

Application: Riverton Street Charter School

Jessie Montoya - jmontoya@nhaschools.com
2020-2021 Annual Report

Entry 1 School Info and Cover Page

Completed Aug 2 2021

Instructions

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

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

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

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

RIVERTON STREET CHARTER SCHOOL 342900860974

a1. Popular School Name

Riverton Street

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

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

NEW YORK CITY CHANCELLOR OF EDUCATION

c. DISTRICT / CSD OF LOCATION

CSD #29 - QUEENS

d. DATE OF INITIAL CHARTER

1/2010

e. DATE FIRST OPENED FOR INSTRUCTION

9/2010

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

MISSION STATEMENT

The mission of Riverton Street Charter School is to instill in each student a passion for learning and hard work that will result in significant contributions to our school, our families, and our community. Parents and educators join together in creating a strong academic base in which students will be expected to achieve high academic levels in an environment that values compassion and respect.

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	Family Involvement. Riverton parents are not visitors in the school; instead, they are part of the school’s fabric. Families are interwoven into all aspects of the school. They volunteer in classrooms, raise funds, beautify our facilities, and organize high school and college tours.
KDE 2	Strong Cultural and Community Relationships. Riverton is an oasis in the St. Albans community. The school instills a sense of belonging as shown by the families and community members present every day, including evenings and weekends. The school invites the community into the school by offering various classes: teaching adults how to help children with reading and math, and challenging physical fitness classes (i.e., Zumba).
KDE 3	Solid Student Values and Social Responsibility. We believe in educating the whole child. While we have a strong focus on academic achievement, we also strive to enrich each child’s social, emotional, ethical, cognitive, linguistic, and physical well-being.

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)

<https://www.nhaschools.com/schools/riverton-street-charter-school/en>

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

990

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

987

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

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5, 6, 7, 8
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l1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

Yes

l2. NAME OF CMO/EMO AND ADDRESS

NAME OF CMO/EMO	National Heritage Academies
PHYSICAL STREET ADDRESS	3850 Broadmoor Ave SE
CITY	Grand Rapids
STATE	MIMI
ZIP CODE	49512
EMAIL ADDRESS	info@nhaschools.com
CONTACT PERSON NAME	Jessie Montoya

FACILITIES INFORMATION

m. FACILITIES

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

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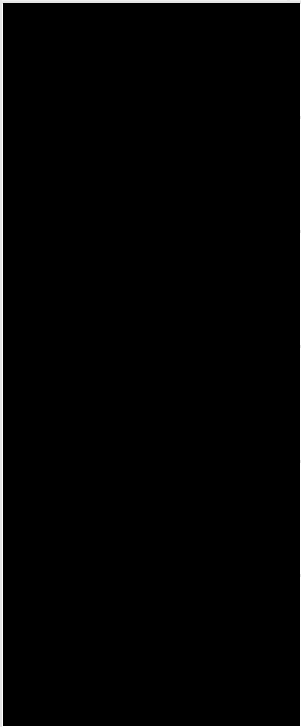
School Site 1 (Primary)

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for 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	11834 Riverton Street St. Albans, NY 11412	718-481-8200	NYC CSD 29	K-8	No

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Andrea Whitehurst	347-537-9856		90.awhitehurst@nhaschools.com
Operational Leader	Nick Sheltroun	616-430-0976		nsheltrown@nhaschools.com
Compliance Contact	Julie Meller	616-954-3081		jmeller@nhaschools.com
Complaint Contact	Julie Meller	616-954-3081		jmeller@nhaschools.com
DASA Coordinator	Andrea Whitehurst	347-537-9856		90.awhitehurst@nhaschools.com
Phone Contact for After Hours Emergencies	Andrea Whitehurst	347-537-9856		90.awhitehurst@nhaschools.com

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

Private Space

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

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

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

Site 1 Certificate of Occupancy (COO)

[riverton coo.pdf](#)

Filename: riverton coo.pdf **Size:** 426.4 kB

Site 1 Fire Inspection Report

[Riverton Final.pdf](#)

Filename: Riverton Final.pdf **Size:** 2.2 MB

CHARTER REVISIONS DURING THE 2020-2021 SCHOOL YEAR

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

No

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

(No response)

ATTESTATIONS

p. Individual Primarily Responsible for Submitting the Annual Report.

Name	Jessie Montoya
Position	Manager of Board Coordination
Phone/Extension	616-464-2729
Email	jmontoya@nhaschools.com

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

Responses Selected:

Yes

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

Responses Selected:

Yes

Signature, Head of Charter School

Andrew Whitcomb

Signature, President of the Board of Trustees

Philip Strong

Date

Aug 2 2021

Thank you.



Entry 3 Progress Toward Goals

Completed Oct 29 2021

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2020-2021 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”. **Deadline is November 1, 2021.**

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

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

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, 2021.

1. ACADEMIC STUDENT PERFORMANCE GOALS

For the 2020-2021 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”.

2020-2021 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	Goal 1: For each year of the school's renewal charter term, the percentage of the school's students who score at or above Level 3 on the New York State ELA examination meets or exceeds such percentage for the Community School District(s) (CSD) in which the school is located.	State Assessment	Unable to Assess	N/A
Academic Goal 2	Goal 2: For each year of the school's renewal charter term, the percentage of the school's students who score at or above Level 3 on the New York State ELA examination meets or exceeds such percentage for New York City.	State Assessment	Unable to Assess	N/A
Academic Goal 3	Goal 3: For each year of the school's renewal charter term, the percentage of the school's students who score at or above Level 3 on the New York State Mathematics examination meets or exceeds such	State Assessment	Unable to Assess	N/A

	percentage for the Community School District(s) (CSD).			
Academic Goal 4	Goal 4: For each year of the school's renewal charter term, the percentage of the school's students who score at or above Level 3 on the New York State Mathematics examination meets or exceeds such percentage for New York City.	State Assessment	Unable to Assess	N/A
Academic Goal 5	Goal 5: In each year of the charter term, the school will demonstrate increased proficiency rates on the New York State ELA examination.	State Assessment	Unable to Assess	N/A
Academic Goal 6	Goal 6: In each year of the charter term, the school will demonstrate increased proficiency rates on the New York State Math examination.	State Assessment	Unable to Assess	N/A
	Goal 7: Where the school has an eligible subgroup population (deemed as six or more students) of English language			

Academic Goal 7	learners, the school will demonstrate positive academic growth on New York State ELA examination proficiency rates for that applicable population in each year of the charter term.	State Assessment	Unable to Assess	N/A
Academic Goal 8	Goal 8: Where the school has an eligible subgroup population (deemed as six or more students) of students with disabilities, the school will demonstrate positive academic growth on New York State ELA examination proficiency rates for that applicable population in each year of the charter term.	State Assessment	Unable to Assess	N/A
Academic Goal 9	Goal 9: Where the school has an eligible subgroup population (deemed as six or more students) of students eligible for the Free or Reduced Price Lunch program, the school will demonstrate	State Assessment	Unable to Assess	N/A

	positive academic growth on New York State ELA examination proficiency rates for that applicable population in each year of the charter term.			
Academic Goal 10	Goal 10: Where the school has an eligible subgroup population (deemed as six or more students) of English language learners, the school will demonstrate positive academic growth on New York State Math examination proficiency rates for that applicable population in each year of the charter term.	State Assessment	Unable to Assess	N/A

2. Do have more academic goals to add?

Yes

2020-2021 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	2019-2020 progress toward attainment of goal Met/Not Met/Unable to
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				Assess During Due to Closure
Academic Goal 11	Goal 11: Where the school has an eligible subgroup population (deemed as six or more students) of students with disabilities, the school will demonstrate positive academic growth on New York State Math examination proficiency rates for that applicable population in each year of the charter term.	State Assessment	Unable to Assess	N/A
Academic Goal 12	Goal 12: Where the school has an eligible subgroup population (deemed as six or more students) of students eligible for the Free or Reduced Price Lunch program, the school will demonstrate positive academic growth on New York State Math examination proficiency rates for that applicable population in each year of the charter term.	State Assessment	Unable to Assess	N/A

Academic Goal 13				
Academic Goal 14				
Academic Goal 15				
Academic Goal 16				
Academic Goal 17				
Academic Goal 18				
Academic Goal 19				
Academic Goal 20				

3. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

For the 2020-2021 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”.

2020-2021 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
	Goal 1: Each year, the school self-			

Org Goal 1	reported average daily student attendance rate shall meet or exceed the average daily attendance for the Community School District (CSD) of location for elementary and middle schools and the citywide average for high schools.	Daily Attendance Records	Unable to Assess	N/A Riverton Street had an average daily attendance rate of 98%
Org Goal 2	Goal 2: Each year, the retention rate will exceed the rate of the Community School District (CSD) of location. The retention rate for a given year is defined as the percentage of students enrolled in ATS on 10/31 of that year who are still enrolled in at the school in ATS on 10/31 the following school year, excluding terminating grades.	Student Enrollment as recorded in ATS	Unable to Assess	N/A Riverton Street had a retention rate of 97%
				To meet our enrollment targets moving forward, we will continue to advertise in multiple publications in

Org Goal 3	Goal 3: Each year, the school will meet or exceed any applicable student enrollment targets, as prescribed by the Board of Regents, for English language learners.	Student Enrollment & Retention Counts	Not Met	multiple languages, we are increasing our community outreach by continuing to build a parent ambassador group with our current ELL families, and we will continue to hold enrollment information meetings for all parents interested in our school and provide applications in different languages. In addition, we offer an ELL preference in our enrollment lottery and throughout the enrollment cycle.
Org Goal 4	Goal 4: Each year, the school will meet or exceed any applicable student enrollment targets, as prescribed by the	Student Enrollment & Retention Counts	Not Met	To meet our enrollment targets moving forward, we will continue to advertise in multiple publications using fliers in multiple languages, we are increasing our community outreach, particularly to special populations, we will hold meetings/workshops specific to

	Board of Regents, for students with disabilities.			school programs offered for students with disabilities, and will continue to hold enrollment information meetings for all parents interested in our school and provide applications in different languages.
Org Goal 5	Goal 5: Each year, the school will meet or exceed any applicable student enrollment targets, as prescribed by the Board of Regents, for students eligible for the Free or Reduced-Price Lunch program.	Student Enrollment & Retention Counts	Not Met	To meet our enrollment targets moving forward, we will continue to advertise in multiple publications using fliers in multiple languages, we are increasing our community outreach, particularly to special populations, and will continue to hold enrollment information meetings for all parents interested in our school and provide applications in different languages.
	Goal 6: Each year, the school will meet or exceed any applicable	Student Enrollment		

Org Goal 6	student retention targets, as prescribed by the Board of Regents, for English language learners.	& Retention Counts	Met	
Org Goal 7	Goal 7: Each year, the school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents, for students with disabilities.	Student Enrollment & Retention Counts	Met	
Org Goal 8	Goal 8: Each year, the school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents, for students eligible for the Free or Reduced-Price Lunch program.	Student Enrollment & Retention Counts	Met	
Org Goal 9	Goal 9: Each year, the school will meet or exceed 85% of their authorized enrollment on 10/31 as recorded in ATS.	Student Enrollment as recorded in ATS	Met	
	Goal 10: In each year of the charter term, parents will express satisfaction with			

Org Goal 10	<p>the school's program, based on the NYC DOE School Survey. The school will have a percentage of parents that meets or exceeds citywide averages in positive responses (i.e., agree/strongly agree, likely/very likely). The school will only have met this goal if at least 50% of parents participate in the survey.</p>	NYC DOE School Survey	Unable to Assess	N/A
Org Goal 11	<p>Goal 11: In each year of the charter term, staff will express satisfaction with the school's program, based on the NYC DOE School Survey. The school will have a percentage of staff that meets or exceeds citywide averages in positive responses (i.e., agree/strongly agree, likely/very likely). The school will only have met this goal if at least 50% of staff participate in the survey.</p>	NYC DOE School Survey	Unable to Assess	N/A

Org Goal 12	Goal 12: In each year of the charter term, students will express satisfaction with the school's program, based on the NYC DOE School Survey. The school will have a percentage of students that meets or exceeds citywide averages in positive box responses (i.e., agree/strongly agree, likely/very likely). The school will only have met this goal if at least 50% of students participate in the survey. (Grades 6-8)	NYC DOE School Survey	Unable to Assess	N/A
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

2020-2021 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	Each year, the school will maintain a stable cash flow as evidenced by having 60 days of unrestricted cash on hand reported in their yearly independent fiscal audit.	Annual Audit	Not Met	Audit footnote: While the Academy does not currently carry financial assets in excess of 60 days of normal operating expenses, due to their management agreement with NHA, NHA is required make contributions to the Academy if the Academy's expenditures exceed the school's revenue during the year.
Financial Goal 2	Each year, the school will operate on a balanced budget. A budget will be considered "balanced" if revenues equal or exceed expenditures.	Board approval of a balanced, revised budget.	Met	
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 4 - Audited Financial Statements

Completed Oct 29 2021

Required of ALL Charter Schools

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

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

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

[Entry 4 Riverton Street Charter School FS 6](#)

Filename: Entry 4 Riverton Street Charter Sch 1K3i5Yq.pdf **Size:** 758.1 kB

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

Completed Oct 29 2021

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

Regents-authorized schools must download and complete the Excel spreadsheet entitled "Audited Financial Report Template" from the online portal or the website at [2020-2021 Charter School Annual Report webpage](#). Upload the completed file in Excel format. **Due November 1, 2021.**

Education Corporations with more than one school should complete the Excel spreadsheet for the Education Corporation as a whole, not for the individual schools. Please submit the same Excel spreadsheet for each of the schools.

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

[RIVERTON STREET CHARTER SCHOOL_EXTENSION_EXTENSION \(E-FILE\)_2020](#)

Filename: RIVERTON STREET CHARTER SCHOOL EXTE 0XrOBO9.pdf **Size:** 93.3 kB

[4b - Audited Annual Financial Report Template - Riverton](#)

Entry 4c - Additional Financial Documents

Completed Oct 29 2021

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

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

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

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

Riverton Street Charter School

Filename: Riverton Street Charter School.docx Size: 17.2 kB

Riverton Street Charter School management letter

Filename: Riverton Street Charter School mana 8sTMMcR.pdf Size: 262.7 kB

Riverton Escrow Account

Filename: Riverton Escrow Account.pdf Size: 39.9 kB

Entry 4d - Financial Services Contact Information

Completed Oct 29 2021

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

Form for "Financial Services Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Andrea Whitehurst	[REDACTED]	[REDACTED]

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Michelle Goss	[REDACTED]	[REDACTED]	7

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm
	National Heritage Academies	Rebecca Joyner	3850 Broadmoor Ave Suite 201, Grand Rapids, MI 49512	[REDACTED]	[REDACTED]	16

Entry 5 - Fiscal Year 2021-2022 Budget

Completed Aug 2 2021

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

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

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

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

Riverton Fiscal Yr 21-22 Budget

Filename: Riverton Fiscal Yr 21 22 Budget.xlsx **Size:** 37.5 kB

Entry 6 - Board of Trustees Disclosure of Financial Interest Form

Completed Aug 2 2021

Required of ALL Charter Schools by August 2

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

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

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

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

Riverton Full Board Disclosure Financial Interest 2020-21

Filename: Riverton Full Board Disclosure Fina w5vGcfv.pdf **Size:** 949.3 kB

Entry 7 BOT Membership Table

Completed Aug 2 2021

Instructions

Required of All charter schools

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

Entry 7 BOT Table

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

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

	Trustee Name	Trustee Email Address	Position on the Board	Commit tee Affiliatio ns	Voting Member Per By- Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD /YYYY)	End Date of Current Term (MM/DD /YYYY)	Board Meeting s Attende d During 2020- 2021
1	Keisha Phillips- Kong		Chair	Educati on Commit tee	Yes	9	06/30/2 021	06/30/2 024	12
2	Takashi Curd		Vice Chair	Finance Commit tee	Yes	4	06/30/2 020	06/30/2 023	12
3	Jenelle Ryan		Treasure r	Finance Commit tee	Yes	2	01/14/2 020	06/30/2 022	12
4	Kisha Clinton		Secretar y	None	Yes	4	06/30/2 020	06/30/2 023	12
5	Angela Kiffin		Trustee/ Member	Educati on Commit tee	Yes	11	06/30/2 019	06/30/2 022	12
6	Deborah King- Dorman		Trustee/ Member	Educati on Commit tee	Yes	11	06/30/2 019	06/30/2 022	12

7	Emma Dawson		Trustee/Member	Finance Committee	Yes	6	06/30/2020	06/30/2023	12
8	Rochelle Noel		Trustee/Member	None	Yes	11	06/30/2019	06/30/2022	12
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, 2021	8
b.Total Number of Members Added During 2020-2021	0
c. Total Number of Members who Departed during 2020-2021	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	13

3. Number of Board meetings held during 2020-2021

13

4. Number of Board meetings scheduled for 2021-2022

10

Thank you.

Entry 8 Board Meeting Minutes

Completed Aug 2 2021

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

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

[Riverton Minutes 2020-2021 Year](#)

Filename: Riverton Minutes 2020 2021 Year.pdf **Size:** 1.3 MB

Entry 9 Enrollment & Retention

Completed Aug 2 2021

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

ALL charter schools must complete this section. Describe the good faith efforts the charter school has made in 2020-2021 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2021-2022.

