

# Application: Henry Johnson Charter School

Dustin Mitchell - dmitchell@henryjohnsoncs.org  
2020-2021 Annual Report

## Entry 1 School Info and Cover Page

**Completed** Jul 30 2021

### Instructions

#### Required of ALL Charter Schools

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

## Entry 1 School Information and Cover Page

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

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer **(as of June 30, 2021)** or you may not be assigned the correct tasks.

## BASIC INFORMATION

### a. SCHOOL NAME

(Select name from the drop down menu)

HENRY JOHNSON CHARTER SCHOOL 010100860892

**a1. Popular School Name**

HJCS

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

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

SUNY BOARD OF TRUSTEES

**c. DISTRICT / CSD OF LOCATION**

ALBANY CITY SD

**d. DATE OF INITIAL CHARTER**

10/2005

**e. DATE FIRST OPENED FOR INSTRUCTION**

9/2007

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

<http://www.henryjohnsconcs.org>

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

390

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

373

**k. GRADES SERVED IN SCHOOL YEAR 2020-2021 (exclude Pre-K program students)**

Check all that apply

Grades Served

K, 1, 2, 3, 4

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

No

## FACILITIES INFORMATION

**m. FACILITIES**

Will the school maintain or operate multiple sites in 2021-2022?

No, just one site.

## 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	30 Watervliet Avenue, Albany, NY 12206	(518) 432-4300	Albany	k-4	No



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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Dustin Mitchell			
Operational Leader	Jessica Hudson			
Compliance Contact	Dustin Mitchell			
Complaint Contact	Dustin Mitchell			
DASA Coordinator	Dustin Mitchell			
Phone Contact for After Hours Emergencies	Dustin Mitchell			

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

Private Space

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

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

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

### Site 1 Certificate of Occupancy (COO)

[COO.pdf](#)

**Filename:** COO.pdf **Size:** 58.9 kB

### Site 1 Fire Inspection Report

[HJCS FS Completed Report.pdf](#)

**Filename:** HJCS FS Completed Report.pdf **Size:** 466.9 kB

## CHARTER REVISIONS DURING THE 2020-2021 SCHOOL YEAR

**n1. Were there any revisions to the school's charter during the 2020-2021 school year? (Please include approved or pending material and non-material charter revisions).**

No

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

Yes

## ATTESTATIONS

**p. Individual Primarily Responsible for Submitting the Annual Report.**

Name	Dustin Mitchell
Position	Head of School
Phone/Extension	518-432-4300-102
Email	<a href="mailto:dmitchell@henryjohnsoncs.org">dmitchell@henryjohnsoncs.org</a>

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

**Responses Selected:**

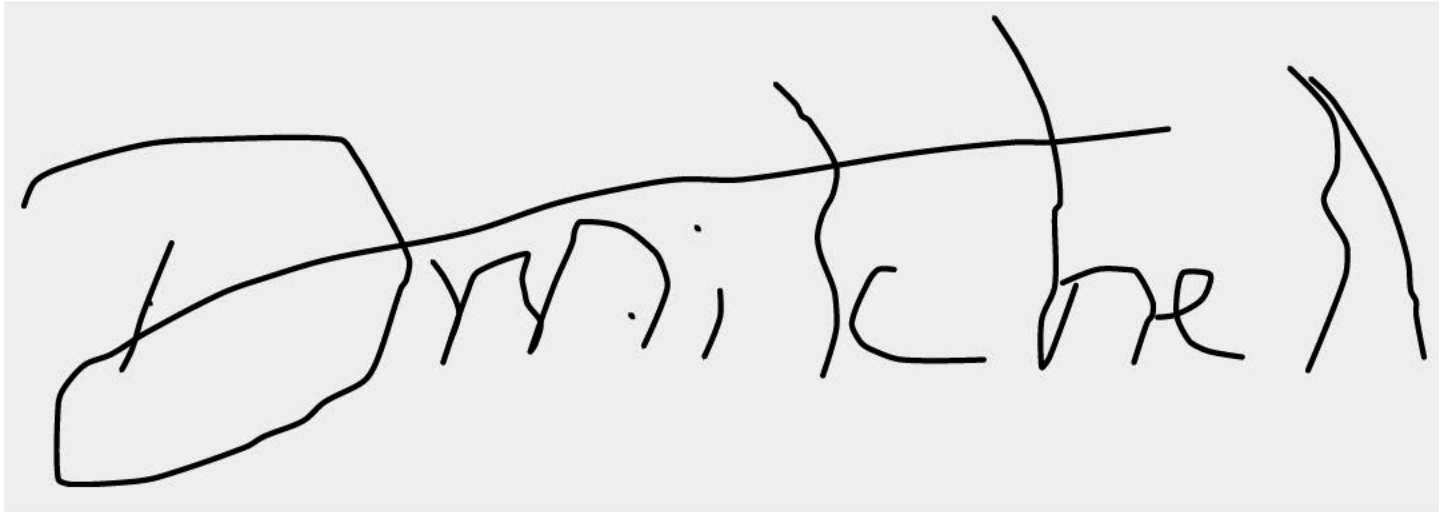
Yes

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

**Responses Selected:**

Yes

**Signature, Head of Charter School**



**Signature, President of the Board of Trustees**



**Date**

Jul 29 2021

**Thank you.**



## **Entry 3 Accountability Plan Progress Reports**

**Completed** Aug 16 2021

### **Instructions**

### **SUNY-Authorized Charter Schools ONLY**

SUNY-authorized charter schools must download an Accountability Plan Progress Report template at [Accountability Plan Progress Report template](#). After completing, schools must upload the document into the SUNY Epicenter system by **August 16, 2021**.

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

only.

## **HJCS-2020-21-Accountability-Plan-Progress-Report**

**Filename:** HJCS 2020 21 Accountability Plan Pr cKEnQDf.pdf **Size:** 206.1 kB

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

Incomplete

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

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

**ALL Regents, NYCDOE, and Buffalo BOE authorized charter schools** must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2021**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a .PDF file, ensuring that security features such as password protection are turned off.

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

### **Entry 4a - Audited Financial Report Template (SUNY)**

Incomplete

#### **Instructions - SUNY-Authorized Charter Schools ONLY**

SUNY-authorized schools must download the Excel spreadsheet entitled "Audited Financial Report Template" at <http://www.newyorkcharters.org/fiscal/>. After completing, schools must upload the document into the SUNY Epicenter system by **November 1**.

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

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

Incomplete Hidden from applicant

**Instructions - Regents, NYCDOE and Buffalo BOE authorized schools** must upload financial documents in this section **by November 1, 2021**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a "federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold."

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

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<sup>[1]</sup> 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.

## Entry 4d - Financial Services Contact Information

**Incomplete** Hidden from applicant

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

### Form for "Financial Services Contact Information"

#### 1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone

#### 2. Audit Firm Contact Information

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

**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

## Entry 5 - Fiscal Year 2021-2022 Budget

**Incomplete**

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

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

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

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

## **Entry 6 - Board of Trustees Disclosure of Financial Interest Form**

**Completed** Aug 2 2021

### **Required of ALL Charter Schools by August 2**

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2020-2021 school year must complete a signed:

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

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

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

### **2021-SUNY-Financial-Disclosure-Form-1 (1)**

**Filename:** 2021 SUNY Financial Disclosure Form odjzscw.pdf **Size:** 275.3 kB

### **LTAITT- 2021-SUNY-Financial-Disclosure-Form-1**

**Filename:** LTAITT 2021 SUNY Financial Disclos VFbVFQf.pdf **Size:** 405.2 kB

### **2021-SUNY-Financial-Disclosure-Form-1**

**Filename:** 2021 SUNY Financial Disclosure Form 1.pdf **Size:** 357.3 kB

### **2021-SUNY-Financial-Disclosure-Form-1(R**

**Filename:** 2021 SUNY Financial Disclosure Form Yojivpn.pdf **Size:** 636.8 kB

### **2021-SUNY-Financial-Disclosure-Nabors**

**Filename:** 2021 SUNY Financial Disclosure Nabors.pdf **Size:** 212.6 kB

### **2021-SUNY-Financial-Disclosure-Form-Desilva**

**Filename:** 2021 SUNY Financial Disclosure Form Desilva.pdf **Size:** 267.5 kB

### **2021-SUNY-Financial-Disclosure-Form-Johnson**

**Filename:** 2021 SUNY Financial Disclosure Form Johnson.pdf **Size:** 267.5 kB

## [2021-SUNY-Financial-Disclosure-Form-Cheeks](#)

**Filename:** 2021 SUNY Financial Disclosure Form Cheeks.pdf **Size:** 287.6 kB

## [2021-SUNY-Financial-Disclosure-Form-Mcfadden](#)

**Filename:** 2021 SUNY Financial Disclosure Form 4tsKMCq.pdf **Size:** 267.5 kB

## Entry 7 BOT Membership Table

**Completed** Jul 30 2021

## Instructions

### Required of All charter schools

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

## Entry 7 BOT Table

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

### 1. 2020-2021 Board Member Information (Enter info for each BOT member)

	Trustee Name	Trustee Email Address	Position on the Board	Commit tee Affiliatio ns	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 Meeting s Attende d During 2020- 2021
1	Saleem		Chair	Executiv e,	Yes	3	07/01/2	06/30/2	12



	Cheeks			Finance, & Legal			020	023	
2	Brian Backstrom		Vice Chair	Executive, Finance, & Legal	Yes	4	07/01/2020	06/30/2023	12
3	Bob Pistilli		Treasurer	Finance	Yes	3	07/01/2020	06/30/2023	11
4	Kete Barnes		Trustee/Member	Legal	Yes	1	07/01/2019	06/30/2022	11
5	Juanita Nabors		Trustee/Member	N/A	Yes	4	07/01/2021	06/30/2024	9
6	Latoya Taitt		Trustee/Member	N/A	Yes	3	07/01/2021	06/30/2024	7
7	Althea Johnson		Trustee/Member	N/A	Yes	1	07/01/2019	06/30/2022	11
8	Sharon Desilva		Trustee/Member	N/A	Yes	3	07/01/2019	06/30/2022	5 or less
9	Danasia McFadden		Parent Rep	N/A	Yes	1	7/01/2019	06/30/2022	5 or less

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

No

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

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

a. Total Number of BOT Members on June 30, 2021	9
b.Total Number of Members Added During 2020-2021	0
c. Total Number of Members who Departed during 2020-2021	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	9

## 3. Number of Board meetings held during 2020-2021

11

## 4. Number of Board meetings scheduled for 2021-2022

12

Thank you.

## Entry 8 Board Meeting Minutes

**Completed** Jul 30 2021 Hidden from applicant

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

Schools must upload a complete set of monthly board meeting minutes (July 2020-June 2021), which should match the number of meetings held during the 2020-2021 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by August 2, 2021.

### [HJCS Minutes - 2020-07](#)

**Filename:** HJCS Minutes 2020 07.pdf **Size:** 301.5 kB

### [HJCS Minutes - 2021-04](#)

**Filename:** HJCS Minutes 2021 04.pdf **Size:** 296.7 kB

### [HJCS Minutes - 2021-03](#)

**Filename:** HJCS Minutes 2021 03.pdf **Size:** 301.9 kB

### [HJCS Minutes - 2020-09](#)

**Filename:** HJCS Minutes 2020 09.pdf **Size:** 298.6 kB

### [HJCS Minutes - 2020-12](#)

**Filename:** HJCS Minutes 2020 12.pdf **Size:** 306.5 kB

### [HJCS Minutes - 2020-08](#)

**Filename:** HJCS Minutes 2020 08.pdf **Size:** 359.8 kB

### [HJCS Minutes - 2020-10](#)

**Filename:** HJCS Minutes 2020 10.pdf **Size:** 303.7 kB

### [HJCS Minutes - 2021-01](#)

**Filename:** HJCS Minutes 2021 01.pdf **Size:** 296.9 kB

### [HJCS Minutes - 2021-02](#)

**Filename:** HJCS Minutes 2021 02.pdf **Size:** 297.9 kB

### [HJCS Minutes - 2020-11](#)

**Filename:** HJCS Minutes 2020 11.pdf **Size:** 419.3 kB

### [HJCS Minutes - 2021-05](#)

**Filename:** HJCS Minutes 2021 05.pdf **Size:** 302.1 kB

## **Entry 9 Enrollment & Retention**

**Completed** Jul 30 2021

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

**ALL charter schools must complete this section.** Describe the good faith efforts the charter school has made in 2020-2021 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are

economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2021-2022.

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

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

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

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## Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2020-2021	Describe Recruitment Plans in 2021-2022
Economically Disadvantaged	HJCS continues to promote that the school is free and open to all. Free transportation is provided to all students residing within the Albany and Schenectady city limits. Free breakfast, lunch, and snack is provided to all students. There is also a free after school program provided.	HJCS continues to promote that the school is free and open to all. Free transportation is provided to all students residing within the Albany and Schenectady city limits. Free breakfast, lunch, and snack is provided to all students. There is also a free after school program provided.
English Language Learners	Existing ENL families were contacted by the school's ENL staff to recruit any friends and family members.  Applications were also available in various languages.	Existing ENL families were contacted by the school's ENL staff to recruit any friends and family members.  Applications were also available in various languages.
Students with Disabilities	The HJCS recruitment flyer and publication was amended to include information notifying any interested parties that special education instructors are on staff at HJCS.	The HJCS recruitment flyer and publication was amended to include information notifying any interested parties that special education instructors are on staff at HJCS.

## Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2020-2021	Describe Retention Plans in 2021-2022
Economically Disadvantaged	HJCS continues to promote that the school is free and open to all. Free transportation is provided to all students residing within the Albany and Schenectady city limits. Free breakfast, lunch, and snack is provided to all students. There is also a free after school program provided.	HJCS continues to promote that the school is free and open to all. Free transportation is provided to all students residing within the Albany and Schenectady city limits. Free breakfast, lunch, and snack is provided to all students. There is also a free after school program provided.
English Language Learners	All ENL families were provided with regular updates regarding academics and character education by relevant HJCS staff.	All ENL families were provided with regular updates regarding academics and character education by relevant HJCS staff.
Students with Disabilities	Families were provided with regular updates regarding academic and character education by relevant HJCS staff.	Families were provided with regular updates regarding academic and character education by relevant HJCS staff.

## Entry 10 - Teacher and Administrator Attrition

Completed Jul 30 2021

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

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

<sup>[1]</sup> Employees that must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/EmployeeFingerprintOct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

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## **B. Emergency Conditional Clearances**

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

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

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at

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

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### **Attestation**

#### **Responses Selected:**

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

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

**Completed** Jul 30 2021 Hidden from applicant

### **Instructions**

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

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

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

## **Entry 11 Uncertified Teachers**

**School Name:**



# Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	0
Total Category A: 5 or 30% whichever is less	5.0

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	0
Total Category B: not to exceed 5	0.0

**CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS**

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	0
Total Category C: not to exceed 5	0.0

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

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

	FTE Count
Total Category D	5

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

	FTE Count
Total Category E	19

## CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	24



Thank you.

## Entry 12 Organization Chart

Completed Jul 30 2021 Hidden from applicant

### [Instructions](#)

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

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

### [HJCS org chart](#)

Filename: HJCS org chart.pdf Size: 10.9 kB

## Entry 13 School Calendar

Completed Jul 30 2021

### [Instructions for submitting School Calendar](#)

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

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

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

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

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

Filename: HJCS 2021 22 school calendar.pdf Size: 91.1 kB

## Entry 14 Links to Critical Documents on School Website

Completed Jul 30 2021

### Instructions

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

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

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

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

School Name: Henry Johnson Charter School

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**Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 5: Authorizer-approved DASA policy**

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

	Link to Documents
1. Most Recent Annual Report (i.e., 2019-20)	<a href="https://www.henryjohnsoncs.org/resources/">https://www.henryjohnsoncs.org/resources/</a>
2. Most recent board meeting notice, documents to be discussed at the meeting (if any)	<a href="https://www.henryjohnsoncs.org/resources/">https://www.henryjohnsoncs.org/resources/</a>
2a. Webcast of Board Meetings (per Governor's Executive Order)	<a href="https://www.henryjohnsoncs.org/resources/">https://www.henryjohnsoncs.org/resources/</a>
3. Link to NYS School Report Card	<a href="https://data.nysed.gov/profile.php?instid=800000059286">https://data.nysed.gov/profile.php?instid=800000059286</a>
4. Lottery Notice announcing date of lottery	<a href="https://www.henryjohnsoncs.org/resources/">https://www.henryjohnsoncs.org/resources/</a>
5. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY);	
6. District-wide Safety Plan	<a href="https://www.henryjohnsoncs.org/resources/">https://www.henryjohnsoncs.org/resources/</a>
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	<a href="https://www.henryjohnsoncs.org/resources/">https://www.henryjohnsoncs.org/resources/</a>
7. Authorizer-Approved FOIL Policy	<a href="https://www.henryjohnsoncs.org/resources/">https://www.henryjohnsoncs.org/resources/</a>
8. Subject matter list of FOIL records	<a href="https://www.henryjohnsoncs.org/resources/">https://www.henryjohnsoncs.org/resources/</a>

Thank you.



## Entry 15 Staff Roster

**Incomplete** Hidden from applicant

### INSTRUCTIONS

#### **Required of Regents-Authorized Charter Schools ONLY**

Please click on [the MS Excel Staff Roster Template](#) and provide the following information for ANY and ALL instructional and non-instructional employees.

- Full name for any and all employees
- TEACH IDs for any and all employees
- Using the drop down menu, select a role/position (or the best fit) for each employee in the charter school. (Please provide additional information to the Notes Section of the Staff Roster Template as necessary)
- Date of hire and employment start dates
- Number of years each employee has had in their respective professions
- Number of years each employee has had in their current role in the charter school
- Using the drop down menu, select the correct explanation as to why a teacher is teaching outside of their certification area.



## **HENRY JOHNSON CHARTER SCHOOL**

# **2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT**

Submitted to the SUNY Charter Schools Institute on:

Date August 16, 2021

By Dustin Mitchell & Kate Morales

30 Watervliet Avenue  
Albany, NY 12206

(518) 432-4300



## 2020 21 ACCOUNTABILITY PLAN PROGRESS REPORT

Mr. Dustin Mitchell, Head of School, and Ms. Kate Morales, Academic Principal, prepared this 2020-21 Accountability Progress Report on behalf of the school's board of trustees:

Trustee's Name	Board Position	
	Office	Committees
Saleem Cheeks	Chair	Executive
Brian Backstrom	Vice Chair & Secretary	Executive & Finance
Bob Pistilli	Treasurer	Executive & Finance
Kete Barnes	Trustee	
Juanita Nabors	Trustee	
Sharon Desilva	Trustee	
Latoya Taitt	Trustee	
Althea Johnson	Trustee	
Danasia Mcfadden	Trustee	

**Dustin Mitchell has served as the Head of School since December of 2018.**

## SCHOOL OVERVIEW

The mission of the Henry Johnson Charter School (“Henry Johnson” or “HJCS”) is to ensure that all scholars reach the highest levels of scholastic achievement in an environment that instills character, virtue, and “habits of mind” that ensure success within and outside of the classroom: diligence, courage, respect, self-reliance, duty and responsibility. HJCS was chartered in 2005 and opened for operation in 2007. Currently, the school serves approximately 375 students in grades K-4. Over 99% of the students are African American or Latino, and over 90% of the student body is economically disadvantaged and receive free or reduced lunch.

