

# Application: Launch Expeditionary Learning Charter School

Geoffrey Roehm - groehm@launchschool.org  
Annual Reports

## Summary

**ID:** 0000000201

**Status:** Liaison Review

**Labels:** Board of Regents

## Entry 1 School Info and Cover Page

**Completed** Jul 27 2020

### [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 2019-20 school year are not required to complete or submit an annual report this year).**

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

## BASIC INFORMATION

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**a. SCHOOL NAME**

(Select name from the drop down menu)

LAUNCH EXPEDITIONARY LEARNING CHARTER SCHOOL 331600861003

**a1. Popular School Name**

Launch

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

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

BOARD OF REGENTS

**c. DISTRICT / CSD OF LOCATION**

CSD #16 - BROOKLYN

**d. DATE OF INITIAL CHARTER**

12/2010

**e. DATE FIRST OPENED FOR INSTRUCTION**

10/2012

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

MISSION STATEMENT

Launch's mission is to prepare students in under-resourced communities to thrive in college and careers by providing a public education rooted in active learning experiences and powerful character development.

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

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

KDE 1	Five Domains of Schooling: 1. Curriculum 2. Instruction 3. Culture and Character 4. Student-Engaged Assessment 5. Leadership
KDE 2	Three Dimensions of Student Achievement: 1. Mastery of Knowledge and Skills 2. Character 3. High Quality Work
KDE 3	(No response)
KDE 4	(No response)
KDE 5	(No response)
KDE 6	(No response)
KDE 7	(No response)
KDE 8	(No response)
KDE 9	(No response)
KDE 10	(No response)

**Need additional space for variables**

No

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

[www.launchschool.org](http://www.launchschool.org)

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

310

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

285

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

Check all that apply

Grades Served

6, 7, 8

**l1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?**

No

**FACILITIES INFORMATION**

**m. FACILITIES**

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

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	1580 Dean St., Brooklyn, NY 11213	718-604-6910	NYC CSD 16	6-8	No

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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Geoffrey Roehm			<a href="mailto:groehm@launchschool.org">groehm@launchschool.org</a>
Operational Leader	Camille Avena			<a href="mailto:cavena@launchschool.org">cavena@launchschool.org</a>
Compliance Contact	Camille Avena			<a href="mailto:cavena@launchschool.org">cavena@launchschool.org</a>
Complaint Contact	Geoffrey Roehm			<a href="mailto:groehm@launchschool.org">groehm@launchschool.org</a>
DASA Coordinator	Winsdy Antoine			<a href="mailto:wantoine@launchschool.org">wantoine@launchschool.org</a>
Phone Contact for After Hours Emergencies	Geoffrey Roehm			<a href="mailto:groehm@launchschool.org">groehm@launchschool.org</a>

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

Co-located Space

**m1c. Please list the terms of your current co-location.**

	Date school will leave current co-location	Is school working with NYCDOE to expand into current space?	If so, list year expansion will occur.	Is school working with NYCDOE to move to separate space?	If so, list the proposed space and year planned for move	School at Full Capacity at Site
Site 1	NA	No		No		Yes

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

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

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

**Site 1 Certificate of Occupancy (COO)**

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**Site 1 Fire Inspection Report**

**CHARTER REVISIONS DURING THE 2019-2020 SCHOOL YEAR**

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

Yes

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## n2. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in admissions/enrollment policy	Updated the Enrollment and Admissions Policy	April 29, 2020	NA
2				
3				
4				
5				

### More revisions to add?

No

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

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

Yes

## ATTESTATION

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

Name	Geoffrey Roehm
Position	Executive Director
Phone/Extension	973-818-8543
Email	<a href="mailto:groehm@launchschool.org">groehm@launchschool.org</a>

**p. 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. Check **YES** if you agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).**

**Responses Selected:**

Yes

**Signature, Head of Charter School**

A handwritten signature in black ink on a light gray background. The signature is cursive and appears to read 'Geoffrey Roehm'. It consists of several fluid, connected strokes.

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

A handwritten signature in black ink, consisting of several overlapping loops and vertical strokes, is positioned on a light gray background.

**Date**

Jul 27 2020

**Thank you.**



**Entry 2 NYS School Report Card**

**Incomplete** Hidden from applicant

**Instructions**

**SUNY-authorized charter schools only**

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

**Entry 2 NYS School Report Card Link**

**LAUNCH EXPEDITIONARY LEARNING CHARTER SCHOOL 331600861003**

## NEW YORK STATE REPORT CARD

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

(Charter schools completing year one will not yet have a School Report Card or link to one.

Please type "URL is not available" in the space provided.)

(No response)

## Entry 3 Progress Toward Goals

Completed Jul 30 2020

### Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

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

## Entry 3 Progress Toward Goals

### PROGRESS TOWARD CHARTER GOALS

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

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

**1. ACADEMIC STUDENT PERFORMANCE GOALS**

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

**2019-20 Progress Toward Attainment of Academic Goals**

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	5-Year Impact Goal 1: Launch students will become intellectually independent learners and achieve mastery of knowledge and skills through risk taking, collaboration and meaningful, standards-aligned work.	<p>State test data</p> <p>SLC's and Passage Presentation Scores</p> <p>EL Education Implementation Review Scores for the aligned Core Practices (#'s 27, 28, 29)</p> <p>Walkthrough data on students ownership</p> <p>Belonging Survey Data</p>	Not Met	<p>This is a 5-year goal, which is why it is not yet met.</p> <p>State test data: NA</p> <p>ACHIEVED: EL Education IR Scores</p> <p>ACHIEVED: SLC and Passage Presentation Scores</p> <p>ACHIEVED: Belonging data for growth mindset</p>
				This is a 5-year

Academic Goal 2	5-Year Impact Goal 2: Launch students will develop the mindsets and skills to become effective learners, treat others well, and positively contribute to their school, community and beyond.	<p>Presentations of Learning Scores</p> <p>EL Education Implementation Review Scores for the aligned Core Practices (#'s 2, 21, 22)</p> <p>Disciplinary data</p> <p>Belonging Data</p>	Not Met	<p>goal, which is why it is not yet met.</p> <p>ACHIEVED: EL Education IR Scores</p> <p>ACHIEVED: Disciplinary Data for send outs &lt;50% reduction for the months that we were in the building</p> <p>ACHIEVED: Belonging data for contributing to a better world</p>
Academic Goal 3	5-Year Impact Goal 3: Launch students will develop the mindsets and skills necessary to produce work that demonstrates complexity, authenticity and craftsmanship and through doing it achieve more than they thought possible.	<p>Presentations of Learning Scores</p> <p>EL Education Implementation Review Scores for the aligned Core Practices (#'s 1, 2)</p> <p>Annual scores on the beginning, mid, and end-of-year High Quality Work Protocol (complexity, authenticity, craftsmanship)</p>	Not Met	<p>This is a 5-year goal, which is why it is not yet met.</p> <p>ACHIEVED: EL Education IR Scores</p> <p>ACHIEVED: Beginning and Mid-Year HQW Protocol (EOY Protocol is NA)</p>
Academic Goal 4				
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				

Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

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

No

**3. Do have more academic goals to add?**

No

**4. ORGANIZATION GOALS**

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

**2019-2020 Progress Toward Attainment of Organization Goals**

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	Achieve exceptional student outcomes	State test scores for all students and sub- groups Reading growth High school	Partially Met	State test measures - NA

		acceptances Data platform creation		
Org Goal 2	Achieve excellence in the EL Education model	EL Education Credentialing Portfolio metrics and ELED Implementation Review	Met	
Org Goal 3	Establish a reputation and track record for recruiting, developing and retaining exceptional staff	Annual staff retention of highest performing staff Staff survey data	Met	
Org Goal 4	Expand to serve elementary school students	Approval of expansion Student recruitment metrics	Not Met	Did not apply. Continue on the path to provide an exceptional education to our middle school students and re-apply for expansion when appropriate.
Org Goal 5				
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				



Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

**5. Do have more organizational goals to add?**

No

**6. FINANCIAL GOALS**

**2019-2020 Progress Toward Attainment of Financial Goals**

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	Clean annual audit	Annual independent audit	Met	
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