Entry 9 Enrollment and Retention of Special Populations

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

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

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2020-2021	Describe Recruitment Plans in 2021-2022
	<p>Riverton Street Charter School understands the need to meet the enrollment and retention targets for the student subgroups identified by SUNY Trustees, including students who are eligible to participate in the free or reduced-price lunch program (FRL). Currently, the school is meeting the enrollment targets for students who are eligible for FRL.</p> <p>We have taken significant steps to increase our enrollment and retention efforts for all students, and specifically for students who are eligible for the FRL program and students with disabilities. For the 2020-21 recruitment season, initial recruitment activities were guided by COVID-19 restrictions. Many of the school's normal activities and events were modified to provide information virtually or through the mail.</p> <p>The school had a full time Admissions Representative who was tasked with building relationships with support organizations to gain familiarity with the services they provide. The school can also provide</p>	<p>With COVID-19 restrictions eased, the school will be expanding its community</p>

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assistance with resources to reduce barriers for attendance (i.e., uniforms). The on-site admissions representative was directly responsible for overseeing and executing marketing and outreach efforts, and for keeping a log in NHA's CRM system of all activities with community groups seen as likely assets in this process. The Admissions Representative collaborated with, and received support from, a team of admissions and marketing professionals at NHA's Service Center. Together they provided a multi-departmental approach to recruitment and on-boarding new students that included traditional and digital advertising, social media, lead management, recruitment events, and comprehensive communications outreach to new families.

Additional Recruitment Efforts included:

- Enlisting the help of current families to reach additional families by providing planning meetings, materials for distribution
- Participating in community expos and fairs targeted to diverse populations
- Regular communications with the school's leadership to share feedback from incoming parents
- Holding meetings and/or workshops specific to school programs and on parenting topics of interest to our families
- Continuing to participate in a

outreach accordingly. However, online meetings that were implemented during the pandemic improved access to information for all families. Therefore, the school will continue to offer informational sessions online and grow our library of informational videos available on our YouTube channel.

Additional Digital marketing efforts will include Facebook, Great Schools, and Google AdWords. There will be an increased virtual outreach to parents with events such as Facebook Live presentations, virtual principal coffees, activities, and demonstrations shared with parents electronically. The school will also provide regular opportunities for parents to meet with school leadership and teachers to see the school including open houses, tours, meetings, and activities. The school will hold regular open house days weekly to provide all interested families an opportunity to visit the school and learn of the programs available. These will be promoted throughout the community and a link to schedule tours will be posted on the school's website.

The school will continue to monitor the efficacy of our special population recruitment and enrollment efforts by carefully tracking student enrollment numbers.

wide variety of community events

- Providing assistance with resources such as uniforms to remove barriers to school attendance
- Work with local and community leaders who are also working with families throughout the community
- Continuing to research using internet, libraries, and community boards opportunities to reach a broader population

All special population students (FRL, EL, and SWD) were made aware of our school's programs through open meetings during the year. The school's parent meetings clearly indicated that the school offered a free and appropriate education (FAPE) to all students in the Least Restrictive Environment.

We will continue to monitor the efficacy of our special population recruitment and enrollment efforts by carefully tracking student enrollment numbers.

Riverton Street understands the need to meet the enrollment and retention targets for the student subgroups identified by SUNY Trustees, including English Language Learners (ELL). While progress has been made, we are not yet meeting our enrollment targets for ELL students. In addition to the general recruitment efforts, we have made efforts to specifically attract and recruit ELL students as outlined below.

English Language Learners

Fliers were distributed in Polish, Burmese, Spanish, Bengali, Arabic, and English to families throughout the community. Distribution sites included daycare centers, grocery stores, community centers, and churches. These fliers invited families to attend Enrollment Information Meetings. Multiple Enrollment Information Meetings were hosted for all parents interested in the school to provide information regarding the EL program and its ability to meet the needs of EL students.

Advertisements and notifications have been placed in the following publications: Haiti Observateur, El Correo de Queens, and The Weekly Bangladesh. The publications specifically mention that the school provides services to students for whom English is their second language. Student applications were also provided in several languages including Arabic, Bengali, Chinese, English, Haitian Creole, Italian, Korean, Polish, Russian, Spanish, and Urdu.

The school also developed effective relationships with civic organizations and CAOs to provide resources for the families it serves. The school has developed partnerships with various community organizations who often have a department that focuses on immigrant and refugee issues and services. During the pandemic, the school

For the recruitment season, initial activities were guided by the school's ability to interact with parents due to COVID restrictions. Many in-person activities were canceled or adjusted to be held virtually. With COVID-19 restrictions eased, the school will be expanding its community outreach accordingly. However, online meetings that were implemented during the pandemic improved access to information for all families. Therefore, the school will continue to offer informational sessions online and grow our library of informational videos available on our YouTube channel.

We will continue the aforementioned efforts and also implement an updated comprehensive marketing plan specifically designed for outreach to the ELL and refugee communities. This marketing plan will be directed by a Senior Admissions Representative in the market. The marketing plan will include additional outreach and activities to/with community partners who serve ELL families, as well as additional marketing materials made available in multiple languages. In addition, the plan will include offering space in our schools for

	<p>worked with community partners who serve ELL populations to support their changing outreach. The school also facilitated virtual conferences and meetings with staff and leadership.</p> <p>Additional recruitment efforts included:</p> <ul style="list-style-type: none"> o ELL Specific Meetings o Developing partnerships with organizations and faith-based groups that provide services to refugee groups o Providing school information materials in languages specific to the community (Urdo, Hatian-Creole, Spanish, and Pashto). o Facilitating virtual conferences and meetings with school's special ed staff and leadership. o Continuing to work with local leaders to provide information and accessibility to the school and staff o Continuing to work with ELL Parent Ambassador group to develop opportunities for outreach to other ELL families 	<p>organizations to bring services to families in the neighborhood and inviting leaders from the community to school events and meetings.</p> <p>The school will continue to monitor the efficacy of our special population recruitment and enrollment efforts by carefully tracking student enrollment numbers.</p>
	<p>Riverton Street understands the need to meet the enrollment and retention targets for the student subgroups identified by SUNY Trustees, including Students with Disabilities (SWD). While progress has been made, we are not yet meeting our enrollment targets for SWD students. We have made efforts to specifically attract and recruit SWD as outlined below.</p>	

Students with Disabilities

Brochures that describe our special education programming have been distributed throughout the community. We have targeted daycare centers, grocery stores, community centers, and churches to invite families to attend Enrollment Information Meetings. Enrollment applications were also distributed at local events. To reach the families of special needs students, we utilize many networks that already exist in the community.

Advertisements on Facebook informed people that the school offered services for special needs families. School enrollment information and admissions materials specific to Special Education programs were provided in various languages.

All special population students (FRL, ELL, and SWD) are made aware of our school's programs through open meetings during the year. The school's parent meetings clearly indicate that we offer a free and appropriate education (FAPE) to all our students in the least restrictive environment. Furthermore, the school has an established relationship with the Committee for Special Education (CSE) for children under its purview and has made materials and applications to the school available for distribution to interested parents. We invite parents to meet with the school's

The schools' admissions representative will continue to build relationships with support organizations to gain familiarity with the services they provide. This will help us recommend their support services to the families of accepted or interested students. It will also familiarize these organizations with our school and special education program so that they can recommend our school to the families they serve. We know that most families hear about our school by word-of-mouth, and we believe that a relationship with these organizations lays the

special education team and the CSE to develop an individual education plan (IEP) for the child or to work within the parameters of the plan already in place from the child's previous school.

We will continue to monitor the efficacy of our special population recruitment and enrollment efforts by carefully tracking student enrollment numbers.

Additional recruitment efforts included:

- o Enlist the help of current families to reach additional families of students with disabilities by providing planning meetings, materials for distribution
- o Regular communications with school's special education staff to share feedback from incoming parents
- o Work with special ed team to hold meetings specific to school programs offered to SWD population.
- o Coordinate recruitment activities with others that target special populations (ie, provide special education materials in various languages, provide translators at information meetings that discuss services and enrollment on-boarding)
- o Continue to participate in community events designed to reach special populations
- o Work with local leaders who are also working with organizations to serve special needs families
- o Continue to research using

groundwork for informal communications and referrals. In addition, we will continue to work with these organizations to distribute information about our school, our special education program, and our enrollment procedures

internet, libraries, and community boards opportunities to reach a broader population

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2020-2021	Describe Retention Plans in 2021-2022
	<p>We believe several core elements of our school culture function as linchpins of our recruitment and retention strategy for special population students. These elements include the high-quality educational program that we provide, the caring culture that we have established, and our many parent-involvement initiatives.</p> <ul style="list-style-type: none">• Culture and climate: We have a school climate and culture that focus purposefully on caring for each student as a family cares for its children. We believe our school-wide behavior and classroom management practices – which we refer to as Behave with Care – help attract and retain special needs students. Our Behave with Care program is built on research-based programs for reinforcing positive behaviors, setting clear expectations, and building teacher-student relationships and peer relationships.• Parent involvement: To ensure that our families feel connected to the school, we have implemented several parent involvement strategies, including:	

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- o Newsletters: We distribute regular newsletters from the principal and teachers to parents. Newsletters include important information regarding school-wide performance, initiatives, and programs.
- o Social media: We have an excellent website, which gives parents quick and easy access to general information on the school. In addition, we make cautious, appropriate use of Facebook and other social media sites to form connections between school leaders and parents. Parents without access to the internet can use the computer and internet access available at the school.
- o Classroom communication: Teachers frequently send home communications for parents so that they know about everything from weekly schedules to educational goals for students. Teachers also share information via daily take-home folders and provide regular progress reports by letter, online communication via the school's gradebook system, phone calls, texts, and/or in-person meetings. These communications focus on each student's academic progress and performance.
- o Conferences: Parent-teacher conferences are conducted twice each year. These conferences ensure that dedicated time is set aside for each parent to engage and interact with classroom teachers and discuss the progress of his or her child. As needed, staff may also conduct

The school is currently meeting its FRL Retention Target. The school will continue to utilize the aforementioned retention efforts in the upcoming school year.

	<p>home visits. Each year, we conduct a family orientation at the end of the summer so new and enrolled families can meet the principal, their child's teacher and classmates, and other school staff. We believe these early contacts help establish and sustain a healthy rapport with parents.</p> <p>o The principal conducted weekly virtual meetings for the parents from March 2020 through June of 2021.</p>	
		<p>We have a school climate and culture that focus purposefully on caring for each student as a family cares for its children. We believe our school-wide behavior and classroom management practices –which we refer to as Behave with Care – help attract and retain special needs students. Our Behave with Care program is built on research-based programs for reinforcing positive behaviors, setting clear expectations, and building teacher-student relationships and peer relationships.</p> <p>To ensure that our families feel connected to the school, we have implemented several parent involvement strategies, including:</p> <p>o Newsletters: Regular newsletters from the principal and teachers are distributed to parents. Important information regarding school-wide performance, initiatives, and programs is included in the</p>

English Language Learners

To help retain accepted students, and to comply with federal requirements to identify potential ELL students, the school has asked families of ELL students to complete a home language questionnaire. Information from this questionnaire ensures that each child for whom English is a second language is provided the services he or she needs to succeed in school.

School staff have participated in professional development to provide staff members with tools that they can implement in the classroom to better meet the needs of their English learners. Staff is also participating in ongoing coaching provided by an EL Specialist throughout the academic year. Coaching topics focus on evidence-based teaching methods and best practices for making content accessible to English Learners. Each EL family had one staff member who checked on them weekly throughout the pandemic

newsletter.

- o Social media: We have an excellent website, which gives parents quick and easy access to general information on the school as well as specific information about their children. In addition, we make cautious, appropriate use of Facebook and other social media sites to form connections between school leaders and parents. Parents without access to the internet can use the computer and internet available at the school.

- o Classroom Communication: Teachers frequently send home communications for parents so that they know about everything from weekly schedules to educational goals for students. Teachers also share regular progress reports – via letter, online communication via the school’s AtSchool gradebook system, phone calls, and/or in-person meetings. These communications focus on each student's academic progress and performance.

- o Conferences: Parent-teacher conferences are conducted twice each year. These conferences ensure that dedicated time is set aside for each parent to engage and interact with classroom teachers and discuss the progress of his or her child. As needed, staff may also conduct home visits. Each year, we conduct a family orientation at the end of the summer so new and enrolled families can meet the principal, their child's teacher and classmates, and other school

to ensure they had what they needed.

staff. We believe these early contacts help establish and sustain a healthy rapport with parents.

o Parent Room: In order to help parents feel at home in the school and to encourage their presence in their child's education, the school building provides a dedicated parent room. This room gives parents a place to gather and build relationships with one another, discuss matters of mutual interest, grow more comfortable with the school, and take some ownership of the school.

The school will continue to implement the aforementioned retention strategies throughout the upcoming school year. In addition, the school will begin utilizing a language line to better facilitate communication with our EL families. This language line allows us to access an interpreter for any meeting or phone call with no prior notice. If a parent calls with a question, we can call the language line to have a clear and better conversation. We are working with our current families to help better understand what they need and how we can better support them.

The school will continue to work with the ELL Parent Ambassador group to develop opportunities for outreach to other ELL families. The schools ELL Coordinator will work with incoming families to help them fully understand the Home

		Language Questionnaire to complete it more accurately.
Students with Disabilities	<p>A major key to student retention is effective communication and relationship building with all stakeholders. There are multiple points throughout the year that Southside keeps families informed and solicits feedback in order to improve. The dean of special education schedules individual transfer review meetings to take place within 72 hours of enrollment with the parents of every student that enters the school with an IEP. In this meeting, the dean reviews the program mandates, needs, and implementation plan for services. Parents are encouraged to bring input (questions, concerns, etc.) to this meeting to ensure a strong initial connection is made with these families and that their needs are immediately addressed. This connection continues to be built up throughout the year through additional communication measures such as quarterly IEP progress reports. In addition, parents are also invited at least once a year for an IEP review with the full IEP team. They are invited initially with a letter about a month before the meeting and then again are called by the special education teacher between a week and a day before as a reminder. Along with the invitation letter, the special education dean also sends a parent input form to help</p>	<p>The school will continue to implement the aforementioned retention strategies throughout the upcoming school year. We are working with our current families to help better understand their needs and how we can better support them.</p> <p>We will continue the aforementioned efforts and also implement the following:</p> <ul style="list-style-type: none"> • Parent Input Forms in digital formats so that parents can share their thoughts, celebrations, and concerns with the school prior to IEP meetings • Parent Post-IEP Survey Forms in digital format so that parents can provide feedback on special education processes and supports so that we are able to utilize that information to improve practices. • Work with community partners who serve SWD population to support their changing outreach • Continue to work with local leaders to provide information and accessibility to the school and staff

parents prepare for the review meeting and gather information from home. Following the meetings, parents are provided a post-IEP survey so that the deans can gather data to reflect and make improvements utilizing this feedback.

Entry 10 - Teacher and Administrator Attrition

Completed Aug 2 2021

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

A. TEACH System - Employee Clearance

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

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

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

B. Emergency Conditional Clearances

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

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

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

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

Attestation

Responses Selected:

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

Entry 11 Percent of Uncertified Teachers

Completed Aug 2 2021

Instructions

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

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

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

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	4.0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0.0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0.0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	1.0
Total Category A: 5 or 30% whichever is less	5.0

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	3.0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0.0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0.0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	1.0
Total Category B: not to exceed 5	4.0

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	5.0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0.0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0.0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	0.0
Total Category C: not to exceed 5	5.0

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	14

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	31

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

FTE Count

Total Category F

55



Thank you.

Entry 12 Organization Chart

Completed Aug 2 2021

[Instructions](#)

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

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

[Org Chart - Riverton 7](#)

Filename: Org Chart Riverton 7.26.21.pdf Size: 152.8 kB

Entry 13 School Calendar

Completed Aug 2 2021

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

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

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

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

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

Riverton 2021-22 FINAL Calendar

Filename: Riverton 2021 22 FINAL Calendar.pdf **Size:** 179.2 kB

Entry 14 Links to Critical Documents on School Website

Completed Aug 2 2021

Instructions

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

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

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

Form for Entry 14 Links to Critical Documents on School Website

School Name: Riverton Street Charter School

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

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

Link to Documents

- | | |
|------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Most Recent Annual Report (i.e., 2019-20) | https://app.sharebase.com/#/folder/1699/share/239-oVAihZNJA0ynDA0MN9hBgkqS-JU |
| 2. Most recent board meeting notice, documents to be discussed at the meeting (if any) | https://www.nhaschools.com/schools/riverton-street-charter-school/en/board-documents |
| 2a. Webcast of Board Meetings (per Governor's Executive Order) | https://www.nhaschools.com/schools/riverton-street-charter-school/en/board-documents |
| 3. Link to NYS School Report Card | https://data.nysed.gov/essa.php?year=2019&instid=800000067235 |
| 4. Lottery Notice announcing date of lottery | https://www.nhaschools.com/getattachment/06acedf0-2739-4998-82ae-130e83208faa/riverton-charter-academy.pdf |
| 5. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY); | https://www.nhaschools.com/schools/riverton-street-charter-school/en/getmedia/f851f2d8-3ad3-4521-a644-29da06785f16/Riverton-(NY)-Final-2020-21.pdf |
| 6. District-wide Safety Plan | https://www.nhaschools.com/getattachment/5af85816-da3c-44c9-a566-eb06a455cd8e/riverton-street-district-wide-plan-sy20-21.pdf |
| 6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo) | https://www.nhaschools.com/schools/riverton-street-charter-school/en/getmedia/f851f2d8-3ad3-4521-a644-29da06785f16/Riverton-(NY)-Final-2020-21.pdf |
| 7. Authorizer-Approved FOIL Policy | https://app.sharebase.com/#/document/18106/share/239-cVYuhC4o8HWympSulJDuBu1xam0 |
| 8. Subject matter list of FOIL records | https://app.sharebase.com/#/document/18106/share/239-cVYuhC4o8HWympSulJDuBu1xam0 |

Thank you.