During the COVID-19 worldwide pandemic, the school provided parents and families with the choice of enrolling scholars for full time in person instruction or full-time remote instruction. This option was provided again at the beginning of each trimester throughout the year.

HJCS also selected a formal SEL curriculum, Second Step, to begin to implement in response to the need to address social, mental, and emotional health of students, families, and staff.

## ENROLLMENT SUMMARY

School Enrollment by Grade Level and School Year

School Year	K	1	2	3	4	Total
2016-17	63	77	80	77	69	366
2017-18	61	65	71	65	65	327
2018-19	78	73	69	59	54	333
2019-20	68	88	80	65	62	363
2020-21	55	81	87	86	67	376

## GOAL 1: ENGLISH LANGUAGE ARTS

### ELEMENTARY AND MIDDLE ENGLISH LANGUAGE ARTS

#### Goal 1: English Language Arts

All students at the Henry Johnson Charter School (HJCS) will become proficient in reading and writing of the English Language.

#### BACKGROUND

For the 2020-2021 school year, the school continued to follow the Core Knowledge Language Arts (CKLA) curriculum for grades K-2. Grades 3-4 continued to utilize the Expeditionary Learning (EL) modules from EngageNY. These materials are aligned to Common Core standards and provided

## 2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

teachers with a common set of resources to maintain consistency in instruction across classrooms at each grade level.

All scholars, K-4, receive a minimum of three-hours of English Language Arts (ELA) instruction daily. In grades K-2 the time is split between Listening and Learning, Skills, GRAIR, and Writing. In grades 3-4, ELA is comprised of the EL modules from EngageNY, Writing, and GRAIR.

As part of our commitment to support our students, Henry Johnson Charter School (HJCS) believes in the power of assessment for learning and in the value of assessment of learning. We assess scholars' absolute performance largely with our interim assessments series which mirrors the standard frequency, conditions, and formats of the New York State (NYS) exams. When measuring growth, we assess the progression of scholar learning over time using the i-Ready norm-referenced.

Due to the global health pandemic created by COVID-19, HJCS provided scholars with either an in-person or remote learning option for the 2020-2021 school year. With this said, the above mentioned curriculum sources, instructional time, and assessment programming remained the same for both in-person and remote scholars. The exception to this being with the i-Ready assessment. The 2020-2021 school year saw shortage of student laptops due to the high demand created by the pandemic. Remote scholars and in-person scholars in need of support services were prioritized for the technology necessary for i-Ready instruction and assessment.

For the 2021-2022 school year, HJCS prioritized its professional development on culturally responsive teaching and instructional technology. A series of in-person seminars were provided for all staff to examine their biases and learn culturally responsive teaching strategies led by the McLean Group and Dr. Tiffany Powell. Additionally, staff participated in professional development webinars to enhance their remote teaching capabilities and increase student achievement from the following agencies: Seesaw, i-Ready, Expeditionary Learning, and The Robertson Center at Success Academy. Several HJCS staff members also completed the Seesaw Ambassador certification to assist with staff and families using the platform.

### METHOD

The HJCS interim assessment series are designed to mirror the standard frequency, conditions, and formats of the NYS exams. Texts and questions for the interim assessments are used verbatim from released NYS items for grades 3-4. Content from i-Ready is pulled to create the content of the interim assessments for grades K-2. The material from NYS and i-Ready is then organized by Lexile. There are 6 cycles of two-day assessments that scholars in grades K-4 take throughout the year. After each cycle, the Lexile level is increased. Cycle 1 is taken in September and serves as an early diagnostic assessment. Cycle 6 is taken in June as a corresponding "post-test" that determine student achievement and growth within the school year. To ensure interrater reliability that is aligned to the state, HJCS holds regular grading alignment meetings and uses the released scoring guidance from NYS. Details regarding HJCS' ELA interim assessment design can be found below.

## 2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

Grade	K	1	2	3	4
Passages	2	2	3	4	4
M/C Questions	6	8	15	24	24
S/A Questions	0	0	0	0	0
E/R Questions	0	0	0	0	0

ELA BOOK 2					
Grade	K	1	2	3	4
Passages	1	2	2	3	3
M/C Questions	0	0	0	0	0
S/A Questions	2	3	4	6	6
E/R Questions	0	0	0	1	1

KINDERGARTEN			
	Lexile	Word Count	Notes
Cycle 1	BR-200	> 300	Cycles 1-3 follow book one format only. Cycles 4-5 follow the formats for books one and two. All cycles are read to scholars.
Cycle 2	BR-200		
Cycle 3	200-400		
Cycle 4	200-400		
Cycle 5	200-400		

GRADE 1			
	Lexile	Word Count	Notes
Cycle 1	100-200	300-400	Book 2 for cycles 1-2 is a single sentence. Book 2 for cycles 3-5 needs a detail for support. Cycles 1-3 are read to scholars. Cycles 4-5 are independently read by scholars.
Cycle 2	200-300		
Cycle 3	200-300		

## 2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

Cycle 4	200-300		
Cycle 5	300-400		

GRADE 2			
	Lexile	Word Count	Notes
Cycle 1	300-400	400-500	Book two for cycles 1-3 RAD. Book 2 for cycles 4-5 RADDG. All cycles are read by scholars independently.
Cycle 2	350-450		
Cycle 3	350-450		
Cycle 4	450-550		
Cycle 5	500-600		

GRADE 3			
	Lexile	Word Count	Notes
Cycle 1	500-600	500-600	All cycles are read independently by scholars.
Cycle 2	550-650		
Cycle 3	550-650		
Cycle 4	650-750		
Cycle 5	700-800		

GRADE 4			
	Lexile	Word Count	Notes
Cycle 1	700-800	600-700	All cycles are read independently by scholars.
Cycle 2	750-850		
Cycle 3	750-850		
Cycle 4	800-900		
Cycle 5	900-1000		



## 2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

During 2020-21, the school(s) primarily used the following exam to assess student growth and achievement in ELA: Internally developed

### RESULTS AND EVALUATION

HJCS ELA Interim Results: Percent of Scholars Scoring at or Above 70%		
Grade	Cycle 1	Cycle 6
K	15.63%	65.86%
1	19.76%	60.43%
2	12.07%	37.98%
3	15.44%	28.46%
4	2.78%	40.43%

Students enrolled for both in person instruction and remote instruction demonstrated significant growth throughout the year. Additional analysis on students with disabilities, English language learners, and/or other disadvantaged student groups was not available at the time that this report was submitted.

### ACTION PLAN

Scholars who were unable to meet grade level benchmarks were provided with the opportunity to repeat the current grade to help strengthen their foundational skills. HJCS' order of chrome books has been fulfilled and the school now has capability to provide each scholar with their own device for the 2021-2022 school year. The HJCS schedule has been revised to include an additional 45 minutes of daily differentiated i-Ready instruction.

## GOAL 2: MATHEMATICS

### ELEMENTARY AND MIDDLE MATHEMATICS

#### Goal 2: Mathematics

All students at the Henry Johnson Charter School will become proficient in Mathematics.

## 2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

### BACKGROUND

For the 2020-2021 school year, the school continued to use the modules Eureka Math from EngageNY as its mathematics curriculum for grades K-2. These materials are aligned to Common Core standards and provided teachers with a common set of resources to maintain consistency in instruction across classrooms at each grade level. All scholars, K-4, receive a minimum of 90 minutes of math instruction daily. Similar to our assessment program in ELA, HJCS measures absolute performance with its interim assessments that are aligned to the state exams, while also using i-Ready to progress monitor growth.

Due to the global health pandemic created by COVID-19, HJCS provided scholars with either an in-person or remote learning option for the 2020-2021 school year. With this said, the above mentioned curriculum sources, instructional time, and assessment programming remained the same for both in-person and remote scholars. The exception to this being with the i-Ready assessment. The 2020-2021 school year saw shortage of student laptops due to the high demand created by the pandemic. Remote scholars and in-person scholars in need of support services were prioritized for the technology necessary for i-Ready instruction and assessment.

For the 2021-2022 school year, HJCS prioritized its professional development on culturally responsive teaching and instructional technology. A series of in-person seminars were provided for all staff to examine their biases and learn culturally responsive teaching strategies led by the McLean Group and Dr. Tiffany Powell. Additionally, staff participated in professional development webinars to enhance their remote teaching capabilities and increase student achievement from the following agencies: Seesaw, i-Ready, Zearn, and The Robertson Center at Success Academy. Several HJCS staff members also completed the Seesaw Ambassador certification to assist with staff and families using the platform.

### METHOD

The HJCS interim assessment series are designed to mirror the standard frequency, conditions, and formats of the NYS exams. Questions for the interim assessments are used verbatim from released NYS items for grades 3-4. Content from EngageNY is modified to create the content of the interim assessments for grades K-2, with special attention on the inclusion of the rigorous application problems. Like the ELA interims, there are 6 cycles of two-day assessments that scholars in grades K-4 take throughout the year. Cycle 1 is taken in September and serves as an early diagnostic assessment. Cycle 6 is taken in June as a corresponding “post-tests” that determine student achievement and growth within the school year. To ensure interrater reliability that is aligned to the state, HJCS holds regular grading alignment uses the released scoring guidance from NYS. Details regarding HJCS’ math interim assessment design can be found below.

BOOK 1					
	K	1	2	3	4
M/C Questions	10	15	20	25	30

## 2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

S/A Questions	0	0	0	0	0
E/R Questions	0	0	0	0	0

BOOK 2					
	K	1	2	3	4
M/C Questions	3	4	6	8	8
S/A Questions	2	3	4	6	6
E/R Questions	0	0	1	1	1

During 2020-21, the school(s) primarily used the following exam to assess student growth and achievement in mathematics: Internally developed

### RESULTS AND EVALUATION

HJCS Math Interim Results: Percent of Scholars Scoring at or Above 70%		
Grade	Cycle 1	Cycle 6
K	42.55%	93.10%
1	23.41%	79.41%
2	8.88%	69.37%
3	11.60%	54.48%
4	17.47%	50.96%

Students enrolled for both in person instruction and remote instruction demonstrated significant growth throughout the year. Additional analysis on students with disabilities, English language learners, and/or other disadvantaged student groups was not available at the time that this report was submitted.

### ACTION PLAN

Scholars who were unable to meet grade level benchmarks were provided with the opportunity to repeat the current grade to help strengthen their foundational skills. HJCS' order of chrome books has been fulfilled and the school now has capability to provide each scholar with their own device



## 2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

for the 2021-2022 school year. The HJCS schedule has been revised to include an additional 45 minutes of daily differentiated i-Ready instruction.

### GOAL 3: SCIENCE

#### ELEMENTARY AND MIDDLE SCIENCE

##### Goal 3: Science

All students at Henry Johnson Charter School will demonstrate competency in the understanding and application of scientific reasoning.

#### BACKGROUND

During the 2020-2021 school year, HJCS used the CKLA Listening & Learning units to embed science instruction into the curriculum for grades K-1. In grades 2-4, science instruction was provided 3 days per week for 45 minutes. Henry Johnson Charter School used the science program developed by the Teachers Curriculum Institute (TCI). Every lesson connects to a science and engineering practice, a disciplinary core idea, and a crosscutting concept to support students' performance expectations.

Due to the global health pandemic created by COVID-19, HJCS provided scholars with either an in-person or remote learning option for the 2020-2021 school year. With this said, the he above mentioned curriculum sources, instructional time, and assessment programing remained the same for both in-person and remote scholars.

For the 2021-2022 school year, HJCS prioritized its professional development on culturally responsive teaching and instructional technology. A series of in-person seminars were provided for all staff to examine their biases and learn culturally responsive teaching strategies led by the McLean Group and Dr. Tiffany Powell. Additionally, staff participated in professional development webinars to enhance their remote teaching capabilities and increase student achievement from the following agencies: Seesaw, i-Ready, and The Robertson Center at Success Academy. Several HJCS staff members also completed the Seesaw Ambassador certification to assist with staff and families using the platform.

#### METHOD

During the 2020-2021 school year, HJCS administered internally developed interim assessments aligned to New York State's Next Generation Learning Standards for grades 2-4. Questions for the grade 4 interim assessments are taken from released NYS items, while grades 2-3 use the item banks from TCI. See details below.

SCIENCE			
Grade	2	3	4

## 2020 21 ACCOUNTABILITY PLAN PROGRESS REPORT

M/C Questions	10	15	15
O/E Questions	5	5	5

### RESULTS AND EVALUATION

Results of the NYSTP Science 4 Exam were not available at the time of this submission.

### SUMMARY OF THE ELEMENTARY SCIENCE GOAL

Results of the NYSTP Science 4 Exam were not available at the time of this submission.

### ACTION PLAN

Students at HJCS have earned results on the NYSTP science exam that were well above the 75% passing goal for years. No significant changes are expected to the program in terms of the science curriculum, but increased rigor in the English and mathematics offerings will only help to increase the results earned by the scholars at HJCS.

## GOAL 4: ESSA

Due to COVID-19 and the subsequent changes to the state's testing, accountability, and federal reporting requirements, the 2020-21 school accountability statuses are the same as those assigned for the 2019-20 school year. The 2019-20 accountability statuses were based on 2018-19 exam results. Assigned accountability designations and further context can be found [here](#).

### Goal 7: Absolute Measure

Under the state's ESSA accountability system, the school is in good standing: the state has not identified the school for comprehensive or targeted improvement.

### METHOD

Because *all* students are expected to meet the state's performance standards, the federal statute stipulates that various sub-populations and demographic categories of students among all tested students must meet the state standard in and of themselves aside from the overall school results. As New York State, like all states, is required to establish a specific system for making these determinations for its public schools, charter schools do not have latitude in establishing their own performance levels or criteria of success for meeting the ESSA accountability requirements. Each year, the state issues School Report Cards that indicate a school's status under the state accountability system.

### RESULTS AND EVALUATION

Like all previous years, HJCS was identified as a school in good standing again in 2019-20.

#### Accountability Status by Year

Year	Status
------	--------

## 2020 21 ACCOUNTABILITY PLAN PROGRESS REPORT

2018-19	In Good Standing
2019-20	In Good Standing
2020-21	In Good Standing



## **HENRY JOHNSON CHARTER SCHOOL**

# **2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT**

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Date August 16, 2021

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30 Watervliet Avenue  
Albany, NY 12206

(518) 432-4300

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Mr. Dustin Mitchell, Head of School, and Ms. Kate Morales, Academic Principal, prepared this 2020-21 Accountability Progress Report on behalf of the school's board of trustees:

Trustee's Name	Board Position	
	Office	Committees
Saleem Cheeks	Chair	Executive
Brian Backstrom	Vice Chair & Secretary	Executive & Finance
Bob Pistilli	Treasurer	Executive & Finance
Kete Barnes	Trustee	
Juanita Nabors	Trustee	
Sharon Desilva	Trustee	
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**Dustin Mitchell has served as the Head of School since December of 2018.**

## SCHOOL OVERVIEW

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## ENROLLMENT SUMMARY

School Enrollment by Grade Level and School Year

School Year	K	1	2	3	4	Total
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2019-20	68	88	80	65	62	363
2020-21	55	81	87	86	67	376

## GOAL 1: ENGLISH LANGUAGE ARTS

### ELEMENTARY AND MIDDLE ENGLISH LANGUAGE ARTS

#### Goal 1: English Language Arts

All students at the Henry Johnson Charter School (HJCS) will become proficient in reading and writing of the English Language.

#### BACKGROUND

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## 2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

teachers with a common set of resources to maintain consistency in instruction across classrooms at each grade level.

All scholars, K-4, receive a minimum of three-hours of English Language Arts (ELA) instruction daily. In grades K-2 the time is split between Listening and Learning, Skills, GRAIR, and Writing. In grades 3-4, ELA is comprised of the EL modules from EngageNY, Writing, and GRAIR.

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### METHOD

The HJCS interim assessment series are designed to mirror the standard frequency, conditions, and formats of the NYS exams. Texts and questions for the interim assessments are used verbatim from released NYS items for grades 3-4. Content from i-Ready is pulled to create the content of the interim assessments for grades K-2. The material from NYS and i-Ready is then organized by Lexile. There are 6 cycles of two-day assessments that scholars in grades K-4 take throughout the year. After each cycle, the Lexile level is increased. Cycle 1 is taken in September and serves as an early diagnostic assessment. Cycle 6 is taken in June as a corresponding "post-test" that determine student achievement and growth within the school year. To ensure interrater reliability that is aligned to the state, HJCS holds regular grading alignment meetings and uses the released scoring guidance from NYS. Details regarding HJCS' ELA interim assessment design can be found below.

## 2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

Grade	K	1	2	3	4
Passages	2	2	3	4	4
M/C Questions	6	8	15	24	24
S/A Questions	0	0	0	0	0
E/R Questions	0	0	0	0	0

ELA BOOK 2					
Grade	K	1	2	3	4
Passages	1	2	2	3	3
M/C Questions	0	0	0	0	0
S/A Questions	2	3	4	6	6
E/R Questions	0	0	0	1	1

KINDERGARTEN			
	Lexile	Word Count	Notes
Cycle 1	BR-200	> 300	Cycles 1-3 follow book one format only. Cycles 4-5 follow the formats for books one and two. All cycles are read to scholars.
Cycle 2	BR-200		
Cycle 3	200-400		
Cycle 4	200-400		
Cycle 5	200-400		

GRADE 1			
	Lexile	Word Count	Notes
Cycle 1	100-200	300-400	Book 2 for cycles 1-2 is a single sentence. Book 2 for cycles 3-5 needs a detail for support. Cycles 1-3 are read to scholars. Cycles 4-5 are independently read by scholars.
Cycle 2	200-300		
Cycle 3	200-300		



## 2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

Cycle 4	200-300		
Cycle 5	300-400		

GRADE 2			
	Lexile	Word Count	Notes
Cycle 1	300-400	400-500	Book two for cycles 1-3 RAD. Book 2 for cycles 4-5 RADDG. All cycles are read by scholars independently.
Cycle 2	350-450		
Cycle 3	350-450		
Cycle 4	450-550		
Cycle 5	500-600		

GRADE 3			
	Lexile	Word Count	Notes
Cycle 1	500-600	500-600	All cycles are read independently by scholars.
Cycle 2	550-650		
Cycle 3	550-650		
Cycle 4	650-750		
Cycle 5	700-800		

GRADE 4			
	Lexile	Word Count	Notes
Cycle 1	700-800	600-700	All cycles are read independently by scholars.
Cycle 2	750-850		
Cycle 3	750-850		
Cycle 4	800-900		
Cycle 5	900-1000		

## 2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

During 2020-21, the school(s) primarily used the following exam to assess student growth and achievement in ELA: Internally developed

### RESULTS AND EVALUATION

HJCS ELA Interim Results: Percent of Scholars Scoring at or Above 70%		
Grade	Cycle 1	Cycle 6
K	15.63%	65.86%
1	19.76%	60.43%
2	12.07%	37.98%
3	15.44%	28.46%
4	2.78%	40.43%

Students enrolled for both in person instruction and remote instruction demonstrated significant growth throughout the year. Additional analysis on students with disabilities, English language learners, and/or other disadvantaged student groups was not available at the time that this report was submitted.