**7. Do have more financial goals to add?**

No

**Thank you.**

## Entry 3 Accountability Plan Progress Reports

**Incomplete** Hidden from applicant

### Instructions

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

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

## Entry 7 Disclosure of Financial Interest Form

**Completed** Aug 3 2020

### Instructions - Multiple Uploads Permitted

#### **Required of ALL Charter Schools by August 3**

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

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

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

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

#### **All Financial Disclosure Forms - Launch 2020**

**Filename:** All Financial Disclosure Forms Launch 2020.pdf **Size:** 1.5 MB

## Entry 8 BOT Membership Table

**Completed** Jul 30 2020

### Instructions

#### **Required of All charter schools**

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

## Entry 8 BOT Table

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

### LAUNCH EXPEDITIONARY LEARNING CHARTER SCHOOL 331600861003

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

	Trustee Name and Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2019-2020
1	Jonathan Harber [REDACTED]	Chair	STRAP & Personnel	Yes	3	07/01/2018	06/30/2021	9
2	Grace Lee [REDACTED]	Treasurer	Finance/Audit/Personnel	Yes	3	07/01/2018	06/30/2021	11
	Darryl							

3	Hazelwool [REDACTED]	Secretary	Personnel /Governance	Yes	2	07/01/2020	06/30/2023	8
4	Nicole Lemerou [REDACTED]	Trustee/Member	Finance/Audit/Personnel	Yes	3	07/01/2019	06/30/2022	10
5	Nicolas Lirette [REDACTED]	Trustee/Member	Strategic Planning/Governance	Yes	3	07/01/2019	06/30/2022	10
6	Richard Stopol	Trustee/Member	Governance/Strategic Planning/Teaching and Learning	Yes	1	04/01/2018	06/30/2021	10
7	Rebecca van de Sande	Trustee/Member	Strategic Planning/Teaching and Learning	Yes	1	03/18/2019	06/30/2022	9
8	Melanie Dukes	Trustee/Member	Strategic Planning / Governance	Yes	1	11/01/2019	06/30/2023	8
9								

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

No

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

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

a. Total Number of BOT Members on June 30, 2020	8
b.Total Number of Members Added During 2019-2020	1
c. Total Number of Members who Departed during 2019-2020	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	5-15

**3. Number of Board meetings held during 2019-2020**

11

**4. Number of Board meetings scheduled for 2020-2021**

12

Thank you.

**Entry 9 Board Meeting Minutes**

Completed Jul 30 2020

[Instructions](#)

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

## [ALL Minutes 19-20](#)

**Filename:** ALL Minutes 19 20.pdf **Size:** 3.3 MB

## **Entry 10 Enrollment & Retention**

**Completed** Aug 3 2020

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

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

## **Entry 10 Enrollment and Retention of Special Populations**

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

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

**LAUNCH EXPEDITIONARY LEARNING CHARTER SCHOOL 331600861003**

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## Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2019-2020	Describe Recruitment Plans in 2020-2021
Economically Disadvantaged	We recruit students in and from neighborhoods that are economically disadvantaged through direct mailings, flyers and information circulated in community spaces including enrollment centers, churches, youth centers, stores and subway stations. We also took out ads at bus stops in communities where economically disadvantaged students live.	We plan to do the same for the 2020-2021 school year. We will recruit students in and from neighborhoods that are economically disadvantaged through direct mailings, flyers and circulating information in community spaces including enrollment centers, churches, youth centers, stores and subway stations. We will increase the number of bus ads we take out and increase our social media ad presence as well.
English Language Learners/Multilingual Learners	In our recruitment materials and on our website we explicitly say that we serve all students and welcome ELLs. All of our materials can be translated automatically into the 5 most common languages that our families speak on our website. We provide translation services on 1-1 calls and in our events.	In our recruitment materials and on our website we explicitly say that we serve all students and welcome ELLs. All of our materials can be translated automatically into the 5 most common languages that our families speak on our website. We provide translation services on 1-1 calls and in our events.
Students with Disabilities	We have 2 pages on our website that explain how we work with students with IEPs and a special welcome video from our Director of Special Education. We encourage families of students with IEPs to apply in our open house events and conversations with families. We advertise our 2 self contained 12:1:1 classes on our website and in recruitment materials.	We will keep our strategy the same, and additionally have parents of students with IEPs call interested families of students who have IEPs to discuss their personal experience at Launch and our approach to special education.

## Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2019-2020	Describe Retention Plans in 2020-2021
Economically Disadvantaged	<p>We ensure that economically disadvantaged students have access to all educational activities. We provide scholarships for uniforms, all field trips, required entry tests for high school and anything else that requires families to pay. We provide all school supplies students need and all tech supplies for our remote learning program including chromebooks and hotspots when necessary. We work to ensure that all families have a voice in their child's education and that all families feel supported.</p>	<p>We ensure that economically disadvantaged students have access to all educational activities. We provide scholarships for uniforms, all field trips, required entry tests for high school and anything else that requires families to pay. We provide all school supplies students need and all tech supplies for our remote learning program including chromebooks and hotspots when necessary. We work to ensure that all families have a voice in their child's education and that all families feel supported.</p>
English Language Learners/Multilingual Learners	<p>We have a dedicated ELL teacher who pulls students into small groups to support them with their classwork and English instruction. We translate all family communication and provide translation service to families. We work to ensure that all families have a voice in their child's education and that all families feel supported.</p>	<p>We have a dedicated ELL teachers who pulls students into small groups to support them with their classwork and English instruction. We translate all family communication into 5 languages on our website and provide translation service to families. We work to ensure that all families have a voice in their child's education and that all families feel supported.</p>
	<p>We have an exceptional special education program. For the past two years 100% of our students with IEPs have received all of their mandated services (despite many other schools not doing so). Our parent coordinator</p>	<p>We have an exceptional special education program. We have plans in place to ensure our students with IEPs will receive their mandated services even in our remote learning program. Our parent coordinator will continue to check in frequently with the families of our students</p>



Students with Disabilities

checks in frequently with the families of our students with IEPs to ensure their needs are met. Students with IEPs are integrated thoughtfully and intentionally into our community. We work to ensure that all families have a voice in their child's education and that all families feel supported.

with IEPs to ensure their needs are met. Students with IEPs are integrated thoughtfully and intentionally into our community. We are hoping to offer in person instruction this school year for our students with the highest needs, our 12:1:1 students. We work to ensure that all families have a voice in their child's education and that all families feel supported.

## Entry 12 Percent of Uncertified Teachers

Completed Aug 3 2020

### Instructions

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

The table below reflects the information collected through the online portal for compliance with New York State Education 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.

## Entry 12 Uncertified Teachers

**School Name: LAUNCH EXPEDITIONARY LEARNING CHARTER SCHOOL 331600861003**

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# 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, 2020)	4
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	1
Total Category A: 5 or 30% whichever is less	5.0

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	4
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	1
<b>Total Category B: not to exceed 5</b>	<b>5.0</b>

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	2
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	1
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	1
Total Category C: not to exceed 5	4.0

**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	1

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

	FTE Count
Total Category E	14

## CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	29



Thank you.

## Entry 13 Organization Chart

Completed Jul 30 2020

### [Instructions](#)

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

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

### **Organizational Chart 19-20**

**Filename:** Organizational Chart 19 20 tVr1Jgq.pdf **Size:** 63.1 kB

## Entry 14 School Calendar

Completed Sep 15 2020

### [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 3, 2020. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 3<sup>rd</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, 2020**.

School calendars must meet the [minimum instructional requirements](#) adopted by the Board of Regents in 2018.

