Public is observing NYC's rollout and will continue to watch the data. Hebrew Public is not yet ready to commit to that model, but the quarantine protocol has been modified, as mentioned earlier.

Lastly, in regards to a child vaccine mandate, Hebrew Public is not mandating at this time.



## 7. Adjournment

Ellen Green asked for a motion to adjourn the meeting, Elly Rosenthal made the motion, Stella seconded the motion and the meeting adjourned at 6:38 pm. The board will meet next on February 8 at 6:00 pm.



February 8, 2022, 6 pm

Location: Zoom

#### Trustees Present

Elly Rosenthal
Ellen Green
Stella Binkevich
Mike Tobman
Alice Li

#### Also Present:

Daniella Steinberg, Head of School, HLA Jon Rosenberg, CEO, Hebrew Public Valerie Khaytina, Chief External Officer, Hebrew Public Lauren Murphy, External Relations Manager, Hebrew Public 22 members of the public

## 1. Call to Order/Public Comments

Ellen Green called the meeting to order at 6:02 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardhla@hebrewpublic.org. Members of the public who missed the public notices were given a chance to sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

## 2. Adoption of February 2022 Agenda

Ellen Green asked for a motion to adopt, Alice Li made a motion to adopt the February 2022 agenda. Elly Rosenthal seconded, and the motion carried unanimously.

#### 3. Approval of January 2022 Meeting Minutes



Ellen Green asked for a motion to adopt, Elly Rosenthal made a motion to approve the January 2022 meeting minutes. Mike Tobman seconded, and the motion carried unanimously.

## 4. School Leadership Update

Daniella Steinberg, Head of School shared updates and school photographs with the board and members of the public

- General School Updates
  - Basketball Team
    - Played a few games so far, can't wait to see what the rest of the season looks like
  - Draw Me a City Competition (DMAC) Winners
    - Rabbi David Gedzelman visited the school and presented the DMAC contest winners with their prizes
    - The dance team performed
  - No in-person school on February 10th
    - Virtual family conferences
    - 10 am 7 pm
    - Families have signed up for meetings with teachers
      - Homeroom and advisory teacher meetings
      - Hebrew and Specials are also available for appointments
    - Report cards will be distributed February 9th
- Teacher Evaluations- Supporting our teachers
  - Mid-year evaluations in the next month
  - While the entire framework will be used to support and evaluate educators, these ten will drive the majority of collective learning:

<b>Domain 1 Planning and</b> <b>Preparation</b> 1a Knowledge of content and pedagogy 1b Knowledge of students	Domain 2 Classroom Environment 2a Environment of respect and rapport 2b Culture for learning 2c Managing procedures
<b>Domain 4 Professional</b>	Domain 3 Instruction
<b>Responsibilities</b>	3b Questioning and Discussion
4e Growing and developing	Techniques
professionally	3c Engaging students in learning
4f Showing Professionalism	3d Using assessment

- Evaluation Process
  - Teacher self-reflections
    - Rating themselves
  - Teachers will meet with their supervisor for feedback



- Full classroom observation
- Evaluations are not based on a single moment of time, the final evaluation is a culmination of on-going coaching
- School Events
  - Second grade Winter Showcase, music and dance show
    - February 17th at 2 pm
    - Families are invited to attend the show in-person and there will also be a live stream
  - HLA Parent Organization Events
    - \$1 dress down day on 1/27/22
    - Valentine's Day, \$1 dress down day
      - Student Council has been selling candy-grams and will distribute the purchases on 2/14
- COVID-19 Update
  - Test-to-Stay Policy
    - Weekly COVID-19 testing will continue
    - Any students who have had close contact with an individual who has tested positive will have a chance to "test-to-stay".
    - Quarantine due to exposure will not be necessary for any student. All students will be expected to come to school and participate in our test-to-stay protocols.
    - Remote learning will not be an option for students who have been exposed, and students who are not in school will be marked absent.
    - Policies for students who test positive for COVID-19 remain the same. Students who have tested positive for COVID-19 will be shifted to remote learning and must stay home (quarantine) for a 10 day period after the positive test.
  - Communication will continue on Parent Square if/when a possible exposure occurs
  - Students exposed to a positive case will be sent home with a test kit and a note with directions
    - Once home, the student will need to take the test
    - A second test will be completed on day 5
  - If you have any positive COVID-19 results, please tell the school so they can follow protocol

#### 5. Network Update

Jon Rosenberg, Hebrew Public's CEO, shared a brief update on the following:

• Roll out of COVID-19 Updates



- Test-to-Stay Model is a significant loosening of the COVID-19 procedures that were previously in place
- Hebrew Public waited several weeks after the Department of Education's implementation in order to see how it rolled out
  - Needed to ensure our Operations staff and leaders were able to implement the new protocol
  - Needed to make sure we didn't run out of test kits
- Hebrew Public's response to the pandemic has been thoughtful, careful and grounded in evidence, focused on effective implementation of protocols and balancing health and safety for families and staff with effective education
- This method requires full cooperation and honest implementation of tests at home and relies on families to make the school staff aware of any positive cases
- Forecast around mask-wearing (not a policy announcement)
  - New Jersey and Delaware announced an intention to move away from mask-wearing in public schools, which is a state-level mandate. This has not happened in NY yet but we are preparing a network response if it does
  - Expect in 1-2 months NY State relaxation of mask mandate
    - Hebrew Public will consult with experts, Heads of School, and School Boards if and when NY lifts the school-based school mandate
- School Policy, Any adults entering the school building need to be fully vaccinated
  - This applies to staff, vendors, contractors, and all visitors
  - All adults are asked to present their vaccine card and ID
  - Hebrew Public is mirroring policies of NY Department of Education and all NY Charter Schools
  - Unless the state mandates vaccines for kids we are not likely to mandate it
  - Based on public health data
    - Staff members, children, families who feel strongly that coming to school is a risk for their health so Hebrew Public's safety measures to mitigate risks are crucial
    - Spouses and family members of staff and children who have died from COVID-19
    - Student Event
      - Remote options will always be offered



- Ellen Green shared her experience about visiting public schools
  - Every public school requires vaccine and ID card
- HLA Staff member incident in the school building
  - A staff member used racially offensive language in a classroom when speaking to a student. The school investigated the incident immediately and the staff member involved is no longer employed at HLA. More information could not be shared.
  - Jon Rosenberg assured members of the public on the call that school staff goes through DEI training throughout the year. The network will be doing a lot more to reinforce the importance of non-discrimination

# 6. PTO Update

Marsha Mizrahi gave a brief PTO update:

- PTO Sponsored dress down days
  - November 19th, \$476 was raised
  - January 27th, \$348 was raised
- Sponsored pizza for the boy's basketball game
- Sponsored pizza for the girl's basketball game
- PTO Sponsored Scholastic Bookfair will be canceled (for now)
  - Marsha and Carla Watson-Belomme shared their disappointment for canceling the bookfair
  - Carla shared the bookfair will have to be postponed until a later date due to the circumstances revolved around visitor vaccination mandates

# 7. Public Comments

1 member of the public shared concerns about not being able to attend the secondgrade winter show due to vaccination status and would like the show to be rescheduled.