RIVERTON STREET CHARTER SCHOOL



Financial Statements, Additional
Information, and Federal Awards
Supplemental Information as of and for the
Year Ended June 30, 2021, and
Independent Auditor's Reports

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RIVERTON STREET CHARTER SCHOOL

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Independent Auditor's Report

To the Board of Trustees
Riverton Street Charter School

Report on the Financial Statements

We have audited the accompanying financial statements of Riverton Street Charter School (the "School"), which comprise the statement of financial position as of June 30, 2021 and the related statements of activities and change in net assets and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

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

To the Board of Trustees
Riverton Street Charter School

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise Riverton Street Charter School's financial statements. The schedule of expenditures of federal awards, as identified in the table of contents and as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the "Uniform Guidance"), and supplemental New York Education Department schedule of functional expenses, as identified in the table of contents, are presented for the purpose of additional analysis and are not a required part of the financial statements.

The schedule of expenditures of federal awards is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the financial statements as a whole.

The supplemental New York Education Department schedule of functional expenses has not been subjected to the auditing procedures applied in the audit of the financial statements, and, accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 20, 2021 on our consideration of Riverton Street Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Schools' internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Riverton Street Charter School's internal control over financial reporting and compliance.



October 20, 2021

RIVERTON STREET CHARTER SCHOOL

STATEMENT OF FINANCIAL POSITION JUNE 30, 2021

ASSETS

CURRENT ASSETS:

Cash	\$	78,534
Due from governmental revenue sources		<u>717,397</u>

Total current assets 795,931

NON-CURRENT ASSETS:

Capital assets - net		2,810
Restricted cash		<u>77,287</u>

Total non-current assets 80,097

TOTAL \$ 876,028

LIABILITIES AND NET ASSETS

LIABILITIES:

Deferred revenue	\$	51,422
Contracted service fee payable		<u>755,374</u>

Total liabilities 806,796

NET ASSETS - Net assets without donor restriction 69,232

TOTAL \$ 876,028

See notes to financial statements.

RIVERTON STREET CHARTER SCHOOL

STATEMENT OF ACTIVITIES AND CHANGE IN NET ASSETS YEAR ENDED JUNE 30, 2021

REVENUES, GAINS AND OTHER SUPPORT:

Public school district

Resident student enrollment	\$ 15,921,199
Student with disabilities	1,139,221

Grants, contracts, and other:

Federal - Title, IDEA, and ESSER	884,117
Other	14,765
Child nutrition program - Federal	59,059
Child nutrition program - State	<u>1,684</u>

Total revenues, gains and other support	18,020,045
-----------------------------------------	------------

EXPENSES:

Contracted service fee

Program services	14,214,604
Management and general	3,770,439
Board expenses	21,336
Depreciation	<u>4,040</u>

Total expenses	<u>18,010,419</u>
----------------	-------------------

CHANGE IN NET ASSETS WITHOUT DONOR RESTRICTION	9,626
------------------------------------------------	-------

NET ASSETS:

Beginning of year	<u>59,606</u>
End of year	<u><u>\$ 69,232</u></u>

See notes to financial statements.

RIVERTON STREET CHARTER SCHOOL

STATEMENT OF CASH FLOWS YEAR ENDED JUNE 30, 2021

CASH FLOWS PROVIDED BY (USED IN) OPERATING ACTIVITIES	
State aid	\$ 17,272,558
Other state sources	48,956
Federal sources	561,911
Private sources	43,848
Payments for services rendered	<u>(17,901,488)</u>
Net cash and restricted cash provided by operating activities	<u>25,785</u>
NET INCREASE IN CASH AND RESTRICTED CASH	25,785
CASH AND RESTRICTED CASH — Beginning of year	<u>130,036</u>
CASH AND RESTRICTED CASH — End of year	<u><u>\$ 155,821</u></u>

See notes to financial statements.

RIVERTON STREET CHARTER SCHOOL

NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 2021

1. NATURE OF OPERATIONS

Riverton Street Charter School (the "School") is a public charter school as defined by Article 56 of the New York State Education Law which provides education based on rigorous teaching methods, parental involvement, student responsibility, and basic moral values. The School operates under a charter approved by the New York City Department of Education, which is responsible for oversight of the School's operations. The charter expires June 30, 2024 and is subject to renewal. Management believes the charter will be renewed in the ordinary course of business. The School provides education, at no cost to the parent, to students in kindergarten through the eighth grade. Enrollment is open to all appropriately aged children without regard to gender, ethnic background, disability, and/or religious affiliation. The School is exempt from federal income tax under Section 501(a) of the Internal Revenue Code as an organization described in Section 501(c)(3).

The School's primary source of revenue is provided by the State of New York and consists of an amount per student multiplied by weighted average student counts.

The Board of Trustees of the School has entered into a management agreement (the "agreement") with National Heritage Academies, Inc. (NHA) which requires NHA to provide administration, strategic planning and all labor, materials, equipment, and supervision necessary for the provision of educational services to students. As part of the consideration received under the agreement, NHA also provides the facility in which the School operates. The agreement will continue until termination or expiration of the charter, unless at least 90 days written notice of intent to terminate or renegotiate is given by either the School or NHA.

Under the terms of the agreement, NHA receives as remuneration for its services an amount equal to the total revenue received by the School from all revenue sources and NHA allocates to the School an amount equal to the lessor of two percent of state per pupil aid or \$35,000. These funds are property of the School and may be used by the School at the discretion of the board.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting — The financial statements have been in accordance with generally accepted accounting principles accepted in the United States of America for not-for-profit organizations.

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

differ from those estimates.

Cash — Cash as of June 30, 2021 represents bank deposits which are covered by federal depository insurance.

Restricted Cash — Under the requirements of NYSED, the School has agreed to establish a reserve cash account and maintain a minimum balance of \$70,000. At June 30, 2021, \$77,286 of cash is restricted for that purpose. In the event of dissolution of the School, the reserve cash account would be used to pay for legal and audit expenses associated with the dissolution.

Deferred Revenue — Deferred revenue as of June 30, 2021 consists of grant funds received in advance of eligible expenses incurred.

Contracted Service Fee Payable — Contracted service fee payable represents a timing difference between funds received from governmental sources and amounts payable to NHA in accordance with the services agreement.

Capital Assets — Capital assets, which include other equipment, are reported at historical cost. Capital assets are defined by the School as assets with an initial individual cost of more than \$2,000 and an estimated useful life in excess of one year.

Other equipment is depreciated using the straight-line method over useful lives of 3-10 years.

The Financial Statements – The financial statements are presented as follows:

Net assets and changes therein are classified and reported as follows:

- *Net Assets without Donor Restriction* — Net assets which are not subject to donor imposed or governmental stipulations.

Revenues and contributions are reported as follows:

- Revenues, gains and other support are reported as increases in net assets without donor restrictions unless use of the related assets is limited by donor-imposed or governmental restrictions. Expenses are reported as decreases in net assets without donor restrictions. Other assets or liabilities are reported as increases or decreases in net assets without donor restrictions unless their use is restricted by explicit donor stipulation or governmental restriction. Expiration of temporary restrictions on net assets (i.e., the donor-stipulated purposes has been fulfilled and/or the stipulated time has elapsed) are reported as reclassifications between the applicable classes of net assets.
- Revenue is recorded when earned, regardless of the timing of related cash flows. Grants are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Income Taxes — The School operates as a nonprofit organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. The School has received notification from the Internal Revenue Service (IRS) that they are considered exempt from Federal income tax under Section 501(c)(3) of the internal revenue code. Accordingly, no provision for federal income taxes has been made.

Recent Accounting Pronouncements — In February 2016, the Financial Accounting Standards Board (FASB) issued ASU No. 2016-02, *Leases*, which will supersede the current lease requirements in ASC 840. The ASU requires lessees to recognize a right-of-use asset and related lease liability for all leases, with a limited exception for short-term leases. Leases will be classified as either finance or operating, with the classification affecting the pattern of expense recognition in the Statement of Operations. Currently, leases are classified as either capital or operating, with only capital leases recognized on the balance sheet. The reporting of lease-related expenses in the Statements of Operations and Cash Flows will be general consistent with the current guidance. The new lease guidance will be effective for the School's year ending June 30, 2023 and will be applied using a modified retrospective transition method to the beginning of the earliest period presented. The effect of applying the new lease guidance on the financial statements has not yet been determined, but is expected to have minimal impact on the statement of activities and will include a right-of-use asset and related lease liability when adopted.

3. DUE FROM GOVERNMENTAL SOURCES

Receivables as of June 30, 2021 for the School included \$35,112 in state aid receivable and \$682,285 in federal grants receivable. The School considers all receivables to be fully collectible; accordingly, no allowance for uncollectible amounts is recorded.

4. LIQUIDITY

The Academy has \$795,931 of financial assets available within one year of the balance sheet date to meet cash needs for general expenditures consisting of cash of \$78,534, and amounts due from governmental revenue sources of \$717,397 at June 30, 2021. None of the financial assets are subject to donor or other contractual restrictions that make them unavailable for general expenditure within one year of the balance sheet date.

The Academy has a goal to maintain financial assets, which consist of cash and short-term receivables on hand to meet 60 days of normal operating expenses, which are, on average, approximately \$3,008,982 at June 30, 2021.

While the Academy does not currently carry financial assets in excess of 60 days of normal operating expenses, due to their management agreement with NHA, NHA is required make contributions to the Academy if the Academy's expenditures exceed the school's revenue during the year.

5. FUNCTIONAL EXPENSES

The School provides educational services to its students. Expenses related to providing these services are as follows for the year ended June 30, 2021:

Program services	
Contracted service fee	\$ 14,235,940
Depreciation	<u>4,040</u>
Total program services	\$ 14,239,980
 Management and general	
Contracted service fee	<u>3,770,439</u>
 Total	<u>\$ 18,010,419</u>

The costs of providing the program and support services are allocated on an actual basis, when possible. Certain expenses attributable to more than one function and require an allocation on a reasonable basis that is consistently applied. Management and general expenses consist of expenditures incurred by the School based on their usage of management company services. Usage of management company services are calculated on a variety of different allocation methods based on various cost centers.

6. RISK MANAGEMENT

The School is exposed to various risks of loss related to general liability. Commercial insurance policies to cover certain risks of loss have been obtained. There have been no significant reductions in insurance coverage during fiscal year 2021, and claims did not exceed coverage less retained risk deductible amounts in the past fiscal year.

7. CONTINGENCIES

The School has received proceeds from several federal and state grants. Periodic audits of these grants are required and certain costs may be questioned as not being appropriate expenditures under the grant agreements. Such audits could result in the refund of grant monies to the grantor agencies. Management believes that any required refunds will be immaterial. No provision has been made in the accompanying financial statements for the refund of grant monies.

8. CAPITAL ASSETS

Capital asset activity of the school was as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Disposals</u>	<u>Ending Balance</u>
Equipment	\$ 41,593	\$ -	\$ -	\$ 41,593
Less accumulated depreciation — equipment	<u>34,743</u>	<u>4,040</u>	<u>-</u>	<u>38,783</u>
Total capital asset activity, net	<u>\$ 6,850</u>	<u>\$ (4,040)</u>	<u>\$ -</u>	<u>\$ 2,810</u>

9. OPERATING LEASE

The School has entered into a sublease agreement with NHA for a facility to house the School. The lease term is from July 1, 2020 through June 30, 2021. Annual rental payments required by the lease were \$4,507,128 payable in twelve monthly payments of \$375,594. This lease is automatically renewed on a year-to-year basis unless a notice of non-renewal is provided by either the School or NHA.

10. SUBSEQUENT EVENTS

Events or transactions for the year ended June 30, 2021 have been evaluated through October 20, 2021, the date the financial statements were available to be issued. The financial statements and the notes thereto do not reflect events or transactions after this date.

* * * * *

ADDITIONAL INFORMATION

RIVERTON STREET CHARTER SCHOOL

NEW YORK STATE EDUCATION DEPARTMENT SCHEDULE OF FUNCTIONAL EXPENSES FOR THE YEAR ENDED JUNE 30, 2021

						2021			
	No. of Positions	Program Services				Supporting Services			Total
		Regular Education	Special Education	Other Education	Total	Fund-raising	Management and General	Total	
Personnel Services Costs									
Administrative Staff Personnel	-	\$ 858,959	\$ -	\$ -	\$ 858,959	\$ -	\$ -	\$ -	\$ 858,959
Instructional Personnel	-	4,086,731	1,186,855	-	5,273,586	-	-	-	5,273,586
Non-Instructional Personnel	-	127,328	-	-	127,328	-	-	-	127,328
Total Salaries and Staff	-	5,073,018	1,186,855	-	6,259,873	-	-	-	6,259,873
Fringe Benefits & Payroll Taxes		1,114,514	213,042	-	1,327,556	-	-	-	1,327,556
Retirement		100,676	26,005	-	126,681	-	-	-	126,681
Legal Service		7,928	-	-	7,928	-	-	-	7,928
Accounting / Audit Services		12,336	-	-	12,336	-	331,590	331,590	343,926
Other Purchased / Professional / Consulting Services		89,061	211,969	-	301,030	-	925,040	925,040	1,226,070
Building and Land Rent / Lease		4,362,777	-	-	4,362,777	-	-	-	4,362,777
Repairs & Maintenance		455,383	-	-	455,383	-	66,868	66,868	522,251
Insurance		51,686	-	-	51,686	-	-	-	51,686
Utilities		215,018	-	-	215,018	-	-	-	215,018
Supplies / Materials		441,462	11	-	441,473	-	-	-	441,473
Equipment / Furnishings		318,222	-	-	318,222	-	-	-	318,222
Staff Development		25,177	-	-	25,177	-	126,810	126,810	151,987
Marketing / Recruitment		6,610	-	-	6,610	-	672,331	672,331	678,941
Technology		87,816	-	-	87,816	-	666,251	666,251	754,067
Food Service		154,214	-	-	154,214	-	-	-	154,214
Student Services		19,594	-	-	19,594	-	135,770	135,770	155,364
Office Expense		27,566	-	-	27,566	-	12,614	12,614	40,180
Depreciation		4,040	-	-	4,040	-	-	-	4,040
Other		35,000	-	-	35,000	-	833,165	833,165	868,165
Total Expenses		<u>\$12,602,098</u>	<u>\$ 1,637,882</u>	<u>\$ -</u>	<u>\$14,239,980</u>	<u>\$ -</u>	<u>\$ 3,770,439</u>	<u>\$ 3,770,439</u>	<u>\$ 18,010,419</u>

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

Independent Auditor's Report

To Management and the Board of Trustees
Riverton Street Charter School

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Riverton Street Charter School (the "School"), which comprise the statement of financial position as of June 30, 2021 and the related statements of activities and change in net assets and cash flows for the year then ended, and the related notes to the financial statements and have issued our report thereon dated October 20, 2021.

Internal Control Over Financial Reporting

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

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

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

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Riverton Street Charter School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and, accordingly, we do not express such an opinion.

The results of our tests disclosed an instance of noncompliance or other matters that are required to be reported under *Government Auditing Standards*, which is described in the accompanying schedule of findings and questioned costs as Finding 2021-001.

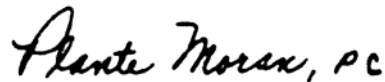
To Management and the Board of Trustees
Riverton Street Charter School

The School's Response to the Finding

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

Purpose of This Report

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

A handwritten signature in black ink that reads "Plante Morax, PC". The signature is written in a cursive, flowing style.

October 20, 2021

SUPPLEMENTAL INFORMATION

Report on Compliance for Each Major Federal Program and
Report on Internal Control Over Compliance Required by the Uniform Guidance

Independent Auditor's Report

To the Board of Trustees
Riverton Street Charter School

Report on Compliance for Each Major Federal Program

We have audited Riverton Street Charter School's (the "School") compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Compliance Supplement that could have a direct and material effect on its major federal program for the year ended June 30, 2021. Riverton Street Charter School's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal program.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of Riverton Street Charter School's major federal programs based on our audit of the types of compliance requirements referred to above.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the "Uniform Guidance"). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Riverton Street Charter School's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Riverton Street Charter School's compliance.

Opinion on Each Major Federal Program

In our opinion, Riverton Street Charter School complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2021.

To the Board of Trustees
Riverton Street Charter School

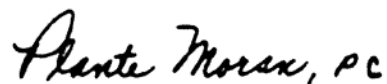
Report on Internal Control Over Compliance

Management of Riverton Street Charter School is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Riverton Street Charter School's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the School's internal control over compliance.

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

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

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

A handwritten signature in black ink that reads "Plante Moran, PC". The signature is written in a cursive, flowing style.