### ACTION PLAN

Scholars who were unable to meet grade level benchmarks were provided with the opportunity to repeat the current grade to help strengthen their foundational skills. HJCS' order of chrome books has been fulfilled and the school now has capability to provide each scholar with their own device for the 2021-2022 school year. The HJCS schedule has been revised to include an additional 45 minutes of daily differentiated i-Ready instruction.

## GOAL 2: MATHEMATICS

### ELEMENTARY AND MIDDLE MATHEMATICS

#### Goal 2: Mathematics

All students at the Henry Johnson Charter School will become proficient in Mathematics.

## 2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

### BACKGROUND

For the 2020-2021 school year, the school continued to use the modules Eureka Math from EngageNY as its mathematics curriculum for grades K-2. These materials are aligned to Common Core standards and provided teachers with a common set of resources to maintain consistency in instruction across classrooms at each grade level. All scholars, K-4, receive a minimum of 90 minutes of math instruction daily. Similar to our assessment program in ELA, HJCS measures absolute performance with its interim assessments that are aligned to the state exams, while also using i-Ready to progress monitor growth.

Due to the global health pandemic created by COVID-19, HJCS provided scholars with either an in-person or remote learning option for the 2020-2021 school year. With this said, the above mentioned curriculum sources, instructional time, and assessment programming remained the same for both in-person and remote scholars. The exception to this being with the i-Ready assessment. The 2020-2021 school year saw shortage of student laptops due to the high demand created by the pandemic. Remote scholars and in-person scholars in need of support services were prioritized for the technology necessary for i-Ready instruction and assessment.

For the 2021-2022 school year, HJCS prioritized its professional development on culturally responsive teaching and instructional technology. A series of in-person seminars were provided for all staff to examine their biases and learn culturally responsive teaching strategies led by the McLean Group and Dr. Tiffany Powell. Additionally, staff participated in professional development webinars to enhance their remote teaching capabilities and increase student achievement from the following agencies: Seesaw, i-Ready, Zearn, and The Robertson Center at Success Academy. Several HJCS staff members also completed the Seesaw Ambassador certification to assist with staff and families using the platform.

### METHOD

The HJCS interim assessment series are designed to mirror the standard frequency, conditions, and formats of the NYS exams. Questions for the interim assessments are used verbatim from released NYS items for grades 3-4. Content from EngageNY is modified to create the content of the interim assessments for grades K-2, with special attention on the inclusion of the rigorous application problems. Like the ELA interims, there are 6 cycles of two-day assessments that scholars in grades K-4 take throughout the year. Cycle 1 is taken in September and serves as an early diagnostic assessment. Cycle 6 is taken in June as a corresponding “post-tests” that determine student achievement and growth within the school year. To ensure interrater reliability that is aligned to the state, HJCS holds regular grading alignment uses the released scoring guidance from NYS. Details regarding HJCS’ math interim assessment design can be found below.

BOOK 1					
	K	1	2	3	4
M/C Questions	10	15	20	25	30



## 2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

S/A Questions	0	0	0	0	0
E/R Questions	0	0	0	0	0

BOOK 2					
	K	1	2	3	4
M/C Questions	3	4	6	8	8
S/A Questions	2	3	4	6	6
E/R Questions	0	0	1	1	1

During 2020-21, the school(s) primarily used the following exam to assess student growth and achievement in mathematics: Internally developed

### RESULTS AND EVALUATION

HJCS Math Interim Results: Percent of Scholars Scoring at or Above 70%		
Grade	Cycle 1	Cycle 6
K	42.55%	93.10%
1	23.41%	79.41%
2	8.88%	69.37%
3	11.60%	54.48%
4	17.47%	50.96%

Students enrolled for both in person instruction and remote instruction demonstrated significant growth throughout the year. Additional analysis on students with disabilities, English language learners, and/or other disadvantaged student groups was not available at the time that this report was submitted.

### ACTION PLAN

Scholars who were unable to meet grade level benchmarks were provided with the opportunity to repeat the current grade to help strengthen their foundational skills. HJCS' order of chrome books has been fulfilled and the school now has capability to provide each scholar with their own device

## 2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

for the 2021-2022 school year. The HJCS schedule has been revised to include an additional 45 minutes of daily differentiated i-Ready instruction.

### GOAL 3: SCIENCE

#### ELEMENTARY AND MIDDLE SCIENCE

##### Goal 3: Science

All students at Henry Johnson Charter School will demonstrate competency in the understanding and application of scientific reasoning.

#### BACKGROUND

During the 2020-2021 school year, HJCS used the CKLA Listening & Learning units to embed science instruction into the curriculum for grades K-1. In grades 2-4, science instruction was provided 3 days per week for 45 minutes. Henry Johnson Charter School used the science program developed by the Teachers Curriculum Institute (TCI). Every lesson connects to a science and engineering practice, a disciplinary core idea, and a crosscutting concept to support students' performance expectations.

Due to the global health pandemic created by COVID-19, HJCS provided scholars with either an in-person or remote learning option for the 2020-2021 school year. With this said, the he above mentioned curriculum sources, instructional time, and assessment programing remained the same for both in-person and remote scholars.

For the 2021-2022 school year, HJCS prioritized its professional development on culturally responsive teaching and instructional technology. A series of in-person seminars were provided for all staff to examine their biases and learn culturally responsive teaching strategies led by the McLean Group and Dr. Tiffany Powell. Additionally, staff participated in professional development webinars to enhance their remote teaching capabilities and increase student achievement from the following agencies: Seesaw, i-Ready, and The Robertson Center at Success Academy. Several HJCS staff members also completed the Seesaw Ambassador certification to assist with staff and families using the platform.

#### METHOD

During the 2020-2021 school year, HJCS administered internally developed interim assessments aligned to New York State's Next Generation Learning Standards for grades 2-4. Questions for the grade 4 interim assessments are taken from released NYS items, while grades 2-3 use the item banks from TCI. See details below.

SCIENCE			
Grade	2	3	4

## 2020 21 ACCOUNTABILITY PLAN PROGRESS REPORT

M/C Questions	10	15	15
O/E Questions	5	5	5

### RESULTS AND EVALUATION

Results of the NYSTP Science 4 Exam were not available at the time of this submission.

### SUMMARY OF THE ELEMENTARY SCIENCE GOAL

Results of the NYSTP Science 4 Exam were not available at the time of this submission.

### ACTION PLAN

Students at HJCS have earned results on the NYSTP science exam that were well above the 75% passing goal for years. No significant changes are expected to the program in terms of the science curriculum, but increased rigor in the English and mathematics offerings will only help to increase the results earned by the scholars at HJCS.

## GOAL 4: ESSA

Due to COVID-19 and the subsequent changes to the state's testing, accountability, and federal reporting requirements, the 2020-21 school accountability statuses are the same as those assigned for the 2019-20 school year. The 2019-20 accountability statuses were based on 2018-19 exam results. Assigned accountability designations and further context can be found [here](#).

### Goal 7: Absolute Measure

Under the state's ESSA accountability system, the school is in good standing: the state has not identified the school for comprehensive or targeted improvement.

### METHOD

Because *all* students are expected to meet the state's performance standards, the federal statute stipulates that various sub-populations and demographic categories of students among all tested students must meet the state standard in and of themselves aside from the overall school results. As New York State, like all states, is required to establish a specific system for making these determinations for its public schools, charter schools do not have latitude in establishing their own performance levels or criteria of success for meeting the ESSA accountability requirements. Each year, the state issues School Report Cards that indicate a school's status under the state accountability system.

### RESULTS AND EVALUATION

Like all previous years, HJCS was identified as a school in good standing again in 2019-20.

#### Accountability Status by Year

Year	Status
------	--------

## 2020 21 ACCOUNTABILITY PLAN PROGRESS REPORT

2018-19	In Good Standing
2019-20	In Good Standing
2020-21	In Good Standing



***FINANCIAL STATEMENTS***

***JUNE 30, 2021 AND 2020***



**HENRY JOHNSON CHARTER SCHOOL**

**TABLE OF CONTENTS**  
**JUNE 30, 2021 AND 2020**

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	<b><u>Page</u></b>
<b>Independent Auditor's Report</b>	1-2
<b>Financial Statements</b>	
Statements of Financial Position	3
Statements of Activities	4
Statements of Cash Flows	5
Statement of Functional Expenses - 2021	6
Statement of Functional Expenses - 2020	7
Notes to Financial Statements	8-16
<b>Additional Report Required by <i>Government Auditing Standards</i></b>	
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 <i>Government Auditing Standards</i>	17-18

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MEMBERS OF:  
NEW YORK STATE SOCIETY OF  
CERTIFIED PUBLIC ACCOUNTANTS

**INDEPENDENT AUDITOR'S REPORT**

Board of Trustees  
Henry Johnson Charter School  
Albany, New York

**Opinion**

We have audited the accompanying financial statements of Henry Johnson Charter School (a nonprofit organization) (the "School"), which comprise the statement of financial position as of June 30, 2021 and 2020, and the related statements of activities, cash flows and functional expenses for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Henry Johnson Charter School as of June 30, 2021 and 2020, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

**Basis for Opinion**

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. 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 Henry Johnson Charter School and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

**Responsibilities of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of 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 Henry Johnson Charter School's ability to continue as a going concern within 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 generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from

fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements, including omissions, 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 generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Henry Johnson 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 Henry Johnson 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.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated October 19, 2021, on our consideration of Henry Johnson Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Henry Johnson Charter School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Henry Johnson Charter School's internal control over financial reporting and compliance.



**CUSACK & COMPANY, CPA'S LLC**

Latham, New York  
October 19, 2021

**HENRY JOHNSON CHARTER SCHOOL***STATEMENTS OF FINANCIAL POSITION**JUNE 30, 2021 AND 2020*

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**ASSETS**

	<b><u>2021</u></b>	<b><u>2020</u></b>
Current Assets		
Cash	\$ 3,136,005	\$ 2,652,348
Grants and Contracts Receivable	770,644	498,816
Prepaid Expenses	<u>8,336</u>	<u>11,336</u>
Total Current Assets	<u>3,914,985</u>	<u>3,162,500</u>
Other Assets		
Property and Equipment - Net	6,441,260	6,598,995
Cash - Board Designated	<u>275,708</u>	<u>275,680</u>
Total Other Assets	<u>6,716,968</u>	<u>6,874,675</u>
Total Assets	<u><u>\$ 10,631,953</u></u>	<u><u>\$ 10,037,175</u></u>

**LIABILITIES AND NET ASSETS**

Current Liabilities		
Current Portion of Long-Term Debt	\$ 102,409	\$ 112,073
Accounts Payable and Accrued Expenses	63,227	63,964
Accrued Payroll and Benefits	281,896	316,699
Compensated Absences	<u>79,770</u>	<u>53,685</u>
Total Current Liabilities	527,302	546,421
Long-Term Liabilities		
Long-Term Debt, Net of Current Portion	<u>5,304,852</u>	<u>5,309,528</u>
Total Liabilities	<u>5,832,154</u>	<u>5,855,949</u>
Net Assets		
Without Donor Restrictions		
Undesignated	4,524,091	3,905,546
Board Designated	<u>275,708</u>	<u>275,680</u>
Total Net Assets	<u>4,799,799</u>	<u>4,181,226</u>
Total Liabilities and Net Assets	<u><u>\$ 10,631,953</u></u>	<u><u>\$ 10,037,175</u></u>

**HENRY JOHNSON CHARTER SCHOOL**  
**STATEMENTS OF ACTIVITIES**  
**FOR THE YEARS ENDED JUNE 30, 2021 AND 2020**

---

	<u><b>2021</b></u>	<u><b>2020</b></u>
Revenue		
Public School District		
Resident Student Enrollment	\$ 5,699,816	\$ 5,507,898
Students with Disabilities	29,957	19,345
Grants and Contracts		
Federal Grants	296,258	165,562
Food Service/Child Nutrition Program	<u>253,861</u>	<u>217,329</u>
Total Revenue	<u>6,279,892</u>	<u>5,910,134</u>
Expenses		
Program Services		
Regular Education	3,929,405	4,231,034
Special Education	222,646	176,954
Other Programs	<u>559,547</u>	<u>467,551</u>
Total Program Services	4,711,598	4,875,539
Management and General	<u>991,037</u>	<u>808,107</u>
Total Operating Expenses	<u>5,702,635</u>	<u>5,683,646</u>
Income from School Operations	<u>577,257</u>	<u>226,488</u>
Other Revenue		
E-Rate Income	-	15,971
Interest Income	28	328
Miscellaneous Income	<u>41,288</u>	<u>15,205</u>
Total Other Revenue	<u>41,316</u>	<u>31,504</u>
Change in Net Assets	618,573	257,992
Net Assets, Beginning of Year	<u>4,181,226</u>	<u>3,923,234</u>
Net Assets, End of Year	<u><u>\$ 4,799,799</u></u>	<u><u>\$ 4,181,226</u></u>

**HENRY JOHNSON CHARTER SCHOOL**  
*STATEMENTS OF CASH FLOWS*  
*FOR THE YEARS ENDED JUNE 30, 2021 AND 2020*

---

	<u><b>2021</b></u>	<u><b>2020</b></u>
Cash Flows From Operating Activities		
Change in Net Assets	\$ 618,573	\$ 257,992
Adjustments to Reconcile Change in Net Assets to Net Cash Provided by Operating Activities		
Amortization of Debt Issuance Costs	3,821	3,821
Depreciation	217,400	228,138
Bad Debt Expense	1,593	43,784
Changes in Operating Assets and Liabilities		
(Increase) Decrease in Assets:		
Grants and Contracts Receivable	(273,421)	(362,551)
Prepaid Expenses	3,000	(599)
Increase (Decrease) in Liabilities:		
Accounts Payable and Accrued Expenses	(737)	(7,318)
Accrued Payroll and Benefits	(34,803)	(3,174)
Compensated Absences	<u>26,085</u>	<u>9,656</u>
Net Cash Provided by Operating Activities	<u>561,511</u>	<u>169,749</u>
Cash Flows From Financing Activities		
Repayments of Long-Term Debt	<u>(18,161)</u>	<u>(105,764)</u>
Cash Flows From Investing Activities		
Purchase of Property and Equipment	<u>(59,665)</u>	<u>(50,662)</u>
Net Increase in Cash	483,685	13,323
Cash, Beginning of Year	<u>2,928,028</u>	<u>2,914,705</u>
Cash, End of Year	<u><u>\$ 3,411,713</u></u>	<u><u>\$ 2,928,028</u></u>
Other Disclosures -		
Cash Paid for Interest	<u><u>\$ 329,652</u></u>	<u><u>\$ 334,421</u></u>

**HENRY JOHNSON CHARTER SCHOOL***STATEMENT OF FUNCTIONAL EXPENSES**FOR THE YEAR ENDED JUNE 30, 2021*

	<b>Program Services</b>				<b>Supporting Services</b>	
	<b><u>Regular Education</u></b>	<b><u>Special Education</u></b>	<b><u>Other Education</u></b>	<b><u>Total</u></b>	<b><u>Management and General</u></b>	<b><u>Total</u></b>
Administrative Personnel	\$ 149,904	\$ -	\$ -	\$ 149,904	\$ 599,617	\$ 749,521
Instructional Personnel	2,176,015	113,094	-	2,289,109	-	2,289,109
Non-Instructional Personnel	-	-	142,204	142,204	-	142,204
Total Salaries	<u>2,325,919</u>	<u>113,094</u>	<u>142,204</u>	<u>2,581,217</u>	<u>599,617</u>	<u>3,180,834</u>
Fringe Benefits and Payroll Taxes	622,891	30,287	-	653,178	160,580	813,758
Retirement	33,763	1,642	-	35,405	8,704	44,109
Legal Services	3,282	160	-	3,442	846	4,288
Accounting and Audit Services	13,457	654	-	14,111	3,469	17,580
Other Purchased, Professional and Consulting Services	67,338	34,859	-	102,197	25,124	127,321
Repairs and Maintenance	182,599	8,879	16,380	207,858	30,694	238,552
Insurance	50,651	2,463	4,544	57,658	8,514	66,172
Utilities	33,989	1,653	3,049	38,691	5,713	44,404
Supplies and Materials	50,704	2,465	-	53,169	25,041	78,210
Staff Development	12,983	631	-	13,614	-	13,614
Marketing and Recruitment	13,729	668	-	14,397	3,540	17,937
Technology	26,309	1,279	-	27,588	6,782	34,370
Food Service	-	-	126,227	126,227	-	126,227
Student Services	48,714	2,369	265,332	316,415	-	316,415
Office Expense	20,191	982	1,811	22,984	3,394	26,378
Depreciation	166,409	8,091	-	174,500	42,900	217,400
Interest Expense	255,257	12,411	-	267,668	65,805	333,473
Bad Debt Expense	<u>1,220</u>	<u>59</u>	<u>-</u>	<u>1,279</u>	<u>314</u>	<u>1,593</u>
Total Expenses	<u>\$ 3,929,405</u>	<u>\$ 222,646</u>	<u>\$ 559,547</u>	<u>\$ 4,711,598</u>	<u>\$ 991,037</u>	<u>\$ 5,702,635</u>

**HENRY JOHNSON CHARTER SCHOOL***STATEMENT OF FUNCTIONAL EXPENSES**FOR THE YEAR ENDED JUNE 30, 2020*

	<b>Program Services</b>				<b>Supporting Services</b>	
	<b><u>Regular Education</u></b>	<b><u>Special Education</u></b>	<b><u>Other Education</u></b>	<b><u>Total</u></b>	<b><u>Management and General</u></b>	<b><u>Total</u></b>
Administrative Personnel	\$ 124,811	\$ -	\$ -	\$ 124,811	\$ 499,245	\$ 624,056
Instructional Personnel	2,437,806	97,933	-	2,535,739	-	2,535,739
Non-Instructional Personnel	-	-	146,220	146,220	-	146,220
Total Salaries	<u>2,562,617</u>	<u>97,933</u>	<u>146,220</u>	<u>2,806,770</u>	<u>499,245</u>	<u>3,306,015</u>
Fringe Benefits and Payroll Taxes	626,896	23,957	-	650,853	122,131	772,984
Retirement	38,894	1,486	-	40,380	7,577	47,957
Legal Services	1,339	51	-	1,390	261	1,651
Accounting and Audit Services	14,042	537	-	14,579	2,736	17,315
Other Purchased, Professional and Consulting Services	72,046	18,013	-	90,059	16,899	106,958
Repairs and Maintenance	160,618	6,138	10,559	177,315	20,732	198,047
Insurance	45,466	1,738	2,989	50,193	5,869	56,062
Utilities	31,310	1,197	2,058	34,565	4,042	38,607
Supplies and Materials	30,507	1,166	-	31,673	17,041	48,714
Staff Development	9,829	376	-	10,205	-	10,205
Marketing and Recruitment	29,144	1,114	-	30,258	5,678	35,936
Technology	21,403	818	-	22,221	4,170	26,391
Food Service	-	-	104,894	104,894	-	104,894
Student Services	50,863	1,944	198,122	250,929	-	250,929
Office Expense	41,213	1,575	2,709	45,497	5,320	50,817
Depreciation	185,021	7,071	-	192,092	36,046	228,138
Interest Expense	274,317	10,483	-	284,800	53,442	338,242
Bad Debt Expense	<u>35,509</u>	<u>1,357</u>	<u>-</u>	<u>36,866</u>	<u>6,918</u>	<u>43,784</u>
Total Expenses	<u>\$ 4,231,034</u>	<u>\$ 176,954</u>	<u>\$ 467,551</u>	<u>\$ 4,875,539</u>	<u>\$ 808,107</u>	<u>\$ 5,683,646</u>



**1. ORGANIZATION AND PURPOSE**

*Organization*

Henry Johnson Charter School (the “School”) is a New York not-for-profit organization that works to ensure all students reach the highest levels of scholastic achievement in an environment that instills character, virtue and “habits of mind” that ensure success both within and outside the classroom: diligence, courage, respect, self-reliance, duty and responsibility.