# 8. Adjournment

Ellen Green asked for a motion to adjourn the meeting, Mike Tobman made the motion, Elly Rosenthal seconded the motion and the meeting adjourned at 6:41 pm. The board will meet next on March 8 at 6:00 pm.



August 10, 2021, 6 pm

Location: Zoom

## **Trustees Present**

Elly Rosenthal Ellen Green Mike Tobman Stella Binkevich Alice Li

## Also Present:

Daniella Steinberg, Head of School, HLA Jon Rosenberg, CEO Hebrew Public Valerie Khaytina, Chief External Officer, Hebrew Public Lauren Murphy, External Relations Manager, Hebrew Public 16 members of the public

## 1. Call to Order/Public Comments

Ellen Green called the meeting to order at 6:04 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardhla@hebrewpublic.org. Members of the public who missed the public notices were given a chance to sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

## 2. Adoption of August 2021 Agenda

Ellen Green asked for a motion to adopt, Mike Tobman made a motion to adopt the August 2021 agenda. Alice Li seconded, and the motion carried unanimously.

## 3. Approval of July 2021 Minutes



Ellen Green asked for a motion to approve, Elly Rosenthal made a motion to approve the July 2021 minutes. Mike Tobman seconded, and the motion carried unanimously.

## 4. School Leadership Update

Daniella Steinberg, Head of School shared a brief update with the board:

- Update on Registrations Verified
  - 97 students
- Afterschool and Clubs
  - Clubs will no longer begin in September due to COVID-19
    - Limiting cross-grade grouping
    - Will reassess in October
  - Afterschool remains scheduled to begin in September and will run until 6 pm
    - 78 students are signed up
    - Guided reading and homework help
    - Run by HLA staff
- Specials Programing
  - Grades K-5
    - Hebrew Dance
    - Physical Education
    - General Music
  - Grades 6-8
    - Art
    - Music, Keyboard Instruction
    - Physical Education (2x a week)
- Professional Development for HLA Staff
  - Welcoming new staff next week 8/16
  - Welcoming all staff back on August 18th for returning staff
  - Centrally led sessions with Hebrew Public and school-based sessions with HLA leadership
  - Each day will begin with Morning Meeting for all staff led by teachers
  - Team building activities combined with instructional sessions
- Zones of Regulation Check-Ins





- Addition to the instructional curriculum
- Leadership team trained as well as team leads
- Full school rollout from day 1, student check-in multiple times a day
  - Morning announcements (whole school check-in)
  - After lunch
  - After Specials
- Social workers and the Culture team are collaborating
- HLA Town Hall
  - 8/24 @ 7 pm
  - Led by HLA Leadership Team
  - Full informational session about safety and all plans for the school year
  - Focus will be on Q&A from families

# 5. Setting a Special Meeting for HLA's Renewal Certification

Date determined, August 25 at 6 pm.

# 6. Staff Vaccine Mandate

Jon Rosenberg led a discussion on the COVID-19 vaccine for staff members.

- Health and Safety Remains the #1 Priority
  - Hebrew Public continues to push an internal public health campaign to emphasize the importance of the vaccine, asking staff to share their status, address concerns 1:1, and offer outreach
  - Collective effort has led Hebrew Public to exceed 3/4 of staff reported that they are partially or fully vaccinated.
  - Delta variant on the rise, a substantial number of new cases. Those who are vaccinated are not exempt from testing positive to COVID-19 but they are significantly less likely to become sick and/or hospitalized



 Over the last 2 weeks: Denver public schools, US military, medical centers, and more charter schools are mandating the vaccine for staff

#### **RESOLUTION OF THE BOARD OF TRUSTEES**

## "Based on:

- the significant rise in Covid cases in recent weeks and the transmissibility of the Delta variant,
- the evidence supporting the Covid vaccines' effectiveness and safety, and
- the importance of vaccination both to our efforts to serve children in person and to the health of our local, national, and global communities,

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

Ellen Green asked for a motion to approve the aforementioned resolution. Mike Tobman made the motion, and Stella Binkevich seconded. The board then voted on the motion and it was unanimously passed, with no objections and no abstentions.

# 7. Network Update

Jon Rosenberg, Hebrew Public's CEO, shared a brief update on the following:

- School Reopening
  - The goal is to get everyone back in the school full time in-person
  - Providing a very limited number of families a remote learning accommodation based on the child or household medical circumstance
  - Everyone in the school building must be masked and will follow social distancing guidelines



- Contingency plans are in place if there is a need to shift to remote learning
- Hebrew Public is making decisions that are best for the school community while balancing the need to have children in person and keeping safety and health in mind
- Hebrew Public is looking at the following data every day
  - NYC and NYS data
  - Research papers
  - CDC and other medical expert guidance
- The vaccine mandate will help decrease classroom disruption
  - Under current health guidelines, staff members who are fully vaccinated do not have to quarantine if they are exposed to someone with COVID-19; unvaccinated staff members will still need to quarantine
- Hebrew Public is hosting a Virtual Town Hall on 8/19 @ 6:30 pm
  - President & CEO, Jon Rosenberg, Chief Schools Officer, Emily Fernandez, and Chief Operating Officer, Jonathan Werle, will share plans about safe school reopening

#### 8. Public Comments

1 school community member made a comment regarding the staff vaccine mandate and asked if it will soon apply to the students. To which, Jon Rosenberg responded: Hebrew Public strongly encourages members of the school community and children ages 12+ to get vaccinated, but it will not be mandated at this time.

Jon Rosenberg encouraged members of the school community to email him with any questions or concerns.

#### 9. Adjournment

Ellen Green asked for a motion to adjourn, Mike Tobman made the motion, Elly Rosenthal seconded, and the meeting adjourned at 6:33 pm.