October 20, 2021

RIVERTON STREET CHARTER SCHOOL

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS YEAR ENDED JUNE 30, 2021

Program Title/Project Number/Subrecipient Name	Grant/Project Number	CFDA Number	Expenditures	Current Year Cash Transferred to Subrecipient
Clusters:				
Child Nutrition Cluster - U.S. Department of Agriculture - Passed through the New York State Department of Education:				
Cash Assistance:				
National School Lunch Program 2020-21	211960	10.555	\$ 36,771	\$ -
National School Breakfast Program 2020-21	211970	10.553	22,288	-
Total Child Nutrition Cluster			59,059	-
Special Education Cluster - U.S. Department of Education - Passed through the Syracuse City School District:				
IDEA Flowthrough:				
IDEA Flowthrough 2021	N/A	84.027	106,286	-
Total Special Education Cluster			106,286	-
Other federal awards:				
Passed through the New York State Department of Education:				
Title I Part A:				
Title I Part A 1920	0021204795	84.010	2,719	-
Title I Part A 2021	0021214795	84.010	218,299	-
Total Title I Part A		84.010	221,018	-
Title II Part A - Improving Teacher Quality:				
Title II Part A 1920	0147204795	84.367	(829)	-
Title II Part A 2021	0147214795	84.367	11,115	-
Total Title II Part A		84.367	10,286	-
Title IV - SSAE:				
Title IV 1920	0204204795	84.424	-	-
Title IV 2021	0204214795	84.424	16,709	-
Total Title IV - SSAE		84.424	16,709	-
Education Stabilization Fund Program - U.S. Department of Education Passed through New York State Department of Education				
COVID-19 ESSER Formula Fund I	5890214795	84.425D	253,115	-
COVID-19 ESSER Formula Fund II	5891214795	84.425D	276,400	-
COVID-19 ESSER Formula Fund III ARP		84.425U	303	-
Total Education Stabilization Fund Program		84.425	529,818	-
Total noncluster programs passed through the New York State Department of Education			777,831	-
Total federal awards			\$ 943,176	\$ -

RIVERTON STREET CHARTER SCHOOL

Notes to the Schedule of Expenditures of Federal Awards Year Ended June 30, 2021

Note 1 - Basis of Presentation

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal grant activity of Riverton Street Charter School (the "School") under programs of the federal government for the year ended June 30, 2021. The information in the Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the "Uniform Guidance"). Because the Schedule presents only a selected portion of the operations of the School, it is not intended to and does not present the financial position, changes in net position, or cash flows of the School.

Note 2 - Summary of Significant Accounting Policies

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

Pass-through entity identifying numbers are presented where available.

The Academy has elected not to use the 10 percent de minimis indirect cost rate to recover indirect costs as allowed under the Uniform Guidance.

Note 3 - Grant Auditor Report

Management has utilized the Federal/State Grant Payments – End of Year Report as published by the New York State Education Department in preparing the schedule of expenditures of federal awards. Unreconciled differences, if any, have been disclosed to the auditor.

Note 4 - Noncash Assistance

The value of the noncash assistance received was determined in accordance with the provisions of the Uniform Guidance and is included in the schedule of expenditures of federal awards.

RIVERTON STREET CHARTER SCHOOL

Schedule of Findings and Questioned Costs

Year Ended June 30, 2021

Section I - Summary of Auditor's Results

Financial Statements

Type of auditor's report issued:

Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? ☐ Yes ☒ No
- Significant deficiency(ies) identified that are not considered to be material weaknesses? ☐ Yes ☒ None reported

Noncompliance material to financial statements noted?

☒ Yes ☐ No

Federal Awards

Internal control over major programs:

- Material weakness(es) identified? ☐ Yes ☒ No
- Significant deficiency(ies) identified that are not considered to be material weaknesses? ☐ Yes ☒ None reported

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

Unmodified

Any audit findings disclosed that are required to be reported in accordance with Section 2 CFR 200.516(a)?

☐ Yes ☒ No

Identification of major programs:

CFDA Number	Name of Federal Program or Cluster	Opinion
84.010	Title I, Part A	Unmodified

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

\$750,000

Auditee qualified as low-risk auditee?

☒ Yes ☐ No

RIVERTON STREET CHARTER SCHOOL

Schedule of Findings and Questioned Costs Year Ended June 30, 2021

Section II - Financial Statement Audit Findings

Reference Number	Finding	
2021-001	Finding Type:	Material noncompliance with laws and regulations
	Criteria -	Section 4 of the NY Charter School Audit Guide states that "To test the calculation of the core pupil aid received, the auditor should first verify the rate used in the calculation. To recalculate the core aid in total, the auditor should multiply the rate by the number of full-time equivalents as determined on the FTE reconciliation form or equivalent by the district and compare to the total core pupil aid for the fiscal year being audited."
	Condition -	The School was found to have used incorrect District Rates used in calculating State Aid Revenue received for the New York City Schools.
	Context -	Section 4 of the NY Charter School Audit Guide requires the auditor to verify the District Rates used in the calculation of total State Aid Revenue. Upon review of the State Aid Revenue calculation by the auditor, it was identified that the incorrect rates were used.
	Cause -	The School did not properly pull the District Rates for its calculation of State Aid Revenue, and the proper controls were not in place to identify the error.
	Effect -	As a result of the improper District Rates used, the School recorded the improper revenue amount as of year-end, which was subsequently corrected.
	Recommendation -	The School should work closely with the State of New York to ensure that the proper district rate is used to calculate State Aid Revenue.
	Views of Responsible Officials and Planned Corrective Actions -	The School will now ensure that the correct District Rate is being used for each School.

Section III - Federal Program Audit Findings

Reference Number	Finding	Questioned Costs
Current Year	None	



**Riverton Street Charter School
Fiscal Year Ended June 30, 2021
Corrective Action Plan**

Finding Number: 2021-001

Condition: The School was found to have used incorrect District Rates used in calculating State Aid Revenue received for the New York City Schools.

Planned Corrective Action: The School will now ensure that the correct District Rate is being used for the School.

Contact person responsible for corrective action: Janet Thatcher, Audit Manager

Anticipated Completion Date: 12/1/2021



Tel: 616-774-7000
Fax: 616-776-3680

Tel: 269-382-0170
Fax: 269-345-1666
www.bdo.com

200 Ottawa Avenue NW, Suite 300
Grand Rapids, MI 49503

211 East Water Street, Suite 300
Kalamazoo, MI 49007

Riverton Street Charter School
Instructions for Filing
Form 990
8868 Application for Extension of Time to File
for the year ended June 30, 2021

We have electronically filed your extension.

There is no tax due with the application.

Do NOT separately file Form 8868 with the Internal Revenue Service. Doing so will delay the processing of your extension.

**Application for Automatic Extension of Time To File an
Exempt Organization Return**

► **File a separate application for each return.**
 ► **Go to www.irs.gov/Form8868 for the latest information.**

Electronic filing (e-file). You can electronically file Form 8868 to request a 6-month automatic extension of time to file any of the forms listed below with the exception of Form 8870, Information Return for Transfers Associated With Certain Personal Benefit Contracts, for which an extension request must be sent to the IRS in paper format (see instructions). For more details on the electronic filing of this form, visit www.irs.gov/e-file-providers/e-file-for-charities-and-non-profits.

Automatic 6-Month Extension of Time. Only submit original (no copies needed).

All corporations required to file an income tax return other than Form 990-T (including 1120-C filers), partnerships, REMICs, and trusts must use Form 7004 to request an extension of time to file income tax returns.

Type or print File by the due date for filing your return. See instructions.	Name of exempt organization or other filer, see instructions. RIVERTON STREET CHARTER SCHOOL	Taxpayer identification number (TIN) [REDACTED]
	Number, street, and room or suite no. If a P.O. box, see instructions. 118-34 RIVERTON STREET	
	City, town or post office, state, and ZIP code. For a foreign address, see instructions. JAMAICA, NY 11412	

Enter the Return Code for the return that this application is for (file a separate application for each return) 01

Application Is For	Return Code	Application Is For	Return Code
Form 990 or Form 990-EZ	01	Form 990-T (corporation)	07
Form 990-BL	02	Form 1041-A	08
Form 4720 (individual)	03	Form 4720 (other than individual)	09
Form 990-PF	04	Form 5227	10
Form 990-T (sec. 401(a) or 408(a) trust)	05	Form 6069	11
Form 990-T (trust other than above)	06	Form 8870	12

COREY BALKON

- The books are in the care of ► 3850 BROADMOOR SE, SUITE 201 GRAND RAPIDS MI 49512

Telephone No. ► [REDACTED] Fax No. ► [REDACTED]

- If the organization does not have an office or place of business in the United States, check this box ☐
- If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) If this is for the whole group, check this box ☐ . If it is for part of the group, check this box ☐ and attach a list with the names and TINs of all members the extension is for.

- 1 I request an automatic 6-month extension of time until 05/16, 2022, to file the exempt organization return for the organization named above. The extension is for the organization's return for:

- ☐ calendar year 20____ or
 ► ☒ tax year beginning 07/01, 2020, and ending 06/30, 2021.

- 2 If the tax year entered in line 1 is for less than 12 months, check reason: ☐ Initial return ☐ Final return
☐ Change in accounting period

3a If this application is for Forms 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions.	3a	\$	0.
b If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit.	3b	\$	0.
c Balance due. Subtract line 3b from line 3a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.	3c	\$	0.

Caution: If you are going to make an electronic funds withdrawal (direct debit) with this Form 8868, see Form 8453-EO and Form 8879-EO for payment instructions.

For Privacy Act and Paperwork Reduction Act Notice, see instructions.

Form **8868** (Rev. 1-2020)

October 20, 2021

To the Board of Trustees
Riverton Street Charter School

We have audited the financial statements of Riverton Street Charter School (the "School") as of and for the year ended June 30, 2021 and have issued our report thereon dated October 20, 2021. Professional standards require that we provide you with the following information related to our audit.

Our Responsibility Under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated February 25, 2021, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities. Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

As part of our audit, we considered the internal control of Riverton Street Charter School. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

We have noted the following instances of noncompliance with laws and regulations during the course of our audit:

As disclosed in the schedule of findings and questioned costs within the financial statements, the School was found to have used the incorrect district rates when calculating state aid revenue received. The calculation was corrected and is presented correctly within the June 30, 2021 financial statements.

Our audit of Riverton Street Charter School's financial statements has also been conducted in accordance with *Government Auditing Standards*, issued by the Comptroller General of the United States. Under *Government Auditing Standards*, we are obligated to communicate certain matters that come to our attention related to our audit to those responsible for the governance of Riverton Street Charter School, including compliance with certain provisions of laws, regulations, contracts, and grant agreements; certain instances of error or fraud; illegal acts applicable to government agencies; and significant deficiencies in internal control that we identify during our audit. Toward this end, we issued a separate letter dated October 20, 2021 regarding our consideration of Riverton Street Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our letter about planning matters dated June 16, 2021.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by Riverton Street Charter School are described in Note 2 to the financial statements.

No new accounting policies were adopted, and the application of existing policies was not changed during 2021.

We noted no transactions entered into by the School during the year for which there is a lack of authoritative guidance or consensus.

We noted no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

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

There were no significant balances, amounts, or disclosures in the financial statements based on sensitive management estimates.

The disclosures in the financial statements are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Disagreements with Management

For the purpose of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report.

We are pleased to report that no such disagreements arose during the course of our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements.

Significant Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, business conditions affecting the School, and business plans and strategies that may affect the risks of material misstatement, with management each year prior to our retention as the School's auditors. However, these discussions occurred in the normal course of our professional relationship, and our responses were not a condition of our retention.

As required by 2 CFR Part 200, we have also completed an audit of the federal programs administered by the School. The results of that audit are provided to the board of trustees in our report on compliance with requirements applicable to each major program and on internal control over compliance in accordance with 2 CFR Part 200 dated October 20, 2021.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated October 20, 2021.

Management Consultations with Other Independent Accountants


In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a second opinion on certain situations. If a consultation involves application of an accounting principle to the School's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

This information is intended solely for the use of the board of trustees and management of Riverton Street Charter School and is not intended to be and should not be used by anyone other than these specified parties.

We welcome any questions you may have regarding the preceding communications, and we would be willing to discuss these or any other questions that you might have at your convenience.

Very truly yours,

Plante Moran, PC

A handwritten signature in black ink that reads "Plante Moran, PC". The signature is written in a cursive, flowing style.

Premium Business Money Market

PNC Bank



For the Period 05/29/2021 to 06/30/2021

Primary Account Number: [REDACTED]

Page 1 of 1

Number of enclosures: 0

RIVERTON STREET CHARTER SCHOOL
RESERVE ACCOUNT
3850 BROADMOOR AVE SE STE 201
GRAND RAPIDS MI 49512-3975



For 24-hour banking sign on to



PNC Bank Online Banking on pnc.com

FREE Online Bill Pay

For customer service call 1-800-669-1518

PNC accepts Telecommunications Relay Service (TRS) calls.

Para servicio en español, 1-877-BUS-BNKG

Moving? Please contact your local branch



Write to: Customer Service

PO Box 609

Pittsburgh, PA 15230-9738



Visit us at PNC.com/treasury

Premium Business Money Market Summary

Account number: [REDACTED]

Riverton Street Charter School
Reserve Account

Balance Summary

Beginning balance	Deposits and other additions	Checks and other deductions	Ending balance
77,286.10	.70	.00	77,286.80
		Average ledger balance	Average collected balance
		77,286.12	77,286.12

Interest Summary

Annual Percentage Yield Earned (APYE)	Number of days in interest period	Average collected balance for APYE	Interest paid this period	Interest paid year-to-date
0.01	33	77,286.12	.70	6.33

Deposits and Other Additions

Description	Items	Amount
Other Additions	1	.70
Total	1	.70

Checks and Other Deductions

Description	Items	Amount
Total	0	.00

Daily Balance

Date	Ledger balance	Date	Ledger balance
05/29	77,286.10	06/30	77,286.80

Activity Detail

Deposits and Other Additions

Other Additions

Date posted	Amount	Transaction description	Reference number
06/30	.70	Interest Payment	[REDACTED]



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

Name:

Angela Kiffin

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

Riverton Street Charter School

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

Trustee

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?
____ **Yes** __X__ **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?
____ **Yes** __X__ **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?

___Yes __X__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.

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 <i>Please write "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**."

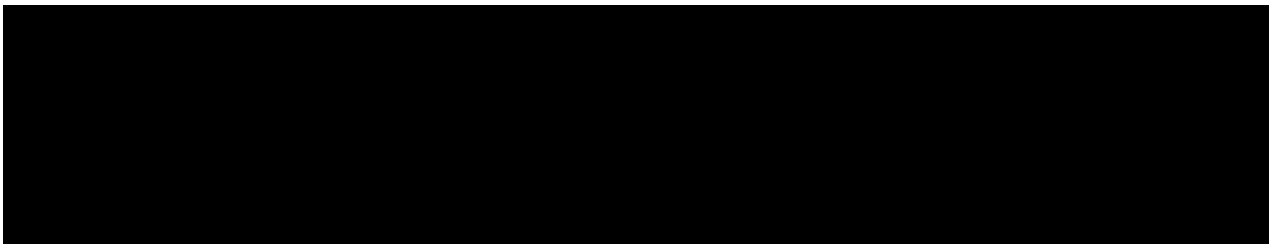
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps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


Signature

7/27/2021

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.





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

Name:

Deborah King-Dorman

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

Riverton Street Charter School

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

Trustee

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?
____ **Yes** __X__ **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?
____ **Yes** __X__ **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?

___Yes __X__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.

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 <i>Please write "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
NONE				
<i>Please write "None" if applicable. Do not leave this space blank.</i>				

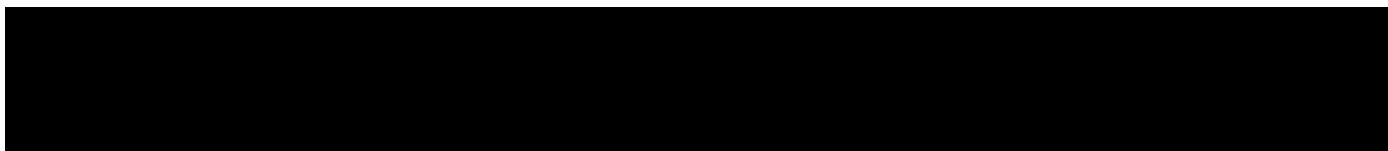
Deborah King-Dorman

7/27/2021

Signature

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.





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

Name:

Emma Dawson

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

Riverton Street Charter School

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

Trustee

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?
____ **Yes** __X__ **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?
____ **Yes** __X__ **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?

___Yes __X__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

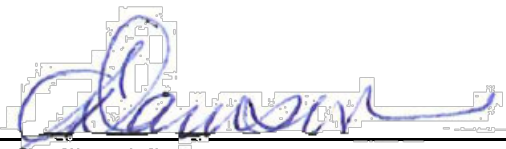
If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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.

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 <i>Please write "None" if applicable. Do not leave this space blank.</i>			

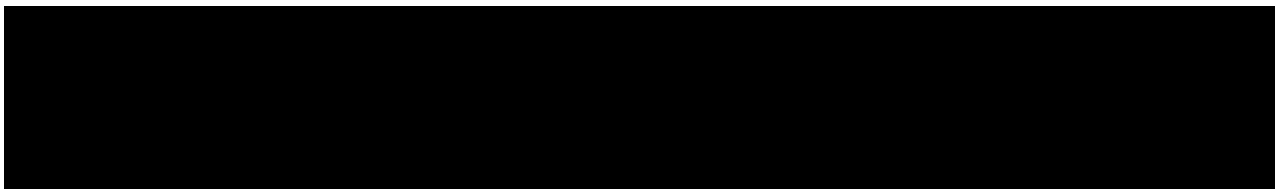
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **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
NONE				
<i>Please write "None" if applicable. Do not leave this space blank.</i>				


Signature

7/27/2021
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.