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

### **LELCS 2020-2021 CALENDAR 091520**

**Filename:** LELCS 2020 2021 CALENDAR 091520.xls .pdf **Size:** 49.6 kB

# Entry 15 Links to Critical Documents on School Website

Completed Aug 3 2020

## Instructions

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

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

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

## Form for Entry 15 Links to Critical Documents on School Website

School Name: **Launch Expeditionary Learning Charter School**

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

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

	Link to Documents
1. Most Recent Annual Report (i.e., 2018-19)	<a href="https://launchschoolorg.finalsite.com/uploaded/photos/PDFs/2019%20Annual%20Report.pdf?1596053245611">https://launchschoolorg.finalsite.com/uploaded/photos/PDFs/2019 Annual Report.pdf?1596053245611</a>
2. Most Recent Board Meeting Notice and Related Agenda Item Documents	<a href="https://app2.boardontrack.com/public/hncbco/home">https://app2.boardontrack.com/public/hncbco/home</a>
2a. Webcast of Board Meetings (per Governor's Executive Order)	<a href="https://app2.boardontrack.com/public/hncbco/home">https://app2.boardontrack.com/public/hncbco/home</a>
3. Link to NYS School Report Card	<a href="https://data.nysed.gov/profile.php?instid=800000070180">https://data.nysed.gov/profile.php?instid=800000070180</a>
4. Most Recent Lottery Notice Announcing Lottery	<a href="https://docs.google.com/document/d/1tnj_rsFGokf76qGfMXeNfIV24Kihn6rbGHVmb098zgs/edit">https://docs.google.com/document/d/1tnj_rsFGokf76qGfMXeNfIV24Kihn6rbGHVmb098zgs/edit</a>
5. Authorizer-Approved DASA Policy	<a href="https://launchschoolorg.finalsite.com/uploaded/photos/PDFs/Launch%20Discipline%20Policy%20and%20Code%20of%20Conduct%20with%20DASA%20Policy.pdf?1596053340583">https://launchschoolorg.finalsite.com/uploaded/photos/PDFs/Launch Discipline Policy and Code of Conduct with DASA Policy.pdf?1596053340583</a>
6. District-wide Safety Plan	<a href="https://resources.finalsite.net/images/v1596463369/launchschoolorg/mbobcccdvyfekl2v9i55/SafetyPlan-Launch-243.pdf">https://resources.finalsite.net/images/v1596463369/launchschoolorg/mbobcccdvyfekl2v9i55/SafetyPlan-Launch-243.pdf</a>
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	<a href="https://launchschoolorg.finalsite.com/uploaded/photos/PDFs/Launch%20Discipline%20Policy%20and%20Code%20of%20Conduct%20with%20DASA%20Policy.pdf?1596053340583">https://launchschoolorg.finalsite.com/uploaded/photos/PDFs/Launch Discipline Policy and Code of Conduct with DASA Policy.pdf?1596053340583</a>
7. Authorizer-Approved FOIL Policy	<a href="https://launchschoolorg.finalsite.com/uploaded/photos/PDFs/FOIL_Policy.pdf?1596053319323">https://launchschoolorg.finalsite.com/uploaded/photos/PDFs/FOIL_Policy.pdf?1596053319323</a>
8. Subject matter list of FOIL records	<a href="https://launchschoolorg.finalsite.com/uploaded/photos/PDFs/FOIL_Policy.pdf?1596053319323">https://launchschoolorg.finalsite.com/uploaded/photos/PDFs/FOIL_Policy.pdf?1596053319323</a>
9. Link to School Reopening Plan	<a href="https://www.launchschool.org/2020-2021-school-year">https://www.launchschool.org/2020-2021-school-year</a>

**Thank you.**



# Entry 16 COVID 19 Related Information

Completed Jul 31 2020

## Instructions

### Required of ALL charter schools

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

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

# Entry 16 COVID 19 Related Information

**School Name:** Launch Expeditionary Learning Charter School

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

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

	Number of students enrolled in school on the last day instruction was provided within physical school facilities	Number of students attending instruction on the last day instruction was provided within physical school facilities	Number of students participating in virtual programming on the last day such programming was offered for the 2019-20 school year
	285	244	261

## Table 2: 2019-2020 Assessments and Grade Participation

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



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

Assessment Title	Grade K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12	Number of Participating Students
Presentations of Learning	✘	✘	✘	✘	✘	✘	✓	✓	✓	✘	✘	✘	✘	273
STAR Assessment - ELA	✘	✘	✘	✘	✘	✘	✓	✓	✓	✘	✘	✘	✘	238
STAR Assessment - Math	✘	✘	✘	✘	✘	✘	✓	✓	✓	✘	✘	✘	✘	246
	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	
	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	
	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	✘	



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

### **Staff Roster as of 8-3-2020 (2)**

**Filename:** Staff Roster as of 8 3 2020 2 OC3q417.xlsx **Size:** 12.6 kB

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

**Name:**

Nicole Lemerond

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

Launch Charter School

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

Finance Committee Member  
Personnel Committee member

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

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

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

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

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

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

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

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

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

Yes  No

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

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

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

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

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

*Michael James*  
Signature

7/27/20  
Date

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

Business Telephone: \_\_\_\_\_



**Business Address:**

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**E-mail Address:**

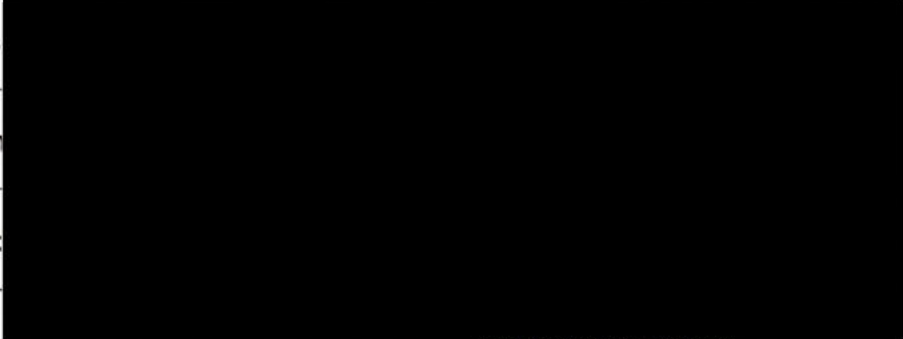
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**Home Telephone:**

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**Home Address:**

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*last revised 06/8/2020*





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

**Yes** x **No**

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


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

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

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or

employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "None."

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

  
 \_\_\_\_\_  
 Signature

7/30/20  
 Date

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

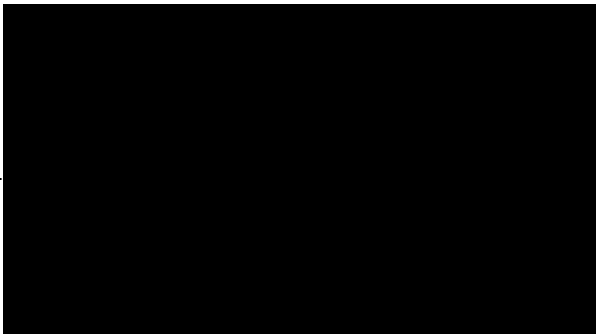
**Business Telephone:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Home Telephone:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_





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

**Name:**

\_\_Jonathan Harber\_\_\_\_\_

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

\_\_Launch Expeditionary Learning Charter School \_\_\_\_\_

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

**Chair**

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

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

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

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

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

**No**

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

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

**No**

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

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

**Yes** x **No**

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

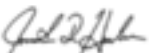
7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the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

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

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or

employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "None."

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

  
 \_\_\_\_\_  
 Signature

7/30/20  
 Date

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

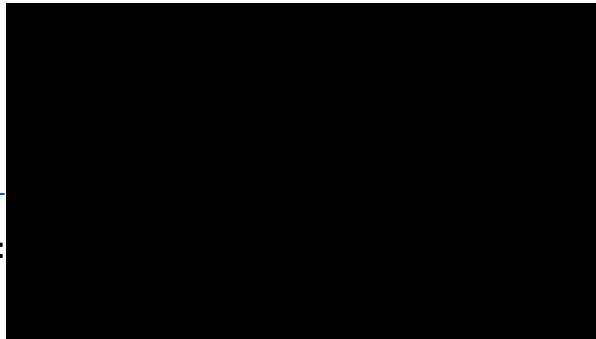
**Business Teleph** \_\_\_\_\_

**Business Address** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Home Telephone:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_





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

**Name:**

[Melanie J. Dukes](#)

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

[Launch Expeditionary Learning Charter School](#)

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

[N/A](#)

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

**Yes**  **No**

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

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

[No](#)

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

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? [No](#)

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

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

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



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

Yes  No

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

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

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

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services

agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “None.”