May 10, 2022, 6 pm

Location: Zoom

#### **Trustees Present**

Elly Rosenthal
Ellen Green
Alice Li
Mike Tobman

#### Also Present:

Daniella Steinberg, Head of School, HLA Valerie Khaytina, Chief External Officer, Hebrew Public Lauren Murphy, External Relations Manager, Hebrew Public 23 members of the public

## 1. Call to Order/Public Comments

Ellen Green called the meeting to order at 6:01 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardhla@hebrewpublic.org. Members of the public who missed the public notices were given a chance to sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

## 2. Adoption of May 2022 Agenda

Ellen Green asked for a motion to adopt, and Mike Tobman made a motion to adopt the May 2022 agenda. Elly Rosenthal seconded, and the motion carried unanimously.

## 3. Approval of April 2022 Meeting Minutes

Ellen Green asked for a motion to approve, and Mike Tobman made a motion to approve the April 2022 meeting minutes. Alice Li seconded, and the motion carried unanimously.



## 4. School Leadership Update

Daniella Steinberg, Head of School shared updates and school photographs with the board and members of the public

- General School Updates
  - Pep rally before state tests
    - HLA's new step team performed
    - Lots of joy and getting students excited
  - Staff Party Friday, May 6th
    - It was postponed back in December
  - 7/8th grade science teacher collaboration
    - Shared a butterfly project with the younger grades
- Check-In on Assessments
  - Math and ELA state testing complete
  - Last monthly quiz was administered this week
  - MAP testing in June
  - SEL Screener will collect data from students who have been in groups this year
    - Pilot year for HLA
    - Comparing results from all kids who took the screener earlier this year to current results
    - Next year HLA will begin using the SEL Screener curriculum that is provided to create content for morning meeting advisory
- Planning Highlights for 22-23 School Year
  - One full 8th grade class will take algebra
    - Many of those students took pre-algebra as an elective this year
    - This will allow 8th graders to take two regents classes at the same time
      - Living Environment is the other one
    - Not considered tracking (not an honors class)
      - Students with mixed academic performances will be in the class
    - Moving on our mission to improve our middle school program
  - STEM will be one of our specials for grades K-5
    - Hands on experiments
    - Purchasing a curriculum
  - Several new Hebrew teachers have been hired!!!
    - Rachel Reyz moving into the Dean of Hebrew role
      - Worked at HLA for over10 years
  - Continuing to partner with Hendy Avenue to build capacity of our new Dean of Math
    - Worked with them this year and will continue to support with coaching, Intellectual prep meetings, and PD planning
  - Teacher mentor pilot program will launch next year



- Very important for new teachers to have a mentor
- Anitra Woodard is the first mentor
  - Currently social studies
  - Will be working with new hires for half the day
  - Hands on supporting, classroom management, and much more
- SEL Morning Meetings/Advisories
  - Every class in the building will participate
  - 2 times a week lessons will come from the SEL Screener curriculum
- Debate Team launching for Middle School
  - Joining a league
  - 2 teachers will be trained
  - Many students are interested and excited to join

#### 5. Public Comments

No public comments were made during this time.

#### 6. Adjournment

Ellen Green asked for a motion to adjourn the meeting, Elly Rosenthal made the motion, Alice Li seconded the motion and the meeting adjourned at 6:21 pm. The board will meet next on June 21st at 6:00 pm.



March 8, 2022, 6 pm

Location: Zoom

#### **Trustees Present**

Elly Rosenthal	
Ellen Green	
Stella Binkevich	

## Also Present:

Daniella Steinberg, Head of School, HLA Jon Rosenberg, CEO, Hebrew Public Valerie Khaytina, Chief External Officer, Hebrew Public Jino Arielly, External Relations Manager, Hebrew Public 30 members of the public

# 1. Call to Order/Public Comments

Ellen Green called the meeting to order at 6:02 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardhla@hebrewpublic.org. Members of the public who missed the public notices were given a chance to sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

## 2. Adoption of March 2022 Agenda

A quorum was not present, so the March 2022 agenda could not be adopted.

## 3. Approval of February 2022 Meeting Minutes

A quorum was not present, so the February 2022 meeting minutes could not be approved.

## 4. School Leadership Update

Daniella Steinberg, Head of School shared updates and school photographs with the board and members of the public



- General School Updates
  - PTO purchased books from scholastic and handed them out to students during school today
  - 100th day of school celebration
  - Valentine's Day dress down
    - Kids got to wear pink or red
  - Second Grade Winter Show
    - Families at home joined via Zoom while also hosting families in the building
    - A clip of the performance was shared during this time
  - Girls Dance Team Performance
    - In celebration of Black History Month
    - Was shared on social media
- COVID-19 Mask Policy Update
  - Mask optional policy effective March 7th
  - While COVID numbers remain low, staff and students will have the option to forgo masks
  - Anyone is still welcome to wear a mask at any time or at all times
  - Continuing to implement existing safety initiatives, including daily screening and COVID testing
- Upcoming Assessments
  - Currently in test prep-mode for the ELA exam
  - Testing Windows
    - ELA State Tests- March 29-30th
    - Math State Tests- April 26-27th
    - Grade 4 and 8 Science Performance Task- May 24th
    - Grade 4 and 8 Science Written Test- June 6th
    - NYSESLAT Speaking- April 11-May 20th
    - NYSESLAT Listening, Reading, Writing- May 9-20th
  - How to support your child before the exam
    - Ensure your child has a healthy breakfast
    - Ensure timliness the day-of
    - Reachout to the school if you have any questions regarding testing
- Preview of School Year 2022-23
  - Bringing back STEM for Grades 1-5
    - Planning to enter contests and creating exciting projects for students
    - Algebra for a full 8th-grade class + Pre Algebra as a 7th grade advanced elective
    - Bringing back the school musical



- Early morning literacy groups
  - Opening doors at 7:30 AM, teachers will create level-based groups for students to engage in learning for 30 minutes each morning
  - At least K-5
- Continuing free after school program
- Adding on science for grades 3-4
  - Will have a science teacher specifically for those two grades
- Contujning Soccer
- Our first teacher mentor will begin next year
  - 50% teaching load, 50% observations and coaching
  - Mentoring all new teachers including Teach for America Fellows
- Updating the 7th-8th grade science lab
- Bringing back a Dean of Hebrew
  - Rachel Reyz, has been with HLA for over 10 years
- Hiring Dean of Mathematics
  - Search in progress
  - 3 yrs of instructional leadership experience

Valerie Khaytina, Hebrew Public's Chief External Officer shared with the families on the call, HLA will have at least one Pre-k class next year! The class will have one general teacher and one Hebrew co-teacher.