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

Name:

Jenelle Ryan

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

Riverton Street 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?
____ **Yes** __X__ **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?
____ **Yes** __X__ **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?

___Yes __X__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.

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 <i>Please write "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**."

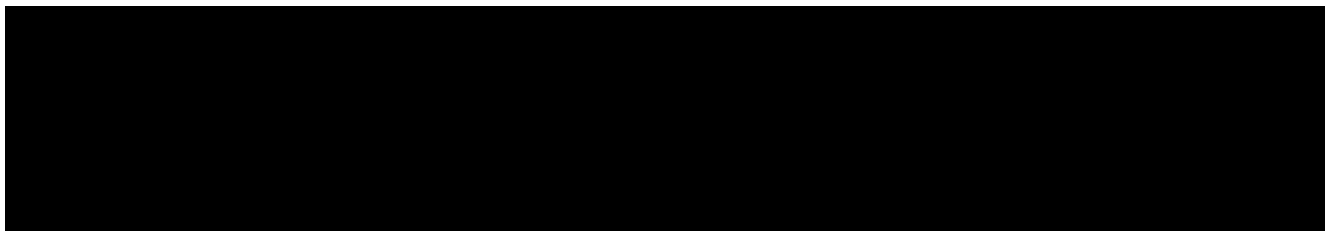
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps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


Signature

7/27/2021

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.





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

Name:

Keisha Phillips-Kong

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

Riverton Street Charter School

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

President – Current

Vice President

Trustee

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?
____ **Yes** __X__ **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?
____ **Yes** __X__ **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?

___Yes __X__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.

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 <i>Please write "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
NONE				
<i>Please write "None" if applicable. Do not leave this space blank.</i>				


Signature

7/27/2021
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.



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

Name:

Kisha Clinton

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

Riverton Street Charter School

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

Secretary

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?
____ **Yes** __X__ **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?
____ **Yes** __X__ **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?

___Yes __X__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.

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 <i>Please write "None" if applicable. Do not leave this space blank.</i>			

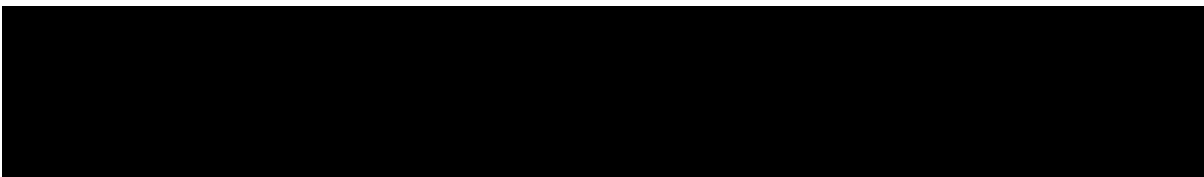
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NONE				
<i>Please write "None" if applicable. Do not leave this space blank.</i>				


Signature

7/27/2021
Date

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

Name:

Rochelle Noel

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

Riverton Street Charter School

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

Trustee

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?
____ **Yes** __X__ **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?
____ **Yes** __X__ **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?

___Yes __X__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.

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 <i>Please write "None" if applicable. Do not leave this space blank.</i>			

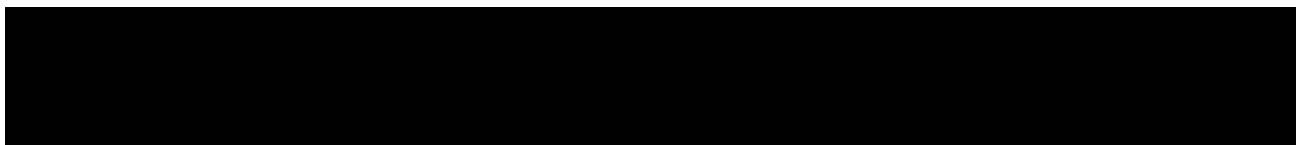
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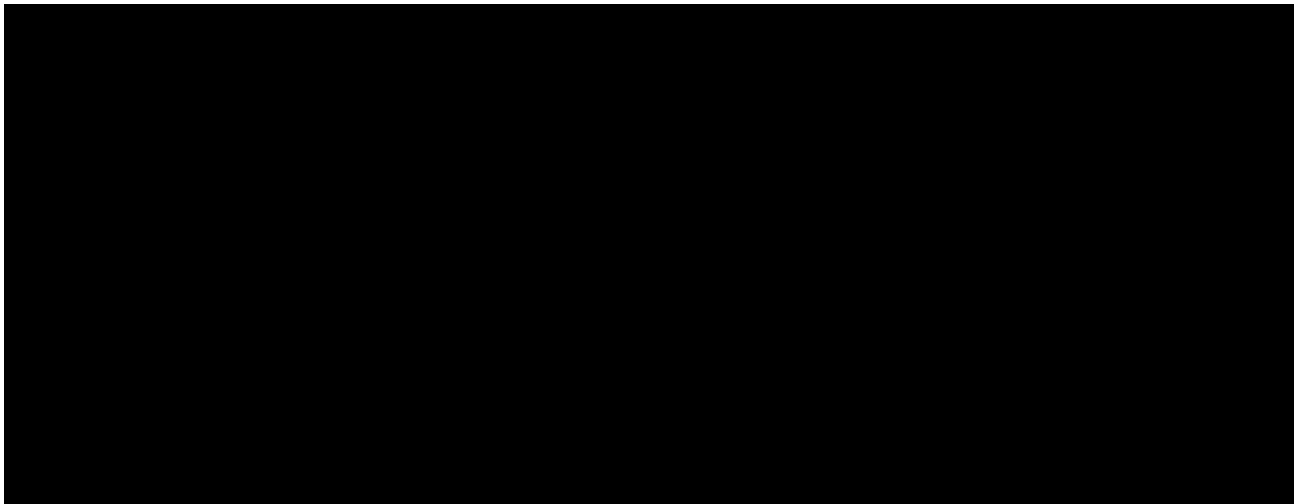
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps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


Signature

7/21/2021
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.





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

Name:

Takashi Curd

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

Riverton Street Charter School

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

Vice President

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?
____ **Yes** __X__ **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?
____ **Yes** __X__ **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?

___Yes __X__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

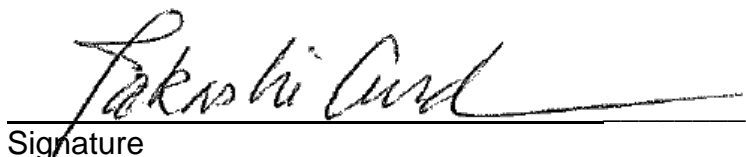
If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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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 <i>Please write "None" if applicable. Do not leave this space blank.</i>			

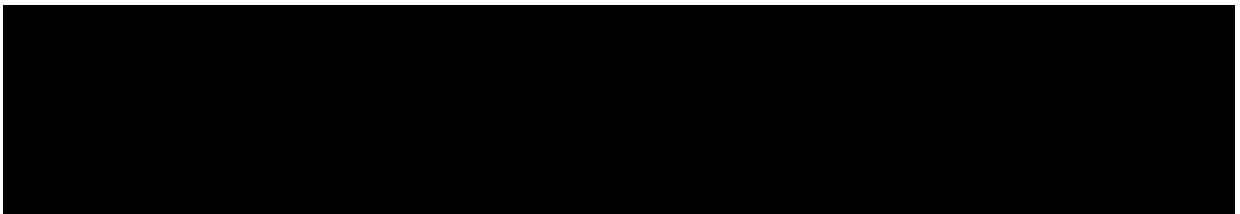
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Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with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


Signature

7/23/2021
Date

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AT GOOGLE MEET: [HTTPS://MEET.GOOGLE.COM/PFJ-ZBGC-JQE](https://meet.google.com/PFJ-ZBGC-JQE) OR PHONE: 252-582-0091, PIN: 729 325 684#

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Keisha Phillips-Kong President	X		June 30, 2021
Takashi Curd Vice President	X		June 30, 2023
Jenelle Ryan Treasurer	X		June 30, 2022
Kisha Clinton Secretary	X		June 30, 2023
Angela Kiffin Trustee	X		June 30, 2022
Deborah King-Dorman Trustee	X		June 30, 2022
Emma Dawson Trustee	X		June 30, 2023
Rochelle Noel Trustee	X		June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Andrea Whitehurst – Principal
2. Andrew Gayle – NHA

All Board members and non-Board members in attendance participated virtually.

1. CALL TO ORDER

Keisha Phillips-Kong called the meeting to order at 7:14 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Takashi Curd and seconded by Rochelle Noel to approve the agenda as submitted. The motion was approved unanimously.

4. PUBLIC COMMENT

The Board discussed a roof replacement project at the school which is scheduled to be completed in March 2021. The project's impact on instruction and the safety protocols for students and staff were also discussed.

5. DISCUSSION ITEMS

- a. The 2020-2021 Reopening Plan was reviewed by the Board. The plan describes four possible learning environments that may be necessary throughout the 2020-21 school year. The four plans consist of in-person, remote, hybrid, and completely virtual learning opportunities. The fully virtual option will be offered to parents who do not feel comfortable or safe returning their students to a traditional or hybrid learning environment due to the nature of the COVID-19 pandemic. The Board discussed the health and hygiene protocols that will be put in place at the school, appropriate staffing to accommodate students, and communication of the status of the roof replacement project to parents.

6. ACTION ITEMS

- a. Approval of the 2020-2021 Reopening Plan
A motion was made by Rochelle Noel and seconded by Takashi Curd to approve the 2020-2021 Reopening Plan as amended and to authorize NHA and the principal to make any additional changes to the Plan as required by the Authorizer. The motion was approved unanimously.

Amendment:

- Revision of the Before and After Care section of the plan to reflect that Before and After Care will not be offered during the 2020-21 school year.

7. NEW BUSINESS

None was presented.

8. ADJOURNMENT

The meeting was adjourned at 8:08 p.m.

NEXT MEETING:

Monday, August 24, 2020 at 7:00 p.m.

OFFICER OF THE BOARD

SIGNATURE _____

AT ZOOM:

<https://us02web.zoom.us/j/84627051692?pwd=S1NjM3dPZEpydm9PNGF2ZFiyRnErUT09>

Meeting ID: 846 2705 1692, Passcode: 1rwxAD

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Keisha Phillips-Kong President	X		June 30, 2021
Takashi Curd Vice President	X		June 30, 2023
Jenelle Ryan Treasurer	X		June 30, 2022
Kisha Clinton Secretary	X		June 30, 2023
Angela Kiffin Trustee	X		June 30, 2022
Deborah King-Dorman Trustee	X		June 30, 2022
Emma Dawson Trustee	X		June 30, 2023
Rochelle Noel Trustee	X		June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Andrea Whitehurst – Principal
2. Ron Large – NHA
3. Tom Brennan – NHA
4. Andrew Gayle – NHA

All Board members and non-Board members in attendance participated virtually.

1. CALL TO ORDER

Keisha Phillips-Kong called the meeting to order at 7:36 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Takashi Curd and seconded by Rochelle Noel to approve the agenda as submitted. The motion was approved unanimously.

4. PUBLIC COMMENT

None was given.

5. DISCUSSION ITEMS

- a. The 2020-2021 Reopening Plan was discussed. With Governor Cuomo's announcement that all schools in New York State are authorized to open, the Riverton Board met again to review the school's reopening plan. The Board, Principal, and NHA staff discussed the following:
- The use of a hybrid instructional model as well as a virtual learning model, for families who select this option, for the 2020-21 school year.
 - Quality control measures in place to ensure the health and safety of all students and staff.
 - Precautions that will be in place during ongoing facility projects.
 - Staffing levels and how they will be utilized as part of a hybrid instructional model.
 - Communication to families regarding the instructional models which will be used and ongoing facility projects.

6. NEW BUSINESS

No new business was discussed.

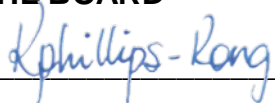
7. ADJOURNMENT

The meeting was adjourned at 9:06 p.m.

**NEXT MEETING:
Monday, August 24, 2020 at 7:00 p.m.**

OFFICER OF THE BOARD

SIGNATURE



AT ZOOM: [HTTP://TINY.CC/38GOSZ](http://tiny.cc/38GOSZ) MEETING ID: 852 7145 5481 PASSCODE: S4HJBY

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Keisha Phillips-Kong President	X		June 30, 2021
Takashi Curd Vice President	X		June 30, 2023
Jenelle Ryan Treasurer	X		June 30, 2022
Kisha Clinton Secretary	X		June 30, 2023
Angela Kiffin Trustee	X		June 30, 2022
Deborah King-Dorman Trustee	X		June 30, 2022
Emma Dawson Trustee	X		June 30, 2023
Rochelle Noel Trustee	X		June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Andrea Whitehurst – Principal
2. Andrew Gayle – NHA

All Board members and non-Board members in attendance participated virtually.

1. CALL TO ORDER

Keisha Phillips-Kong called the meeting to order at 6:05 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Rochelle Noel and seconded by Deborah King-Dorman to approve the agenda as submitted. The motion was approved unanimously.

4. APPROVAL OF THE JUNE 15, 2020 BOARD MEETING MINUTES

A motion was made by Rochelle Noel and seconded by Takashi Curd to approve the June 15, 2020 Board Meeting Minutes as submitted. The motion was approved unanimously.

5. APPROVAL OF THE AUGUST 11, 2020 BOARD MEETING MINUTES

A motion was made by Takashi Curd and seconded by Rochelle Noel to approve the August 11, 2020 Board Meeting Minutes as submitted. The motion was approved unanimously.

6. PUBLIC COMMENT

None was given.

7. MANAGEMENT REPORTS

a. Principal Report

Andrea Whitehurst presented the Principal Report.

Highlights included:

- More than 400 parents participated in the school reopening Parent Informational meeting on August 19, 2020. Questions were submitted to the school prior to the meeting and answered by Andrea Whitehurst following her presentation.
- Riverton received an NHA Eagle Award for student attendance.
- The school is currently fully enrolled.
- Riverton will explore the use of virtual chess for the upcoming school year.
- Parents are providing their feedback regarding school reopening through various means including during the pick-up of student Chromebooks.
- The Board discussed safety precautions which must be considered as the school begins to have students and staff enter the building

i. School Performance Report Dashboard Suite

The School Performance Report Dashboard Suite was presented.

1. The Board reviewed the 2019-2020 COVID-19 Parent Survey Results

ii. Eagle Awards

The Eagle Awards were discussed.

b. Board Fund Report

The Board Fund balance was reported.

8. DISCUSSION ITEMS

- a. The 2019-2020 Annual Report was discussed. The first portion of the 2019-20 Annual Report was submitted by August 1. The second component will be submitted by November 1, 2020.
- b. The Auditor Planning Communication was discussed. The Board reviewed the Auditor Planning Communication related to the annual financial audit. In response to the required annual planning communication from the auditor, the Board will submit a response which has been previously vetted by their legal counsel
- c. The 2019-2020 Board Satisfaction Survey Summary was reviewed. The survey is designed to receive feedback from NHA's partner Board members. Generally, Board members identified academic performance, parental involvement, and school events as areas in which they would like to see improvement or receive additional information.

9. ACTION ITEMS

a. Approval of the Personnel Hires

A motion was made by Deborah King-Dorman and seconded by Takashi Curd to approve the Personnel Hires of:

- Alyssa Strumpf as a English Language Learner Teacher
- Ashley Giles as a Special Education Teacher

The motion was approved unanimously.

b. Approval of the 2021 Children's Internet Protection Act (CIPA) Form 479

A motion was made by Rochelle Noel and seconded by Takashi Curd to approve the 2021 Children's Internet Protection Act (CIPA) Form 479 as submitted. The motion was approved unanimously.

c. Approval of the Emergency Response Plan

A motion was made by Rochelle Noel and seconded by Takashi Curd to approve the Emergency Response Plan as presented. The motion was approved unanimously.

d. Approval of the District-Wide Plan

A motion was made by Rochelle Noel and seconded by Takashi Curd to approve the District-Wide Plan as amended to reflect Andrea Whitehurst as the Chief Emergency Officer on p. 2 of the plan. The motion was approved unanimously.

e. Designation of the Chief Emergency Officer

A motion was made by Rochelle Noel and seconded by Takashi Curd to designate the school principal as the Chief Emergency Officer. The motion was approved unanimously

f. Approval of the 2020-2021 School Calendar

A motion was made by Rochelle Noel and seconded by Takashi Curd to approve the 2020-2021 School Calendar as submitted. The motion was approved unanimously.

10. NEW BUSINESS

Rochelle Noel attended two of three days of the virtual National Charter Schools Conference. The conference addressed school responses to COVID-19, communication to families, and virtual teaching strategies.

11. ADJOURNMENT

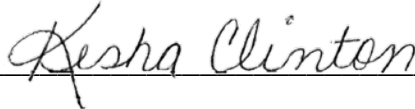
The meeting was adjourned at 7:11 p.m.

NEXT MEETING:

Monday, September 21, 2020 at 7:00 p.m.