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

*Melanie J. Dukes*

Signature

7/27/2020

Date

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

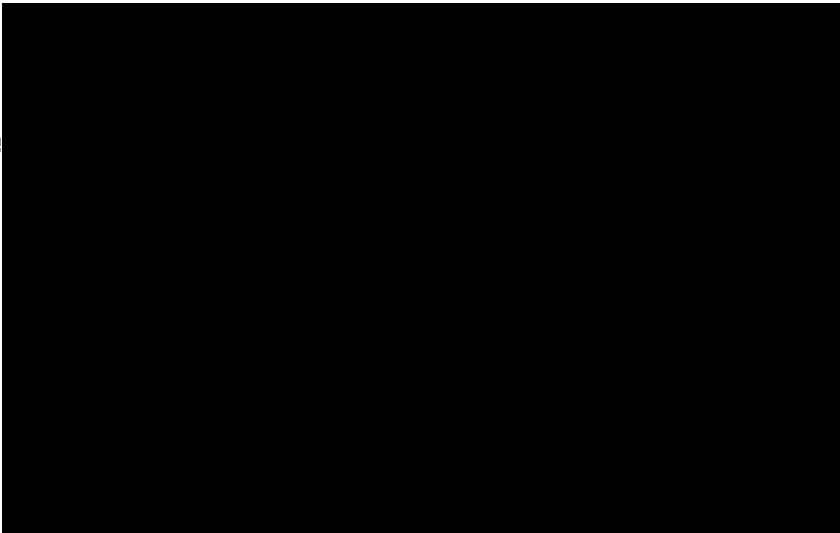
Business Telep

Business Address

E-mail Address

Home Telephone

Home Address:



last revised 06/8/2020

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

**Name:**

\_\_\_\_RICHARD STOPOL\_\_\_\_\_

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

\_\_\_\_LAUNCH EXPEDITIONARY LEARNING CHARTER SCHOOL\_\_\_\_\_

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

**Board Member**

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

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

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

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

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

**NO**

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

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

NO

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

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

**Yes**       **No**

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

*I am the President and CEO of the school’s institutional partner, NYC Outward Bound Schools, a nonprofit educational organization that provides coaching, professional development and student programming to Launch on a fee-for-service basis.*

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

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

*Please write “None” if applicable. Do not leave this space blank.*

None	None	None	None
------	------	------	------

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
NYC Outward Bound Schools	Institutional Partner – See #6 above		Richard Stopol	I would recuse myself from any votes that fall under a conflict of interest policy

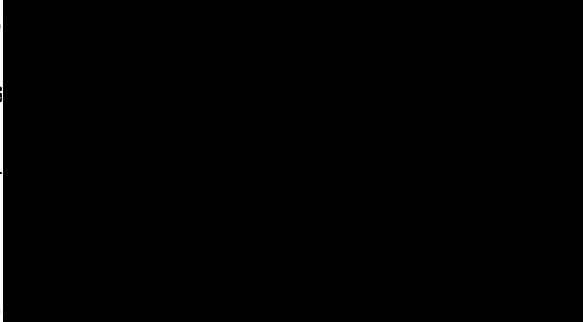
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Signature 

Date 07/30/20

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

**Business Telephone:** \_\_\_\_\_  
**Business Address:** \_\_\_\_\_  
**E-mail Address:** \_\_\_\_\_  
**Home Telephone:** \_\_\_\_\_  
**Home Address:** \_\_\_\_\_



*last revised 06/8/2020*

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

**Name:**

\_\_Rebecca van de Sande\_\_\_\_\_

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

\_\_Launch Expeditionary Learning Charter School \_\_\_\_\_

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

**Member**

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

**Yes** x **No**

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

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

**No**

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

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

**No**

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

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

**No**

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

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

**Yes** x **No**

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

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

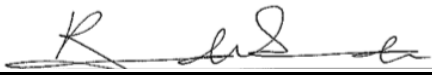
<b>Date(s)</b>	<b>Nature of financial interest/transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>
<i>NONE</i>			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or



employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "None."

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

  
 \_\_\_\_\_  
 Signature

7/30/20  
 Date

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Business Telephone

Business Address

E-mail Address

Home Telephone

Home Address





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

**Name:**

Grace Lee

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

Launch Expeditionary Learning Charter School

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

**Treasurer**

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

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

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

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

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

**No**

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

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

**No**

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

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

**Yes** x **No**

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

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

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

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

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



\_\_\_\_\_  
Signature

7/30/20  
Date

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

**Business Tele**

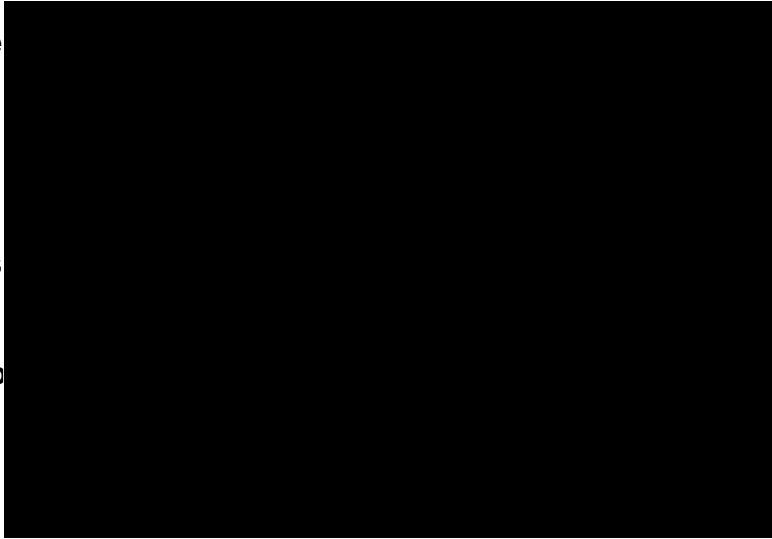
**Business Add**

\_\_\_\_\_

**E-mail Address**

**Home Telepho**

**Home Address**



*last revised 06/8/2020*

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

**Name:** Nicolas Lirette

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

Launch Expeditionary Learning Charter School

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

**Board member**

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

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

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

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

NO

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

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

NO

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

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

NO

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

Yes X No

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


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

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



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

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

  
 \_\_\_\_\_  
 Signature

7/27/2020

▪  
 Date

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

**Business Telephone:**

**Business Address:**

**E-mail Address:**



**Home Telephone:**

**Home Address:**

*last revised 06/8/2020*

DRAFT



## Launch Expeditionary Learning Charter School

### Minutes

#### Board Meeting

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#### **Date and Time**

Wednesday July 31, 2019 at 6:30 PM

#### **Location**

Zoom Link: <https://zoom.us/j/621495541>

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The meeting will take place over video-conference at the following link: <https://zoom.us/j/621495541>

Board members will conference from the following locations:

3 Murray Hill Road Scarsdale 10583

29-46 Northern Boulevard, Long Island City, NY

29 Tiffany Pl, Brooklyn, NY 11231

125 E 64 St. NY NY 10065

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#### **Directors Present**

D. Hazelwood (remote), G. Lee, J. Harber, N. Lemerond, N. Lirette, R. Stopol, R. van de Sande

#### **Directors Absent**

*None*

#### **Guests Present**

A. Rubin, C. Avena, E. Kussell, G. Roehm

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#### **I. Opening Items**

**A. Record Attendance and Guests**

**B. Call the Meeting to Order**

G. Roehm called a meeting of the board of directors of Launch Expeditionary Learning Charter School to order on Wednesday Jul 31, 2019 @ 6:30 PM at Zoom Link: <https://zoom.us/j/621495541>.

**C. Approve Minutes**

J. Harber made a motion to approve minutes from the Board Meeting on 03-27-19 Board Meeting on 03-27-19.

N. Lirette seconded the motion.

The board **VOTED** unanimously to approve the motion.

**D. APPROVE MINUTES**

J. Harber made a motion to approve minutes from the Board Meeting on 06-26-19 Board Meeting on 06-26-19.

N. Lirette seconded the motion.

The board **VOTED** unanimously to approve the motion.

**II. ACTION ITEM: Annual Report Submission to NYSED**

**A. Review and Approve Annual Report Submission**

J. Harber made a motion to approve the submission of the annual report.

R. Stopol seconded the motion.

The board **VOTED** unanimously to approve the motion.