## 5. PTO Update

Marsha Mizrahi shared that the PTO sponsored a dress-down day and donated \$148 to the student council last month.

#### 6. Public Comments

1 member of the public made a comment about the decline of parent involvement at HLA due to the existing COVID-19 policies– Jon Rosenberg responded to the comment.

1 member of the public shared concerns about the Hebrew program and school communication– Daniella Steinberg responded to the parent's concern.

## 7. Adjournment

Ellen Green asked for a motion to adjourn the meeting, Stella Binkevich made the motion, Elly Rosenthal seconded the motion and the meeting adjourned at 6:36 pm. The board will meet next on April 5 at 6:00 pm.



# **Board of Trustees Special Meeting Minutes**

August 25, 2021, 6 pm

Location: Zoom

## **Trustees Present**

Elly Rosenthal

Ellen Green

Mike Tobman

Brian Tobin

Alice Li

## Also Present:

Daniella Steinberg, Head of School, HLA Elyse Castellano, Chief of Staff, Hebrew Public Lauren Murphy, External Relations Manager, Hebrew Public

## 1. Call to Order/Public Comments

Ellen Green called the meeting to order at 6:05 pm.

# 2. Adoption of August 25, 2021, Special Meeting Agenda

Ellen Green asked for a motion to adopt, Alice Li made a motion to adopt the August 25, 2021, Special Meeting agenda. Elly Rosenthal seconded, and the motion carried unanimously.

# 3. Approval of August 10, 2021 Minutes

Ellen Green asked for a motion to approve, Mike Tobman made a motion to approve the August 10, 2021 minutes. Elly Rosenthal seconded, and the motion carried unanimously.

## 4. Action Items

a. Approval of Charter Renewal Application



All board members received viewing rights to the draft renewal application. After a brief discussion with the board, Ellen Green asked for a motion for approval, Mike Tobman made the motion, Elly Rosenthal seconded. The board then voted on the motion and it was unanimously passed, with no objections and no abstentions.

Elyse Castellano reviewed the proposed renewal site visit dates and asked the board if they had any conflicts.

#### 5. Public Comments

No public comments were made during this time.

#### 6. Adjournment

Ellen Green asked for a motion to adjourn, Alice Li made the motion, Mike Tobman seconded, and the meeting adjourned at 6:10 pm.



September 21, 2021, 6 pm

Location: Zoom

# **Trustees Present**

Elly Rosenthal Ellen Green Mike Tobman

## Also Present:

Daniella Steinberg, Head of School, HLA Jon Rosenberg, CEO, Hebrew Public Valerie Khaytina, Chief External Officer Lauren Murphy, External Relations Manager, Hebrew Public

## 1. Call to Order/Public Comments

Ellen Green called the meeting to order at 6:00 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardhla@hebrewpublic.org. Members of the public who missed the public notices were given a chance to sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

## 2. Adoption of September 2021 Agenda

There was no quorum present, so the agenda could not be adopted.

## 3. Approval of August 25, 2021, Special Meeting Minutes

There was no quorum present, so the minutes could not be approved.



## 4. School Leadership Update

Daniella Steinberg, Head of School shared a brief update with the board:

- General School Update
  - HLA welcomed students into the building on September 1 and they are so happy to be back!
  - Keyboard Lab
    - A new class, introductory to piano
- Family Connections
  - Virtual Meet the Teacher Night
    - Held on August 28th
    - Classroom expectations
  - Culture Orientation
    - 9/1 6th-8th grade
    - 9/2 Kindergarten-5th grade
    - School expectations were discussed, run by the Culture team
    - Every single student in the building signed a contract showing their
    - understanding of expectations and their commitment to the school
- Afterschool Programs
  - Free After School Program for K-5 (Monday-Friday)
    - Ends at 6 pm and 3:30 pm on Fridays
    - 200 Students Enrolled
      - Grouped by grades to be mindful of COVID-19 protocols
    - Guided reading and homework help
    - HLA staffed
    - HLA STARS
      - 6-8 Grade volunteers
        - Student teaching and reading support
        - They are leaders in the building and good examples to younger students
- Upcoming Clubs and Teams
  - COVID-19 restrictions apply. According to the Charter Athletics Association, any student on a sports team must be vaccinated. This information has been communicated to all families.
    - 6-8 Grade Girls Volleyball Tryouts on 10/5
    - 7-8 Dance Team Tryouts on 10/5
    - 3-4 Grade Choir Tryouts on 10/5-10/7
- MAP Testing
  - Begins on Thursday, September 23rd
  - The results will help to begin formal small groups based on concrete data
  - Intervention support



- Targeting students who have fallen behind and making sure they have what they need
- Opportunity to gather data to support students in a very specific way
- 1:1 devices will help testing run smoothly
- Bus Concerns
  - First week of school, we had private bussing
    - As expected there were delays
  - Beginning September 13th, DOE bussing began
  - Challenges arose with stops and routes but were quickly resolved
  - Dismissal has been streamlined and is now running smoothly
  - All routes have drivers and steady plans
- Hebrew Library
  - Pilot program for grades 3-4
  - Will begin as an after school club in mid-October

#### 5. Network Update

Jon Rosenberg, Hebrew Public's CEO, shared a brief update on the following:

- NYC Announcement of Relaxation of Quarantine Standards in District Schools
  - The announcement comes from a review of the CDC guidance released in late August defining "close contact" in a K-12 setting
    - If a student is at least 3 ft away from someone else (masked) but in contact with them for 15 minutes or more, and the person with whom they are in contact with tests positive, it does not need to be considered direct contact
  - Situations such as lunch, riding the bus, gym class, and regular classroom instruction, can not always guarantee the 3 ft distance is kept all the time
  - Hebrew Public is examining the city's shift in policy and will be recommending changes but likely will not be as drastic as NYC
  - Other considerations for changes
    - Hebrew Public's top priority remains, the health and safety of all students and staff members
    - Delta variant is still a major concern in the community
    - Effectiveness of programming
    - Impact of quarantine on families
- State Assessment Test Results
  - Should be available soon



- o Only a subset of our students tested last year
- Charter Renewal Application
  - Most relevant pieces have been submitted
  - NYCDOE Site Visit 3 Days October 12, 13, 14 (1 Day In-person)
  - Board Capacity Interview directly follows the October 12 Board Meeting
    - Board Officers
    - Will have a prep session prior
  - Public Hearing is on Wednesday, October 13 at 5:30
    - This year the city has requested one public hearing for all three of our NY schools
    - 1 board member from each of the schools to speak briefly during the hearing