OFFICER OF THE BOARD

SIGNATURE

_____

AT ZOOM: [HTTP://TINY.CC/Z7GOSZ](http://tiny.cc/z7gosz) MEETING ID: 860 7077 1137 PASSCODE: SQZ6NG

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Keisha Phillips-Kong President	X		June 30, 2021
Takashi Curd Vice President	X		June 30, 2023
Jenelle Ryan Treasurer		X	June 30, 2022
Kisha Clinton Secretary	X		June 30, 2023
Angela Kiffin Trustee	X		June 30, 2022
Deborah King-Dorman Trustee	X		June 30, 2022
Emma Dawson Trustee		X	June 30, 2023
Rochelle Noel Trustee	X		June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Andrea Whitehurst – Principal
2. Ron Large – DSQ
3. Tom Brennan – NHA
4. Andrew Gayle – NHA

All Board members and non-Board members in attendance participated virtually.

1. CALL TO ORDER

Keisha Phillips-Kong called the meeting to order at 7:13 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Rochelle Noel and seconded by Takashi Curd to approve the agenda as amended. The motion was approved unanimously.

Amendments:

- Add Discussion Item: School Calendar
- Add Discussion Item: School Reopening Plan Edits
- Add Discussion Item: Emergency Contact List for the School

4. APPROVAL OF THE AUGUST 24, 2020 BOARD MEETING MINUTES

A motion was made by Takashi Curd and seconded by Rochelle Noel to approve the August 24, 2020 Board Meeting Minutes as submitted. The motion was approved unanimously.

5. PUBLIC COMMENT

None was given.

6. MANAGEMENT REPORTS

a. Principal Report

Andrea Whitehurst presented the Principal Report.

Highlights included:

- There are currently 988 enrolled students, of which, 11 are English Language Learners and 118 are students with disabilities
- There will be a Back-to-School Night on September 23, 2020 with three timeframes in which families can participate.
- Student attendance is currently at 99.56%.
- The Board received information regarding the high schools that 2020 Eighth grade graduates are attending.
- During the initial days of remote instruction, students experienced technology issues. These issues improved as the week progressed. Based on feedback from teachers, additional breaks and independent work were included as part of the daily schedule

b. Board Fund Report

The Board Fund balance was reported.

7. DISCUSSION ITEMS

- a. The Conflict of Interest Disclosure Statement document was reviewed. The Board reviewed the Code of Ethics and Conflict of Interest Policies. Each Board member will sign the Conflict of Interest Disclosure Statement.
- b. The Fourth Quarter Financial Statements were reviewed.
- c. Board Housekeeping was discussed. As the new school year begins, the Board reviewed information regarding Board member meeting attendance, Board meeting preparation, scheduling Board meetings, and Board responsibilities.
- d. A Facility Update was given. Several components of ongoing building construction projects are completed or near completion. The Board requested that NHA complete a thorough review of the HVAC system and all air conditioner units as soon as possible. Once these reviews are complete, the Board will determine a potential date for hybrid instruction to begin. Maintenance on the HVAC system is completed quarterly. NHA will also explore issues with the school's water pressure
- e. The School Calendar was discussed. The Board discussed whether the school is scheduled to meet the requirement of 180 instructional days. Andrea Whitehurst confirmed that Riverton's 2020-21 school calendar includes 183 instructional days.
- f. The School Reopening Plan Update was given. The Board reviewed several edits to the school reopening plan recommended by the New York City Department of Education.
- g. The Emergency Contact List for the School was discussed. The Board discussed the list of contacts to be notified if there is an emergency facility issue. It was suggested that the manager of facilities of the nearby church should be included as part of the contact list. NHA will review the list and make any necessary adjustments.

8. ACTION ITEMS

None were presented.

9. NEW BUSINESS

None was presented.

10. ADJOURNMENT

The meeting was adjourned at 8:31 p.m.

NEXT MEETING:

Friday, October 2, 2020 at 7:30 p.m.

OFFICER OF THE BOARD

SIGNATURE 

AT ZOOM: [HTTP://TINY.CC/AJHYSZ](http://tiny.cc/AJHYSZ) MEETING ID: 850 0823 2181 PASSCODE: W5UEF0

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Keisha Phillips-Kong President	X		June 30, 2021
Takashi Curd Vice President	X		June 30, 2023
Jenelle Ryan Treasurer	X		June 30, 2022
Kisha Clinton Secretary	X		June 30, 2023
Angela Kiffin Trustee		X	June 30, 2022
Deborah King-Dorman Trustee		X	June 30, 2022
Emma Dawson Trustee	X		June 30, 2023
Rochelle Noel Trustee	X		June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Andrea Whitehurst – Principal
2. Ron Large – NHA
3. Tom Brennan – NHA
4. Andrew Gayle – NHA

All Board members and non-Board members in attendance participated virtually.

1. CALL TO ORDER

Keisha Phillips-Kong called the meeting to order at 7:42 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Rochelle Noel and seconded by Takashi Curd to approve the agenda as submitted. The motion was approved unanimously.

4. PUBLIC COMMENT

None was given.

5. DISCUSSION ITEMS

- a. A Facility Update was given. As part of the previous meeting, the Board requested the following:

- A report detailing the status of the building's Heating, Ventilation, and Air Conditioning (HVAC) system following an inspection
- Information on the replacement of non-functioning window air conditioning units

NHA provided a report indicating all equipment is currently operational and able to condition and exchange air in the building. All non-functioning window air conditioning units have been replaced. For the areas in the building that are directly impacted by the roof/façade restoration work, a purchase order has been issued for portable air purification units. Although windows will be operational, this will allow the occupants in these rooms to keep the windows closed for a physical separation from the ongoing roof/façade work and still maintain healthy indoor air conditions.

- b. The School Reopening Plan was discussed. Based on the building construction and an increase in the number of COVID-19 cases in the local area, the Board will delay a transition to hybrid instruction until November 2, 2020 at the earliest, providing the statistics to support it. During the week of October 12, 2020, the Board will conduct a walkthrough of the building. Based on the walkthrough and the COVID-19 infection rate, the Board will determine if it is feasible to proceed with a transition to hybrid instruction on November 2, 2020.

Approval of Modified Timeline for Transition to Hybrid Instruction

A motion was made by Takashi Curd and seconded by Emma Dawson to approve a modified timeline for transition to hybrid instruction. The Board will delay a transition to hybrid instruction until November 2, 2020 at the earliest, providing the statistics to support it. During the week of October 12, 2020, the Board will conduct a walkthrough of the building. Based on the walkthrough and the COVID-19 inspection rate, the Board will determine if it is feasible to proceed with a transition to hybrid instruction on November 2, 2020. The motion was approved unanimously.

- c. Parent Communication was discussed. The Board and Andrea Whitehurst will draft a communication to parents detailing the Board's decision to delay a transition to hybrid instruction due to building construction and an increase in COVID-19 cases until November 2, 2020 at the earliest, providing the statistics to support it.

6. NEW BUSINESS

None was presented.

7. ADJOURNMENT

The meeting was adjourned at 8:43 p.m.

NEXT MEETING:

Monday, October 19, 2020 at 7:00 p.m.

OFFICER OF THE BOARD

SIGNATURE _____

AT REMOTE MEETING

Zoom:

<https://us02web.zoom.us/j/86070771137?pwd=b0pnU1UvM0d5OVlwR2ZQOEIjLzNGdz09>

Meeting ID: 860 7077 1137 Passcode: SqZ6NG or join by phone: 1-646-558-8656 PIN: 86070771137#

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Keisha Phillips-Kong President	X		June 30, 2021
Takashi Curd Vice President	X		June 30, 2023
Jenelle Ryan Treasurer	X		June 30, 2022
Kisha Clinton Secretary	X		June 30, 2023
Angela Kiffin Trustee		X	June 30, 2022
Deborah King-Dorman Trustee	X		June 30, 2022
Emma Dawson Trustee		X	June 30, 2023
Rochelle Noel Trustee	X		June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Andrea Whitehurst – Principal
2. Andrew Gayle – NHA

All Board members and non-Board members in attendance participated virtually.

1. CALL TO ORDER

Keisha Phillips-Kong called the meeting to order at 7:03 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by ~~Keisha Phillips-Kong~~ Kisha Clinton and seconded by Deborah King-Dorman to approve the agenda as amended. The motion was approved unanimously.

Amendment:

- Discussion Item – Building Walkthrough and Classroom Leaks

4. APPROVAL OF THE SEPTEMBER 21, 2020 BOARD MEETING MINUTES

A motion was made by Rochelle Noel and seconded by Takashi Curd to approve the September 21, 2020 Board Meeting Minutes as submitted. The motion was approved unanimously.

5. APPROVAL OF THE OCTOBER 2, 2020 BOARD MEETING MINUTES

A motion was made by Rochelle Noel and seconded by Takashi Curd to approve the October 2, 2020 Board Meeting Minutes as submitted. The motion was approved unanimously.

6. PUBLIC COMMENT

None was given.

7. MANAGEMENT REPORTS

a. Principal Report

Andrea Whitehurst presented the Principal Report.

Highlights included:

- The number of English Language Learner students has increased from 11 to 14 with the addition of three kindergarten students.
- The aimswebPlus assessment was administered to students.
- A virtual Title I meeting was held with parents on October 13.
- A virtual high school informational meeting was held on October 15.
- Student attendance is currently 99.31%.
- Riverton is exploring a virtual fun night to keep families engaged.

b. Board Fund Report

The Board Fund balance was reported.

8. DISCUSSION ITEMS

- a. The ESSER Funds Overview was discussed. The Coronavirus Aid, Relief, and Economic Security (CARES) Act is the economic stimulus bill was passed in March 2020 in response to the economic impact of the COVID-19 pandemic. As part of this legislation, federal funds are being awarded to schools. The Board reviewed the general plan of how these funds would be spent. A summary of actual spending will be provided when the grant is complete.

- b. The 2020-2021 Amended Budget Timing was discussed. The Board would like to have the amended budget presented during the November Board meeting and requested that it be notified of any budgetary changes that occur after the presentation of the amended budget.
- c. The Building Walkthrough and Classroom Leaks were discussed. The Riverton Board determined it would not proceed with a transition to hybrid instruction on November 2 as was considered during the previous Board meeting. The Board intends to provide a communication to families informing them that the school will not transition to hybrid instruction on November 2 and will reassess a transition as the end of the calendar year approaches. The Board's determination was based on the following factors:
 - A rising number of COVID-19 cases in the New York City area
 - Recent leaking in several classrooms
 - The ability to provide a high level of air purification to all areas of the building that will be occupied
 - Several classrooms accommodating 9-11 students due to social distancing precautions

9. ACTION ITEMS

- a. Approval of the Board Fund Rollover Request
A motion was made by Takashi Curd and seconded by ~~Kisha Clinton~~ Rochelle Noel to approve the rollover of Board Funds into the available balance of the Board Fund Account in the amount of \$31,873.53 previously approved for the items listed on the Board Fund Rollover Request as submitted pending a review and examination by Takashi Curd and Jenelle Ryan. The motion was approved unanimously.

10. NEW BUSINESS

Approval of Family Fun Night

A motion was made by Takashi Curd and seconded by Kisha Clinton to approve the expenditure of Board Funds not to exceed the amount of \$5,000.00 for the cost of Family Fun Night as submitted pending the review of costs and documentation provided by the Principal. The motion was approved unanimously.

11. ADJOURNMENT

The meeting was adjourned at 8:04 p.m.

NEXT MEETING:

Monday, November 16, 2020 at 7:00 p.m.

OFFICER OF THE BOARD

SIGNATURE Kisha Clinton

AT REMOTE MEETING

<https://us02web.zoom.us/j/82483731758?pwd=QWNsWTN5ejBQTy91cVA0RnAvUDVldz09>
Meeting ID: 824 8373 1758 Passcode: 65DypU Phone: 1-646-558-8656 Passcode: 668630

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Keisha Phillips-Kong President	X		June 30, 2021
Takashi Curd Vice President	X		June 30, 2023
Jenelle Ryan Treasurer	X		June 30, 2022
Kisha Clinton Secretary	X		June 30, 2023
Angela Kiffin Trustee	X		June 30, 2022
Deborah King-Dorman Trustee	X		June 30, 2022
Emma Dawson Trustee	X		June 30, 2023
Rochelle Noel Trustee	X		June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Andrew Gayle – NHA

All Board members and non-Board members in attendance participated virtually.

1. CALL TO ORDER

Keisha Phillips-Kong called the meeting to order at 7:05 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Deborah King-Dorman and seconded by Rochelle Noel to approve the agenda as amended. The motion was approved unanimously.

Amendments:

- Add Discussion Item – Free and Reduced Meals
- Add Discussion Item – Parent Feedback Regarding Remote Learning

4. APPROVAL OF THE OCTOBER 19, 2020 BOARD MEETING MINUTES

A motion was made by Rochelle Noel and seconded by Takashi Curd to approve the October 19, 2020 Board Meeting Minutes as amended. The motion was approved unanimously.

Amendments:

- Agenda Item: Approval of the Agenda – Replace Keisha Phillips-Kong with Kisha Clinton
- Action Item: Approval of the Board Rollover Request – Replace Kisha Clinton with Rochelle Noel

5. PUBLIC COMMENT

None was given.

6. MANAGEMENT REPORTS

a. Principal Report

Keisha Phillips-Kong presented the Principal Report.

Highlights included:

- Family Game nights will occur during the following timeframes:
 - Game Night K-2 Grade Group, Thursday, November 19
 - Game Night 3-5 Grade Group, Tuesday, November 24
 - Game Night 6-8 Grade Group, Friday, December 4
- The search to fill the following staff positions is ongoing:
 - 12:1:1 (7-8)
 - Chess
 - English Language Arts – 5th Grade
- The Board reviewed student attendance data.

- i. School Performance Report Dashboard Suite
The School Performance Report Dashboard Suite was presented.
 - 1. Demographics data was reviewed.
 - 2. Enrollment and Attendance data was reviewed.
 - ii. 2019-2020 Charter Contract Goals Progress Report
Andrew Gayle presented the 2019-2020 Charter Contract Goals Progress Report.
 - iii. Special Populations Enrollment and Retention (Re-enrollment) Efforts
Andrew Gayle presented the Special Populations Enrollment and Retention (Re-enrollment) Efforts.
- b. Board Fund Report
The Board Fund balance was reported. The Board Fund Rollover Request of \$31,873.53 will be reviewed by Takashi Curd and Jenelle Ryan.

7. DISCUSSION ITEMS

- a. The First Quarter Financial Statements were reviewed for the three months ending September 30, 2020.
- b. The 2019-2020 Audit Report was reviewed. The financial statements presented fairly in all material aspects. The school's financial position and the results of its operations and cash flows were in accordance with accounting principles generally accepted in the United States of America. Finally, in terms of internal controls, no deficiencies were identified that were considered to be material weaknesses.
- c. The Annual Board Development and Evaluation was discussed. The Board reviewed Information regarding Board professional development, a Board self-evaluation, evaluation of NHA, and an evaluation of the Principal.
- d. Free and Reduced Meals were discussed. Based on a communication received from a Riverton Parent, the Board has requested to meet with an NHA representative to discuss the process in which Free and Reduced Meals forms are completed.
- e. Parent Feedback Regarding Remote Learning was discussed. Andrea Whitehurst will provide an update regarding parent feedback and how the school has addressed technology issues encountered by students.

8. ACTION ITEMS

None were presented.

9. NEW BUSINESS

None was presented.

10. ADJOURNMENT

The meeting was adjourned at 7:47 p.m.

NEXT MEETING:

Monday, January 11, 2021 at 7:00 p.m.

OFFICER OF THE BOARD

SIGNATURE _____

K. Phillips-Long

AT REMOTE MEETING

<https://us02web.zoom.us/j/82483731758?pwd=QWNsWTN5ejBQTy91cVA0RnAvUDVldz09>
Meeting ID: 824 8373 1758 Passcode: 65DypU Phone: 1-646-558-8656 Passcode: 668630

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Keisha Phillips-Kong President	X		June 30, 2021
Takashi Curd Vice President	X		June 30, 2023
Jenelle Ryan Treasurer	X		June 30, 2022
Kisha Clinton Secretary	X		June 30, 2023
Angela Kiffin Trustee	X		June 30, 2022
Deborah King-Dorman Trustee		X	June 30, 2022
Emma Dawson Trustee	X		June 30, 2023
Rochelle Noel Trustee	X		June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Andrea Whitehurst – Principal
2. Ayanna Thomas – Board Legal Counsel
3. Andrew Gayle – NHA

All Board members and non-Board members in attendance participated virtually.

1. CALL TO ORDER

Keisha Phillips-Kong called the meeting to order at 7:08 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Kisha Clinton and seconded by Takashi Curd to approve the agenda as amended. The motion was approved unanimously.

Amendments:

- Add Discussion Item – Tokens for Teachers and Staff
- Add Discussion Item – Board Member Recruiting Efforts

4. APPROVAL OF THE NOVEMBER 16, 2020 BOARD MEETING MINUTES

A motion was made by Rochelle Noel and seconded by Kisha Clinton to approve the November 16, 2020 Board Meeting Minutes as submitted. The motion was approved unanimously.

5. PUBLIC COMMENT

None was given.

6. MANAGEMENT REPORTS

a. Principal Report

Andrea Whitehurst presented the Principal Report.