A provisional charter, valid for five years, was granted to the School by the University of the State of New York pursuant to Article 56 of the Education Law of the State of New York. The School began providing educational services in the fall of 2007 for K-1 grades. The provisional charter allowed for an additional grade to be added in each subsequent year until the School reached grades K-4. The School’s charter renewal has been granted through June 30, 2025. As of June 30, 2021, the School had an enrollment of 379 students in K to 4<sup>th</sup> grades.

The School is governed by a Board of Trustees in accordance with the School’s by-laws. The School partners with Albany Charter School Network which provides academic and operational assistance to area charter schools.

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

*Accounting Policies and Financial Statement Presentation*

The following summarizes the significant accounting policies consistently applied in the preparation of the School’s financial statements, with references to the Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) where applicable.

*Basis of Accounting*

The financial statements have been prepared using the accrual basis of accounting, whereby revenue is recognized when earned and expenses are recognized when incurred. This basis of accounting is in accordance with accounting principles generally accepted in the United States of America.

*Revenue Recognition*

A substantial portion of the School’s revenue and related receivables is derived from its billing to Albany City School District. State law requires Districts to reimburse the School on a per capita basis. These revenues are recognized ratably over the related school year during which they are earned.

## **2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

### *Revenue Recognition (Continued)*

Grants, contributions and unconditional promises to give are measured at their fair values and reported as an increase in net assets. The School reports gifts of cash and other assets as donor restricted support if they are received with donor stipulations that limit the use of the donated assets, or if they are designated as support for future periods. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions. Donor-restricted contributions whose restrictions are met in the same reporting period are reported as support without donor restrictions. The School reports gifts of goods and equipment as support without donor restrictions unless explicit donor stipulations specify how the donated assets must be used. Gifts of long-lived assets with explicit restrictions that specify how the assets are to be used and gifts of cash or other assets that must be used to acquire long-lived assets are reported as support with donor restrictions. Absent explicit donor stipulations about how long those long-lived assets must be maintained, the School reports expirations of donor restrictions when the donated or acquired long-lived assets are placed in service.

### *Revenue from Contracts with Customers*

Revenue from contracts with customers is recognized in accordance with a five-step model as follows:

- Identify the contract with the customer
- Identify the performance obligation(s) in the contract
- Determine the transaction price
- Allocate the transaction price to the performance obligation(s) in the contract
- Recognize revenue when earned or as performance obligation(s) are satisfied

### Contract Assets

Amounts related to services provided to customers which have not been billed and that do not meet the conditions of an unconditional right to payment at the end of the reporting period are contract assets. Contract asset balances consist primarily of services provided to customers who are still receiving services at the end of the year. There were no contract assets at June 30, 2021 and 2020.

### Contract Liabilities

Contract liabilities represent revenue that has been deferred for the funds advanced by third party payors for the School's contracts related to services that have not yet been provided to customers. Contract liabilities consist of payments made by funding and other sources for the School's contracts for services not yet performed that are expected to be performed within the next fiscal year. There were no contract liabilities at June 30, 2021 and 2020.

## **2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

### *Functional Expenses*

Directly identifiable expenses are charged to the programs and supporting services benefitted. Expenses related to more than one function are charged to programs and supporting services using specific allocation methods. Administrative expenses include those expenses not directly identifiable with any other specific function, but provide for the overall support and direction of the School.

### *Grants and Contracts Receivable*

Receivables are carried at original invoice amount less an estimate made for doubtful receivables based on a review of all outstanding amounts on a monthly basis. Management determines the allowance for doubtful accounts by identifying troubled accounts and by using historical experience applied to an aging of accounts. Receivables are written off when deemed uncollectible. Recoveries of accounts previously written off are recorded when received. A receivable is considered past due if any portion of the receivable balance is outstanding for more than 90 days. Management considers all receivables to be fully collectible. Accordingly, no allowance for doubtful accounts is required.

### *Conditional and Unconditional Promises to Give*

At June 30, 2021 and 2020, the School had not received any conditional or unconditional promises to give.

### *Property, Equipment and Depreciation*

Acquisitions of property and equipment in excess of \$1,000 (individually) or \$2,500 (aggregated), are capitalized and recorded at cost. Improvements and replacements of property and equipment are capitalized. Maintenance and repairs not improving or extending the lives of property and equipment are charged to expense as incurred. When assets are sold or retired, their cost and related accumulated depreciation are removed from the accounts and any gain or loss is reported in the statement of activities. Depreciation is provided over the estimated useful life of each class of depreciable assets (ranging from 3 to 39 years) and is computed using the straight-line method.

### *Net Assets*

Net assets and revenues, expenses, gains and losses are classified based on the existence or absence of donor imposed restrictions. Accordingly, net assets of the School and changes therein are reported according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions.

## **2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

### *Net Assets (Continued)*

**Net Assets without Donor Restrictions** - Net assets that are not subject to donor-imposed stipulations.

**Net Assets with Donor Restrictions** - Net assets subject to donor-imposed stipulations that may or will be met, either by actions of the School and/or the passage of time. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions.

### *Estimates*

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

### *Advertising Costs*

The School expenses advertising costs as they are incurred. Advertising costs for the years ended June 30, 2021 and 2020 were \$17,937 and \$35,936, respectively, and reported in the Statement of Functional Expenses as marketing and recruitment.

### *Tax Status*

The School is exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code. In addition, the School qualifies for the charitable contribution deduction under Section 170(b)(1)(A)(ii) and has been classified as a school that is not a private foundation under Section 509(a).

### *Donated Services*

The School received donated services from unpaid volunteers who assisted in fund raising, office administration and program activities. For the services donated, the criteria for recognition in these financial statements of such volunteer effort was not met and, therefore, no revenue and expense has been reflected in these financial statements. Management has estimated that volunteers have provided approximately 100 hours in assisting the School in each of the years ended June 30, 2021 and 2020, respectively.

## **2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

### *Fair Value*

The ASC requires expanded disclosures about fair value measurements and establishes a three-level hierarchy for fair value measurements based on the observable input to the valuation of an asset or liability at the measurement date. Fair value is defined as the price that the School would receive upon selling an asset or pay to transfer a liability in an orderly transaction between market participants.

### *Accounting for Uncertainty in Income Taxes*

The School follows the ASC, *Accounting for Income Taxes*, and their current accounting policy for evaluating uncertain tax positions is in accordance with generally accepted accounting principles. The School has not recognized any benefits from uncertain tax positions in 2021 and believes it has no uncertain tax positions for which it is reasonably possible that the total amounts of unrecognized tax benefits will significantly increase or decrease within 12 months of the balance sheet date of June 30, 2021.

Forms 990 and state income tax returns (if applicable) filed by the School are subject to examination by taxing authorities up to three years after the extended due date of each return. Forms 990 and state income tax filings for the School are no longer subject to examination for the year ended June 30, 2017 and prior.

### *Future Accounting Pronouncement*

#### ASU No. 2016-02

In February 2016, the FASB issued ASU 2016-02, *Leases* (ASU 2016-02). ASU 2016-02 establishes a comprehensive new lease accounting model. The new standard clarifies the definition of a lease and causes lessees to recognize leases on the balance sheet as a lease liability with a corresponding right-to-use asset for leases with a lease term of more than one year. ASU 2016-02 is effective for financial statements issued for fiscal years beginning after December 15, 2021, and interim periods within those fiscal years. Early adoption is permitted. The new standard requires a modified retrospective transition for capital or operating leases existing at or entered into after the beginning of the earliest comparative period presented in the financial statements, but it does not require transition accounting for leases that expire prior to the date of initial application. The School is currently evaluating the impact that ASU 2016-02 will have on the School's financial statements and related disclosures.

### *Reclassifications*

Certain 2020 amounts have been reclassified to conform to the 2021 financial statement presentation.

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

*Subsequent Events*

The School follows the ASC, *Subsequent Events*, which establishes general standards of accounting for, and disclosure of, events that occur after the date of the financial statements but before the financial statements are issued or are available to be issued. In the preparation of these financial statements and notes thereto, management has evaluated subsequent events or transactions as to any potential material impact on operations or financial position occurring through October 19, 2021, the date the financial statements were available to be issued. No such events or transactions were identified by management.

**3. BOARD DESIGNATED CASH**

The School has internally designated cash in the amount of \$275,708 and \$275,680 as of June 30, 2021 and 2020, respectively. The intended purpose of this designation is to provide for unforeseen operating costs within the next operating cycle and is comprised of the following:

	<u><b>2021</b></u>	<u><b>2020</b></u>
Dissolution Escrow (1)	\$ 75,147	\$ 75,139
General Savings	<u>200,561</u>	<u>200,541</u>
	<u><u>\$ 275,708</u></u>	<u><u>\$ 275,680</u></u>

(1) As required in the School's Charter Agreement.

**4. GRANTS AND CONTRACTS RECEIVABLE**

At June 30, 2021 and 2020, grants and contracts receivable were comprised of the following:

	<u><b>2021</b></u>	<u><b>2020</b></u>
School District Tuition	\$ 514,907	\$ 407,735
Grants Receivable	<u>255,737</u>	<u>91,081</u>
	<u><u>\$ 770,644</u></u>	<u><u>\$ 498,816</u></u>

**HENRY JOHNSON CHARTER SCHOOL**  
*NOTES TO FINANCIAL STATEMENTS (CONTINUED)*  
*JUNE 30, 2021 AND 2020*

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**5. PROPERTY AND EQUIPMENT, NET**

Property and equipment are reflected at historical cost, net of related depreciation, and are comprised of the following at June 30, 2021 and 2020:

	<u><b>2021</b></u>	<u><b>2020</b></u>
Buildings	\$ 6,983,442	\$ 6,983,442
Building Improvements	16,880	16,880
Computer Software	77,223	17,558
Land	483,000	483,000
Land Improvements	15,683	15,683
Equipment	392,824	392,824
Furniture and Fixtures	<u>241,237</u>	<u>241,237</u>
Total at Cost	8,210,289	8,150,624
Less: Accumulated Depreciation	<u>(1,769,029)</u>	<u>(1,551,629)</u>
	<u><u><b>\$ 6,441,260</b></u></u>	<u><u><b>\$ 6,598,995</b></u></u>

Depreciation expense was \$217,400 and \$228,138 for the years ended June 30, 2021 and 2020, respectively.

**6. LONG-TERM DEBT**

Long-term debt is comprised of the following at June 30, 2021 and 2020:

	<u><b>2021</b></u>	<u><b>2020</b></u>
Mortgage loan payable to Local Initiatives Support Corporation ("LISC"), in monthly payments of \$36,659, including interest at 6%, maturing in September, 2043, collateralized by the building. *	\$ 5,491,324	\$ 5,509,485
Less: unamortized debt issuance costs, net	(84,063)	(87,884)
Less: current portion	<u>(102,409)</u>	<u>(112,073)</u>
Long-term debt, net of current portion and unamortized debt issuance costs	<u><u><b>\$ 5,304,852</b></u></u>	<u><u><b>\$ 5,309,528</b></u></u>

\* Starting September 1, 2020, LISC provided a one year delay on principal payments due to COVID-19. Payments have resumed in full as of September 1, 2021.

The School is required to maintain debt covenants by the lender of the mortgage. As of June 30, 2020 (most recent information available), the School was not in compliance with all applicable covenants. The bank has issued a waiver of this requirement for the year ended June 30, 2020.

**6. LONG-TERM DEBT (CONTINUED)**

Unamortized debt issuance costs as of June 30, 2021 and 2020 consist of the following:

	<u><b>2021</b></u>	<u><b>2020</b></u>
Transaction and Financing Costs - Twenty-Eight Year Amortization	\$ 108,900	\$ 108,900
Less: Accumulated Amortization	<u>(24,837)</u>	<u>(21,016)</u>
Unamortized Debt Issuance Costs, Net	<u><u>\$ 84,063</u></u>	<u><u>\$ 87,884</u></u>

Estimated debt maturities at June 30 over the next five (5) years and thereafter are as follows:

2022	\$ 102,409
2023	129,644
2024	136,777
2025	146,076
2026	142,861
Thereafter	<u>4,833,557</u>
	<u><u>\$ 5,491,324</u></u>

**7. RETIREMENT PLAN**

The School has adopted a SIMPLE IRA retirement plan that substantially all employees are eligible to participate in. The School contributes a matching contribution of up to 3% of the employee's gross compensation to any employee who contributes to the plan. The School's retirement plan expense for the years ended June 30, 2021 and 2020 was \$44,109 and \$47,957, respectively.

**8. CONCENTRATION OF RISK**

The School receives a substantial portion of its funding from school districts where students reside. Three school districts comprised approximately 91% and 93% of total revenue and support for the years ended June 30, 2021 and 2020, respectively. No other funding source accounted for more than 10% of total revenue and support.

The School does occasionally maintain deposits in excess of federal insured limits. The ASC identifies this as a possible concentration of credit risk requiring disclosure, regardless of the degree of risk. The risk is managed by maintaining all deposits in high quality financial institutions.

The School is subject to audits and reviews of reimbursable costs by various governmental agencies. The outcome of the audits and reviews may have the effect of retroactively increasing or decreasing revenue from various sources. These changes, if any, will be recognized in accordance with the rules and guidelines established by the various funding sources.



**9. LIQUIDITY AND AVAILABILITY OF RESOURCES**

The School has \$3,906,649 of financial assets available within one year of the balance sheet date to meet cash needs for general expenditures consisting of unrestricted cash of \$3,136,005 and grants and contracts receivable of \$770,644. The School has a goal to maintain financial assets, which consist of cash and short-term investments, on hand to meet 60 days of normal operating expenses, which are, on average, approximately \$950,000. The School has a policy to structure its financial assets to be available as its general expenditures, liabilities and other obligations come due.

**10. UNCERTAINTY**

The United States is presently in the midst of a national health emergency related to a virus commonly known as Novel Coronavirus (COVID-19). The overall consequences of COVID-19 on a national, regional, and local level are unknown, but it has the potential to result in a significant economic impact. The impact of this situation on the School and its future financial position and results of operations is not presently determinable.

**ADDITIONAL REPORT REQUIRED  
BY *GOVERNMENT AUDITING STANDARDS***

**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***

To the Board of Trustees  
Henry Johnson Charter School  
Albany, New York

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Henry Johnson Charter School (a nonprofit organization) (the "School"), which comprise the statement of financial position as of June 30, 2021, and the related statements of activities, cash flows and functional expenses for the year then ended, and the related notes to the financial statements and have issued our report thereon dated October 19, 2021.

**Internal Control Over Financial Reporting**

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

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

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

## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## **Purpose of this Report**

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

A handwritten signature in black ink that reads "Cusack & Company, CPA's LLC". The signature is written in a cursive, flowing style.

**CUSACK & COMPANY, CPA'S LLC**

Latham, New York  
October 19, 2021



**Transmittal Form**  
**Annual Financial Statement Audit Report**  
*for SUNY Authorized Charter Schools*

Charter School Name:	Henry Johnson Charter School
Audit Period:	2020-21
Prior Period:	2019-20
Report Due Date:	Monday, November 1, 2021
School Fiscal Contact Name:	Jessica Hudson
School Fiscal Contact Email:	[REDACTED]
School Fiscal Contact Phone:	[REDACTED]
School Audit Firm Name:	Cusack & Co
School Audit Contact Name:	John Tafilowski
School Audit Contact Email:	[REDACTED]
School Audit Contact Phone:	[REDACTED]

**SUNY CHARTER SCHOOLS INSTITUTE - Reporting Requirements:**

Online Portal: <https://my.epicenternow.org/>

**Required 8 Items:**

- 1) The independent auditor's report on financial statements and notes;
- 2) Excel template file with appropriate sheets completed: Financial Position, Statement of Activities, Cash Flow and Functional Expenses worksheets; and
- 3) Reports on internal controls over financial reporting and on compliance.

**And, if applicable:**

The additional items listed below should be included if applicable. Please explain the reason(s) if the items are not included. Examples might include: a written management letter was not issued; the school did not expend federal funds in excess of the Single Audit Threshold of \$750,000; the management letter response will be submitted by the following date (should be no later than 30 days from the submission of the report); etc. If not applicable enter "N/A."