#### 6. Board Member Recruitment

- The HLA board is looking for new members. Ideally, the board should have at least nine individuals in order to create functional committees
- Candidates should reflect the school population, believe in the mission of our school, preferably a Brooklyn resident, and be able to attend most board meetings
- Below is the process for adding board members:
  - Review Candidates resume
  - Meet with Jon Rosenberg
  - Visit our school
  - Meet Head of School
  - Meet with Board Chair or Governance Committee
  - Reference check (if the board is ready to move forward)
  - The prospective trustee must complete application documents
  - Formal vote from the Board of Trustees
  - Submit documents to the state for approval

## 7. School Dashboard

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

- Enrollment
  - i. Retention and Returning Students
    - a. Applications are continuing to be submitted



- b. Budgeted for 517 students this year
- c. Total enrollment numbers shift, dramatically during 1st month of school

#### • Staff Demography

i. This information is taken each year, typically from October to December. From 2015-16 to September 2021, the HLA staff has become more diverse

## • Staff Vacancies & COVID-19 Impact

- i. Small number of vacancies
  - a. 5 total with one offer extended for a Hebrew teaching position
  - b. The charter sector as a whole is struggling to fill positions
- ii. Site-based COVID tests at HLA
  - a. All families are notified of positive cases
  - b. Everyone working in school is either fully vaccinated or scheduled to get their vaccines

#### 8. Public Comments

No public comments were made during this time.

## 9. Adjournment

Ellen Green made the motion, Elly Rosenthal seconded, and the meeting adjourned at 6:42 pm. The board will meet next on October 12 at 6:00 pm.



November 9, 2021, 6 pm

Location: Zoom

## **Trustees Present**

Elly Rosenthal Ellen Green Mike Tobman Alice Li Stella Binkevich Brian Tobin

## **Also Present:**

Daniella Steinberg, Head of School, HLA Jon Rosenberg, CEO, Hebrew Public Lauren Murphy, External Relations Manager, Hebrew Public 35 members of the public

# 1. Call to Order/Public Comments

Ellen Green called the meeting to order at 6:01 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardhla@hebrewpublic.org. Members of the public who missed the public notices were given a chance to sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

# 2. Adoption of November 2021 Agenda

Ellen Green asked for a motion to adopt, Elly Rosenthal made a motion to adopt the November 2021 agenda. Alice Li seconded, and the motion carried unanimously.

3. Approval of October 2021 Meeting Minutes



Ellen Green asked for a motion to adopt, Stella Binkevich made a motion to approve the October 2021 meeting minutes. Brian Tobin seconded, and the motion carried unanimously.

# 4. Approval of HLA Safety Plan 2021-22

The updated 2021-22 HLA Safety Plan was shared with the board last week and will be posted on the school website for community members. Ellen Green asked for a motion to approve HLA's 2021-22 Safety Plan, Mike Tobman made the motion to approve, Elly Rosenthal seconded, and the motion went to a vote where it was passed unanimously with no objections or abstentions.

## 5. Approval of HLA Bylaw Amendment Resolutions

The HLA Board of Trustees discussed the following proposed changes to the bylaws:

- a. In an effort to clarify the role and function of Board committees, the Executive and Nominating Committee would be renamed the Governance committee, to reflect its focus on the functioning of the Board, including the recruitment of new Board members. This committee will continue to be chaired by the board President.
  - i. The full list of committee names will be Governance; Finance & Audit; Education & Accountability (with the names unchanged for the last two of the above).
- b. In an effort to retain strong Board engagement and align all of Hebrew Public's NYC school boards, the following changes are being proposed: reduce the minimum number of board members from 7 to 5 and reduce the maximum number of trustees from 15 to 11. This would enable the Board to continue to take action if its active membership fell below 7 for a brief period of time.

After a brief discussion amongst the board members, Ellen Green asked for a motion to approve the proposed changes to the HLA bylaws. Mike Tobman made the motion to approve, Brian Tobin seconded, and the motion went to a vote where it was passed unanimously with no objections or abstentions. As such, the board adopted the following resolutions:



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

WHEREAS, the School was granted a charter (the "Charter") by the New York State Board of Regents (the "Board of Regents") at a regularly scheduled meeting on January 6, 2009, to operate pursuant to its Charter Application (the "Application") which was incorporated by reference into the Charter Agreement (the "Charter Agreement") by and between the New York City Department of Education ("Authorizer"); and

WHEREAS, the Charter was subsequently renewed and extended by the Board of Regents for additional consecutive terms on January 8, 2014, March 12, 2015, and May 8, 2019, respectively, with the current Charter expiring on June 30, 2022;

WHEREAS, the School's Bylaws ("Bylaws") state that the Board shall not have less than seven (7) members and no more than fifteen (15) members; and

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

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

WHEREAS, the Board wishes to replace the Executive Committee with the Governance Committee in order to align its committee structure with those of its sister Hebrew Public schools.

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

BE IT FURTHER RESOLVED, that the Board directs that the Charter Agreement and Bylaws be amended to change the standing board committees to the following: (1) Governance; (2) Finance and Audit, and; (3) Education and Accountability, with the



Governance Committee assuming all the requirements, tasks and structure of the Executive Committee.

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

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

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

## 6. School Leadership Update

Daniella Steinberg, Head of School shared thorough updates and many school photographs with the board and members of the public

- General School Updates
  - School-wide initiative, DEI project "about me" all adults and kids in the building are participating in this project. All students will present their projects to the school community
    - Staff "about me" posters are hanging in front of leadership offices
    - 3- week project, being completed at home
  - Book Character Day
    - Students spoke about the character they dressed as
    - Student participation was very high
  - Clubs
    - Successfully began last week
    - Offering many options to students (Stem, Chess, Keyboard...etc)
  - School Events