Highlights included:

- The Board viewed a holiday video of Riverton students.
- Deans are holding parent meetings to determine how parents are doing and how they can best be supported.
- The results of the Interim Assessments were reviewed.
- Students are on track to meet standards from the previous school year and closing gaps for the current school year.
- Student attendance is approximately 98%.
- The Board discussed providing a communication to families notifying them that the school will remain in remote learning status due to the COVID-19 positivity rate in the local area, ongoing building construction, the school's successful implementation of remote instruction, and the importance of providing a consistent learning approach for students.

i. School Performance Report Dashboard Suite

The School Performance Report Dashboard Suite was presented.

1. Proficiency and Growth data was reviewed.

b. Board Fund Report

The Board Fund balance was reported.

7. DISCUSSION ITEMS

- a. Board Terms and Resignations were discussed. Board members reviewed information regarding the importance of providing timely notification if their Board membership changes so the Board can be proactive in identifying prospective candidates.
- b. The Fall Employee Engagement Survey Summary was reviewed. Andrea Whitehurst and the Deans do frequent check-ins with staff to be knowledgeable of possible issues. The Board also discussed the strain of the pandemic on teachers and other staff members.
- c. The Board Self-Evaluation and Evaluation of NHA were discussed. The Board will plan to meet in June 2021 to conduct the annual Board Self-Evaluation and Evaluation of NHA.
- d. A Construction Update was given. There is ongoing building construction to restore the façade, replace the roof, and repair interior structural components.
- e. Tokens for Teachers and Staff were discussed. The Board discussed various ways in which to recognize the efforts of staff members during this challenging year. The Board and Andrea Whitehurst will use an employee recognition program, High Five, to recognize the work of staff members. The Board will also provide a “gratitude gram” to thank staff members for their contributions.
- f. Board Member Recruiting Efforts were discussed. The Board discussed the importance of creating a pool of candidates who are prepared to assume membership if a current trustee decides to end his/her term on the Board.

8. ACTION ITEMS

- a. Approval of the 2020-2021 Amended Budget
After due consideration and discussion, a motion was made by Takashi Curd and seconded by Rochelle Noel to approve the 2020-2021 Amended Budget as submitted. The motion was approved unanimously.
- b. Appointment of the 2020-2021 Audit Firm
A motion was made by Takashi Curd and seconded by Emma Dawson to appoint Plante Moran as the 2020-2021 Audit Firm. The motion was approved unanimously.

9. NEW BUSINESS

None was presented.

10. ADJOURNMENT

The meeting was adjourned at 8:17 p.m.

NEXT MEETING:
Monday, February 8, 2021 at 7:00 p.m.

OFFICER OF THE BOARD

SIGNATURE

K. Phillips-Kong

AT REMOTE MEETING

<https://us02web.zoom.us/j/82483731758?pwd=QWNsWTN5ejBQTy91cVA0RnAvUDVldz09>
Meeting ID: 824 8373 1758 Passcode: 65DypU Phone: 1-646-558-8656 Passcode: 668630

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Keisha Phillips-Kong President	X		June 30, 2021
Takashi Curd Vice President	X		June 30, 2023
Jenelle Ryan Treasurer		X	June 30, 2022
Kisha Clinton Secretary		X	June 30, 2023
Angela Kiffin Trustee	X		June 30, 2022
Deborah King-Dorman Trustee	X		June 30, 2022
Emma Dawson Trustee	X		June 30, 2023
Rochelle Noel Trustee	X		June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Andrea Whitehurst – Principal
2. Ayanna Thomas – Board Legal Counsel
3. Andrew Gayle – NHA

All Board members and non-Board members in attendance participated virtually.

1. CALL TO ORDER

Keisha Phillips-Kong called the meeting to order at 7:14 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Rochelle Noel and seconded by Takashi Curd to approve the agenda as amended. The motion was approved unanimously.

Amendments:

- Add Discussion Item – Parent Letter Feedback
- Add Discussion Item – High Five Points
- Add Action Item – Approval of the High Five Points Staff Recognition

4. APPROVAL OF THE JANUARY 11, 2021 BOARD MEETING MINUTES

A motion was made by Rochelle Noel and seconded by Takashi Curd to approve the January 11, 2021 Board Meeting Minutes as submitted. The motion was approved unanimously.

5. PUBLIC COMMENT

None was given.

6. MANAGEMENT REPORTS

a. Principal Report

Andrea Whitehurst presented the Principal Report.

Highlights included:

- Staff is working to ensure student attendance remains consistent. The current attendance rate is 98.19%.
- Teachers are administering internal assessments along with the EngageNY assessments.
- Riverton's Mandarin teacher is departing, however, she has identified several colleagues as possible replacements.
- Pending the ongoing construction at the school, Riverton will seek to have another drive-by graduation in the parking lot.

b. Board Fund Report

The Board Fund balance was reported.

7. DISCUSSION ITEMS

- a. The 2021 National Charter Schools Conference was reviewed. The conference will be held virtually from June 20-23, 2021. Attendees can participate in live and on-demand sessions.
- b. The Second Quarter Financial Statements, as of December 31, 2020, were reviewed.
- c. Parent Letter feedback was discussed. A letter was sent to Riverton parents informing them that the school will remain remote due to the ongoing construction at the school. To date, no feedback has been received.
- d. High Five Points were discussed. The Board discussed the employee recognition program to recognize the efforts of staff throughout the current school year.

8. ACTION ITEMS

- a. Approval of the Board Funds for the 2021 National Charter Schools Conference
A motion was made by Rochelle Noel and seconded by Takashi Curd to approve the expenditure of Board Funds not to exceed the amount of \$1,000.00 for the cost of the following Board members to attend the 2021 National Charter Schools Conference. The motion was approved unanimously.
 - Keisha Phillips-Kong
 - Takashi Curd
 - Angela Kiffin
 - Deborah King-Dorman
 - Rochelle Noel
- b. Approval of the 2021-2022 Offered Seats Schedule
A motion was made by Deborah King-Dorman and seconded by Takashi Curd to approve the 2021-2022 Offered Seats Schedule as submitted. The motion was approved unanimously.
- c. Approval of the High Five Points Staff Recognition
A motion was made by Rochelle Noel and seconded by Takashi Curd to approve the expenditure of Board Funds not to exceed the amount of \$12,300.00 for the cost of the High Five Points Staff Recognition as submitted. The motion was approved unanimously.

9. NEW BUSINESS

The Board discussed a recent NHA Town Hall featuring a pediatric infectious disease specialist who is advising NHA on matters related to safety and health for children and adults in school environments during the current pandemic.

10. ADJOURNMENT

The meeting was adjourned at 7:52 p.m.

NEXT MEETING:
Monday, March 15, 2021 at 7:00 p.m.

OFFICER OF THE BOARD

SIGNATURE Kphillips-Kong

AT REMOTE MEETING

<https://us02web.zoom.us/j/82483731758?pwd=QWNsWTN5ejBQTy91cVA0RnAvUDVldz09>
Meeting ID: 824 8373 1758 Passcode: 65DypU Phone: 1-646-558-8656 Passcode: 668630

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Keisha Phillips-Kong President	X		June 30, 2021
Takashi Curd Vice President	X		June 30, 2023
Jenelle Ryan Treasurer	X		June 30, 2022
Kisha Clinton Secretary	X		June 30, 2023
Angela Kiffin Trustee		X	June 30, 2022
Deborah King-Dorman Trustee	X		June 30, 2022
Emma Dawson Trustee		X	June 30, 2023
Rochelle Noel Trustee	X		June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Andrea Whitehurst – Principal
2. Ayanna Thomas – Board Legal Counsel
3. Taleesha Hardy – Dean
4. Christin Mullen – Dean
5. Yu Kai Cheung – Dean
6. Nadene Watson-Parchment – Dean
7. Deborah Olowalbi – Dean
8. Andrew Gayle – NHA

All Board members and non-Board members in attendance participated virtually.

1. CALL TO ORDER

Keisha Phillips-Kong called the meeting to order at 7:11 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Rochelle Noel and seconded by Takashi Curd to approve the agenda as amended. The motion was approved unanimously.

Amendments:

- Addition of Executive Session prior to Adjournment

4. APPROVAL OF THE FEBRUARY 8, 2021 BOARD MEETING MINUTES

A motion was made by Takashi Curd and seconded by Rochelle Noel to approve the February 8, 2021 Board Meeting Minutes as submitted. The motion was approved unanimously.

5. PUBLIC COMMENT

None was given.

6. MANAGEMENT REPORTS

a. Principal Report

Andrea Whitehurst presented the Principal Report.

Highlights included:

- There has been an increase in ELA proficiency from Interim 1 to Interim 2.
- Eighth grade students participated in spirit week which included games, a DJ, movies, and character/twin day.
- High school applications are in progress. 95% percent of scholars have been successful in the high school application process.
- There will be an informational session for new parents.
- New York State Senator Leroy Comrie will visit Riverton.
- The year-to-date attendance rate is 98.58%.
- A candidate has been identified to fill the Mandarin teacher position.
- Members of the Dean team discussed their areas of focus and student performance for grade bands kindergarten through second grade, grades third through fifth, grades sixth through eighth, and special education students.

i. Retention Update

Andrea Whitehurst provided a Retention Update to the Board. Conversations regarding retention began in November and will be ongoing with the families of students.

ii. 2021-2022 Academic School Improvement Plan Goals

Andrea Whitehurst presented the 2021-2022 Academic School Improvement Plan goals. The goals focus on solid instruction, student and teacher growth, the use of data to drive instruction, effective planning, and teacher observations.

iii. Wellness Policy Review

Andrea Whitehurst presented and discussed the Wellness Policy process, goals and objectives, and feedback gathered. Wellness posters are visible in the school and parents and staff are informed of the opportunity to be members of the wellness committee

b. Board Fund Report

The Board Fund balance was reported.

7. DISCUSSION ITEMS

- a. The Form 990 was reviewed for the period of July 2019 to June 2020.
- b. Administrative Professionals Week will be celebrated April 19-23, 2021. This provides an opportunity to recognize Office Administrators and Registrars.
- c. Teacher Appreciation Week will be celebrated May 3-7, 2021. This provides an opportunity to celebrate staff members and their impact on the lives of children.

8. ACTION ITEMS

a. Approval of the District-Wide Plan Supplement

A motion was made by Takashi Curd and seconded by Rochelle Noel to approve the District-Wide Plan Supplement to Address Protocols for Responding to a Declared State Disaster Emergency Involving a Communicable Disease pending the inclusion of several amendments submitted by the Board. The motion was approved unanimously.

b. Approval of Administrative Professionals and Teacher Appreciation Weeks

A motion was made by Rochelle Noel and seconded by Takashi Curd to approve the expenditure of Board Funds not to exceed the amount of \$1,300.00 for the cost of Administrative Professionals and Teacher Appreciation Weeks as submitted. The motion was approved unanimously.

9. NEW BUSINESS

No new business was discussed.

10. EXECUTIVE SESSION

A motion was made by Deborah King-Dorman and seconded by Takashi Curd to enter executive session in order to discuss a personnel matter regarding an employment matter.

The motion was approved in a roll call vote.

Keisha Phillips-Kong voted yes
Takashi Curd voted yes
Jenelle Ryan voted yes
Kisha Clinton voted yes
Deborah King-Dorman voted yes
Rochelle Noel voted yes

EXECUTIVE SESSION

A motion was made by Rochelle Noel and seconded by Takashi Curd to re-enter open session.

The motion was approved in a roll call vote.

Keisha Phillips-Kong voted yes
Takashi Curd voted yes
Jenelle Ryan voted yes
Kisha Clinton voted yes
Deborah King-Dorman voted yes
Rochelle Noel voted yes

11. ADJOURNMENT

The meeting was adjourned at 9:13 p.m.

**NEXT MEETING:
Monday, April 19, 2021 at 7:00 p.m.**

OFFICER OF THE BOARD

SIGNATURE *K Phillips-Kong*

AT REMOTE MEETING

<https://us02web.zoom.us/j/82483731758?pwd=QWNsWTN5ejBQTy91cVA0RnAvUDVld>
Meeting ID: 824 8373 1758 Passcode: 65DypU Phone: 1-646-558-8656 Passcode: 668630

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Keisha Phillips-Kong President	X		June 30, 2024
Takashi Curd Vice President	X		June 30, 2023
Jenelle Ryan Treasurer		X	June 30, 2022
Kisha Clinton Secretary	X		June 30, 2023
Angela Kiffin Trustee	X		June 30, 2022
Deborah King-Dorman Trustee	X		June 30, 2022
Emma Dawson Trustee	X		June 30, 2023
Rochelle Noel Trustee	X		June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Andrea Whitehurst – Principal
2. Andrew Gayle – NHA

All Board members and non-Board members in attendance participated virtually.

1. CALL TO ORDER

Keisha Phillips-Kong called the meeting to order at 7:13 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Takashi Curd and seconded by Kisha Clinton to approve the agenda as submitted. The motion was approved unanimously.

4. APPROVAL OF THE MARCH 15, 2021 BOARD MEETING MINUTES

A motion was made by Takashi Curd and seconded by Rochelle Noel to approve the March 15, 2021 Board Meeting Minutes as submitted. The motion was approved unanimously.

5. PUBLIC COMMENT

None was given.

6. MANAGEMENT REPORTS

a. Principal Report

Andrea Whitehurst presented the Principal Report.

Highlights included:

- Mental health workshops will be offered to middle school students.
- Admissions lottery was held on April 14.
- Three students were selected for NHA's Moral Focus Writing and Art contest.
- Summer school programming will be offered to students. The Board discussed whether virtual summer school programming could be provided to students.

i. School Performance Report Dashboard Suite

The School Performance Report Dashboard Suite was presented.

1. The Interim Assessment Report results were reviewed.

b. Board Fund Report

The Board Fund balance was reported.

7. DISCUSSION ITEMS

- a. The Proposed 2021-2022 Board Calendar was reviewed.
- b. The Disclosure of Financial Interest Form was discussed. The Board reviewed the information which is required as part of the submission of the school's Annual Report.
- c. The 2020-2021 Board Satisfaction Survey was discussed. The Board reviewed the information from the survey which is used to strengthen how the Board and NHA work together.

8. ACTION ITEMS

- a. Reappointment of Keisha Phillips-Kong to Serve an Additional Board Term of Three Years to Expire in June of 2024

A motion was made by Rochelle Noel and seconded by Kisha Clinton to Reappoint Keisha Phillips-Kong to Serve an Additional Three-year Term on the Riverton Street Charter School Board of Directors to Expire in June of 2024. The motion was approved unanimously.

9. NEW BUSINESS

The following items were discussed:

- The Board requested additional information regarding the waitlist and the bussing of students to another NHA-partner school.
- The Board requested a PDF version of the survey.
- The Board will seek to identify a prospective Board member with a finance background. In addition, the Board requested clarification on the number of Board members allowed to serve based on the Board Bylaws.
- The Board discussed the use of COVID-19 federal funds to purchase additional air filtration systems.

10. ADJOURNMENT

The meeting was adjourned at 7:56 p.m.

**NEXT MEETING:
Monday, May 17, 2021 at 7:00 p.m.**

OFFICER OF THE BOARD

SIGNATURE Kphillips-Kong

AT REMOTE MEETING

<https://us02web.zoom.us/j/82483731758?pwd=QWNsWTN5ejBQTy91cVA0RnAvUDVld>
Meeting ID: 824 8373 1758 Passcode: 65DypU
or join by Phone: 1-646-558-8656 Passcode: 668630

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Keisha Phillips-Kong President	X		June 30, 2024
Takashi Curd Vice President	X		June 30, 2023
Jenelle Ryan Treasurer	X		June 30, 2022
Kisha Clinton Secretary	X		June 30, 2023
Angela Kiffin Trustee	X		June 30, 2022
Deborah King-Dorman Trustee	X		June 30, 2022
Emma Dawson Trustee		X	June 30, 2023
Rochelle Noel Trustee	X		June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Andrea Whitehurst – Principal
2. Andrew Gayle – NHA

All Board members and non-Board members in attendance participated virtually.

1. CALL TO ORDER

Keisha Phillips-Kong called the meeting to order at 7:03 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Rochelle Noel and seconded by Deborah King-Dorman to approve the agenda as amended. The motion was approved unanimously.

Amendments:

- Action Item - Approval of the 2021-2022 Student Code of Conduct – Tabled.
- Add New Business Items:
 - Approval of the Kindergarten Moving Up Ceremony
 - Approval of the 5th Grade Moving Up Ceremony
 - Approval of the 8th Grade Graduation

4. APPROVAL OF THE APRIL 19, 2021 BOARD MEETING MINUTES

A motion was made by Kisha Clinton and seconded by Takashi Curd to approve the April 19, 2021 Board Meeting Minutes as submitted. The motion was approved unanimously.

5. PUBLIC COMMENT

None was given.

6. MANAGEMENT REPORTS

a. Principal Report

Andrea Whitehurst presented the Principal Report.

Highlights included:

- Staff members were recognized as part of Teacher Appreciation Week from May 3-7.
- K-8 ELA Interim Assessments will be offered May 17-19 and the K-2 Math Interim Assessments will be offered May 24-26.
- Riverton is still seeking to hire a Mandarin teacher.
- The Board discussed the use of ESSER funds in purchasing air filtration systems for individual classrooms and updating the school buildings HVAC system. The Board also requested additional information regarding initiatives that will be supported by ESSER funds.

b. Board Fund Report

The Board Fund balance was reported.