	<i>If not included, state the reason(s) below. Or, if not applicable fill in "N/A":</i>
4) Management Letter	
5) Management Letter Response	n/a
6) Form 990; or Extension Form 8868	Not completed
7) Federal Single Audit/ Uniform Guidance in 2 CFR Part 200, Subpart F	
8) Corrective Action Plan	n/a

## HENRY JOHNSON CHARTER SCHOOL

### Statement of Financial Position

### as of June 30, 2021

<u>ASSETS</u>		<u>2020-21</u>	<u>2019-20</u>
<u>CURRENT ASSETS</u>			
Cash and cash equivalents		\$ 3,136,005	\$ 2,652,348
Grants and contracts receivable		770,644	498,816
Accounts receivables		-	-
Prepaid expenses		8,336	11,336
Contributions and other receivables		-	-
<b>TOTAL CURRENT ASSETS</b>		<b>3,914,985</b>	<b>3,162,500</b>
<u>PROPERTY, BUILDING AND EQUIPMENT, net</u>		<u>6,441,260</u>	<u>6,598,995</u>
<u>OTHER ASSETS</u>		<u>275,708</u>	<u>275,680</u>
<b>TOTAL ASSETS</b>		<b><u>10,631,953</u></b>	<b><u>10,037,175</u></b>
<u>LIABILITIES AND NET ASSETS</u>			
<u>CURRENT LIABILITIES</u>			
Accounts payable and accrued expenses		\$ 63,227	\$ 63,964
Accrued payroll and benefits		281,896	316,699
Deferred Revenue		79,770	53,685
Current maturities of long-term debt		102,409	112,073
Short Term Debt - Bonds, Notes Payable		-	-
Other		-	-
<b>TOTAL CURRENT LIABILITIES</b>		<b>527,302</b>	<b>546,421</b>
<u>LONG-TERM LIABILITIES</u>			
Deferred Rent		5,304,852	5,309,528
All other long-term debt and notes payable, net current maturities		-	-
<b>TOTAL LONG-TERM LIABILITIES</b>		<b><u>5,304,852</u></b>	<b><u>5,309,528</u></b>
<b>TOTAL LIABILITIES</b>		<b><u>5,832,154</u></b>	<b><u>5,855,949</u></b>
<u>NET ASSETS</u>			
Without Donor Restrictions		4,799,799	4,181,226
With Donor Ristrictions		-	-
<b>TOTAL NET ASSETS</b>		<b><u>4,799,799</u></b>	<b><u>4,181,226</u></b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>		<b><u>10,631,953</u></b>	<b><u>10,037,175</u></b>

CK - Should be zero	-	-
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# HENRY JOHNSON CHARTER SCHOOL

## Statement of Activities

as of June 30, 2021

	2020-21			2019-20
	Without Donor Restrictions	With Donor Restrictions	Total	Total
<b>REVENUE, GAINS AND OTHER SUPPORT</b>				
Public School District				
Resident Student Enrollment	\$ 5,699,816	\$ -	\$ 5,699,816	\$ 5,507,898
Students with disabilities	29,957	-	29,957	19,345
Grants and Contracts				
State and local	-	-	-	-
Federal - Title and IDEA	296,258	-	296,258	165,562
Federal - Other	-	-	-	-
Other	-	-	-	-
NYC DoE Rental Assistance	-	-	-	-
Food Service/Child Nutrition Program	253,861	-	253,861	217,329
<b>TOTAL REVENUE, GAINS AND OTHER SUPPORT</b>	<b>6,279,892</b>	<b>-</b>	<b>6,279,892</b>	<b>5,910,134</b>
<b>EXPENSES</b>				
Program Services				
Regular Education	\$ 3,929,405	\$ -	\$ 3,929,405	\$ 4,231,034
Special Education	222,646	-	222,646	176,954
Other Programs	559,547	-	559,547	467,551
Total Program Services	4,711,598	-	4,711,598	4,875,539
Management and general	991,037	-	991,037	808,107
Fundraising	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>5,702,635</b>	<b>-</b>	<b>5,702,635</b>	<b>5,683,646</b>
<b>SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS</b>	<b>577,257</b>	<b>-</b>	<b>577,257</b>	<b>226,488</b>
<b>SUPPORT AND OTHER REVENUE</b>				
Contributions				
Foundations	\$ -	\$ -	\$ -	\$ 15,971
Individuals	-	-	-	-
Corporations	-	-	-	-
Fundraising	-	-	-	-
Interest income	28	-	28	328
Miscellaneous income	41,288	-	41,288	15,205
Net assets released from restriction	-	-	-	-
<b>TOTAL SUPPORT AND OTHER REVENUE</b>	<b>41,316</b>	<b>-</b>	<b>41,316</b>	<b>31,504</b>
<b>CHANGE IN NET ASSETS</b>	<b>618,573</b>	<b>-</b>	<b>618,573</b>	<b>257,992</b>
NET ASSETS BEGINNING OF YEAR	4,181,226	-	4,181,226	3,923,234
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
<b>NET ASSETS END OF YEAR</b>	<b>\$ 4,799,799</b>	<b>\$ -</b>	<b>\$ 4,799,799</b>	<b>\$ 4,181,226</b>

**HENRY JOHNSON CHARTER SCHOOL**  
**Statement of Cash Flows**  
**as of June 30, 2021**

	<b>2020-21</b>	<b>2019-20</b>
<b>CASH FLOWS - OPERATING ACTIVITIES</b>		
Increase (decrease) in net assets	\$ 618,573	\$ 257,992
Revenues from School Districts	-	-
Accounts Receivable	-	-
Due from School Districts	-	-
Depreciation	217,400	228,138
Grants Receivable	(273,421)	(362,551)
Due from NYS	-	-
Grant revenues	-	-
Prepaid Expenses	3,000	(599)
Accounts Payable	(737)	(7,318)
Accrued Expenses	(34,803)	(3,174)
Accrued Liabilities	26,085	9,656
Contributions and fund-raising activities	-	-
Miscellaneous sources	-	-
Deferred Revenue	-	-
Interest payments	-	-
Other- Amortization of Debt Issuance Cost	3,821	3,821
Other- Bad Debt	1,593	43,784
<b>NET CASH PROVIDED FROM OPERATING ACTIVITIES</b>	<b>\$ 561,511</b>	<b>\$ 169,749</b>
<b>CASH FLOWS - INVESTING ACTIVITIES</b>		
Purchase of equipment	(59,665)	(50,662)
Other	-	-
<b>NET CASH PROVIDED FROM INVESTING ACTIVITIES</b>	<b>\$ (59,665)</b>	<b>\$ (50,662)</b>
<b>CASH FLOWS - FINANCING ACTIVITIES</b>		
Principal payments on long-term debt	(18,161)	(105,764)
Other	-	-
<b>NET CASH PROVIDED FROM FINANCING ACTIVITIES</b>	<b>\$ (18,161)</b>	<b>\$ (105,764)</b>
<b>NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS</b>	<b>\$ 483,685</b>	<b>\$ 13,323</b>
Cash at beginning of year	2,928,028	2,914,705
<b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>	<b>\$ 3,411,713</b>	<b>\$ 2,928,028</b>



**HENRY JOHNSON CHARTER SCHOOL**  
**Statement of Functional Expenses**  
**as of June 30, 2021**

		2020-21							2019-20	
		Program Services				Supporting Services				
	No. of Positions	Regular Education	Special Education	Other Education	Total	Management and			Total	
						Fund-raising	General	Total		
Personnel Services Costs		\$	\$	\$	\$	\$	\$	\$	\$	\$
Administrative Staff Personnel	10.00	149,904	-	-	149,904	-	599,617	599,617	749,521	624,056
Instructional Personnel	38.00	2,176,015	113,094	-	2,289,109	-	-	-	2,289,109	2,535,739
Non-Instructional Personnel	4.00	-	-	142,204	142,204	-	-	-	142,204	146,220
Total Salaries and Staff	52.00	2,325,919	113,094	142,204	2,581,217	-	599,617	599,617	3,180,834	3,306,015
Fringe Benefits & Payroll Taxes		622,891	30,287	-	653,178	-	160,580	160,580	813,758	772,984
Retirement		33,763	1,642	-	35,405	-	8,704	8,704	44,109	47,957
Management Company Fees		-	-	-	-	-	-	-	-	-
Legal Service		3,282	160	-	3,442	-	846	846	4,288	1,651
Accounting / Audit Services		13,457	654	-	14,111	-	3,469	3,469	17,580	17,315
Other Purchased / Professional / Consulting Services		67,338	34,859	-	102,197	-	25,124	25,124	127,321	106,958
Building and Land Rent / Lease / Facility Finance Interest		255,257	12,411	-	267,668	-	65,805	65,805	333,473	338,242
Repairs & Maintenance		182,599	8,879	16,380	207,858	-	30,694	30,694	238,552	198,047
Insurance		50,651	2,463	4,544	57,658	-	8,514	8,514	66,172	56,062
Utilities		33,989	1,653	3,049	38,691	-	5,713	5,713	44,404	38,607
Supplies / Materials		50,704	2,465	-	53,169	-	25,041	25,041	78,210	48,714
Equipment / Furnishings		-	-	-	-	-	-	-	-	-
Staff Development		12,983	631	-	13,614	-	-	-	13,614	10,205
Marketing / Recruitment		13,729	668	-	14,397	-	3,540	3,540	17,937	35,936
Technology		26,309	1,279	-	27,588	-	6,782	6,782	34,370	26,391
Food Service		-	-	126,227	126,227	-	-	-	126,227	104,894
Student Services		48,714	2,369	265,332	316,415	-	-	-	316,415	250,929
Office Expense		20,191	982	1,811	22,984	-	3,394	3,394	26,378	50,817
Depreciation		166,409	8,091	-	174,500	-	42,900	42,900	217,400	228,138
OTHER		1,220	59	-	1,279	-	314	314	1,593	43,784
Total Expenses		\$ 3,929,405	\$ 222,646	\$ 559,547	\$ 4,711,598	\$ -	\$ 991,037	\$ 991,037	\$ 5,702,635	\$ 5,683,646

## 2021 DISCLOSURE OF FINANCIAL INTEREST FORM

Disclosure of financial interest by a not-for-profit charter school education corporation trustee  
For the school year ended June 30, 2021

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	Henry Johnson Charter School
Name of trustee (print):	Latoya Taitt
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	Trustee
Email Address:	

Home Address	
Please complete with <i>changes</i> only:	
Street:	
City, State Zip:	
Phone:	

Business Address	
Please complete with <i>changes</i> only:	
Business Name:	
Street:	
City, State Zip:	
Phone:	

Questions	
1) Are you, or have you been during the last school year (July 1-June 30), an employee of the education corporation? [If you check <b>yes</b> , answer 1a), 1b), and 1c)].	<input type="radio"/> Yes <input checked="" type="radio"/> No
1a) Description of the position:	
1b) Salary:	
1c) Start date:	
2) Are you related, by blood, marriage, or legal adoption/guardianship, to, or do you cohabitate with, any person (any of the foregoing being an "interested person") who is, or, during the last school year (July 1-June 30), was employed by the education corporation, or who could otherwise benefit from your being a trustee? If yes, please identify each interest/transaction (and provide the requested information) that you ("self") or any interested persons have held or engaged in with the education corporation during the prior school year.	

☐ None

Name and Relationship	Nature of Financial Interest/Transaction	Approximate Value of the Business Conducted	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Date of Transaction(s) or "Ongoing"

**3)** Identify each individual, business, corporation, union association, firm, partnership, committee, proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or an interested person had a financial interest or other relationship. If you or an interested person are a member, director, officer, or employee of an organization doing business with the education corporation through a management, shared services, or other services agreement, you need not list every transaction between such entity and the education corporation; rather, please identify only the name of the entity, the applicable position in the entity as well as the relationship between such entity and the education corporation.

☐ None

Name and Relationship	Entity Conducting Business with the Education Corporation	Nature of the Person's Interest in the Entity	Nature of Business Conducted	Approximate Value of the Business Conducted	Steps Taken to Avoid Conflict of Interest	Date of Transaction(s) or "Ongoing"

### Trustee Signature

Signature:



By signing this Disclosure of Financial Interest Form, the trustee certifies that the information contained in this disclosure is true and accurate to the best of his or her knowledge.

## 2021 DISCLOSURE OF FINANCIAL INTEREST FORM

Disclosure of financial interest by a not-for-profit charter school education corporation trustee  
For the school year ended June 30, 2021

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	Henry Johnson Charter School
Name of trustee (print):	Danasia Mcfadden
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	
Email Address:	

Home Address	Business Address
Please complete with <b>changes</b> only:	Please complete with <b>changes</b> only:
Street:	Business Name:
City, State Zip:	Street:
Phone:	City, State Zip:
	Phone:

Questions	
1) Are you, or have you been during the last school year (July 1-June 30), an employee of the education corporation? [If you check <b>yes</b> , answer 1a), 1b), and 1c)].	<input type="radio"/> Yes <input checked="" type="radio"/> No
1a) Description of the position:	
1b) Salary:	
1c) Start date:	
2) Are you related, by blood, marriage, or legal adoption/guardianship, to, or do you cohabitate with, any person (any of the foregoing being an "interested person") who is, or, during the last school year (July 1-June 30), was employed by the education corporation, or who could otherwise benefit from your being a trustee? If yes, please identify each interest/transaction (and provide the requested information) that you ("self") or any interested persons have held or engaged in with the education corporation during the prior school year.	

☐ None



Name and Relationship	Nature of Financial Interest/Transaction	Approximate Value of the Business Conducted	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Date of Transaction(s) or "Ongoing"

**3)** Identify each individual, business, corporation, union association, firm, partnership, committee, proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or an interested person had a financial interest or other relationship. If you or an interested person are a member, director, officer, or employee of an organization doing business with the education corporation through a management, shared services, or other services agreement, you need not list every transaction between such entity and the education corporation; rather, please identify only the name of the entity, the applicable position in the entity as well as the relationship between such entity and the education corporation.

☐ None

Name and Relationship	Entity Conducting Business with the Education Corporation	Nature of the Person's Interest in the Entity	Nature of Business Conducted	Approximate Value of the Business Conducted	Steps Taken to Avoid Conflict of Interest	Date of Transaction(s) or "Ongoing"

### Trustee Signature

Signature:

*By signing this Disclosure of Financial Interest Form, the trustee certifies that the information contained in this disclosure is true and accurate to the best of his or her knowledge.*

## 2021 DISCLOSURE OF FINANCIAL INTEREST FORM

Disclosure of financial interest by a not-for-profit charter school education corporation trustee  
For the school year ended June 30, 2021

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	Henry Johnson Charter School
Name of trustee (print):	Brian D. Backstrom
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	Vice Chair; Secretary; Finance Committee member
Email Address:	[REDACTED]

Home Address	
Please complete with <i>changes</i> only:	
Street:	
City, State Zip:	
Phone:	

Business Address	
Please complete with <i>changes</i> only:	
Business Name:	[REDACTED]
Street:	[REDACTED]
City, State Zip:	[REDACTED]
Phone:	[REDACTED]

Questions	
1) Are you, or have you been during the last school year (July 1-June 30), an employee of the education corporation? [If you check <b>yes</b> , answer 1a), 1b), and 1c)].	<input type="radio"/> Yes <input checked="" type="radio"/> No
1a) Description of the position:	
1b) Salary:	
1c) Start date:	
2) Are you related, by blood, marriage, or legal adoption/guardianship, to, or do you cohabitate with, any person (any of the foregoing being an "interested person") who is, or, during the last school year (July 1-June 30), was employed by the education corporation, or who could otherwise benefit from your being a trustee? If yes, please identify each interest/transaction (and provide the requested information) that you ("self") or any interested persons have held or engaged in with the education corporation during the prior school year.	

☐ None

Name and Relationship	Nature of Financial Interest/Transaction	Approximate Value of the Business Conducted	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Date of Transaction(s) or "Ongoing"

**3)** Identify each individual, business, corporation, union association, firm, partnership, committee, proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or an interested person had a financial interest or other relationship. If you or an interested person are a member, director, officer, or employee of an organization doing business with the education corporation through a management, shared services, or other services agreement, you need not list every transaction between such entity and the education corporation; rather, please identify only the name of the entity, the applicable position in the entity as well as the relationship between such entity and the education corporation.

☒ None

Name and Relationship	Entity Conducting Business with the Education Corporation	Nature of the Person's Interest in the Entity	Nature of Business Conducted	Approximate Value of the Business Conducted	Steps Taken to Avoid Conflict of Interest	Date of Transaction(s) or "Ongoing"

### Trustee Signature

Signature:

**Brian Backstrom**

Digitally signed by Brian Backstrom  
DN: cn=Brian Backstrom, o=, ou=email, bbackstrom@gmail.com, c=US  
Date: 2021.07.27 09:58:14 -0400

*By signing this Disclosure of Financial Interest Form, the trustee certifies that the information contained in this disclosure is true and accurate to the best of his or her knowledge.*



## 2021 DISCLOSURE OF FINANCIAL INTEREST FORM

Disclosure of financial interest by a not-for-profit charter school education corporation trustee  
For the school year ended June 30, 2021

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	Henry Johnson Charter School
Name of trustee (print):	Rowennakete P. Barnes
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	
Email Address:	

Home Address	
Please complete with <i>changes</i> only:	
Street:	
City, State Zip:	
Phone:	

Business Address	
Please complete with <i>changes</i> only:	
Business Name:	
Street:	
City, State Zip:	
Phone:	

Questions	
1) Are you, or have you been during the last school year (July 1-June 30), an employee of the education corporation? [If you check <b>yes</b> , answer 1a), 1b), and 1c)].	<input type="radio"/> Yes <input checked="" type="radio"/> No
1a) Description of the position:	
1b) Salary:	
1c) Start date:	
2) Are you related, by blood, marriage, or legal adoption/guardianship, to, or do you cohabitate with, any person (any of the foregoing being an "interested person") who is, or, during the last school year (July 1-June 30), was employed by the education corporation, or who could otherwise benefit from your being a trustee? If yes, please identify each interest/transaction (and provide the requested information) that you ("self") or any interested persons have held or engaged in with the education corporation during the prior school year.	

☒ None



Name and Relationship	Nature of Financial Interest/Transaction	Approximate Value of the Business Conducted	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Date of Transaction(s) or "Ongoing"

**3)** Identify each individual, business, corporation, union association, firm, partnership, committee, proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or an interested person had a financial interest or other relationship. If you or an interested person are a member, director, officer, or employee of an organization doing business with the education corporation through a management, shared services, or other services agreement, you need not list every transaction between such entity and the education corporation; rather, please identify only the name of the entity, the applicable position in the entity as well as the relationship between such entity and the education corporation.

☒ None

Name and Relationship	Entity Conducting Business with the Education Corporation	Nature of the Person's Interest in the Entity	Nature of Business Conducted	Approximate Value of the Business Conducted	Steps Taken to Avoid Conflict of Interest	Date of Transaction(s) or "Ongoing"

Trustee Signature

Signature:



By signing this Disclosure of Financial Interest Form, the trustee certifies that the information contained in this disclosure is true and accurate to the best of his or her knowledge.

## 2021 DISCLOSURE OF FINANCIAL INTEREST FORM

Disclosure of financial interest by a not-for-profit charter school education corporation trustee  
For the school year ended June 30, 2021

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	Henry Johnson Charter School
Name of trustee (print):	Robert Pistilli
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	Treasurer
Email Address:	[REDACTED]

Home Address	
Please complete with <i>changes</i> only:	
Street:	[REDACTED]
City, State Zip:	[REDACTED]
Phone:	[REDACTED]

Business Address	
Please complete with <i>changes</i> only:	
Business Name:	[REDACTED]
Street:	[REDACTED]
City, State Zip:	[REDACTED]
Phone:	[REDACTED]

Questions	
1) Are you, or have you been during the last school year (July 1-June 30), an employee of the education corporation? [If you check <b>yes</b> , answer 1a), 1b), and 1c)].	<input type="radio"/> Yes <input checked="" type="radio"/> No
1a) Description of the position:	
1b) Salary:	
1c) Start date:	
2) Are you related, by blood, marriage, or legal adoption/guardianship, to, or do you cohabitate with, any person (any of the foregoing being an "interested person") who is, or, during the last school year (July 1-June 30), was employed by the education corporation, or who could otherwise benefit from your being a trustee? If yes, please identify each interest/transaction (and provide the requested information) that you ("self") or any interested persons have held or engaged in with the education corporation during the prior school year.	

☒ None

Name and Relationship	Nature of Financial Interest/Transaction	Approximate Value of the Business Conducted	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Date of Transaction(s) or "Ongoing"

**3)** Identify each individual, business, corporation, union association, firm, partnership, committee, proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or an interested person had a financial interest or other relationship. If you or an interested person are a member, director, officer, or employee of an organization doing business with the education corporation through a management, shared services, or other services agreement, you need not list every transaction between such entity and the education corporation; rather, please identify only the name of the entity, the applicable position in the entity as well as the relationship between such entity and the education corporation.