- Picture Day, November 15th
- Dress Down Day, November 19
  - Partnership between PTO & Student Council
  - \$1 donation per student, fundraiser
- Driving Instruction with Data
  - Completed MAP, monthly quizzes for ELA & Math, Math Interim Assessments
  - The results from the assessments were used to build intervention groups
  - Students who fell below the 20th percentile are receiving intervention in ELA/Math two to four times per week depending on the need
  - Students who fell between 21st and 50th percentile will be part of groups with Tutors by Teachers beginning in December
  - Leaders and Interventionists are working together
- Special Education Recovery Services
  - 12-week cycle with a break for assessments
  - Students with academic support on their IEP
  - $\circ~$  Starting with 1-3 grades, working on IEP goals once a week for two hours
  - In partnership with Special Education teachers and Interventionists
  - Parental consent was needed for all students to participate
- SEL Screener
  - Prioritized greatly especially this year coming out of a pandemic
  - Areas that kids may need extra help and/or excel
  - Partnering with company Satchel Pulse
    - Software program where students will answer questions about the following:
      - Abilities and skills relating to their self-awareness
      - Self-management
      - Social awareness
      - Relationship skills
      - Responsible decision making
    - The answers will help HLA understand how to best support the ongoing development of student skills
  - Launching for grades 3-8 in December
  - $\circ~$  Teacher PD in 2 weeks will give a lesson on how to use the screener
  - Will help provide content for Morning Meeting and Advisory for all students
  - Helps to build SEL Groups
    - Social Workers can pull students to help them in areas of need
    - Satchel Pulse provides a curriculum for teachers
- Student Council
  - 5th and 8th Grade
  - Leaders of lower school and middle school who represent their grade
  - Elections are taking place next week



- Campaign speeches
- 5th Grade
  - 1 rep for each class
- 8th Grade
  - Officer positions will be voted on
- Ms. Rosen will lead along with a teacher liaison
- Events
  - PTO sponsored Dress Down Day
  - Can Drive
  - Toys for Tots
- Community Meetings
  - 5th and 8th grade on Fridays
  - Led by Ms. Kim and Mr. Sutton
  - Guest speakers from the community
  - Teaching kids to build skills
  - Really important for kids to have this space

#### 7. Network Update

Jon Rosenberg, Hebrew Public's CEO, shared a brief update on the following:

- COVID-19
  - Hebrew Public continues to monitor COVID-19 spread and is currently assessing if and when social distancing, mask-wearing, and quarantine procedures can be modestly relaxed
  - The community must get to a point where the spread is consistently decreasing
  - COVID-19 Vaccine for children 5 and above is now available
    - The city provided a vaccination day in many elementary schools
    - Families are encouraged to consult with a family physician on whether it is a good choice for you and your family
- New Mayor-elect, Eric Adams
  - Eric Adams has spoken about potentially lifting mask mandates if the data supports it sometime around January
  - Will continue to brief board members and members of the public and school community around updates

## 8. November 2021 Dashboard Review

Jon Rosenberg spoke briefly about the November 2021 Dashboard to the board and members of the public:

• HLA student enrollment is holding steady


• The number of staff vacancies is decreasing daily, new hires are occurring more often with help from the Talent Team at Hebrew Public

#### 9. Public Comments

No public comments were made during this time.

## 10. Adjournment

Ellen Green made a motion to adjourn the meeting, Elly Rosenthal seconded the motion and the meeting adjourned at 6:29 pm. The board will meet next on December 7 at 6:00 pm.



## Board of Trustees Meeting Via Zoom

Tuesday, July 13, 2021

6:00 pm

## <u>Minutes</u>

## **Trustees Present**

Elly Rosenthal

Ellen Green

Mike Tobman

Alice Li

## **Also Present:**

Daniella Steinberg, Head of School, HLA Elyse Castellano, Chief of Staff, Hebrew Public Lauren Murphy, External Relations Manager, Hebrew Public 19 members of the public

## 1. Call to Order/Public Comments

Ellen Green called the meeting to order at 6:02 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardhla@hebrewpublic.org. Members of the public who missed the public notices were given a chance to sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

## 2. Adoption of July 2021 Agenda

Ellen Green asked for a motion to adopt, Elly Rosenthal made a motion to adopt the July 2021 agenda. Mike Tobman seconded, and the motion carried unanimously.

## 3. Approval of June 2021 Minutes



Ellen Green asked for a motion to approve, Mike Tobman made a motion to approve the June 2021 minutes. Alice Li seconded, and the motion carried unanimously.

## 4. School Leadership Update

Daniella Steinberg, Head of School shared a brief update with the board on Hebrew Language Academy's leadership team for fall.

Maria Rosen, Assistant Head of School for Academics

• Entering her 10th year at HLA

Lyvette Robles, Assistant Head of School for Operations

• Entering her 5th year at HLA

Kadidiattou Ouedraogo, Director of Culture

• Entering her 2nd year at HLA

Jessica Bucknor, Academic Dean K-2

• New to HLA

Jason Sutton, Academic Dean 6-8

• HLA's teacher of the year 2021!

Chelsea Gorski Halpern, Special Education Coordinator

• Entering her 5th Year at HLA

## 5. Charter Revisions

HLA is submitting a charter renewal application in September and the following revisions will be included. These proposed changes have been discussed at great length with the board, staff, and members of the school community prior to this meeting.

## a. School Calendar

The school calendar has been updated to reflect HLA's increased focus on staff professional development. The new calendar includes early student dismissal (at 1 pm) on Fridays to allow for concentrated weekly staff training. This change is consistent with the practices of many of the most academically successful charter school networks in the City.

b. Proposed Lowering of Maximum Enrollment from 783 to 650

HLA is approved for an enrollment larger than the current number of students, and also larger than the numbers of students expected to enroll in the coming years as the most recent data shows that charter school enrollment has been declining for all charter schools in New York City. Because HLA is required to serve at least 85% of the maximum enrollment each year, the maximum enrollment needs to be lowered from its current number (which is well above 700) to a more realistic figure.



The proposed maximum enrollment is 650. At 650, HLA would be required to maintain an enrollment of at least 553 or an average of about 61 students per grade. Lowering the maximum enrollment in this way will bring HLA into compliance with New York City Department of Education requirements. It will not prevent the siblings of current students from gaining admission to Hebrew Language Academy.

## c. Key Design Elements

HLA's charter lists a number of Key Design Elements (KDEs) that make the school distinct from other schools. Based on HLA's experiences over the years, and feedback from families and staff, these are the proposed changes:

- 1. OLAM values
- 2. Modern Hebrew
- 3. Differentiated Instruction
- 5. SEL
  6. Diversity
- 7. Partnership with Hebrew Public
- 4. Professional Development

Combined with HLA's rigorous curriculum, these proposed design elements should help move the school community forward and will ensure that each child serves, thrives, and succeeds at a high level.

## d. Organizational Chart

The new organizational chart reflects the updated structure of leadership and staff.

Elyse Castellano, Hebrew Public's Chief of staff briefly reviewed all four charter revisions with the board members. Following the review, Ellen Green asked for a motion to approve the revisions to the school calendar, maximum enrollment, key design elements, and organizational chart. Elly Rosenthal made the motion to approve all aforementioned revisions, Mike Tobman seconded, with no abstentions and no objections, the motion carried unanimously.