**III. ACTION ITEM: Board Member Term Renewal**

**A. Board membership renewal**

J. Harber made a motion to renew Nic Lirette's term on the Launch BOT.

G. Lee seconded the motion.

The board **VOTED** unanimously to approve the motion.

**IV. Information Items**

**A. Update on Information Items**

The Executive Director updated the board on government relations efforts.

**V. Closing Items**

**A. Adjourn Meeting**

J. Harber made a motion to adjourn the meeting.

R. Stopol seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:00 PM.

Respectfully Submitted,

J. Harber

APPROVED



## Launch Expeditionary Learning Charter School

### Minutes

#### Board Meeting

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#### Date and Time

Wednesday September 25, 2019 at 6:30 PM

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The meeting will take place over video-conference at the following link: <https://zoom.us/j/210487816>

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#### Directors Present

D. Hazelwood (remote), G. Lee, J. Harber, N. Lemerond, N. Lirette, R. van de Sande

#### Directors Absent

R. Stopol

#### Guests Present

A. Rubin, C. Avena (remote), E. Kussell, G. Roehm (remote), R. Tang

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#### I. Opening Items

##### A. Record Attendance and Guests

##### B. Call the Meeting to Order

G. Roehm called a meeting of the board of directors of Launch Expeditionary Learning Charter School to order on Wednesday Sep 25, 2019 @ 6:30 PM.

#### II. Welcome 19-20 School Year!

##### A. Start of the Year Review

The Head of School highlighted the successes of the start of the school year, including strong student culture, orderly transitions, and great staff feedback. The Head of School answered brief questions from the board.

### III. Action Item

#### A. Approve New Board Member - Melanie Dukes

J. Harber made a motion to approve M. Dukes as a member of the board.

G. Lee seconded the motion.

*Launch Expeditionary Learning Charter School Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, and having reviewed the application in its entirety, has voted to select Melanie Dukes as a member to its Board of Trustees, with a term expiring on June 30, 2024, pending approval by NYSED. The resolution approving Melanie Dukes is adopted upon NYSED's approval. The board **VOTED** unanimously to approve the motion.*

### IV. Action Item

#### A. Officers and Committees

G. Lee made a motion to approve the new roles.

J. Harber seconded the motion.

The board **VOTED** unanimously to approve the motion.

### V. Action Item

#### A. Discipline Policy Update

J. Harber made a motion to approve the revision to the discipline policy.

G. Lee seconded the motion.

The motion did not carry.

### VI. NYS Assessment Data

#### A. Present the 2018-2019 NYS Assessment Data

The Executive Director presented a high-level overview of last year's state assessment data.

The Head of School noted the lessons learned from last year and the steps being taken to improve this year. The ED and Head of School answered brief questions from the board.

### VII. Enrollment Update

#### A. Presentation on Enrollment and Budget Projections

The Director of External Affairs presented on the current status of recruitment and enrollment for the 2019-2020 school year. The Executive Director gave an overview of the budget variance and the efforts to reduce the variance, including enrolling more students, cutting expenses, and fundraising.

### VIII. Government Relations

#### A. Update on Government Relations

The Executive Director presented an update on government relations work.

## **IX. Information Items**

### **A. Information Items**

The Executive Director presented on several informational items for the board:

- an update on the CFO transition
- an update on board recruitment
- an update on the strategic planning

## **X. Executive Session**

### **A. Executive Session - ED Evaluation**

The board members remained to conduct an ED evaluation.

## **XI. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,  
J. Harber

APPROVED



## Launch Expeditionary Learning Charter School

### Minutes

#### Board Meeting

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**Date and Time**

Wednesday October 23, 2019 at 6:30 PM

**Location**

1580 Dean St., Brooklyn, NY 11213

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**Directors Present**

D. Hazelwood, G. Lee, J. Harber, M. Dukes, N. Lemerond, N. Lirette, R. Stopol, R. van de Sande

**Directors Absent**

*None*

**Guests Present**

A. Rubin, C. Avena, E. Kussell, G. Roehm, R. Tang

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**I. Opening Items****A. Record Attendance and Guests****B. Call the Meeting to Order**

G. Roehm called a meeting of the board of directors of Launch Expeditionary Learning Charter School to order on Wednesday Oct 23, 2019 @ 6:30 PM at 1580 Dean St., Brooklyn, NY 11213.

**II. Gallery Walk - High Quality Work****A. Gallery Walk**



The Head of School highlighted the achievements of Q1, including strong culture, improved dean referral data, and improved practice test data. The Head of School answered brief questions from the board.

### **III. Action Item**

#### **A. Approve FY19 Audit**

The Director of Business Administration presented on the FY19 audit results, including highlights and auditor comments and recommendations.

J. Harber made a motion to approve the FY19 audit.

G. Lee seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **IV. External Affairs Report**

#### **A. External Affairs Report**

The Director of External Affairs presented on the various events at Launch aimed at improving relationships within the community.

### **V. Strategic Planning Process**

#### **A. Update on Strategic Planning Process**

The Executive Director presented on Launch's progress in achieving the 2017-2020 strategic plan goals. The ED then presented the proposed process for creating and implementing the following strategic plan.

### **VI. Enrollment Update**

#### **A. Presentation on Enrollment and Budget Projections**

The ED presented enrollment data in line with expectations from the last meeting. The strategies to narrow the deficit are being implemented successfully. The ED answered brief questions from the board.

### **VII. Information Items**

#### **A. Information Items**

The Executive Director presented on several informational items for the board:

- an invitation for board members to sign-up for the Friends at Launch event on December 6th
- an invitation for board members to sign-up for school visitation
- an update on the End of Year Campaign

### **VIII. Closing Items**

#### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,  
D. Hazelwood

APPROVED



## Launch Expeditionary Learning Charter School

### Minutes

#### November Board Meeting

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**Date and Time**

Wednesday November 20, 2019 at 6:30 PM

**Location**

1580 Dean St., Brooklyn, NY 11213

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**Directors Present**

D. Hazelwood, G. Lee (remote), J. Harber, N. Lirette, R. Stopol, R. van de Sande

**Directors Absent**

M. Dukes, N. Lemerond

**Guests Present**

A. Rubin, C. Avena, E. Kussell, G. Roehm, R. Tang

---

**I. Opening Items****A. Record Attendance and Guests****B. Call the Meeting to Order**

G. Roehm called a meeting of the board of directors of Launch Expeditionary Learning Charter School to order on Wednesday Nov 20, 2019 @ 6:30 PM at 1580 Dean St., Brooklyn, NY 11213.

**II. School Tour with Student Ambassadors****A. School Tour**

The student ambassadors led a school tour for the board members showcasing exceptional student works. The ambassadors answered several questions from the board.

### **III. 1Q Finance Report**

#### **A. 1Q Finance Report**

The Director of Business Administration presented on the 1Q financial results, analyzing areas of net income variance, and took questions.

### **IV. Action Item**

#### **A. Approve Budget Amendment #1**

J. Harber made a motion to approve Budget Amendment #1.

R. Stopol seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **V. Information Items**

#### **A. Information Items**

The ED updated the board on the strategic planning process, upcoming community outreach events, the board survey for school visitation, and the board dinner. The ED answered brief questions from the board.

### **VI. Closing Items**

#### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:15 PM.

Respectfully Submitted,  
G. Roehm

APPROVED



# Launch Expeditionary Learning Charter School

## Minutes

### Launch Board of Trustees Meeting - January 2020

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#### Date and Time

Wednesday January 22, 2020 at 6:30 PM

#### Location

1580 Dean St., Brooklyn, NY 11213

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#### Directors Present

D. Hazelwood (remote), G. Lee (remote), M. Dukes, N. Lemerond (remote), N. Lirette, R. Stopol

#### Directors Absent

J. Harber, R. van de Sande

#### Guests Present

A. Rubin, C. Avena, E. Kussell, G. Roehm, R. Tang

---

### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

G. Roehm called a meeting of the board of directors of Launch Expeditionary Learning Charter School to order on Wednesday Jan 22, 2020 @ 6:30 PM at 1580 Dean St., Brooklyn, NY 11213.

### II. Approve Minutes

#### A. Approve Minutes

R. Stopol made a motion to approve the minutes from Board Meeting on 09-25-19.  
N. Lirette seconded the motion.

The board **VOTED** unanimously to approve the motion.