☐ None

Name and Relationship	Entity Conducting Business with the Education Corporation	Nature of the Person's Interest in the Entity	Nature of Business Conducted	Approximate Value of the Business Conducted	Steps Taken to Avoid Conflict of Interest	Date of Transaction(s) or "Ongoing"

### Trustee Signature

Signature:

*By signing this Disclosure of Financial Interest Form, the trustee certifies that the information contained in this disclosure is true and accurate to the best of his or her knowledge.*



## 2021 DISCLOSURE OF FINANCIAL INTEREST FORM

Disclosure of financial interest by a not-for-profit charter school education corporation trustee  
For the school year ended June 30, 2021

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	Henry Johnson Charter School
Name of trustee (print):	Saleem Cheeks
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	Chairperson
Email Address:	

Home Address	
Please complete with <i>changes</i> only:	
Street:	
City, State Zip:	
Phone:	

Business Address	
Please complete with <i>changes</i> only:	
Business Name:	
Street:	
City, State Zip:	
Phone:	

Questions	
1) Are you, or have you been during the last school year (July 1-June 30), an employee of the education corporation? [If you check <b>yes</b> , answer 1a), 1b), and 1c)].	<input type="radio"/> Yes <input checked="" type="radio"/> No
1a) Description of the position:	
1b) Salary:	
1c) Start date:	
2) Are you related, by blood, marriage, or legal adoption/guardianship, to, or do you cohabitate with, any person (any of the foregoing being an "interested person") who is, or, during the last school year (July 1-June 30), was employed by the education corporation, or who could otherwise benefit from your being a trustee? If yes, please identify each interest/transaction (and provide the requested information) that you ("self") or any interested persons have held or engaged in with the education corporation during the prior school year.	

☐ None

Name and Relationship	Nature of Financial Interest/Transaction	Approximate Value of the Business Conducted	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Date of Transaction(s) or "Ongoing"

**3)** Identify each individual, business, corporation, union association, firm, partnership, committee, proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or an interested person had a financial interest or other relationship. If you or an interested person are a member, director, officer, or employee of an organization doing business with the education corporation through a management, shared services, or other services agreement, you need not list every transaction between such entity and the education corporation; rather, please identify only the name of the entity, the applicable position in the entity as well as the relationship between such entity and the education corporation.

☒ None

Name and Relationship	Entity Conducting Business with the Education Corporation	Nature of the Person's Interest in the Entity	Nature of Business Conducted	Approximate Value of the Business Conducted	Steps Taken to Avoid Conflict of Interest	Date of Transaction(s) or "Ongoing"

### Trustee Signature

Signature:

SC

*By signing this Disclosure of Financial Interest Form, the trustee certifies that the information contained in this disclosure is true and accurate to the best of his or her knowledge.*

## 2021 DISCLOSURE OF FINANCIAL INTEREST FORM

Disclosure of financial interest by a not-for-profit charter school education corporation trustee  
For the school year ended June 30, 2021

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	Henry Johnson Charter School
Name of trustee (print):	Sharon Desilva
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	
Email Address:	

Home Address	
Please complete with <b>changes</b> only:	
Street:	
City, State Zip:	
Phone:	

Business Address	
Please complete with <b>changes</b> only:	
Business Name:	
Street:	
City, State Zip:	
Phone:	

Questions	
1) Are you, or have you been during the last school year (July 1-June 30), an employee of the education corporation? [If you check <b>yes</b> , answer 1a), 1b), and 1c)].	<input type="radio"/> Yes <input checked="" type="radio"/> No
1a) Description of the position:	
1b) Salary:	
1c) Start date:	
2) Are you related, by blood, marriage, or legal adoption/guardianship, to, or do you cohabitate with, any person (any of the foregoing being an "interested person") who is, or, during the last school year (July 1-June 30), was employed by the education corporation, or who could otherwise benefit from your being a trustee? If yes, please identify each interest/transaction (and provide the requested information) that you ("self") or any interested persons have held or engaged in with the education corporation during the prior school year.	

☐ None



Name and Relationship	Nature of Financial Interest/Transaction	Approximate Value of the Business Conducted	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Date of Transaction(s) or "Ongoing"

**3)** Identify each individual, business, corporation, union association, firm, partnership, committee, proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or an interested person had a financial interest or other relationship. If you or an interested person are a member, director, officer, or employee of an organization doing business with the education corporation through a management, shared services, or other services agreement, you need not list every transaction between such entity and the education corporation; rather, please identify only the name of the entity, the applicable position in the entity as well as the relationship between such entity and the education corporation.

☐ None

Name and Relationship	Entity Conducting Business with the Education Corporation	Nature of the Person's Interest in the Entity	Nature of Business Conducted	Approximate Value of the Business Conducted	Steps Taken to Avoid Conflict of Interest	Date of Transaction(s) or "Ongoing"

### Trustee Signature

Signature:

*By signing this Disclosure of Financial Interest Form, the trustee certifies that the information contained in this disclosure is true and accurate to the best of his or her knowledge.*

## 2021 DISCLOSURE OF FINANCIAL INTEREST FORM

Disclosure of financial interest by a not-for-profit charter school education corporation trustee  
For the school year ended June 30, 2021

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	Henry Johnson Charter School
Name of trustee (print):	Althea Johnson
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	
Email Address:	

Home Address	
Please complete with <i>changes</i> only:	
Street:	
City, State Zip:	
Phone:	

Business Address	
Please complete with <i>changes</i> only:	
Business Name:	
Street:	
City, State Zip:	
Phone:	

Questions	
1) Are you, or have you been during the last school year (July 1-June 30), an employee of the education corporation? [If you check <b>yes</b> , answer 1a), 1b), and 1c)].	<input type="radio"/> Yes <input checked="" type="radio"/> No
1a) Description of the position:	
1b) Salary:	
1c) Start date:	
2) Are you related, by blood, marriage, or legal adoption/guardianship, to, or do you cohabitate with, any person (any of the foregoing being an "interested person") who is, or, during the last school year (July 1-June 30), was employed by the education corporation, or who could otherwise benefit from your being a trustee? If yes, please identify each interest/transaction (and provide the requested information) that you ("self") or any interested persons have held or engaged in with the education corporation during the prior school year.	

☐ None



Name and Relationship	Nature of Financial Interest/Transaction	Approximate Value of the Business Conducted	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Date of Transaction(s) or "Ongoing"

**3)** Identify each individual, business, corporation, union association, firm, partnership, committee, proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or an interested person had a financial interest or other relationship. If you or an interested person are a member, director, officer, or employee of an organization doing business with the education corporation through a management, shared services, or other services agreement, you need not list every transaction between such entity and the education corporation; rather, please identify only the name of the entity, the applicable position in the entity as well as the relationship between such entity and the education corporation.

☐ None

Name and Relationship	Entity Conducting Business with the Education Corporation	Nature of the Person's Interest in the Entity	Nature of Business Conducted	Approximate Value of the Business Conducted	Steps Taken to Avoid Conflict of Interest	Date of Transaction(s) or "Ongoing"

### Trustee Signature

Signature:

*By signing this Disclosure of Financial Interest Form, the trustee certifies that the information contained in this disclosure is true and accurate to the best of his or her knowledge.*

## 2021 DISCLOSURE OF FINANCIAL INTEREST FORM

Disclosure of financial interest by a not-for-profit charter school education corporation trustee  
For the school year ended June 30, 2021

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	Henry Johnson Charter School
Name of trustee (print):	Juanita Nabors
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	
Email Address:	

Home Address	
Please complete with <i>changes</i> only:	
Street:	
City, State Zip:	
Phone:	

Business Address	
Please complete with <i>changes</i> only:	
Business Name:	
Street:	
City, State Zip:	
Phone:	

Questions	
1) Are you, or have you been during the last school year (July 1-June 30), an employee of the education corporation? [If you check <b>yes</b> , answer 1a), 1b), and 1c)].	<input type="radio"/> Yes <input checked="" type="radio"/> No
1a) Description of the position:	
1b) Salary:	
1c) Start date:	
2) Are you related, by blood, marriage, or legal adoption/guardianship, to, or do you cohabitate with, any person (any of the foregoing being an "interested person") who is, or, during the last school year (July 1-June 30), was employed by the education corporation, or who could otherwise benefit from your being a trustee? If yes, please identify each interest/transaction (and provide the requested information) that you ("self") or any interested persons have held or engaged in with the education corporation during the prior school year.	

☐ None

Name and Relationship	Nature of Financial Interest/Transaction	Approximate Value of the Business Conducted	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Date of Transaction(s) or "Ongoing"

**3)** Identify each individual, business, corporation, union association, firm, partnership, committee, proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or an interested person had a financial interest or other relationship. If you or an interested person are a member, director, officer, or employee of an organization doing business with the education corporation through a management, shared services, or other services agreement, you need not list every transaction between such entity and the education corporation; rather, please identify only the name of the entity, the applicable position in the entity as well as the relationship between such entity and the education corporation.

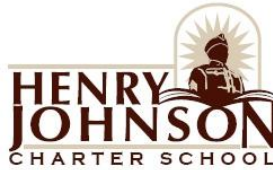
☐ None

Name and Relationship	Entity Conducting Business with the Education Corporation	Nature of the Person's Interest in the Entity	Nature of Business Conducted	Approximate Value of the Business Conducted	Steps Taken to Avoid Conflict of Interest	Date of Transaction(s) or "Ongoing"

### Trustee Signature

Signature:

*By signing this Disclosure of Financial Interest Form, the trustee certifies that the information contained in this disclosure is true and accurate to the best of his or her knowledge.*



## **Meeting of the Board of Trustees July 22, 2020**

### **MINUTES**

#### **Opening Items**

In accordance with the flexibilities allowed by gubernatorial executive order, this Board meeting was held via Zoom live videoconferencing. Chair of the Board Saleem Cheeks called the meeting to order at 5:21 p.m. Trustees present in addition to Mr. Cheeks were Brian Backstrom, Kete Barnes, Sharon DeSilva, Althea Johnson, Juanita Nabors, Robert Pistilli, and Latoya Taitt.

Head of School Dustin Mitchell, Dean of Academics Kate Morales, Principal George Borum, and Director of Finance and Operations Jessica Hudson also were in attendance.

#### **School Leadership Report**

Mr. Mitchell provided an update on 2020-21 student enrollment, noting that the school was less than students short of its overall target enrollment, nearly identical to the school's enrollment position at this time last year. Mr. Mitchell also discussed in detail the effort underway to develop a school re-opening plan for the coming school year in accordance with state guidelines. Mr. Mitchell noted that a student, family, and staff survey was underway to help inform the re-opening plan and the processes that will be put into place.

The Board reviewed the preliminary school re-opening plan that was provided to the Board for feedback. Discussion ensued, and the Board recommended certain modifications and the further development of plans in areas. Mr. Mitchell noted that changes will be made to the plan, and that additional changes will be made as new and updated guidelines get issued by the state; he will summarize substantive changes made to the plan and share those with the Board. The final plan will be shared with the Board prior to its formal submission, with the understanding that further changes could be made as needed up until opening day.

Mr. Borum discussed a new initiative, "Fireside Chats," that was underway with staff at the school to have conversations about racial justice and related issues. He noted that staff participation and initiation of tangential efforts was very good.

#### **Finances**

Ms. Hudson reviewed with the Board the monthly financial reports. She noted that year-end expenses were much lower than budgeted due to the shutdown, and that revenues were a little higher than budgeted, resulting in a surplus for the just-concluded year. Mr. Backstrom noted that while this surplus should accrue to the capital facilities reserve for the school's planned expansion, it would be prudent for the Board and school leadership to tap this new surplus if needed to offset revenue cuts made as a result of state budgeting changes during the year.

Mr. Mitchell noted that the school also is projected to receive some emergency aid under the federal CARES Act funding package

Ms. Hudson noted that updates were being made to the school's financial policies manual, and it was being reviewed by an outside accountant before being finalized. The manual will be circulated to the Board for review and approval will be solicited at the next meeting.

### **Governance**

Mr. Mitchell noted that a letter of resignation had been received by Trustee Crystal Knox, the parent representative; her niece no longer attends HJCS. Mr. Backstrom noted that the resignation was accepted. Mr. Mitchell said he would help recruit a replacement parent representative for the Board once school gets underway again.

### **Adjourn**

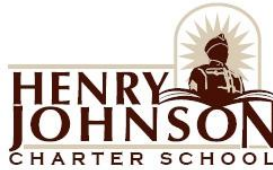
There being no other business, Mr. Cheeks made a motion to adjourn the meeting, Mr. Backstrom seconded, the motion was approved unanimously, and the meeting adjourned at 6:54 p.m.



Brian D. Backstrom, Secretary

APPROVED BY THE BOARD: 8-18-20  
Date





## **Meeting of the Board of Trustees August 18, 2020**

### **MINUTES**

#### **Opening Items**

In accordance with the flexibilities allowed by gubernatorial executive order, this Board meeting was held via Zoom live videoconferencing. Chair of the Board Saleem Cheeks called the meeting to order at 5:21 p.m. Trustees present in addition to Mr. Cheeks were Brian Backstrom, Kete Barnes, Sharon DeSilva, Althea Johnson, Juanita Nabors, Robert Pistilli, and Latoya Taitt.

Head of School Dustin Mitchell, Dean of Academics Kate Morales, Principal George Borum, and Director of Finance and Operations Jessica Hudson also were in attendance.

#### **Approval of Minutes**

Mr. Pistilli made a motion to approve as presented the minutes of previous meetings of the Board, Mr. Backstrom seconded, and the minutes were approved unanimously.

#### **School Leadership Report**

Mr. Mitchell reviewed plans for opening the school for the start of the new school year. He noted that decisions about in-person and virtual instruction by teachers and students were due by the end of the week, and that a series of “town hall”-style informational meetings with teachers and parents has been scheduled. Current responses indicate about 70 percent prefer in-person instruction and 30 percent prefer virtual instruction. Ms. Johnson inquired about the policies for ensuring and tracking attendance of virtual learners, and Mr. Backstrom asked about the attitude of teachers as the start of the school year approached. Discussion ensued.

Mr. Mitchell noted that all safety items and supplies needed have been ordered; some items on backorder may impact opening plans. He emphasized that the situation was still fluid, including with new guidance from the state coming out frequently, but that the school has been adapting its plans well and will continue to do so. Mr. Mitchell also noted the resignation of two teacher aides.

With Albany City School District delaying the start of its school year by two week and given our school’s reliance on the district’s bus schedule, Henry Johnson would need to contract independently for student bus service to cover those two week. The estimated cost is \$15,000 per week. Board discussion ensued, and included discussion of the possibility that the Albany district could institute further last-minute delays.

**MOTION:** To authorize the expenditure from reserve funds of up to \$60,000 for the provision of independent school bus service for up to six weeks.

*Motion:* Backstrom    *Second:* Cheeks    *Vote:* Aye – unanimous

**Finances**

Ms. Hudson reviewed with the Board the monthly financial reports. She and Mr. Mitchell noted that they would report back to the Board with a final year-end surplus total.

Ms. Hudson noted that the school's annual audit would begin in September, and that the paperwork requests had already started. She reported that the school was still awaiting action from LISC to put into place the Board-approved interest-only option on facility payments for this year.

Mr. Mitchell noted that the school was eligible for and would be receiving funding from the federal CARES Act to help cover operating expenses related to the COVID-19 response, emphasizing that the school had more of those expenses than the supplemental funds were expected to cover.

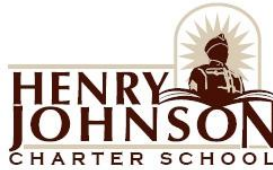
**Adjourn**

There being no other business, Mr. Backstrom made a motion to adjourn the meeting, Mr. Pistilli seconded, the motion was approved unanimously, and the meeting adjourned at 6:36 p.m.



Brian D. Backstrom, Secretary

APPROVED BY THE BOARD: 09-15-20  
Date



**Meeting of the Board of Trustees  
September 15, 2020**

**MINUTES**

**Opening Items**

In accordance with the flexibilities allowed by gubernatorial executive order, this Board meeting was held via Zoom live videoconferencing. Chair of the Board Saleem Cheeks called the meeting to order at 5:33 p.m. Trustees present in addition to Mr. Cheeks were Brian Backstrom, Kete Barnes, Althea Johnson, Juanita Nabors, and Robert Pistilli.

Head of School Dustin Mitchell, Principal of Academics Kate Morales, Principal of Character and Culture George Borum, and Director of Finance and Operations Jessica Hudson also were in attendance.

**Approval of Minutes**

Mr. Cheeks made a motion to approve as presented the minutes of previous meetings of the Board, Mr. Backstrom seconded, and the minutes were approved unanimously.

**School Leadership Report**

Mr. Mitchell introduced to the Board the school's newest teacher, Meaghan Campbell. Ms. Campbell discussed her background and plans for instruction at the school.

Mr. Mitchell and Ms. Morales reviewed the in-person and remote instructional programs. Discussion ensued.

Mr. Mitchell noted that the school currently has exceeded its budgeted enrollment target.

Mr. Borum reviewed student culture and behavioral issues.

Ms. Johnson asked about parent feedback to date, and Mr. Mitchell noted that there have been no complaints and no expressions of frustrations so far. Ms. Johnson also asked about the school's ability to supply all scholars who need them with Chromebooks, and Mr. Mitchell said those needs have been met.

Mr. Pistilli asked about sufficient stock of supplies, including PPE. Mr. Mitchell noted that the school was supplied sufficiently for now, and reviewed issues with orders for some things, such as desks.

Mr. Cheeks asked how, with school open for a week, in-person and virtual learning each were trending. Discussion ensued. Mr. Cheeks also asked whether there had been inquiries about potential employment at HJCS by teachers who had been laid off by area districts. Mr. Mitchell said there had been a few such inquiries.



**Finances**

Ms. Hudson reviewed with the Board the monthly financial reports. She and Mr. Mitchell noted that they would report back to the Board with a final year-end surplus total.

Ms. Hudson noted that the school's annual audit would begin in September, and that the paperwork requests had already started. She reported that the school was still awaiting action from LISC to put into place the Board-approved interest-only option on facility payments for this year.

Mr. Mitchell noted that the school was eligible for and would be receiving funding from the federal CARES Act to help cover operating expenses related to the COVID-19 response, emphasizing that the school had more of those expenses than the supplemental funds were expected to cover.

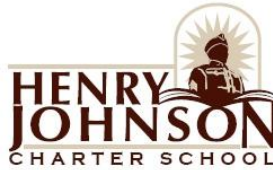
**Adjourn**

There being no other business, Mr. Backstrom made a motion to adjourn the meeting, Mr. Pistilli seconded, the motion was approved unanimously, and the meeting adjourned at 6:36 p.m.