## 6. NY State Data Privacy Requirements

The policy has been updated to reflect changes in New York law. Ellen Green asked for a motion to approve:

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

Alice Li made the motion to approve the documents described above, Mike Tobman seconded, and the motion was carried unanimously.

## 7. Adding Members to the Board



The HLA board needs to recruit new trustees. Community members and current trustees are encouraged to recommend individuals with relevant experience, and connections to the neighborhood.

#### 8. Network Update

Elyse Castellano, Hebrew Public's Chief of Staff, shared a brief update on the following:

- Survey to Families
  - Intent to return forms
  - Minimal requests for remote accommodations
  - Learning more about challenges families will face and helping them address their needs
  - Responding to questions or concerns
- Leader and Staff Institute
  - Professional Development
  - 3-day program
  - Developing all staff PD in late August
- HLA Renewal Application
  - Must certify the renewal at the August board meeting
  - Due September 1st

#### 9. Public Comments

No public comments were made during this time.

#### **10. Executive Session**

No votes were taken during this time.

#### 11. Adjournment

Ellen Green asked for a motion to adjourn, Elly Rosenthal made the motion, Mike Tobman seconded, and the meeting adjourned at 6:47 pm.



## **Board of Trustees Meeting Minutes**

October 12, 2021, 6 pm

Location: Zoom

## **Trustees Present**

Elly Rosenthal

Mike Tobman

Alice Li

Stella Binkevich

## Also Present:

Daniella Steinberg, Head of School, HLA Jon Rosenberg, CEO, Hebrew Public Valerie Khaytina, Chief External Officer Lauren Murphy, External Relations Manager, Hebrew Public 19 members of the public

## 1. Call to Order/Public Comments

Ellen Green called the meeting to order at 6:02 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardhla@hebrewpublic.org. Members of the public who missed the public notices were given a chance to sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

## 2. Adoption of October 2021 Agenda

Ellen Green asked for a motion to adopt, Alice Li made a motion to adopt the October 2021 agenda. Stella Binkevich seconded, and the motion carried unanimously.



## 3. Approval of September 2021 Meeting Minutes

Ellen Green asked for a motion to adopt, Mike Tobman made a motion to approve the September 2021 meeting minutes. Alice Li seconded, and the motion carried unanimously.

## 4. School Leadership Update

Daniella Steinberg, Head of School shared a brief update with the board:

- General School Update
  - HLA Stars
    - Middle school volunteers, work in classrooms to support young students during club time
    - Uniforms were donated by a parent in the school community
- Driving Instruction with Data
  - Three ways to collect student data
    - MAP Testing is completed
      - ELA & Math
    - Monthly quizzes
      - Graded formally
      - ELA is completed
      - Math will begin on Thursday
      - Will use these results to begin formal small groups as well as launch our 1st cycle of intervention support
        - Two new interventionists have been hired
    - Interim Assessments (have not taken place yet)
  - Students on Amplify- during small groups
    - Completing diagnostic this week
      - Ensuring students are working on their level
    - 1:1 devices help testing run smoothly
- Bussing & Staff Update
  - 3 new positions for bus matrons have been posted
    - 1 position has been filled
  - Bus Matrons and Student Support Members (dual role)
    - Will join the Culture Team
    - Go into classrooms to help with specific students or groups
    - SS Members will be trained internally in Responsive Classroom and CPI by January
      - Will still continue to have paraprofessionals from outside agencies
  - New art teacher for lower school beginning on October 18th



- Already have one for upper school
- New first-grade section open
  - Two new students already enrolled
  - Third section will open on Monday
  - 1 ICT teacher needed

#### 5. Network Update

Jon Rosenberg, Hebrew Public's CEO, shared a brief update on the following:

- New York Department of Education is visiting HLA this week as a part of the renewal
  - Virtual visits to classrooms
  - Board capacity interview
  - In-person visit
  - Public hearing for all three Hebrew Public schools will take place this week
  - The length of the renewal will be decided in early 2022, and will ultimately be decided by the NYS Board of Regents
- COVID-19 CASES
  - Hebrew Public is continuing to track numbers daily
  - Kings County
    - Cases are being reported with no steady decline
    - The school community must remain vigilant and continue to practice health & safety protocols (mask-wearing, social distancing...etc.)
- Hebrew Public will be applying for Pre-K for all three NY schools
  - Ideally, if our schools are approved, serving at least 1 section of pre-k and/or 18 students
  - 1 Main Teacher and 1 Assistant Teacher (ideally Hebrew speaking)
    - Will allow for a natural progression in our Hebrew program as well as Kindergarten
  - The program would begin in Fall 2022 if approved

## 6. Public Comments

1 member of the community acknowledged the hard work of Daniella Steinberg and the entire HLA team and shared words of appreciation.



## 7. Adjournment

Ellen Green asked for a motion to adjourn the meeting, Stella Binkevich made the motion, Mike Tobman seconded, and the meeting adjourned at 6:18 pm. The board will meet next on November 9 at 6:00 pm.

2021-2022

# HLA ORG Chart

HEBREW PUBLC Charter Schools for Global Citizens



## HLA 2022-2023 Academic Calendar

#### **General Notes:**

- September 6: First Day of School, all grades, half day
- Family conferences will be in-person 1/2 days
- HLA has 185 school days scheduled (as per charter).
- This calendar does not reflect the full set of assessments (e.g. monthly quizzes).

#### **School Closings**

September 5: Labor Day September 26-27: Rosh Hashanah October 5: Yom Kippur October 10: Indigenous Peoples' Day November 24-25: Thanksgiving December 26-January 2: Winter break January 3: Professional Development (staff attend, students asynch) January 16: MLK Day January 23: Lunar New Year (observed) January 27: Professional Development (staff attend, students asynch) February 20-24: Midwinter Break April 6-14: Spring Break April 6-14: Spring Break April 21: Eid May 29: Memorial Day June 19: Juneteenth

#### Half Days

September 6: Half Day for students (in-person) October 4: Half Day for students (in-person) November 17: Half Day for students (in-person) November 23: Half Day for students (remote) December 23: Half Day for students (remote) February 2: Half Day for students (in-person) April 5: Half day for students (in-person) April 27: Half Day for students (in-person) June 29-30: Half Day for students (in-person)

#### **Remote Days**

November 23: Half Day for students (remote) December 23: Half Day for students (remote) January 3: PD Day January 27: PD Day

#### Family Conferences (half day for students)

Thursday, November 17th: Q1 Family Conferences Thursday, February 2nd: Q2 Family Conferences Thursday, May 11: Q3 Family Conferences