**B. Approve Minutes**

R. Stopol made a motion to approve the minutes from Board Meeting on 10-23-19.

N. Lirette seconded the motion.

The board **VOTED** unanimously to approve the motion.

**C. Approve Minutes**

R. Stopol made a motion to approve the minutes from November Board Meeting on 11-20-19.

N. Lirette seconded the motion.

The board **VOTED** unanimously to approve the motion.

**III. EL Education Core Practices**

**A. Implementation Review and Work Plan**

The Executive Director discussed how the EL Education Core Practices guide Launch's work plan. The ED answered brief questions from the Board.

**IV. Educational Equity**

**A. Launch Definition of Educational Equity**

The board and Launch staff divided into small groups to engage in a protocol around Launch's definition of educational equity.

**V. Information Items**

**A. Information Items**

The ED provided updates on strategic planning, government relations, and fundraising. The ED also previewed upcoming events including the February and March board meetings, the Black History Celebration, and the Board retreat. The ED answered brief questions from the Board.

**VI. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,  
G. Roehm

APPROVED



# Launch Expeditionary Learning Charter School

## Minutes

### Board Meeting

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#### **Date and Time**

Wednesday February 26, 2020 at 6:30 PM

#### **Location**

1580 Dean St.  
Brooklyn, NY 11213

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This meeting will be held over ZOOM video-conference

#### **LINK:**

<https://zoom.us/j/276805831?pwd=OTZVd0djNU1nck0zSHpkcHNnSTQxQT09>  
Meeting ID: 276 805 831  
Password: 480638

#### **PHONE**

646 558 8656 US (New York)  
Meeting ID: 276 805 831

---

#### **Directors Present**

G. Lee (remote), M. Dukes (remote), N. Lemerond (remote), N. Lirette (remote), R. Stopol (remote),  
R. van de Sande (remote)

#### **Directors Absent**

D. Hazelwood, J. Harber

#### **Directors Left Early**

R. Stopol

#### **Guests Present**

A. Rubin (remote), C. Avena (remote), E. Kussell (remote), G. Roehm (remote), R. Tang (remote)

---

## **I. Opening Items**

### **A. Record Attendance and Guests**

### **B. Call the Meeting to Order**

G. Roehm called a meeting of the board of directors of Launch Expeditionary Learning Charter School to order on Wednesday Feb 26, 2020 @ 6:30 PM at 1580 Dean St. Brooklyn, NY 11213

## **II. Approve Minutes**

### **A. Approve Minutes**

N. Lirette made a motion to approve the minutes from Launch Board of Trustees Meeting - January 2020 on 01-22-20.

G. Lee seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **III. Q2 Finance Report**

### **A. Q2 Finance Report**

The Director of Business Administration presented the Q2 Finance Report, including an update on special education billing. The Director of Business Administration and Executive Director answered brief questions from the board.

## **IV. Strategic Planning Discussion**

### **A. Long-Term Planning**

The Executive Director presented plans for a reduced enrollment count next year as well as potential plans for a new site for Launch at Floyd Bennett Field. The ED answered brief questions from the board.

R. Stopol left early.

## **V. Information Items**

### **A. Information Items**

The Executive Director presented updates on board recruitment, upcoming board meetings, and the upcoming board retreat.

## **VI. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,  
G. Roehm

APPROVED



# Launch Expeditionary Learning Charter School

## Minutes

### Special Meeting - COVID-19 School Closure

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#### Date and Time

Saturday March 14, 2020 at 4:00 PM

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This meeting will be held over ZOOM video-conference

#### LINK:

<https://zoom.us/j/527192066?pwd=RHINeUZQMWxvdW94OWZ1NS9FWFpCdz09>

Meeting ID: 527 192 066

Password: 816814

#### PHONE:

646 558 8656 US (New York)

Meeting ID: 527 192 066

---

#### Directors Present

G. Lee (remote), J. Harber (remote), M. Dukes (remote), N. Lemerond (remote), N. Lirette (remote), R. Stopol (remote), R. van de Sande (remote)

#### Directors Absent

D. Hazelwood

#### Guests Present

A. Rubin (remote), C. Avena (remote), E. Kussell (remote), G. Roehm (remote), R. Tang (remote)

---

### I. Opening Items

#### A. Record Attendance and Guests



**B. Call the Meeting to Order**

G. Roehm called a meeting of the board of directors of Launch Expeditionary Learning Charter School to order on Saturday Mar 14, 2020 @ 4:06 PM.

**II. Review COVID-19 and School Closure Recommendation**

**A. School Closure Recommendation and Materials Review**

The Executive Director reviewed materials on school closure given COVID-19 and recommended closing the school until March 27th. The ED and Head of School answered brief questions from the board.

**III. Action Item**

**A. Vote on School Closure**

J. Harber made a motion to approve the closure of the school from March 17th to March 27th.

R. Stopol seconded the motion.

The board **VOTED** to approve the motion.

**IV. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:00 PM.

Respectfully Submitted,  
G. Roehm

APPROVED



# Launch Expeditionary Learning Charter School

## Minutes

### Launch Board of Trustees Meeting - March 2020

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#### Date and Time

Wednesday March 25, 2020 at 6:30 PM

#### Location

Virtual ZOOM Meeting:

<https://zoom.us/j/841223988?pwd=WUcrcUptV0JnaGZ2djVhMkhhK0FqZz09>

Meeting ID: 841 223 988

Password: 560952

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This meeting will be held over Zoom video-conference

Join Zoom Meeting

<https://zoom.us/j/841223988?pwd=WUcrcUptV0JnaGZ2djVhMkhhK0FqZz09>

Meeting ID: 841 223 988

Password: 560952

One tap mobile

+1646588656,,841223988# US (New York)

+13126266799,,841223988# US (Chicago)

Dial by your location

646 558 8656 US (New York)

Meeting ID: 841 223 988

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#### Directors Present

D. Hazelwood (remote), G. Lee (remote), J. Harber (remote), N. Lemerond (remote), R. Stopol (remote), R. van de Sande (remote)

#### Directors Absent

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M. Dukes, N. Lirette

**Directors Left Early**

R. Stopol

**Guests Present**

A. Rubin (remote), C. Avena (remote), E. Kussell (remote), G. Roehm (remote), R. Tang (remote)

---

**I. Opening Items**

**A. Record Attendance and Guests**

**B. Call the Meeting to Order**

G. Roehm called a meeting of the board of directors of Launch Expeditionary Learning Charter School to order on Wednesday Mar 25, 2020 @ 6:35 PM at

Virtual ZOOM Meeting:

<https://zoom.us/j/841223988?pwd=WUcrcUptV0JnaGZ2djVhMkhmK0FqZz09>

Meeting ID: 841 223 988

Password: 560952

**II. Program Update**

**A. Review Launch's Distance Learning Program**

The Head of School updated the board on progress with Launch's distance learning program. The Head of School answered brief questions from the board.

R. Stopol left early.

**III. External Affairs Report**

**A. Update on External Affairs**

The Director of External Affairs presented on Launch's communications and enrollment process during school closure as well as an update on high school acceptance.

**IV. Information Items**

**A. Information Items**

The ED updated the board on strategic planning, board recruitment, and the rescheduled equity training.

**V. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:45 PM.

Respectfully Submitted,  
G. Roehm

APPROVED



# Launch Expeditionary Learning Charter School

## Minutes

### April Board Meeting

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#### **Date and Time**

Wednesday April 29, 2020 at 6:30 PM

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This meeting will be held over Zoom video-conference

#### **Join Zoom Meeting**

<https://zoom.us/j/98706108764?pwd=b1VUTnFiNkkrQkdMWIIMTWtkQ08rQT09>

Meeting ID: 987 0610 8764

Password: 641434

#### **One tap mobile**

+16465588656,,98706108764# US (New York)

#### **Dial by your location**

646 558 8656 US (New York)

346 248 7799 US (Houston)

Meeting ID: 987 0610 8764

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#### **Directors Present**

D. Hazelwood (remote), G. Lee (remote), J. Harber (remote), M. Dukes (remote), N. Lemerond (remote), N. Lirette (remote), R. Stopol (remote), R. van de Sande (remote)

#### **Directors Absent**

*None*

#### **Guests Present**

A. Rubin (remote), C. Avena (remote), E. Kussell (remote), G. Roehm (remote), R. Tang (remote)

---

#### **I. Opening Items**

**A. Record Attendance and Guests**

**B. Call the Meeting to Order**

G. Roehm called a meeting of the board of directors of Launch Expeditionary Learning Charter School to order on Wednesday Apr 29, 2020 @ 6:30 PM.