Brian D. Backstrom, Secretary

APPROVED BY THE BOARD: 10-20-20  
Date



## **Meeting of the Board of Trustees October 20, 2020**

### **MINUTES**

#### **Opening Items**

In accordance with the flexibilities allowed by gubernatorial executive order, this Board meeting was held via Zoom live videoconferencing. Chair of the Board Saleem Cheeks called the meeting to order at 5:16 p.m. Trustees present in addition to Mr. Cheeks were Brian Backstrom, Kete Barnes, Althea Johnson, Juanita Nabors, and Robert Pistilli.

Head of School Dustin Mitchell, Principal of Academics Kate Morales, Principal of Character and Culture George Borum, and Director of Finance and Operations Jessica Hudson were in attendance. Prospective Parent Representative Trustee Da’Nasia McFadden also attended the meeting. John Tafilowski of Cusak & Co. was present to discuss the school’s annual audit.

#### **Approval of Minutes**

Mr. Cheeks made a motion to approve as presented the minutes of previous meetings of the Board, Mr. Backstrom seconded, and the minutes were approved unanimously.

#### **Audit**

John Tafilowski from Cusak & Co. reviewed the school’s annual audit and discussed findings with the Board. Mr. Tafilowski noted that the review was a completely “clean” audit, that the school was in a strong financial position with proper financial controls in place, and that school staff was helpful in all aspects of providing information to help in the performance of the audit.

#### **Governance (Part I)**

Mr. Mitchell introduced Da’Nasia McFadden, parent of an HJCS scholar who is interested in becoming the Board’s Parent Representative Trustee. Ms. McFadden discussed her background and her interest in board service. Mr. Cheeks, Ms. Taitt, and Mr. Backstrom offered various perspectives on the role of a Parent Representative Trustee.

#### **School Leadership Report**

Mr. Mitchell noted that enrollment was strong and growing, including growth in the number of ELL students. He said that the kindergarten grade remains the most challenging to enroll to maximum capacity. Board discussion ensued.

Mr. Borum described the school’s better focus on student behavioral issues as the school and scholars got better accustomed to the split in in-person and virtual instruction. He noted that

added morning meeting time has been very helpful in establishing the desired school culture. Board discussion ensued.

Ms. Morales described the school's substantial efforts to maintain integrity in its remote-instruction component, including auditing lessons, participating on Zoom, etc. Board discussion ensued.

### **Finances**

Ms. Hudson reviewed with the Board the monthly financial reports.

### **Governance (Part II)**

Mr. Mitchell discussed with the Board the Student Data Policy.

MOTION: To adopt the Student Data Policy as proposed.

*MOTION:* Cheeks

*SECOND:* Backstrom

*VOTE:* Aye - unanimous

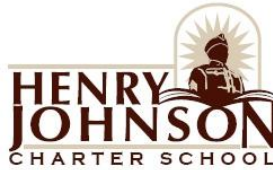
Trustees asked about arrangements with students and families for borrowing computer hardware for learning, such as Chromebooks. Mr. Mitchell discussed the agreements families sign when borrowing school laptops.

### **Adjourn**

There being no other business, Ms. Nabors made a motion to adjourn the meeting, Mr. Pistilli seconded, the motion was approved unanimously, and the meeting adjourned at 6:47 p.m.

  
 Brian D. Backstrom, Secretary

APPROVED BY THE BOARD: 11-17-2020  
*Date*



## **Meeting of the Board of Trustees November 17, 2020**

### **MINUTES**

#### **Opening Items**

In accordance with the flexibilities allowed by gubernatorial executive order, this Board meeting was held via Zoom live videoconferencing. Chair of the Board Saleem Cheeks called the meeting to order at 5:17 p.m. Trustees present in addition to Mr. Cheeks were Brian Backstrom, Kete Barnes, Althea Johnson, Robert Pistilli, and Latoya Taitt.

Head of School Dustin Mitchell, Principal of Academics Kate Morales, Principal of Character and Culture George Borum, and Director of Finance and Operations Jessica Hudson were in attendance. Parent Representative Trustee candidate Da’Nasia McFadden also attended the meeting.

#### **Approval of Minutes**

Mr. Cheeks made a motion to approve as presented the minutes of previous meetings of the Board, Mr. Backstrom seconded, and the minutes were approved unanimously.

#### **School Leadership Report**

Head of School Dustin Mitchell discussed with the Board the incident of a school bus driver testing positive for COVID-19, the interaction with the County Health Department about the issue, reporting to the parents and the quarantining of affected students, and contact tracing effort. No positive cases among the school’s scholars or staff have been reported.

Mr. Mitchell noted that that enrollment was strong, well above budgeted levels, and that attendance rates were quite good.

Mr. Borum reviewed the school’s culture, reporting that character referrals and other disciplinary incidents were quite low, and that staff are taking advantage of smaller in-person classes and purposeful all-school time to reinforce behavioral expectations.

Ms. Morales summarized for the Board the ongoing remote-learning efforts. She noted noticeable differences between students with good at-home supports and those without, and talked about some of the ideas to address concerns. Ms. McFadden asked for additional details about how classroom assignments and other schoolwork were handled in a remote-learning environment.

## **Finances**

Mr. Mitchell noted that revenues appear lower than the budget only because of the cyclical nature of district billings (bi-monthly) and the constant monthly average figures in the financial plan. He pointed out that expenses were running lower than budgeted.

Ms. Hudson noted that the Cohoes district inappropriately withheld 20 percent of the required per pupil aid due to HJCS, and discussed conversations she had with district officials. HJCS intends to initiate intercept procedures.

Mr. Barnes asked for clarification on some of the figures presented in the financial reports.

## **COVID-19**

Mr. Mitchell discussed potential coordination of COVID-19 testing efforts with the city school district, BOCES, the Whitney Young Health Center, other schools, etc., if the area gets assigned “Yellow” status with its testing mandates.

Mr. Mitchell proposed purchasing 180 additional laptops now, in anticipation of a mandated remote-learning order and to ensure each student had the appropriate learning hardware. The projected cost of the purchase was around \$48,000, and that expense is not in the budget. Mr. Mitchell noted that the strong enrollment of the school, which is well above the budgeted level, will generate more than enough unexpected revenue to cover the cost. The Board agreed with the strategy to put in the purchase order immediately and authorized the expenditure of funds necessary for the purchase.

Mr. Cheeks asked about plans for instruction if remote-learning is required prior to the arrival of the new laptops. Discussion with the Board ensued. Ms. Taitt asked about access to resources such as the school library for those needing it in a remote-learning environment. . Discussion with the Board ensued.

## **Governance**

Mr. Backstrom recommended to the Board for its appointment as the Parent Representative Trustee.

MOTION: To appoint to the Board as a Parent Representative Trustee Da’Nasia McFadden, to a term ending June 30, 2021.

*MOTION:* Pistilli

*SECOND:* Backstrom

*VOTE:* Aye - unanimous

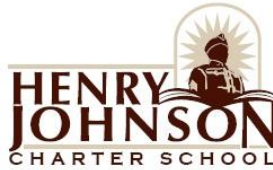
## **Adjourn**

There being no other business, Mr. Cheeks made a motion to adjourn the meeting, Mr. Pistilli seconded, the motion was approved unanimously, and the meeting adjourned at 6:29 p.m.



Brian D. Backstrom, Secretary

APPROVED BY THE BOARD: 12/15/2020  
Date



## **Meeting of the Board of Trustees December 15, 2020**

### **MINUTES**

#### **Opening Items**

In accordance with the flexibilities allowed by gubernatorial executive order, this Board meeting was held via Zoom live videoconferencing. Chair of the Board Saleem Cheeks called the meeting to order at 5:16 p.m. Trustees present in addition to Mr. Cheeks were Brian Backstrom, Kete Barnes, Althea Johnson, Da’Nasia McFadden, Juanita Nabors, Robert Pistilli, and Latoya Taitt. Head of School Dustin Mitchell, Principal of Academics Kate Morales, Principal of Character and Culture George Borum, and Director of Finance and Operations Jessica Hudson were in attendance.

#### **Approval of Minutes**

Mr. Pistilli made a motion to approve as presented the minutes of previous meetings of the Board, Mr. Backstrom seconded, and the minutes were approved unanimously.

#### **School Leadership Report**

Head of School Dustin Mitchell discussed the interim academic progress of HJCS scholars, and with Ms. Morales presented and reviewed data by subject, grade, class section, and comparative measures. Some weakness in performance in Grade 2 was noted. Mr. Mitchell and Ms. Morales outlined steps being taken to target academic needs, including conducting small-group remediation work, enhanced AIS/RTI support, and reviewing grade-level placements for enrolled transfers from district schools. The school’s academic leadership noted that data and assessment practices have increased the school’s ability to better identify which scholars are struggling and why they are struggling, allowing for more effective and individualized remedial work.

Mr. Mitchell noted that enrollment was strong and increasing, highlighting a nearly 7 percent increase above budgeted levels. HJCS’s offering of in-person instruction was noted as a likely draw for new families. While approximately 10 children remain on the school’s waiting list, social-distancing practices will not allow them to be enrolled at this time. The only enrollment losses noted in the past month were due to out-of-district and out-of-state moves.

School leadership and the board discussed attendance patterns, including the role of families’ perspectives of the threat of exposure to COVID-19. Mr. Backstrom asked about the frequency of teacher-student contact and discussion ensued.

Mr. Borum discussed school culture issues, noting that student referrals for behavior infractions were down significantly. Fewer students in the classroom likely is a contributing factor, he noted. Mr. Borum discussed the implementation plans for the Second Step curriculum.

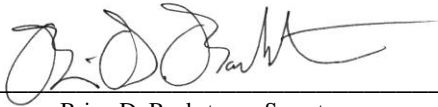
**Finances**

Mr. Mitchell and Ms. Hudson reviewed the school's finances, noting that revenues were strong and expenses were down, including reduced spending for supplies and the holding of one position vacant. Ms. Johnson asked about the status of the order for new student laptop computers, and Ms. Hudson noted that the school still had not been given an ETA for delivery. Mr. Mitchell discussed the school's preparation of take-home bags of school work.

Mr. Backstrom asked about some outstanding revenue due from districts, and Ms. Hudson discussed with the Board the possibility of writing off some of the oldest debts.

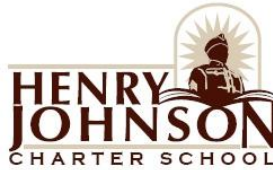
**Adjourn**

There being no other business, Mr. Cheeks made a motion to adjourn the meeting, Mr. Pistilli seconded, the motion was approved unanimously, and the meeting adjourned at 6:17 p.m.



Brian D. Backstrom, Secretary

APPROVED BY THE BOARD: 1-19-21  
Date



## **Meeting of the Board of Trustees January 19, 2021**

### **MINUTES**

#### **Opening Items**

In accordance with the flexibilities allowed by gubernatorial executive order, this Board meeting was held via Zoom live videoconferencing. Chair of the Board Saleem Cheeks called the meeting to order at 5:15 p.m. Trustees present in addition to Mr. Cheeks were Brian Backstrom, Kete Barnes, Althea Johnson, Da’Nasia McFadden, Juanita Nabors, Robert Pistilli, and Latoya Taitt.

Head of School Dustin Mitchell, Principal of Academics Kate Morales, Principal of Character and Culture George Borum, and Director of Finance and Operations Jessica Hudson were in attendance. Also attending were Yomika Bennett, Executive Director, and Ashara Baker, Community Engagement Manager, of the New York Charter Schools Association.

#### **Approval of Minutes**

Mr. Barnes made a motion to approve as presented the minutes of previous meeting of the Board, Mr. Cheeks seconded, and the minutes were approved unanimously.

#### **NYCSA Presentation**

Yomika Bennett, Executive Director of the New York State Charter Schools Association, discussed the organization’s legislative priorities and strategies for the upcoming state legislative session, and presented their organization’s perspective on the environment for charter schools in New York. Board members engaged in discussion.

#### **School Leadership Report**

Head of School Dustin Mitchell discussed the status of HJCS, noting that there had been some dips in attendance over the past month in part attributable to higher caution about coming to school when one is not feeling well. He noted enrolment was still strong, at about 6% above budgeted levels. With Mr. Borum, Mr. Mitchell reviewed the lower numbers of scholar referrals and incidents, and Mr. Borum reviewed the progress of staff training for the Second Step curricular components.

Mr. Mitchell and Ms. Morales updated the Board on the academic progress of students. The Board initiated discussion about plans for measuring and reporting student progress given the likelihood of a second consecutive year of cancelled state exams. Mr. Morales offered additional detail on the system and use of interim progress assessments and how they help measure progress.



**Finances**

Mr. Mitchell and Ms. Hudson reviewed the school's finances, noting that revenues remained strong and expenses were still coming in below budget.

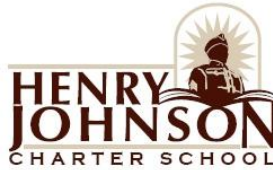
**Adjourn**

There being no other business, Mr. Backstrom made a motion to adjourn the meeting, Mr. Pistilli seconded, the motion was approved unanimously, and the meeting adjourned at 7:01 p.m.



Brian D. Backstrom, Secretary

APPROVED BY THE BOARD: 2-16-21  
Date



DRAFT

## **Meeting of the Board of Trustees February 16, 2021**

### **MINUTES**

#### **Opening Items**

In accordance with the flexibilities allowed by gubernatorial executive order, this Board meeting was held via Zoom live videoconferencing. Chair of the Board Saleem Cheeks called the meeting to order at 5:16 p.m. Trustees present in addition to Mr. Cheeks were Brian Backstrom, Kete Barnes, Sharon DeSilva, Althea Johnson, Juanita Nabors, and Robert Pistilli.

Head of School Dustin Mitchell, Principal of Academics Kate Morales, Principal of Character and Culture George Borum, and Director of Finance and Operations Jessica Hudson also were in attendance.

#### **Approval of Minutes**

Mr. Pistilli made a motion to approve as presented the minutes of previous meeting of the Board, Ms. Nabors seconded, and the minutes were approved unanimously.

#### **School Leadership Report**

Head of School Dustin Mitchell discussed the status of instruction, learning, and operations at HJCS. He noted that internal assessments reveal that scholars provided in-person instruction are performing better than those learning virtually, and that the largest gains have been seen in Grade 2, which was the subject of added remediation effort following the previous interim assessment period. Mr. Mitchell noted that math instruction in grades 3 and 4 is now receiving additional focus for growth strategies.

Mr. Mitchell noted that enrollment continues to be strong, holding at around 25 students above budgeted levels. An increased effort is being made to ensure all students eligible for free and reduced-price meals are identified.

Mr. Mitchell presented the low numbers of scholar referrals and incidents, and Mr. Borum discussed student culture and staff training items with the Board.

Mr. Mitchell noted that COVID-19 vaccination rates for staff are beginning to be tracked by the school.

#### **Finances**

Mr. Mitchell and Ms. Hudson reviewed the school's finances, noting that revenues continue to outpace expenses, largely attributable to higher-than-budgeted enrollment, holding an unneeded

staff position vacant, a decrease in supply expenses, and decreased need for some contractual services. He noted that the additional Chromebooks ordered in November had not yet arrived.

Mr. Cheeks asked for addition detail of the school's estimate of one-time savings and one-time expenses related to adjustments made in the wake of the COVID-19 pandemic and transition to some virtual learning. Mr. Mitchell noted he would provide that information, and identified the school's food service operations as a likely large component of these one-time budget occurrences.

### **Executive Session**

Mr. Mitchell asked to discuss with the Board personnel issues, including performance reviews of staff.. Mr. Cheeks made a motion to enter Executive Session to discuss such matters in accordance with Section 105(1)(f) of the Public Officers Law and current guidance regarding public meetings. Mr. Backstrom seconded the motion, and the Board entered Executive Session at 5:59 p.m.

The Board exited Executive Session and re-entered Regular Session at 6:48 p.m. upon a motion by Mr. Backstrom and a second by Mr. Barnes.

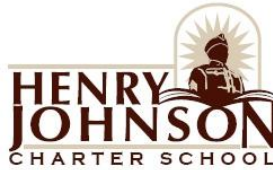
### **Adjourn**

There being no other business, Mr. Backstrom made a motion to adjourn the meeting, Mr. Pistilli seconded, the motion was approved unanimously, and the meeting adjourned at 6:49 p.m.



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Brian D. Backstrom, Secretary

APPROVED BY THE BOARD: 3-16-21  
Date



**Meeting of the Board of Trustees  
March 16, 2021**

**MINUTES**

**Opening Items**

In accordance with the flexibilities allowed by gubernatorial executive order, this Board meeting was held via Zoom live videoconferencing. Chair of the Board Saleem Cheeks called the meeting to order at 5:17 p.m. Trustees present in addition to Mr. Cheeks were Brian Backstrom, Kete Barnes, Sharon DeSilva, Da’Nasia McFadden, and Robert Pistilli.

Head of School Dustin Mitchell, Principal of Academics Kate Morales, Principal of Character and Culture George Borum, and Director of Finance and Operations Jessica Hudson also were in attendance.

**Approval of Minutes**

Mr. Barnes made a motion to approve as presented the minutes of previous meeting of the Board, Mr. Pistilli seconded, and the minutes were approved unanimously.

**School Leadership Report**

Head of School Dustin Mitchell discussed the status of instruction, learning, and operations at HJCS. He noted that the New York State Education Department is appealing the federal denial of its request to forgo standardized assessments this year; even if the denial is sustained, the state intends to administer only an abbreviated version, “Book 1,” of the graded 3-8 assessments.

Enrollment remains strong at 350 students, well above the school’s budgeted level. One family moved out of the area and another returned to their neighborhood district school when it reopened, for a net decrease in enrollment of five students. Special education, English language learners, and free lunch-eligible student populations remain steady.

Mr. Borum noted that scholar incidents remain very low, and that the Second Step social-emotional learning program is rolling in well. Mr. Mitchell, Ms. Morales, and Mr. Borum noted that a professional development session on diversity, equity, and inclusion was outstanding and was exceptionally well-received by staff.

Ms. Morales noted that the Chromebook laptop computers ordered in November now are likely not to be delivered until May due to component shortages at the manufacturer.

## **Finances**

Mr. Mitchell discussed one-time budget impacts of COVID-related activity. Ms. Hudson reviewed the financial reports, noting that Title I funds typically received in September were delayed significantly but now had been received (reflected in the financials under “grants”).

Mr. Mitchell and Ms. Hudson discussed the opportunity to implement a policy that emphasizes the solicitation and prioritization of minority/women/black-owned enterprises (MWBE) for needed school purchases and services. The Board expressed interest in adopting such a policy, which also includes assessment of quality and cost, and asked school leadership to develop a policy for consideration.

## **Other Business**

Mr. Cheeks noted pending changes to CDC guidance on such things as social-distancing space requirements, and asked about the impact on the school. Mr. Mitchell said he was aware of and was watching the development of such policy changes, and will evaluate if operational changes at the school are desired.

Mr. Backstrom noted that because Schenectady is the second-largest feeder district for the school, enhanced marketing to Albany families may be particularly prudent given the announcement that a new charter school may be opening in Schenectady. Mr. Mitchell noted that the leadership team is working on a creative enrollment marketing program.