#### **Marking Periods**

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

Marking Period 2: Monday, 11/7 - Friday, 1/20 Marking Period 3: Tuesday 1/24 - Friday, 4/5 Marking Period 4: Monday 4/7 - Friday 6/23

#### **Reading Assessment Windows**

9/6-9/23 1/4-1/20 5/8-5/26

#### State Testing

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

#### Proposed Times MAP & Interim Assessments:

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

## **Table of Contents**

September 2022

<u>October 2022</u>

November 2022

December 2022

<u>January 2023</u>

February 2023

<u>March 2023</u>

<u>April 2023</u>

<u>May 2023</u>

<u>June 2023</u>

# September 2022

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

17 days, K-5: 81 Instructional Hours, 6-8: 96 Instructional Hours

# October 2022

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

19 days, K-5: 92 Instructional Hours, 6-8: 109 Instructional Hours

## November 2022

20 days, K-5: 97 Instructional Hours, 6-8: 115 Instructional hours

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

# December 2022

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

17 days, K-5: 82 Instructional Hours, 6-8: 99 Instructional Hours

# January 2023

19 days, K-5: 93 Instructional Hours, 6-8: 112 Instructional Hours

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

# February 2023

Monday	Tuesday Wednesday		Thursday	Friday	
		1	2 Half Day for students Family Conferences	3	
6	7	8	9	10	
13	15	16	17	18	
20 President's Day & Mid-Winter Break	21 Mid-Winter Break	22 Mid-Winter Break	23 Mid-Winter Break	24 Mid-Winter Break	
27 Math Quiz	28				

15 days, K-5: 72 Instructional Hours, 6-8: 86 Instructional Hours

# March 2023

23 days, K-5: 113 Instructional Hours, 6-8: 135 Instructional Hours

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

# April 2023

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

12 days, K-5: 60 Instructional Hours, 6-8: 72 Instructional Hours

# May 2023

22 days, K-5: 108 Instructional Hours, 6-8: 128 Instructional Hours

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

# June 2023

Monday	Tuesday	Wednesday	Thursday	Friday
			1	2 Grade 8 Science Performance Test Window Closes
5 Grade 8 Science Written Test (NY)	6	7	8	9 MAP Growth Window Closes
12	13	14	15	16
l9 Juneteenth	20	21	22	23
26	27	28	29 Half day	30 Last Day of School Half day

21 days, K-2: 100 Instructional Hours, 6-8: 119 Instructional Hours

July 11, 2022



Hebrew language Academy

Re: Fire Safety Inspection Report

2186 MILL AVENUE BROOKLYN NY 11234-6308

To Whom It May Concern:

The New York City Fire Department ("FDNY"), Bureau of Fire Prevention, **Public Building Inspection Unit** conducted an inspection of the above-referenced premises on **July 11, 2022** at **04:18 PM** 

The inspection of the above-referenced premises and reveiw of records maintained for such premises <u>DISCLOSED</u> the existence of unsafe and non-compliant fire and life safety conditions contrary to the requirements of the New York City Fire Code and/or other law, rule or regulation enforced by the Fire Department and within the scope of the inspection conducted by the above-referenced inspectional unit. Please use the FDNY Business portal to review non-compliant conditions, the link to which is as follows: <u>https://fires.fdnycloud.org</u> Such conditions must be promplty corrected to maintain the premises safe for use and occupancy.

X The inspection of the above-referenced premises and reveiw of records maintained for such premises <u>DID NOT DISCLOSE</u> the existence of unsafe or non-compliant fire or life safety conditions contrary to requirements of the New York City Fire Code or other law, rule or regulation enforced by the Fire Department and within the scope of the inspection conducted by the above-referenced inspectional unit.

This report does not constitute a permit or other FDNY approval for any material, operation of facility at the premises. FDNY does not certify that the premises are free from any unsafe or non-compliant condition for which the premises has not been inspected by the above-referenced inspectional unit or that would not be disclosed by inspection in accordance with standard FDNY inspection protocols.

By Order of the Chief of Fire Preventior

**Fire Department, City of New York** 9 MetroTech Center, Brooklyn New York 11201-3857



# Certificate of Occupancy

#### CO Number: 320521164F

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

	Address: 2186 MILL AVENUE Building Identification Number (BIN): 3332		091 Effective Date: 04/12/2018
	Building Identification Number (BIN): 3332	530	
		Building Type: Altered	
-	This building is subject to this Building Cod	e: Prior to 1968 Code	
	For zoning lot metes & bounds, please see b	3/SWeb.	
<b>B</b> .	Construction classification: 1	-B (2014	/2008 Code)
	Building Occupancy Group classification: E	(2014	/2008 Code)
	Multiple Dwelling Law Classification: N	one	
1	No. of stories: 3 H	eight in feet: 45	No. of dwelling units: 0
	Fire Protection Equipment: Fire alarm system, Sprinkler system		
	<b>Type and number of open spaces:</b> Parking spaces (24), Parking (16117 square fee	it)	
E E	This Certificate is issued with the following None	egal limitations:	
В	orough Comments: None		

<del>J</del>ah

**Borough Commissioner** 

Fix Chandle

Commissioner

DOCUMENT CONTINUES ON NEXT PAGE



# **Certificate of Occupancy**

#### Page 2 of 2

## CO Number:

320521164F

				Perm	issible Us	e and Oc	cupancy
All Building Code occupancy group designations below are 2008 designations.							
Floo From	-	Maximum persons permitted	Live load Ibs per sq. ft.	Building Code occupancy group	Dwelling or Rooming Units	Zoning use group	Description of use
OS P	204.00.00.00.00.00	kanananan menerakan kerekan ke	OG	E	andro ann an ann an ann an ann ann an ann an	03	
001	001	240	40		ana an	03	
001	001	660	100	A-3	RUMUM MUMUM INTELECTOR CONTRACTOR	03	
002	002	521	40	5-550-6-75-75-75-50-55-75-70-70-70-70-70-70-70-70-70-70-70-70-70-	-999-972-12019772-790-9-797907-10-9779179	03	
003	003	598	40	E		03	
RO F		122700234794/18784978498499449449449449449484984984984984			ang kananananan menerangkan kanang	03	
ZONIN	G EX	HIBIT I AND I	III, CRFN# 20	16000005467 A	ND 201600000		
					END OF	SECTION	

<del>J</del>

**Borough Commissioner** 

Fix Chanle

Commissioner

END OF DOCUMENT

320521164/000 4/12/2018 1:39:52 PM