**II. Approve Minutes**

**A. Approve Minutes**

J. Harber made a motion to approve the minutes from Launch Board of Trustees Meeting - March 2020 on 03-25-20.

R. Stopol seconded the motion.

The board **VOTED** unanimously to approve the motion.

**III. Approve Minutes**

**A. Approve Minutes**

J. Harber made a motion to approve the minutes from Special Meeting - COVID-19 School Closure on 03-14-20.

R. Stopol seconded the motion.

The board **VOTED** unanimously to approve the motion.

**IV. Approve Minutes**

**A. Approve Minutes**

J. Harber made a motion to approve the minutes from Board Meeting on 02-26-20.

R. Stopol seconded the motion.

The board **VOTED** unanimously to approve the motion.

**V. Program Update**

**A. Update on Launch's Distance Learning Program**

The Head of School discussed updates on Launch's distance learning program. The HOS answered brief questions from the board.

**VI. ACTION ITEM - School Enrollment Policy**

**A. Approve Updated Enrollment Policy**

J. Harber made a motion to approve the updated enrollment policy.

D. Hazelwood seconded the motion.

The board **VOTED** unanimously to approve the motion.

**VII. External Affairs Report**

**A. Update on External Affairs**

The Director of External Affairs presented updates on enrollment progress, parent communication during distance learning, and high school updates.

**VIII. Q3 Finance Report**

**A. Q3 Finance Report**

The Director of Business Administration presented on Q3 budget variances, changes in payroll accrual accounting, and the initial budget draft.

## **IX. FY21 Budget Outlook**

### **A. FY21 Budget Outlook**

The Executive Director presented on the state budget outlook for FY21 and its implications for Launch's budget management strategy. The ED answered brief questions from the board.

## **X. Information Items**

### **A. Information Items**

The ED provided updates on the revised strategic planning timeline, Floyd Bennett Field developments, and the cancellation of the Board Retreat for this year.

## **XI. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,  
G. Roehm

APPROVED



# Launch Expeditionary Learning Charter School

## Minutes

### Launch Board of Trustees Meeting - May 2020

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#### Date and Time

Wednesday May 27, 2020 at 6:30 PM

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#### Join Zoom Meeting

<https://zoom.us/j/93552069569?pwd=M3d6U3JwLzIKeG1jODAvM2ZMZWV5OZz09>

Meeting ID: 935 5206 9569

Password: 215154

One tap mobile

+16465588656,,93552069569# US (New York)

+13126266799,,93552069569# US (Chicago)

Dial by your location

+1 646 558 8656 US (New York)

+1 346 248 7799 US (Houston)

Meeting ID: 935 5206 9569

---

#### Directors Present

G. Lee (remote), J. Harber (remote), N. Lemerond (remote), N. Lirette (remote), R. Stopol (remote)

#### Directors Absent

D. Hazelwood, M. Dukes, R. van de Sande

#### Guests Present

A. Rubin (remote), C. Avena (remote), E. Kussell (remote), G. Roehm (remote), R. Tang (remote)

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### I. Opening Items

#### A. Record Attendance and Guests

**B. Call the Meeting to Order**

G. Roehm called a meeting of the board of directors of Launch Expeditionary Learning Charter School to order on Wednesday May 27, 2020 @ 6:33 PM.

**II. Approve Minutes**

**A. Approve Minutes**

J. Harber made a motion to approve the minutes from April Board Meeting on 04-29-20.  
N. Lirette seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**III. FY21 Budget Outlook**

**A. FY21 Budget Outlook**

The Executive Director and Director of Business Administration presented on the state's financial outlook for FY21, its implications for Launch, and Launch's strategies for approaching an economic downturn. The ED answered brief questions from the board.

**IV. School Re-Opening Plan**

**A. Update on Launch's School Reopening Plan**

The ED and Head of School discussed school reopening plans. The ED and HOS answered brief questions from the board.

**V. External Affairs Report**

**A. Update on External Affairs**

The Director of External Affairs updated the board on progress during the current enrollment season. The DEA answered brief questions from the board.

**VI. Information Items**

**A. Information Items**

The ED presented updates on Floyd Bennett Field, Board Recruitment, and Teacher Appreciation. The ED answered brief questions from the board.

**VII. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:20 PM.

Respectfully Submitted,  
G. Roehm



APPROVED



# Launch Expeditionary Learning Charter School

## Minutes

### June 2020 Board Meeting

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#### **Date and Time**

Tuesday June 30, 2020 at 6:30 PM

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#### **Join Zoom Meeting**

<https://zoom.us/j/92753194602?pwd=bXVScGM5TTdibmREc3pqVzBDTEJlQT09>

Meeting ID: 927 5319 4602

Password: 570651

#### **One tap mobile**

+16465588656,,92753194602# US (New York)

+13017158592,,92753194602# US (Germantown)

#### **Dial by your location**

+1 646 558 8656 US (New York)

+1 346 248 7799 US (Houston)

Meeting ID: 927 5319 4602

---

#### **Directors Present**

D. Hazelwood (remote), G. Lee (remote), J. Harber (remote), M. Dukes (remote), N. Lemerond (remote), N. Lirette (remote), R. Stopol (remote), R. van de Sande (remote)

#### **Directors Absent**

*None*

#### **Guests Present**

A. Rubin (remote), C. Avena (remote), E. Kussell (remote), G. Roehm (remote), R. Tang (remote)

---

#### **I. Opening Items**

**A. Record Attendance and Guests**

**B. Call the Meeting to Order**

G. Roehm called a meeting of the board of directors of Launch Expeditionary Learning Charter School to order on Tuesday Jun 30, 2020 @ 6:33 PM.

**II. Approve Minutes**

**A. Approve Minutes**

G. Lee made a motion to approve the minutes from Launch Board of Trustees Meeting - May 2020 on 05-27-20.

R. Stopol seconded the motion.

The board **VOTED** unanimously to approve the motion.

**III. Action Item: FY21 Budget**

**A. Approve the FY21 Budget**

The Director of Business Administration presented the FY21 budget for approval. The DBA and ED answered brief questions from the board.

J. Harber made a motion to approve the FY21 budget.

R. Stopol seconded the motion.

The board **VOTED** unanimously to approve the motion.

**IV. School Reopening Plan**

**A. School Reopening Plan**

The Executive Director and Head of School presented progress on the school reopening plan for FY21, detailing the hybrid learning model and safety policies. The ED and HOS answered brief questions from the board.

**V. External Affairs Report**

**A. Update on External Affairs**

The Director of External Affairs updated the board on current enrollment numbers. The DEA answered brief questions from the board.

**VI. Launching Peace**

**A. Launching Peace Project and Website**

The DEA introduced the board to the Launching Peace project and website, a teacher-run project with student-created artwork to combat racism.

**VII. Information Items**

**A. Information Items**

The ED updated the board on board donations, Floyd Bennett Field, and board recruitment. The ED answered brief questions from the board.