Mr. Backstrom noted that the Brighter Choice Foundation is planning to announce a grant program available to area charter schools for initiatives that enhance and improve their educational offerings.

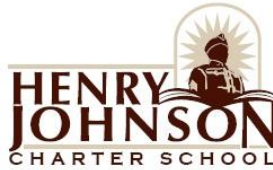
## **Adjourn**

There being no other business, Mr. Pistilli made a motion to adjourn the meeting, Mr. Barnes seconded, the motion was approved unanimously, and the meeting adjourned at 6:00 p.m.



Brian D. Backstrom, Secretary

APPROVED BY THE BOARD: 04-20-2021  
Date



## **Meeting of the Board of Trustees April 20, 2021**

### **MINUTES**

#### **Opening Items**

In accordance with the flexibilities allowed by gubernatorial executive order, this Board meeting was held via Zoom live videoconferencing. Chair of the Board Saleem Cheeks called the meeting to order at 5:37 p.m. Trustees present in addition to Mr. Cheeks were Brian Backstrom, Althea Johnson, Juanita Nabors, and Latoya Taft.

Head of School Dustin Mitchell, Principal of Academics Kate Morales, Principal of Character and Culture George Borum, and Director of Finance and Operations Jessica Hudson also were in attendance.

#### **Approval of Minutes**

Ms. Johnson made a motion to approve as presented the minutes of previous meeting of the Board, Mr. Cheeks seconded, and the minutes were approved unanimously.

#### **School Leadership Report**

Head of School Dustin Mitchell discussed the status of instruction, learning, and operations at HJCS. He noted that the New York State English Language Arts exam was administered to the 3rd and 4th grade today. Results from the exam are likely to be of little use, as the state said that only those students attending class in-person were to be tested and the test administered was not comparable to previous years. With these variables, school-to-district comparisons even for only this year will not be valid. Mr. Mitchell and Ms. Morales felt that results from certain elements of the exam may be able to be used internally for some measurements.

Mr. Mitchell said that the need this year to provide virtual instruction allowed the school to experiment with solo-instruction in some classrooms, particularly the highest-performing teachers. The results and observations from this pilot program may be used to inform instructional decisions for the upcoming school year. Mr. Mitchell also noted that leadership is exploring implementing teacher looping, and is likely to propose a 3 percent “flexibility bonus” for teachers this year (noting that salaries were not increased this school year). Full performance evaluations for every teacher and staff member are being performed this year; Mr. Mitchell expects that approximately eight teachers will be recommended for merit awards and approximately six teachers will be recommended to be placed on improvement plans. Mr. Mitchell expects to propose the addition of a second school counselor for next year.

Enrollment remains strong even though 12 students left; seven students moved out of the district and four students moved out of state. There remain very low numbers of character referrals and behavior incidents.

**Finances**

Ms. Hudson reviewed the financial reports, noting that finances remain solid and expenses remain lower than revenue. Board discussion ensued.

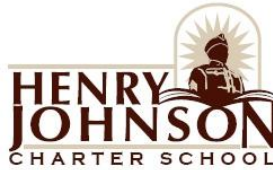
**Adjourn**

There being no other business, Mr. Backstrom made a motion to adjourn the meeting, Mr. Cheeks seconded, the motion was approved unanimously, and the meeting adjourned at 6:26 p.m.



Brian D. Backstrom, Secretary

APPROVED BY THE BOARD: 05-18-2021  
*Date*



## **Meeting of the May 18, 2021**

### **MINUTES**

#### **Opening Items**

In accordance with the flexibilities allowed by gubernatorial executive order, this Board meeting was held via Zoom live videoconferencing. Chair of the Board Saleem Cheeks called the meeting to order at 5:15 p.m. Trustees present in addition to Mr. Cheeks were Brian Backstrom, Kete Barnes, Althea Johnson, Da’Nasia McFadden, Juanita Nabors, and Bob Pistilli.

Head of School Dustin Mitchell, Principal of Academics Kate Morales, Principal of Character and Culture George Borum, and Director of Finance and Operations Jessica Hudson also were in attendance.

#### **Approval of Minutes**

Mr. Barnes made a motion to approve as presented the minutes of previous meeting of the Board, Mr. Backstrom seconded, and the minutes were approved unanimously.

#### **School Leadership Report**

Head of School Dustin Mitchell discussed the status of instruction, learning, and operations at HJCS. He discussed the administration of the New York State exams in ELA and math, and summarized a webinar on the issue that was held by the school’s authorizer, SUNY’s Charter Schools Institute. The general presumption is that there is little usable data or determination of school quality to be gleaned from results of the state exam from either last year or this year. CSI will be issuing an updated accountability template on June 1, and additional clarification may be offer with that about what measurements of progress are to be used for reporting purposes. Current speculation is that nationally-normed internal exams such as i-Ready, which HJCS uses, and NWEA may be looked to as substitute measures. Ms. Morales also discussed results from 3rd grade assessments.

The Board engaged in discussion about the school’s plans for expansion and options for approaching the authorizer about those plans given the current fluid environment of accountability and test-score reporting.

Mr. Mitchell noted that employment was holding steady, still above budgeted levels, and that there is a possibility that the budgeted enrollment may be increased slightly for next school year given the school’s strong recent track record.

Mr. Borum reported that there remain very low numbers of character referrals and behavior incidents.



**Finances**

Mr. Mitchell noted that the school applied for a grant from the Brighter Choice Foundation for a summer learning program. The school also applied for the latest round of federal funding related to the pandemic recovery effort. Ms. Hudson reviewed the financial reports, noting that finances remain solid and expenses remain lower than revenue. Board discussion ensued.

**Other**

Mr. Cheeks asked about the recent shooting incident that occurred near the school, and Mr. Mitchell briefed the Board about it.

**Adjourn**

There being no other business, Mr. Backstrom made a motion to adjourn the meeting, Mr. Cheeks seconded, the motion was approved unanimously, and the meeting adjourned at 6:20 p.m.

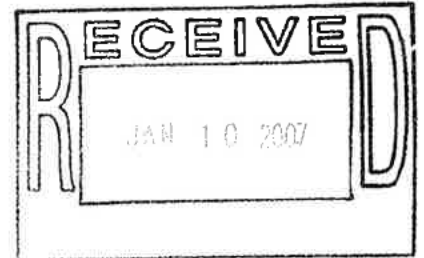


Brian D. Backstrom, Secretary

APPROVED BY THE BOARD: 6-22-21  
Date



**City of Albany**  
**Department of Public Safety**  
**Division of Building and Codes**



BBL Construction Services, LLC.  
302 Washington Avenue Ext.  
Albany, NY 12203

**Certificate of Occupancy**

Address: 30 Watervliet Avenue

Permit

Parcel

This is to Certify that the building located at 30 Watervliet Avenue in the City of Albany, NY has been inspected and found to be in compliance with the plans on file and with permit application for renovations and addition for a new charter school known as Henry Johnson Charter School.

The following occupancy is permitted at this location:

Area

Use

Uniform Code  
Classification

No change in the nature of this parcel, building or use is allowed without a permit and the issuance of a new Certificate of Occupancy.

Zoning District at time of Issuance C-1

Issuance Recommended By:

Vincent J. DiBiase  
Sr. Building Inspector

  
Nicholas A. DiLello, Director

Issue Date: Monday, December 24, 2007



November 30, 2018

The University of the State of New York  
The State Education Department  
Office of Facilities Planning  
Room 1060 Education Building Annex  
Albany, New York 12234

Re: 2018 Non Public School Building Fire Safety Reports

Enclosed are the Non Public School Building Fire Safety Reports for the following Schools:

Albany Leadership Charter High School for Girls  
19 Hackett Blvd.  
Albany, NY 12202

Greentech Charter High School for Boys  
99 Slingerland St.  
Albany, NY 12202

Henry Johnson Charter School  
30 Watervliet Ave.  
Albany, NY 12206

Brighter Choice Charter School for Girls  
250 Central Ave.  
Albany, NY 12206

Brighter Choice Charter School for Boys  
116 North Lake Ave.  
Albany, NY 12206

Albany Community Charter School  
65 Krank St.  
Albany, NY 12202

Albany Community Charter School  
42 South Dove St.  
Albany, NY 12202

Copies have been provided to the Albany Fire Department.

If you have any questions, please do not hesitate to call me at (518) 456-8484

Respectfully yours,

A handwritten signature in black ink that reads "Stan Olender". The signature is fluid and cursive, with the first name "Stan" and last name "Olender" clearly distinguishable.

Stan Olender

Director of Facilities Management



**Part I: General Information and Fire/Life Safety History**  
(to be completed annually)

1. Indicate the primary use of this facility: (check one box)

a) Student Instruction	<b>X</b>	b) Other Student Use (dormitory, dining hall, physical education building, etc.)	
------------------------	----------	--	--

2. Is there a fire sprinkler system in this facility? Yes   X   No       

If yes, is the sprinkler alarm connected with the building alarm? Yes   X   No       

3. Is there a fire hydrant system for facility protection? Yes   X   No         
If yes, indicate ownership of the system.

Public Owned   X   School Owned        Other                      (specify)

4. Indicate the ownership of this facility.

Leased        Owned   X   Other                      (specify)

5. What is the current gross square footage of this facility (to the nearest whole ten feet)



6. If this facility is used for instruction, complete (a) – (d); otherwise go to question #7.

a) Fire drills were held in accordance with Section 807 of State Education Law and Sections F405 and F408 of the New York State Fire Code. Yes   X   No       

b) Average time to evacuate this facility:

	3
--	---

Minutes

2	6
---	---

Seconds

c) Arson and fire prevention instruction was provided in accordance with Section 808 of State Education Law; which requires every school in New York State to provide a minimum of 45 minutes of instructions in arson, fire prevention, injury prevention, and life safety during each month that school is in session.

Yes   X   No       

d) Employee fire prevention, evacuation, and fire safety training was provided and Records maintained in accordance with Section F406 of the New York State Fire Code.

Yes   X   No       

7. If the fire alarm was activated since the last annual fire inspection, was the fire department immediately notified?

Yes        No

8. Have there been any fires in this facility since the last annual fire inspection?

Yes \_\_\_\_\_ No X

If yes, indicate:

a) Number of fires

--	--

b) Total number of injuries

--	--

c) Total cost of property damage \$

--	--	--	--	--	--	--	--	--

**Part II: Nonpublic School Fire Safety Non-Conformance Report Sheet**

School Name Henry Johnson CS

Building Name K-4

Part II-B				Part II-B				Part II-B			
Item #	Non-Conformance	Date Corrected		Item #	Non-Conformance	Date Corrected		Item #	Non-Conformance	Date Corrected	
08A-2				12O-2				19E-1			
08B-2				13A-2				19F-1			
08C-2				13B-2				19G-1			
08D-2				14A-2				19H-2			
08E-2				14B-2				20A-1			
09A-2				14C-2				20B-1			
09B-2				14D-1				20C-1			
09C-1				14E-1				21A-3			
09D-1				15A-2				22A-3			
09F-2				15B-1				22B-3			
09G-2				15C-2				22C-3			
10A-2				15D-2				23A-1			
10B-2				16A-2				23B-1			
				16B-2							
10C-1				16 C-2				23C-1			
10D-1				17A-3				23D-2			
11A-2				17B-2				24A-3			
11B-1				17C-2				25A-3			
11C-2				17D-2							
11D-2				17E-1							
11E-1				17F-3							
12A-1				17G-1							
12B-3				17H-2							
12C-2				17I-2							
12D-2				17J-1							
12E-1				17K-1							
12F-1				17L-1							
12G-1				18A-2							
12H-1				18B-2							
12I-1				18C-2							
12J-1				18D-2							
12K-1				19A-3							
12L-1				19B-2							
12M-1				19C-1							
12N-1				19D-1							

**If any additional non-conformances are observed, check item 25A-3 and list the Code section below.**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Inspector**

The inspector has been provided with a copy of the previous year's school fire safety report:

Yes ☒ No ☐

All schools complete Section 8 only of the building has electrically-operated folding partitions.

**Inspection:**

Fire Safety Inspector:

Name Paul V. Lawton Jr.

Date Nov. 27, 2018

Registry # 1209-7480



**Part III: Nonpublic School Certifications**

**Section III-A. Fire Inspector**

The individual noted below inspected this building on Nov. 27, 2018 (date) and the information in this Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to Title 19 Part 434.5(a)(2).

Name: Paul V. Lawton Jr. Telephone #: [REDACTED]  
Title: Firefighter/EMT/NYS CEO Registry #: [REDACTED]  
(as designated by the NYS Fire Administrator)  
Signature: Paul V. Lawton Jr.

**Section III-B. Building Administrator or Designee**

The individual noted below certifies that this building was inspected as indicated in Section III-A above.

Name: Jessica Hudson Telephone #: [REDACTED]  
Title: Director of Finance & Ops

**Section III-C. School Administrator, Director, or Headmaster**

I hereby submit this fire inspection report on behalf of the Board of Trustees and certify that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Nonpublic Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. For any uncorrected nonconformances that appear on this report, the Board of Trustees, at the meeting held pursuant to Section 807-a of New York State Education Law, adopted a written plan of correction for those nonconformances, and such plan is available for public inspection.

Name: George Borum Telephone #: [REDACTED]  
Title: Assistant Principal Signature: George Borum

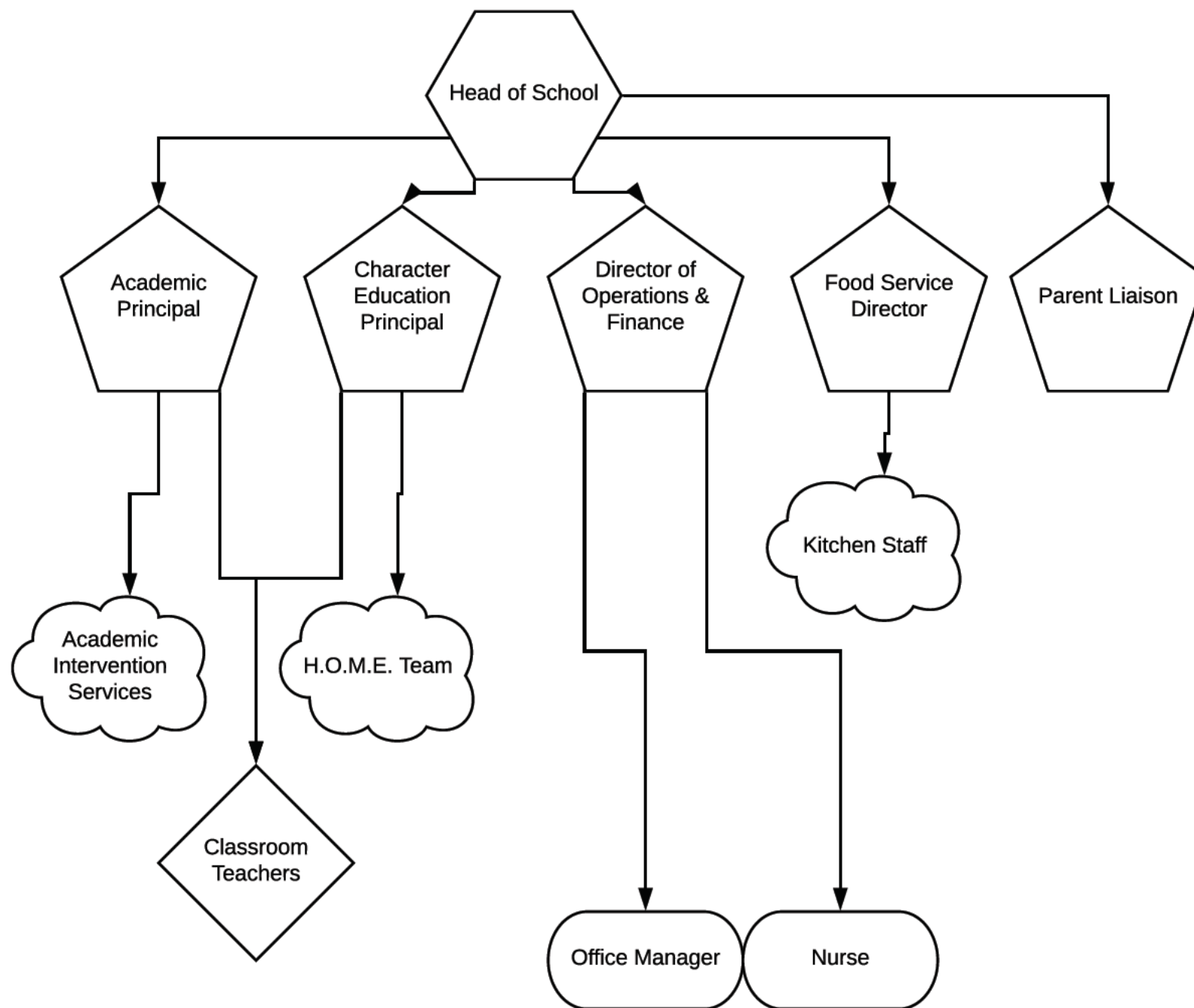
**Section III-D. Local Municipal Code Enforcement Official**

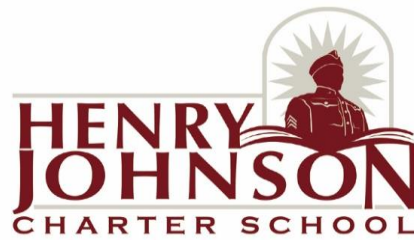
The nonpublic school official shall enter the name and telephone number of the local municipal code enforcement official having jurisdiction over this facility, and the name of the municipality where this nonpublic school facility is sited.

Name: Rick LaLuz Telephone #: [REDACTED]  
City/Town/Village: Albany

# Henry Johnson Charter School

## 2019-20





## 2021-2022 Annual Calendar

July 2021						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August 2021						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September 2021						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October 2021						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November 2021						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December 2021						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

July	
5	Independence Day observed

August (2 school days)	
23-27	Staff Professional Development
30	First day of school for KG (12:30 dismissal)
31	First day of school for grade 1 (12:30 dismissal)

September (18 school days)	
1	First day of school for grade 2 (12:30 dismissal)
2	First day of school for grade 3 (12:30 dismissal)
3	First day of school for grade 4 (12:30 dismissal)
6	Labor Day
7	Rosh Hashana
16	Yom Kippur
27	Staff professional development

October (20 school days)	
11	Columbus Day

November (19 school days)	
2	Staff professional development
11	Veterans Day
24	1st trimester half day (12:30 dismissal)
25-26	Thanksgiving break

December (16 school days)	
23-31	winter holiday break

January 2022						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2022						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2022						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 2022						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

January (20 school days)	
1	New Year's Day
17	Martin Luther King, Jr. Day

February (15 school days)	
21-25	Winter recess

March (23 school days)	
10	2nd trimester half day (12:30 dismissal)
11	Staff professional development
29 & 30	NYS ELA exam

April (16 school days)	
18-22	spring break
26 & 27	NYS math exam

May (19 school days)	
3	Eid al-Fitr
17	Staff PD day
30	Memorial Day

June (17 school days)	
20	Juneteenth h Observed
23	Grade 4 promotion ceremony
24	KG promotion ceremony
24	Field Day