7. DISCUSSION ITEMS

- a. The Dignity for All Students Act (DASA) Update was discussed. The Board reviewed information and noted DASA seeks to provide the State's public elementary and secondary school students with a safe and supportive environment free from discrimination, intimidation, taunting, harassment, and bullying on school property, a school bus and/or at a school function.
- b. The Third Quarter Financial Statements were reviewed by the Board.

8. ANNUAL MEETING ACTION ITEMS

a. Approval of the Election of Officers

A motion was made by Rochelle Noel and seconded by Takashi Curd to approve the officers as listed below. The motion was approved unanimously.

<u>Name</u>	<u>Position</u>
Keisha Phillips-Kong	President
Takashi Curd	Vice President
Jenelle Ryan	Treasurer
Kisha Clinton	Secretary

b. Appointment of the Board Legal Counsel

A motion was made by Rochelle Noel and seconded by Takashi Curd to appoint Bond, Schoeneck & King as the Board Legal Counsel. The motion was approved unanimously.

c. Appointment of the AHERA Contact

A motion was made by Rochelle Noel and seconded by Takashi Curd to appoint the NHA Director of Construction as the AHERA Contact. The motion was approved unanimously.

d. Appointment of the Title VI, Title IX, and Section 504 Contact

A motion was made by Rochelle Noel and seconded by Takashi Curd to appoint the School Principal as the Title VI, Title IX, and Section 504 Contact. The motion was approved unanimously.

e. Appointment of the Whistleblower Compliance Officer

A motion was made by Rochelle Noel and seconded by Takashi Curt to appoint the School Principal as the Whistleblower Compliance Officer. The motion was approved unanimously.

f. Appointment of the Hearing Officer

A motion was made by Rochelle Noel and seconded by Takashi Curd to appoint NHA's Director of School Quality as the Hearing Officer for Riverton Street Charter School. The motion was approved unanimously.

9. ACTION ITEMS

a. Approval of the 2021-2022 Initial Budget Proposal

A motion was made by Jenelle Ryan and seconded by Takashi Curd to approve the 2021-2022 Initial Budget Proposal as submitted. The motion was approved unanimously.

b. Approval of the 2021-2022 Board Calendar

A motion was made by Jenelle Ryan and seconded by Rochelle Noel to approve the 2021-2022 Board Calendar as submitted. The motion was approved unanimously.

c. Approval of the 2021-2022 School Calendar

A motion was made by Kisha Clinton and seconded by Takashi Curd to approve the 2021-2022 School Calendar as submitted. The motion was approved unanimously.

d. Approval of the 2021-2022 Student Code of Conduct

Tabled.

10. NEW BUSINESS

a. Approval of the Kindergarten Moving Up Ceremony

A motion was made by Deborah King-Dorman and seconded by Takashi Curd to approve the expenditure of Board Funds not to exceed the amount of \$1,500.00 for the cost of the Kindergarten Moving Up Ceremony as submitted. The motion was approved unanimously.

b. Approval of the 5th Grade Moving Up Ceremony

A motion was made by Deborah King-Dorman and seconded by Takashi Curd to approve the expenditure of Board Funds not to exceed the amount of \$2,500.00 for the cost of the 5th Grade Moving Up Ceremony as submitted. The motion was approved unanimously.

c. Approval of the 8th Grade Graduation

A motion was made by Deborah King-Dorman and seconded by Takashi Curd to approve the expenditure of Board Funds not to exceed the amount of \$3,000.00 for the cost of the 8th Grade Graduation as submitted. The motion was approved unanimously.

11. ADJOURNMENT

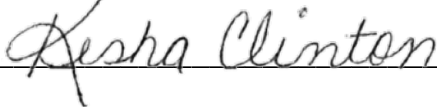
The meeting was adjourned at 8:06 p.m.

NEXT MEETING:

Monday, June 21, 2021 at 7:00 p.m.

OFFICER OF THE BOARD

SIGNATURE



AT REMOTE MEETING

<https://us02web.zoom.us/j/82483731758?pwd=QWNsWTN5ejBQTy91cVA0RnAvUDVld>
Meeting ID: 824 8373 1758 Passcode: 65DypU or join by Phone: 1-646-558-8656 Passcode: 668630

BOARD OF TRUSTEES:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Keisha Phillips-Kong President		X	June 30, 2024
Takashi Curd Vice President	X		June 30, 2023
Jenelle Ryan Treasurer	X		June 30, 2022
Kisha Clinton Secretary	X		June 30, 2023
Angela Kiffin Trustee	X		June 30, 2022
Deborah King-Dorman Trustee	X		June 30, 2022
Emma Dawson Trustee	X		June 30, 2023
Rochelle Noel Trustee	X		June 30, 2022

NON-BOARD MEMBERS ATTENDING:

1. Andrea Whitehurst – Principal
2. Andrew Gayle – NHA

All Board members and non-Board members participated virtually.

1. CALL TO ORDER

Rochelle Noel Called the meeting to order at 7:24 p.m.

2. ROLL CALL

Roll call was held.

3. APPROVAL OF THE AGENDA

A motion was made by Kisha Clinton and seconded by Emma Dawson to approve the agenda as submitted. The motion was approved unanimously.

4. APPROVAL OF THE MAY 17, 2021 BOARD MEETING MINUTES

A motion was made by Deborah King-Dorman and seconded by Emma Dawson to approve the May 17, 2021 Board Meeting Minutes as submitted. The motion was approved unanimously.

5. PUBLIC COMMENT

None was given.

6. MANAGEMENT REPORTS

a. Principal Report

Andrea Whitehurst presented the Principal Report.

Highlights included:

- A review of the full school year's monthly Moral Focus virtues was given.
- 8th grade graduation was held in the school parking lot with donated stage.
- Kindergarten and fifth grade graduation ceremonies will be held as a drive through event.
- A third interim assessment was administered to students for ELA and math. Results of the math assessment are being analyzed; there was an improvement in ELA.
- The Board and Andrea Whitehurst discussed the ventilation system and air purification machines for summer and the 2021-2022 school year.

i. Whistleblower Report

Andrea Whitehurst presented the Whistleblower Report.

b. Board Fund Report

The Board Fund balance was reported.

7. DISCUSSION ITEMS

- a. The Spring Employee Engagement Survey Summary was reviewed by the Board.
- b. The Return to In-Person Learning was discussed. The Board and Andrea Whitehurst focused on plans for social distancing, mask requirements, contact tracing, and contingency planning if a positive COVID-19 case is identified.

- c. The Vaccination Requirements were discussed. The Board noted that while vaccines cannot be required, they can be suggested for those who are eligible.

8. ACTION ITEMS

a. Approval of the 2021-2022 Student Code of Conduct

A motion was made by Takashi Curd and seconded by Jenelle Ryan to approve the 2021-2022 Student Code of Conduct as amended and to authorize the principal to finalize the Student Code of Conduct with the understanding that any substantial changes shall be presented to the Board for approval. The motion was approved unanimously.

Amendments:

- Under Acts of Misconduct, replace Title IX Sexual Harassment with All Forms of Sexual Harassment.
- Under Discrimination, Bullying, and Harassment provide additional reasoning why the procedures are not applicable to Title IX Sexual Harassment.

b. Ratification of the Revised 2020-2021 School Calendar

A motion was made by Deborah King-Dorman and seconded by Kisha Clinton to ratify the Revised 2020-2021 School Calendar as submitted. The motion was approved unanimously.

9. NEW BUSINESS

None was presented.

10. ADJOURNMENT

The meeting was adjourned at 7:54 p.m.

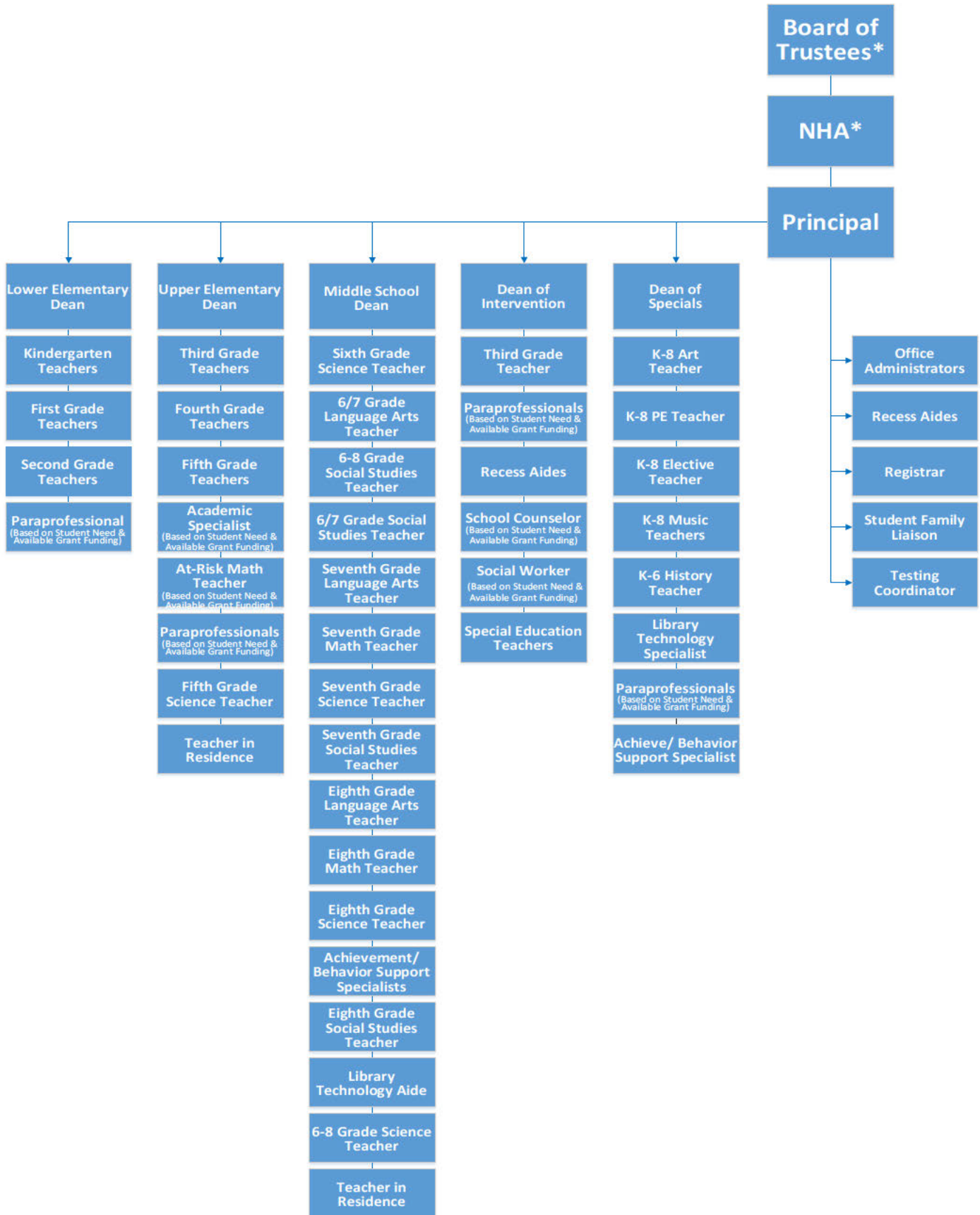
NEXT MEETING:

Monday, August 23, 2021 at 7:00 p.m.

OFFICER OF THE BOARD

SIGNATURE _____

Riverton Street Charter School Organizational Chart



*Employees are jointly employed by the School Board and NHA.

Riverton Street Charter School

2021-22 School Year

July/August

July 19-22 - NHA Leadership Summit

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

30th Staff PD; 31st Regional PD

September

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	27	28	29	30		

1st- 3rd Staff PD

7th-10th Staff PD

13th First Day of School; 16th Yom Kippur

October

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	27	28	29	30
31						

19th Regional PD

29th End of 1st Quarter

November

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	27
28	29	30				

2nd Election Day; 4th PT Conf.

11th Veteran's Day

25th-26th Thanksgiving Break

December

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	27	28	29	30	31	

24th-31st Winter Recess

January

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	27	28	29
30	31					

3rd School Resumes

14th End of 2nd Quarter

17th Rev. Dr. Martin Luther King Jr. Day

February

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
27	28					

21st-25th Midwinter Recess

28th School Resumes

March

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
27	28	29	30	31		

3rd PT Conferences

15th-16th Principals Mtg

25th End of 3rd Quarter

April

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	27	28	29	30

15th-22nd Spring Recess

25th School Resumes

May

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	27	28
29	30	31				

30th Memorial Day

June

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	27	28	29	30		

2nd Regional PD

20th Juneteenth Day

27th Last Day of School; End of 4th Quarter

July

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	27	28	29	30
31						

4th of July



Students Do Not Report/ Staff Report All Day

Students Report Half Day/ Staff Report All Day

Students/ Staff Do Not Report

Board Approved: 5/17/2021

Last Update: 5/11/2021

180 School Days

7:30 a.m. - 3:15 p.m. School Hours

7:30 a.m. - 11:30 a.m. (half)

1254 Instructional Hours



CROSS STREETS

118 ST
Baisley BLVDCITY OF NEW YORK
FIRE DEPARTMENT

A-10(B) 10-03

BATTALION E60317

D.O. 42

E 631117

VIOLATION ORDER

To 118-34 Rivertown St, Queens, 11412

Rivertown St Charter School

ROOM NO. OR FLOOR
1ADDRESS
Educational

NAME OF OWNER, LEASEE, OCCUPANT, ETC.

312 83138

ACCOUNT NO.

An inspection this date of the above premises indicates the existence of the following violations under the enforcement jurisdiction of this Department. You are hereby directed to correct such violations by compliance with the following order:

STANDARD
ORDER
FORM NO.ITEM
NO.

PBU 40

Failure to provide a certificate of
fitness Holder S95 supervision
of the Fire Alarms system
premises related* Remedy obtain the certificate of
fitness S95 supervision of Fire
alarms systems FC 901.7.

If this order has not been complied with in 30 days of the issuance date, A SUMMONS will be served for violations of the Administrative Code of the City of New York.

TO 25

FOR -NUMBERING

TO 24

FOR DISMISSAL

By Order of the Fire Commissioner

This is to certify that I have made an inspection of said premises and have issued the above order to:

Hector Hinkson Custodian

NAME OF PERSON WHO RECEIVED THIS ORDER

James Richards

INSPECTOR

1-12-21

DATE

TITLE

PHONE

PBU

UNIT

Unit Address

9 metrotech ctr
Brooklyn, 11201,

Unit Telephone

718-999-2411

WARD PIPING COMPANY INC.

NYCMFS LIC#1021B

FIRE SUPPRESSION SERVICES CORP.

909 Willis Avenue

Albertson NY 11507

Tel: 516-231-5345 **Fax:** (516) 231-5343

Re: Riverton Charter School

118-34 Riverton Street

Queens NY 11412

February 8, 2021

National Heritage Academies

3850 Broadmoor So.

Grand Rapids, MI 49512

REFERENCE: PROOF OF COMPLIANCE FOR NYC FIRE DEPARTMENT VIOLATION # 11772935M

Ward Piping Company Inc., - Fire Suppression Services Corp. Has received from Employee **G230Q** an appointment on: **Thursday March 18th 2021 @ 9:00AM** to perform a Hydrostatic pressure test of (1) Standpipe Fire Department Connections and related piping as per the NYC Fire Department **VIOLATION # 11772935M** The Fire Department requires that you have a representative from your organization present at the test, or the test will not be performed.

As proof of compliance, attach a copy of this letter to the gold copy of your violation form, making sure you have it signed and notarized

The Certificate of compliance must be filled out completely and returned to the Bureau of Fire Prevention before the compliance date of **3/11/2021**

Failure to comply with the above instructions could result in violations, hearing, and appearances including possible fines.

Sincerely,



Ken Driscoll

Service Manager

STATE OF NEW YORK COUNTY OF SUFFOLK

SWORN BEFORE ME THIS 8th DAY Feb., 2021

Notary *Victoria Lee Davies*

VICTORIA LEE DAVIES
Notary Public-State of New York
No. 01DA6378722
Qualified in Suffolk County
Commission Expires 7/30/2022

Certificate of Occupancy

CO Number: 420174457F

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

A. Borough: Queens Address: 118-34 RIVERTON STREET Building Identification Number (BIN): 4268946	Block Number: 12449 Lot Number(s): 4 Building Type: Altered	Certificate Type: Final Effective Date: 06/09/2014
This building is subject to this Building Code: 1968 Code		
<i>For zoning lot metes & bounds, please see BISWeb.</i>		
B. Construction classification: 1-D (1968 Code designation) Building Occupancy Group classification: E (2008 Code) Multiple Dwelling Law Classification: None		
No. of stories: ■ Height in feet: ■ No. of dwelling units: 0		
C. Fire Protection Equipment: Fire alarm system, Sprinkler system		
D. Type and number of open spaces: None associated with this filing.		
E. This Certificate is issued with the following legal limitations: None		
Borough Comments: None		



Borough Commissioner



Acting
Commissioner

Certificate of Occupancy

CO Number: 420174457F

Permissible Use and Occupancy

All Building Code occupancy group designations below are 2008 designations.

Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code occupancy group	Dwelling or Rooming Units	Zoning use group	Description of use
END OF SECTION						



Borough Commissioner



Acting

Commissioner

END OF DOCUMENT

0 6/9/2014 3:42:01 PM