**VIII. Closing Items**

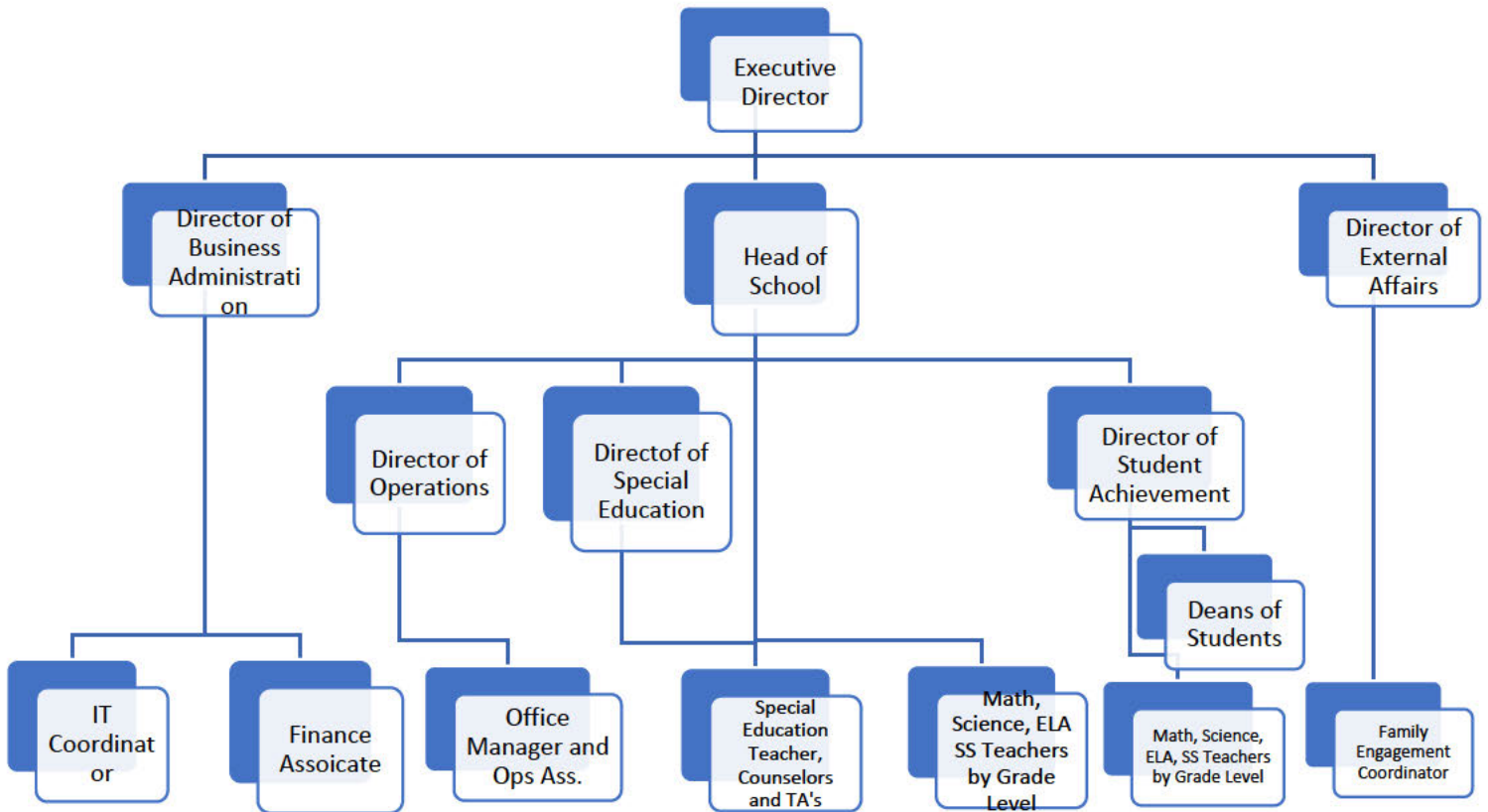
**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,  
G. Roehm



**Organizational Chart – Launch Charter School 2019-2020**



# 2020-2021 School Calendar (Total Days 183)

1580 Dean St, Brooklyn, NY 11213, (718) 604-6910

September (21)								
SU	M	T	W	TH	F	SA		
							Sept. 7	Labor Day
	1	2	3	4	5		Sept. 8-9	STAR Assessment #1
6	7	8	9	10	11	12	Sept. 9	Virtual Back to School Night DOE first day of
13	14	15	16	17	18	19	Sept. 10	Start of Q1
20	21	22	23	24	25	26	Sept. 18 Sept. 28	Rosh Hashanah (LAUNCH IN SESSION) Yom
27	28	29	30				Sept. 28-30	Parent-Teacher Conferences Virtual Conferences Week

August (6)								
SU	M	T	W	TH	F	SA		
						1		
	2	3	4	5	6	7	8	
9	10	11	12	13	14	15		
16	17	18	19	20	21	22	Aug. 17-21	All staff report for pre-service
23	24	25	25	27	28	29	Aug. 24	First day of school for all students (remote)
30	31							

October (20)								
SU	M	T	W	TH	F	SA		
				1	2	3	Oct. 1-2	Parent-Teacher Conferences Virtual Conferences Week
4	5	6	7	8	9	10	Oct. 7-8	MAP Assessment #1
11	12	13	14	15	16	17	Oct. 9	IN-SERVICE DAY - No Students
18	19	20	21	22	23	24	Oct. 12	Closed - Indigenous People's Day
25	26	27	28	29	30	31	Oct. 23	End of Q1 - 42 Days

November (17)								
SU	M	T	W	TH	F	SA		
1	2	3	4	5	6	7	Nov. 3	1/2 Day - Election Day - FULLY REMOTE
8	9	10	11	12	13	14	Nov 11	Closed - Veteran's Day
15	16	17	18	19	20	21		
22	23	24	25	26	27	28	Nov. 23-24	SLCs
29	30						Nov. 26-27	Closed - Thanksgiving

December (14)								
SU	M	T	W	TH	F	SA		
			1	2	3	4	5	
6	7	8	9	10	11	12		
13	14	15	16	17	18	19		
20	21	22	23	24	25	26	Dec. 18	Winter Wonderland or Day of Service
27	28	29	30	31			Dec. 21-Jan. 1	Closed - Winter Break

January (18)								
SU	M	T	W	TH	F	SA		
					1	2	Jan. 1	Closed - Winter Break
3	4	5	6	7	8	9	Jan. 4	IN-SERVICE DAY - No Students
10	11	12	13	14	15	16	Jan. 13-14	MAP Assessment #2
17	18	19	20	21	22	23	Jan. 15	End of Q2 - 45 Days
24	25	26	27	28	29 <sup>30/31</sup>	30	Jan. 18	Closed - MLK Jr. Day

February (15)								
SU	M	T	W	TH	F	SA		
1	2	3	4	5	6	7	Feb. 1-5	Parent-Teacher Virtual Conferences Week
8	9	10	11	12	13	14	Feb. 12	Lunar New Year - FULLY REMOTE
15	16	17	18	19	20	21	Feb. 15-19	Closed - Mid-Winter Break
22	23	24	25	26	27	28		

March (20)								
SU	M	T	W	TH	F	SA		
	1	2	3	4	5	6	March 6	Virtual Black History Celebration
7	8	9	10	11	12	13		
14	15	16	17	18	19	20	March 24-25	Map Assessment #3
21	22	23	24	25	26	27	March 26	End of Q3 - 44 Days
28	29	30	31				March 29-31	Closed - Spring Break

April (18)								
SU	M	T	W	TH	F	SA		
				1	2	3	April 1-2, 5	Closed - Spring Break
4	5	6	7	8	9	10	April 6	IN-SERVICE DAY - No Students
11	12	13	14	15	16	17		
18	19	20	21	22	23	24	April 20-22	STATE ASSESSMENT - ELA
25	26	27	28	29	30			

May (20)								
SU	M	T	W	TH	F	SA		
						1		
2	3	4	5	6	7	8	May 4-6	STATE ASSESSMENT - MATH
9	10	11	12	13	14	15	May 3-7	Teacher Appreciation Week
16	17	18	19	20	21	22	May 13	Eid al fitr - FULLY REMOTE
23	24	25	26	27	28	29		
30	31						May 31	Closed - Memorial Day

June (14)									
SU	M	T	W	TH	F	SA			
			1	2	3	4	5	June 4	End of Q4 - 42 Days
6	7	8	9	10	11	12	June 16-17	SLCs and Passages	
13	14	15	16	17	18	19	June 18	First Day of School for All Students - April dismissed Juneteenth Observed - Celebration in AM	
20	21	22	23	24	25	26	June 19	Juneteenth (Saturday)	
27	28	29	30				June 21-22	Staff In-Service	
								June 22 Graduation	

**TOTAL DAYS 183**

Legend	
	Staff Inservice - No Students Attend
	Closed - Staff and Students Off
	SLC/Passage/Celebration/Family Events
	End of Quarter
	Big Trips and Culture Events
	State Exams - TBD
	Fully Remote Days - No in-building supervision